

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

Regarding new Employee Orientation and Communication with Employees in Light of COVID-19 (Coronavirus)

The parties enter into the following agreement by the COVID-19 virus.

RECITALS

- A) The parties share a mutual interest in assuring the health, safety, and well-being of the staff and the community.
- B) Open communication with staff, including newly hired employees, is essential given the uncertainty surrounding the COVID-19 virus.
- 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 the implementation of new forms of communication with employees and new modes of implementing NEO.

AGREEMENT

1. The parties will provide each other 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 the District will meet and confer with the Union prior to implementing the changes.
2. If in-person NEO is temporarily suspended due to COVID-19, the District will provide an opportunity to meet with new employees during their first day of work time within 10 days of a new employee's first day of work. It is the Union's discretion whether to conduct these presentations 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 of its desire 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 first day of work.
3. The District will provide the individual NEO to be on a virtual Google document. The document will be sent to the new employee in an email or boarding training packet. When HR receives notification that the new employee has successfully completed the required processes, including the NEO, the District will send the Union the new

employ. [redacted] Then the Union will have the opportunity to [redacted] 30 minute presentation.

4. Should the District choose to distribute paper NEO materials outside of an in-person or online NEO during the COVID-19 emergency, such materials will be treated as general communication. [redacted] own paper NEO materials and membership cards, which can be distributed in the following direction. [redacted]
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 [redacted] the established past practice once in-person NEOs are reinstated. Such Union access will extend to in-person NEOs that are rescheduled once the emergency subsides.

This MOU will expire on June 30, 2021. [redacted] authorize the resumption of regular work and the District resumes regular work whichever is earlier.

Signed by the District [redacted]



Karla Faucett

Date:

5/29/20

6/12/20