

Alvord Unified School District

## NOTICE OF PUBLIC HEARING

The Alvord Unified School District Hereby Gives Notice that a  
Public Hearing will be held as follows:

### TOPIC OF HEARING:

Notice is hereby given that the Alvord Unified School District and California School Employees Association and its Chapter 369 (CSEA) have reached a proposed Amendment to Memorandum of Understanding titled Return to Work.

- [Amendment to CSEA Return to Work MOU](#)

This agreement is available for public inspection and review at the following address:

Alvord Unified School District  
9 KPC Parkway  
Corona, CA 92879

Availability for public inspection and review is required prior to the Board of Education taking action at its regularly scheduled meeting at the following location:

### Alvord District Board Room

**HEARING DATE:** Thursday, May 20, 2021

**TIME:** 6:00 PM

**LOCATION:** District Board Room  
Alvord Unified School District  
9 KPC Parkway  
Corona, CA 92879

**FOR ADDITIONAL INFORMATION CONTACT: Bob Presby, 951-509-5124**

*~ This public notice may be removed on May 21, 2021 ~*

**Tentative Agreement**  
**Return to Work Appendix B – Return to School MOU**

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**ALVORD UNIFIED SCHOOL DISTRICT**  
**AND**  
**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 339**

**‘Return to Work MOU, Appendix B – Reopening of Schools’**

1. This is an appendix to CSEA and the District’s Return to Work MOU (dated August 5, 2020). In the event a provision from the Return to Work MOU is in conflict with the agreements in this Appendix, the Appendix prevails.
2. With students on campuses Monday through Thursday for the period the District uses the synchronous hybrid model and the need for increased sanitization, Fridays are intended to ensure proper cleaning of school sites and allow for maintenance and operations to perform work orders within classrooms in a safe and socially distanced environment. Therefore, classrooms are to remain vacant on Fridays.
3. **Notice of Return to Work:**
  - a. The District agrees to provide a five (5) workday notice to unit members in advance of being required to work on-site. The Human Resource Department, on March 4, 2021 sent an email to all classified personnel who would be required to work on-site beginning March 22, 2021.
4. **Employees’ Extra Support for In-Person Instruction**

Beginning March 29, 2021 to May 28, 2021; eight (8) hour classified bargaining unit members shall three (3) hours of overtime per week; less than eight (8) hour bargaining unit members shall offered four (4) additional hours per week due to the increase in duties associated with reopening in-person instruction and mitigating learning loss **by performing the following duties:**

  - a. Accounting – Increased purchase orders to support the reopening and maintaining open schools. Processing extra-hour time sheets.
  - b. Child Nutrition Services – Increased services with on-site meal due to the hybrid model and maintaining grab-and-go meal services to those students in virtual classrooms.
  - c. Clerical and Secretarial Related – The District’s instructional model is synchronous hybrid resulting in additional workload of maintaining additional classrooms, increasing personnel to help mitigate learning loss, pandemic and related health and safety standards has increased the level of communication and paperwork.
  - d. Information Technologies – Increased student technology needs.
  - e. Instructional – Help mitigate learning loss through additional support to students and teachers and support students with educational support and supervision
  - f. HVAC: Increased maintenance of HVAC and air filtration systems, including portable air filters and ‘air scrubbing’ machines.
  - g. Maintenance Workers II & IIIs: Prioritizing and/or completing work orders related to the reopening of schools and maintaining of increased safety standards.
  - h. Painters/Locksmith/Mechanic: For extra hours, these classifications will support meeting increased health and safety standards (custodial).

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- i. Plumbers: Increased maintenance of additional hand washing and bottle filling stations as well as ensuring restrooms and sinks are in good working order due to increased utilization per MOUs.
- j. Electricians: Will support increased student technology needs.
- k. Stores/Stocks and Delivery: Increased deliveries of supplies including PPE and sanitation supplies and equipment.
- l. Student Safety – Increased campus supervision to monitor and enforce health and safety standards such as social distancing, handwashing, etc.
- m. Student Services – Help mitigate learning loss with increased student support in the areas of educational and social/emotional wellbeing as well as family support for hybrid and virtual instruction.
- n. **Health Services- Assist with increased student needs due to COVID symptom screening and support for students returning to on site instruction.**
- o. Custodial – Supports reopening, maintaining health/safety standards for reopening.
- p. Grounds – these classifications will support meeting increased health and safety standards (custodial).

\*The parties agree to meet to negotiate additional hours for the reopening of the 2021-2022 work year.

**Extra-hour time sheets will be submitted. Time will be performed at sites throughout the district and must be coordinated with Managers and Supervisors**

#### **5. Face Covering:**

Paragraph 3 (ii) & (III) are amended as follows: Unless eating or drinking, all unit members are always required to wear face coverings while on District property and vehicles. Unit members working alone outside in excessive heat may remove their face-covering. Each unit member will be provided:

- a. Mask(s) that are washable and meet safety standards of essential workers.
- b. District will have an appropriate number of masks for all employees and will have additional masks on hand when needed.
- c. Students will follow appropriate guidelines.
- d. Unit members with additional medical PPE needs will have them provided through the interactive process (employees must contact the benefits department to initiate this process).

