

MEMORANDUM OF UNDERSTANDING
Between the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS SAUGUS CHAPTER #112
And the
SAUGUS UNION SCHOOL DISTRICT

June 9, 2021

The following Memorandum of Understanding (herein after "MOU") reflects the full and complete agreement of the California School Employees Association and its Saugus Chapter #112 (hereinafter "Association") and the Saugus Union School District (hereinafter "District") regarding compensation for employees who returned to sites during the 2020-2021 school year and Extended Learning Time for the 2021-2022 school year.

2020-2021 School Year – Professional Development

Classified employees returned to work at sites at various times throughout the 2020-2021 school year. As employees returned to work on site, they were required to take participate in professional development to implement new protocols and safety precautions from Los Angeles County Department of Public Health (LADPH) due to the COVID-19 pandemic. These safety protocols were essential to the safe return of students to in-person instruction. LADPH changed the COVID-19 reopening protocols multiple times throughout the school year, requiring employees to learn, understand and implement new procedures multiple times.

The District will pay bargaining unit members a professional development stipend of one thousand five hundred dollars (\$1500). The stipend will be prorated based on Full Time Equivalency (FTE) and time on Leave of Absence (LOA).

The District recognizes that some classifications were more heavily impacted by the new and updated safety protocols such as new cleaning procedures and Personal Protective Equipment (PPE) requirements when working with students. The District will pay an additional five hundred dollar (\$500) stipend to the following classifications for the additional professional development required to implement the procedures:

- Campus Supervisors
- Custodians
- Health Office Staff working with children on site
- Information Support Technician
- Instructional Assistants working in-person with children
- Library Media Specialists working in-person with children
- Office Assistants working with children on site
- Office Managers working with children on site
- Paraprofessionals working in-person with children (RAP, BASES, all SDC, and small groups/one-on-one)

Site Administrators/Supervisors will certify which bargaining unit members in the above classifications qualify for the additional \$500 stipend. In the event a bargaining unit member disagrees with the Site

Administrator/Supervisor’s recommendation, the bargaining unit member shall submit a written appeal explaining why they feel they qualify for the additional compensation. The appeal shall go to Jennifer Stevenson, Assistant Superintendent Human Resources, and/or Pete Bland, Director of Personnel Services. This compensation is for the 2020-2021 school year only.

2021-2022 School Year – Extended Learning Time

The school day will be extended by 30 minutes each instructional day for the 2021-2022 school year only.

- Part Time employees will have their work hours increased by 30 minutes and shall be compensated based on their rate of pay.
- Full Time employees will receive an off-schedule, one-time, 3% salary increase because the additional instructional time will impact the regular duties and workflow with additional interruptions and interactions with students, employees, and families.
- Part Time employees who are unable to increase their work hours due to other outside commitments (childcare, second job, etc.) will be able to keep their regular hours.

This compensation is for the 2021-2022 school year only. Salaries will return to the 2018-2021 salary schedule after June 30, 2022.

The parties agree to the following terms to take effect upon ratification of this Memorandum of Understanding by the parties:

1. Disputes regarding this Memorandum of Understanding shall be resolved via the Memorandum of Understanding' s grievance procedure.
2. This Agreement becomes final upon ratification of the Association membership (pursuant to Association Policy (610) and adoption by the Saugus Union School District.

Dated: 6/10/2021

FOR THE ASSOCIATION:

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Barbara E. DeSantis

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Barbara DeSantis
President
CSEA, Chapter 112

FOR THE DISTRICT:

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Jennifer Stevenson

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Assistant Superintendent Human Resources
Saugus Union School District

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Sylvia Arnone

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Lead Negotiator
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CSEA Labor Representative