

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**SEIU LOCAL 1021**

**AND**

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

**August 12, 2020**

[REDACTED]

**Site or office-based positions affected\***

- Campus Monitor, Campus Supervisor, Morning Duty, Noon Duty, Walking Attendant

- ~~Library/Textbook Service Tech~~

Library/Textbook Service Tech

Materials Lab Technician -

~~Office Support Personnel (based on each site's staffing level and as needed for partial reassignment for~~

Clean/wipe down common areas including walls, pictures, etc.

Grounds Beautification:

Clean, weed  
Pull weeds/white weeds

Trim bushes/trees  
Plant  
Pick up trimmings  
Spray weeds  
Spread mulch or bark  
Clean playground equipment  
Fill holes in fields  
Irrigation inspections

Student Nutrition:

Meal packaging and distribution of meals and produce boxes curbside  
Driving and distribution of meals

Other tasks or duties may be generated in collaboration between SEIU and any of the Directors in maintenance and operations, nutrition services, transportation, technology/enrollment, or warehouse.

**Reassignments for Site or Office-based Positions**

Employees currently in **site or office-based positions** may be reassigned to complete any of these tasks or duties:

Attend, prepare, or receive training related to:

- General Safety
- COVID-19
- Mental Health Awareness

- Suicide Prevention
- Bi-lingual
- Social-emotional learning /how to lead Community Circles and other student engagement

General Office and/or Organizational Duties

- Organize and clean individual Cumulative Student Files
- Purge Inactive Cumulative Student Files
- Inventory and organize supply rooms
- Inventory and assist with distribution of textbooks, computers or Chromebooks

Others tasks or duties that may be generated in collaboration between site or department leadership and Association members.

- Bi-lingual translation support for parent engagement meetings
- Clerical work and document organization and preparation

**Reassignment for Site-based Positions**

Employees currently in **site-based positions** may be reassigned to complete any of these tasks or duties:

Childcare

- Attend training on safe protocols for school-aged child supervision
- Attend other trainings related to childcare practices
- Attend trainings, as relevant, for overseeing students in small cohorts of 10-12
- Assist students, as needed, with general guidance on logging into their distance learning
- Assist students, as needed, with general school work

Affected SEIU employees identified will have the following options:

- Express preference between:
  - Duties typically associated with general facilities maintenance OR duties typically associated with general grounds maintenance (employees in operations positions)
  - Duties typically associated with family/student engagement and general office duties OR duties typically associated with childcare and child supervision (employees in site or office-based positions)

Once reassignments of duties are offered, employees will select one of the following:

- Accept reassignment of duties (maintaining same rate of pay as current position and same or similar number of hours - start and end times of actual reassigned shift may be different)

