

**2020 - 2021**  
**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE BERRYESSA UNION SCHOOL DISTRICT**  
**AND**  
**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)**  
**CHAPTER 364**  
**REGARDING**  
**Temporary Additional Work Hours**

The success of our educational program is partly dependent upon our ability to provide environments conducive to learning. At the start and the end of the school year school there is a need for other work needs to be completed, which includes, but is not limited to office preparation and student enrollment.

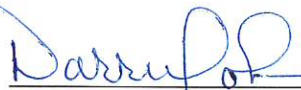
This work, on occasion, requires more time than is generally needed during the regular school year because of the scope and nature of the tasks.

In an effort to ensure this work will be completed in a timely and efficient manner, School Clerks at each school site will be authorized to work additional hours beyond their regular schedule. This authorization of additional hours is not to exceed a total of 30 hours over the assigned window period. The window period for the closing of school for the 2019-2020 school year will be May 11, 2020 through June 10, 2020. The window period for the opening of school for the 2020-2021 school year will be August 3, 2020 through August 31, 2020. Consistent with established existing protocols, the hours are to be reported on the appropriate time sheet and signed by the authorized supervisor. It must also be submitted consistent with the existing deadlines for submittal.


If any provision of this Memorandum of Understanding is held to be unlawful, the entire Memorandum of Understanding shall be null and void.

This Memorandum of Understanding shall not obligate either party to enter into any other Memorandum of Understanding.

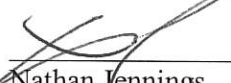
For Berryessa Union School District:

 3/3/2020  
Darrien Johnson, M.Ed.  
Assistant Superintendent of  
Human Resources

For the California School Employees Association CSEA  
Chapter 364:

 3/03/2020  
Debbie Narvaes,  
Chapter 364 President

For the California School Employees Association:

 3/4/2020  
Nathan Jennings  
Labor Relations Representative

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This work, on occasion, requires more time than is generally needed during the regular school year because of the scope and nature of the tasks.


In an effort to ensure this work will be completed in a timely and efficient manner, Library Media Technicians at each school site will be authorized to work additional hours beyond their regular schedule. This authorization of additional hours is not to exceed a total of 30 hours over the assigned window period. The window period for the closing of school for the 2019-2020 school year will be May 11, 2020 through June 10, 2020. The window period for the opening of school for the 2020-2021 school year will be August 3, 2020 through August 31, 2020. Consistent with established existing protocols, the hours are to be reported on the appropriate time sheet and signed by the authorized supervisor. It must also be submitted consistent with the existing deadlines for submittal.

**Library Media Clerks who work at school sites that will go through the installation of new library shelving this summer (Brooktree, Majestic Way, Noble, Summerdale and Vinci Park) will be authorized to have a window period for the opening of school for the 2020-2021 of August 3, 2020 through September 11, 2020.**

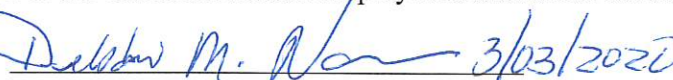
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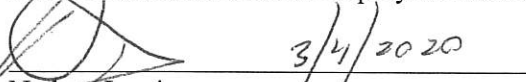
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