

MEMORANDUM OF UNDERSTANDING
BETWEEN PERRIS UNION HIGH SCHOOL DISTRICT AND THE
PERRIS SECONDARY EDUCATORS ASSOCIATION

WORK EXPERIENCE PROGRAM

August 31, 2022

This Memorandum of Understanding is made and entered into effective August 31, 2022 (“Effective Date”), by and between the PERRIS UNION HIGH SCHOOL DISTRICT (“DISTRICT”) and the PERRIS SECONDARY EDUCATORS ASSOCIATION (“ASSOCIATION” or “PSEA”) (hereafter collectively referred to as the “PARTIES”).

RECITALS

The DISTRICT’s Work Experience program is an integrated educational process that: (1) helps students to choose a career path based on their interests and aptitudes; (2) prepares them for college and career success; and (3) affords students the opportunity to learn to work with others in ways that are successful and rewarding. The program also provides students with opportunities for applying the basic skills of reading, writing, and computation through a combination of supervised employment in any occupational field and related classroom instruction.

The Work Experience program comports with all adopted DISTRICT policies, State policies, and applicable laws, including, but not limited to, Sections 51760 - 51764 of the California Education Code.

Students within the Work Experience program are typically required to obtain a work permit prior to beginning work and must maintain the work permit throughout their employment. Students may also earn credit for participation in the Work Experience program through attending weekly teacher-assigned courses either before school or after school.

The Work Experience program has been provided to students under the direction of a DISTRICT administrator, with the oversight of a school administrator, and Work Experience Teacher-Coordinator, who oversees the program and works directly with students and employers.

AGREEMENT

Now therefore, the PARTIES agree as follows:

1. If the DISTRICT chooses to offer a Work Experience program at a school site, the DISTRICT may assign a Work Experience Teacher-Coordinator (“Teacher-Coordinator”) to coordinate the program pursuant to the DISTRICT’S Work Experience Education (WEE) Program Plan.

2. Under the direction of the principal or site administrator, the Teacher-Coordinator shall be responsible for the coordination and operations of the Work Experience program at a school site, which shall require work outside of the Teacher-Coordinator's contractual work day.
3. The Teacher-Coordinator shall receive an annual stipend equivalent to 9% of column-row A/1-1 of the certificated salary schedule, similarly listed and administered for other Certificated Extra Duty Stipends, listed in Appendix A, Part IV of the Extra Duty Schedule.
4. The Teacher-Coordinator shall be assigned a caseload, not to exceed 125 Work Experience students. In the event more than 125 students are enrolled in the Work Experience program, the DISTRICT shall implement alternatives, including, but not limited to, assigning an additional Teacher-Coordinator or capping enrollment in the program.
5. The Teacher-Coordinator shall be provided one instructional release period for each twenty-one (21) students enrolled in the Work Experience program, up to a maximum of six (6) instructional release periods. This shall be based on enrollment at the fifth week of each semester.
6. The Teacher-Coordinator shall meet with Work Experience students no less than once a week for the Work Experience class. The class meeting shall be equivalent to a regular instructional class period. The Teacher-Coordinator shall work with the principal or site administrator to determine whether this meeting occurs during zero period or after seventh period. The Teacher-Coordinator shall assign a grade for the students during this weekly class.
7. Requests for mileage reimbursement must be submitted by the Teacher-Coordinator to the principal or site administrator and forwarded to the DISTRICT Business Office on a monthly basis. The Teacher-Coordinator shall also be required to submit other relevant and necessary information (e.g., formal training agreements, student attendance, work permit log, site visit log, etc.) to the principal or site administrator on a monthly basis pursuant to DISTRICT policy and applicable Work Experience statutory requirements (e.g., 5CCR: 10071, 10072, 10073, 10074; CEC 51762, 51762.5; etc.).

This Agreement constitutes the entire agreement and understanding of the PARTIES. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained herein. All prior understandings, terms, or conditions, written, oral, expressed, or implied, are superseded by this Agreement.

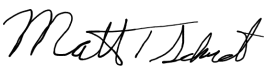
This Agreement cannot be changed or supplemented orally and may be modified or superseded only by a written instrument executed by both PARTIES.

The language of all parts of this Agreement shall, in all cases, be construed as a whole, according to its fair meaning, and not strictly for or against either party.

Violations of this Memorandum of Understanding are subject to ARTICLE VIII - GRIEVANCE PROCEDURE of the collective bargaining agreement between the PARTIES.

Dated this 31st day of August 2022

ASSOCIATION:



Matt Schmidt
Lead Negotiator



Tatiana Coover
PSEA Representative



Diane Pales
PSEA Representative



Dennis Raymond
PSEA Representative



Elizabeth Smith
PSEA Representative



Melanie Woodard
PSEA Representative

DISTRICT:



Kirk Skorpanich
Assistant Superintendent, Human Resources



Maribel Escobar
Director, Human Resources