#### **6. Isolation Rooms:**

- a. See attached location of isolation rooms.
- b. The supervision of students in isolation rooms may be required of any classification whose customary and regular assignment involves the supervision or instruction of students.
- c. Ultimate supervision of isolation room is the site administrator or management designee. Unit members assigned to supervise isolation rooms are expected to stand at the entrance of the room, visually supervise students are staying in their assigned space and wearing a face covering. If the expectations change or any of the follow are not possible the unit member shall immediately report to the administrator or management designee:
- d. Unit members shall not be required to physically enter the isolation room.
- e. Unit members shall maintain six (6) feet distance from students.

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- f. Unit members can refuse the specific assignment until such a time as the appropriate administrator has remedied the situation. No unit member shall be retaliated against for raising health and safety concerns with their employer.
- g. For unit members assigned to supervise isolation rooms the following Personal Protective Equipment (PPE) will be available:
  - i. N 95 masks, gloves, gowns, and face shields/goggles. Requests for specific types of PPE not readily available can be made on an Occupational Safety and Health report form.

#### **7. COVID-19 Hazard Controls for Paraeducators**

The following provisions shall be applicable to all classified unit members working directly with students:

- a. Any paraeducator whom must work in physical contact with students, the following PPE will be provided:
  - i. N95 mask, gloves, face shields, gowns, and a portable physical barrier (tri-fold plexiglass or similar shield)
- b. If a paraeducator cannot maintain social distance (6ft) from students, each unit member will be provided the following PPE upon request:
  - i. N85 mask, gloves, face shields, and gowns.
- c. Each unit member's workstation shall include physical barrier.
- d. Every room with a sink shall be stocked with soap, hand sanitizer, and no touch hand drying equipment; every classroom shall be provided hand sanitizer pump by the door; non-classroom workspaces shall be provided hand sanitizer.
- e. Hand sanitizer or portable hand washing stations shall be provided at each ingress and egress point.

#### **8. Instructional Unit Member Movement:**

- a. Unit members will maintain their current assignments for the 20/21 school year. The District will make every effort to maintain these assignments for the rest of the school year to minimize the movement of unit members between different groups of students and staff.
- b. In the event students return to in-person instruction and Riverside County is in the 'Purple Tier' the District agrees to maintain 'stable group' guidelines in accordance with the CDPH.

#### **9. Virtual Academy:**

- a. The District agrees that Paragraph 56 of the MOU shall be extended until the end of the 2020/2021 school year. The District acknowledges the potential need for a virtual academy in the 2021/2022 school year. In such an event CSEA and the District agree to negotiate in accordance with Education Employment Relations Act (EERA) prior to the implementation. All Virtual Academy paraeducator classification family positions will be filled with District qualified classified employees.

#### **10. Exclusion from Work Due to Confirmed Workplace Exposure:**

- a. In the event a unit member is exposed to COVID-19 at work and is directed to quarantine the District agrees to maintain their full pay and benefits. The District may require the unit member to utilize their sick leave and COVID-19 paid leaves concurrently with the quarantine.

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**11. Testing:**

- a. While Riverside County remains in the 'Purple' tier the District will require bi-weekly COVID-19 testing.
- b. While Riverside County remains in the 'Red' tier unit members may request to continue the bi-weekly testing.
- c. Costs associated with COVID-19 testing provided by the District shall not be withdrawn or in any way connected with CSEA's H&W program.

**12. AB 85 Funding:** The District has qualified to receive additional funding under Assembly Bill (AB) 85.

- a. The District agrees not to utilize AB 85 funding to contract out classified unit member work in lieu of offering the additional assignment, increase in hours, extra hours, or overtime to qualified bargaining unit members or hiring additional permanent classified staff.
  - i. The District may seek to use a third-party provider in the instance of a new student who requires paraeducator services during the recruitment process, during student transitional periods, and to fill absences when a substitute is not available.

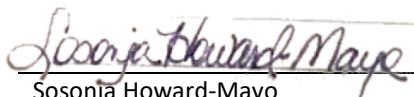
**13. CSEA and the District agree to meet and discuss how the District will prioritize supplemental instructional support funding, and further agree to negotiate, in accordance with Government Code 3543, changes to the classified bargaining unit's terms and conditions of employment resulting from the District's plans to utilize AB 95 funding.**

**Dated: March 26, 2021**

**Association:**

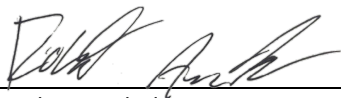


Ben Savage  
Chief Negotiator, CSEA Chapter #339



Sosonja Howard-Mayo  
President, CSEA Chapter #339

Josh Fleming  
Labor Relations Representative



Robert Archuleta  
Negotiating Team Member, CSEA Chapter #339



Laura Conklin  
Negotiating Team Member, CSEA Chapter #339

**District:**



Bob Presby, Ed.D.  
Assistant Superintendent, Human Resources



LaShonda Owens  
Director II, Human Resources



Linda Zamora-Murillo  
Administrative Assistant, Human Resources

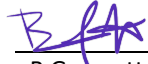


Eric Holliday  
Director I, Child Nutrition Services



Kevin Emenaker  
Executive Director, Administrative Services

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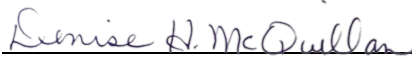
Negotiating Team Member, CSEA Chapter #339



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Rhonda Macias

Negotiating Team Member, CSEA Chapter #339



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Denise McQuillan

Negotiating Team Member, CSEA Chapter #339