

Hartnell Community College District and
California School Employees Association and its Chapter #470

MEMORANDUM OF UNDERSTANDING
Release Time for Chapter Business
September 8, 2023

On August 15, 2023 the Hartnell Board of Trustees ratified the contract agreement between CSEA and the District ("Parties") which included the following language change: "Formalized past practice of providing release time for President not to exceed 20%." Parties agree to interpret this as follows, effectively immediately:

Chapter Business Time (CBT).

- a. The Chapter President shall be granted, distinct from other release time, eight (8) hours per work week (twenty percent 20% of a full-time schedule) during their term of office, at no loss of salary or other benefits, for official Organization / Chapter business.
- b. CBT may be assigned or reassigned by the Chapter President to officers or other CSEA employees to perform official Chapter business.
- c. The Chapter President or designee shall notify the supervisor(s) and the Vice President of HR in advance, in writing, of when the time will be scheduled so that the District can plan accordingly. Changes shall be sent in advance, in writing, to the same. CSEA and the District will coordinate to ensure that disruptions are minimized. CBT may be incorporated into a regular work schedule or used as needed.
- d. If the Chapter President is a part-time employee working between twenty and twenty-nine (20-29) hours, they ~~may schedule a maximum of four (4) hours per week and~~ share/reassign the rest.

Handwritten note: "not a since through" with an arrow pointing to the underlined text in item d.

The indented language above shall be added verbatim to Article 6, Section 9. Release Time during the next Collective Bargaining Agreement negotiations. Adding this language shall not imply an "opening" or "sunshining" of said Article unless mutually agreed by the Parties. Any disputes arising from this agreement shall be subject to the grievance procedures outlined in the parties' collective bargaining agreement.

For the District:
Danna R. [Signature] 9/25/23

For CSEA:
[Signature] 9/25/23
[Signature] 9/25/2023
Julia Suveira 9.25.2023
[Signature] 9/25/23
[Signature] 9/25/2023

Date Signed: _____