

Memorandum of Understanding between
SEIU Local 1024 ("Union") and SCUSD ("Employer")

Regarding new Employee Orientations in the NEO and Communication with Employees in Light
of COVID-19 (2020 Shavitas)

The parties enter into the following agreement in response to the challenges posed by the COVID-19 virus.

RECITALS

- A) The parties share a mutual interest in assuring the health, safety, and well-being of their staff and the community.
- B) Open communication with staff, including during times of uncertainty, is essential to maintaining trust and morale.
- C) Guidance issued by the Centers for Disease Control and other public health agencies to curb the spread of COVID-19 should be followed and may require new forms of communication with staff, including new modes of providing NEO training.

AGREEMENT

1. The parties will provide each other with notification of updated policies and practices as they are developed and implemented, including those related to COVID-19. If changes to policies and practices for wages, hours, terms, and conditions of employment will meet and confer with the Union prior to implementing the changes.
2. If in-person new hire orientations are temporarily suspended due to COVID-19, the District will provide an opportunity to meet with new hires during their first day of work. It is the Union's discretion whether to conduct these orientations in person, via telephone, or online, and what time. The District will grant member leaders who conduct 1:1 orientations in person an additional release time to be used to arrange such a meeting. The Union shall notify the District's designated manager/ supervisor of its intent to schedule such a meeting and shall work together with the designated manager/supervisor to schedule a period of time (30 minutes) during the employee's regular working hours.
3. The District will provide the individual NEO orientation via a virtual Google document. The document will be sent to the new employee's email address in the new hire onboarding mailing packet. When HR receives notification that the new employee has successfully completed all the required processes, including with NEO, the District will send the Union the new

employ, his name, email address, phone number, and position. The next day, Then the Union will have the opportunity to submit a 30-minute presentation.

4. Should the District choose to distribute paper NEOs during the COVID-19 emergency, such materials will be treated as communication. The Union will retain its own paper NEO materials and membership cards, which can be distributed in the Union's direction.
5. The District will resume conducting in-person NEOs as soon as the Union's access to such in-person NEOs will resume as that is the established best practice once in-person NEOs are reinstated. Such Union access will extend to make up in-person NEOs that were delayed during the pendency of the COVID-19 emergency and that are rescheduled once the emergency subsides.

This MOU will expire on June 30, 2021. The Union and District hereby authorize the resumption of regular work and the District resumes regular work whichever is earlier.

Signed by the District



Karla Faucett

Date:

5/29/20

6/12/20