

**AMENDED 6-11-24**

**{This version replaces the version signed on May 29<sup>th</sup> 2024}**

**Memorandum of Understanding**

**Between  
Sacramento City Unified School District (SCUSD)  
&  
Service Employees International Union (SEIU)**

**Concerning**

**EXPANDED LEARNING OPPORTUNITIES  
Summer School Programs 2024**

**June 11, 2024**

This Memorandum of Understanding (MOU) titled "Summer School Programs 2024" is an agreement between the Sacramento City Unified School District ("District") and the Service Employee International Union, Local 1021 ("SEIU") regarding the 2024 summer school programs.

**AGREEMENT**

**Definitions of Summer School Programs 2024**

**Summer Matters:** The core summer school academic intervention (8:00 am – 12:00 pm) and enrichment (12:00 pm – 5:00 pm) program for K-8 students. Summer Matters program is focused on providing our students with:

- Exposure to new experiences
- Academic instruction to minimize learning gaps & reduce summer learning loss through high-quality theme-based learning units & enrichment activities
- Opportunities to learn and practice cooperative and collaborative learning skills
- Opportunities to engage and work with various community learning partners
- Opportunities to learn, practice, and develop social and emotional skills
- Opportunities for credit recovery
- Opportunities to engage in daily physical activity

**Extended School Year (ESY):** special education and related services that are provided to a student with a disability beyond the regular school year in accordance with his/her IEP. The need for ESY services must be determined annually on an individual basis by the Individual Education Program (IEP) team.

**Academic Intervention:** This term will be used to be inclusive of the core K-8 Summer Matters (Academic Intervention 8:00 am - 12:00 pm) program focused on minimizing learning gaps and summer learning loss, 9-12: Credit Recovery, bridge or transition programs, Site Designed Academic Programs, programs listed below, and/or enrichment programs implemented by site leaders at their school site during the summer school timeframe.

**Enrichment:** This term will be used to be inclusive of the K-6 Summer Matters (Enrichment 12:00 pm – 5:00 pm) expanded learning programs to minimize and reduce summer learning loss. The Summer Matters enrichment program is focused on providing our students with:

- Exposure to new experiences
- Opportunities to learn and practice cooperative and collaborative learning skills
- Opportunities to engage and work with various community learning partners
- Opportunities to learn, practice, and develop social and emotional skills
- Opportunities to engage in daily physical activity

**Site Designed Academic Program (SDAP):** This is a summer learning program implemented by sites and site leaders or sites in collaboration with departments at the district to address specific student populations based on site data/needs. The opportunity to implement a Site Designed Academic Program for summer school is open to all elementary, middle and high schools. Site leaders will work in partnership with their staff and/or district departments to complete a Site Designed Academic Program proposal. Sites can run more than one site designed academic program for summer school.

**Freedom Schools:** This program is an agency-led program focused on the Children's Defense Fund Freedom Schools Program model. Students will engage in a research-based, multicultural Integrated Reading Curriculum that supports them and their families through **five essential components:**

1. High quality academic enrichment
2. Parent and family development
3. Civic engagement and social action
4. Intergenerational servant leadership development
5. Nutrition, health and mental health

\*\*\*<https://cdfca.org/cdf-ca-freedom-schools/>

**Summer @ City Hall:** This city-run program is focused on increasing civic engagement and learning through hands-on learning experiences and projects.

**Workability:** The summer work experience program will serve high school students with disabilities. The program will provide the student with valuable life and job-related skills that will support their post-secondary goals for transitioning out of high school.

**Community Programs:** These programs focus on providing 9 hours of enrichment opportunities, community building, and daily physical activities to accommodate working families during the

summer. The community centers include YMCA, Phoenix Park, and Boys & Girls Club.

### **Program Dates**

#### **ESY**

The ESY Program will run from June 24, 2024 to July 19, 2024, excluding July 4th, for a total of 19 work days.

#### **Summer Matters**

The core academic intervention and enrichment summer school program for K-8 will run from June 24, 2024 - July 26, 2024 excluding July 4th, for a total of 24 work days.

#### **Site Designed Academic Program**

The Site Designed Academic Program for K-8 & 9-12 will run between June 24, 2024 - August 23, 2024 excluding July 4th, total number of days worked and exact dates of programming may vary depending on the academic calendar for 2024-2025.

#### **Freedom Schools**

The Freedom Schools program will run from June 24, 2024 to August 2, 2024, excluding July 4th, for a total of 29 work days.

#### **Workability**

The Summer Work Experience Program, designed by the Special Education Workability Team, will run from June 24 - July 26, excluding July 4th, for a total of 24 work days.

### **Work Term/Hours**

1. Instructional Aides, Instructional Aides (Special Education) & Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians will support summer programs as follows and according to the below work schedule:
    - Instructional Aides, Instructional Aides (Special Education) & Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians working in the *Summer Matters* program shall work no more than 4 hours a day (or actual hours worked due to extenuating circumstances) between the hours of 8:00 am - 12:00 pm, Monday through Friday.
    - Instructional Aides, Instructional Aides (Special Education) & Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians working in the *ESY* program shall work no more than 4.5 hours a day scheduled (or actual hours worked due to extenuating circumstances) between the hours of 7:30-12:30 Monday through Friday.
    - Participate in the pre-service training for June 17th, 18th, and 20th with their assigned teachers, for no more than 4 hours a day (or actual hours worked due to extenuating circumstances), 8:30 a.m. - 12:30 p.m.
    - Support summer school staff with yard supervision during program hours.
-

- Assist the classroom teacher in providing or reinforcing instruction to individual or small groups of students in a classroom or other learning environment; assist in the preparation of instructional materials, and perform a variety of clerical duties as assigned.
- Support targeted groups identified by the summer school principal.
- Assure the health and safety of students by following health and safety rules; assist students regarding the building of self-esteem, and development of a value system; assist students by providing proper examples, emotional support, friendly attitude, and general guidance.
- Attend pre-service training with summer school staff & principal.
- Instructional Aides, Instructional Aides (Special Education) & Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians that support **ESY** will attend & be compensated for the following pre-service trainings at the agreed upon hourly rate.

PL Days	Date	Time
Day 1: General Orientation	June 17, 2024	8:30 - 12:30 (4 hrs)
Day 2: (General Curriculum) Community-Based Instruction - Adult Transition Instructors & Para professionals	June 18, 2024	8:30 - 12:30 (4 hrs)
Day 3: Related Service Providers (Behavioral Team, Vocational Team, OT/PT/APE, SLPs )	June 20, 2024	8:30 - 12:30 (4 hrs)
Day 4: Summer School Principal Facilitated Staff Meeting @ Summer School Site Review of site operation, organizing and distributing materials, setting up the classroom.	June 21, 2024	8:30-9:30 (1 hrs) 9.30-12.30 (3 hrs)

- Instructional Aides, Instructional Aides (Special Education) & Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians that support **Summer Matters** will attend & be compensated for the following pre-service trainings at the agreed upon hourly rate.

PL Days	Date	Time
Day 1: Curriculum, Instruction, & Assessment	June 17, 2024	8:30 - 12:30 (4 hrs)
Day 2: Summer School Logistics	June 18, 2024	8:30 - 12:30 (4 hrs)

Day 3: Summer School Principal Facilitated Staff Meeting @ Summer School Site Review of site operation, organizing and distributing materials, setting up the classroom.	June 20, 2024	8:30 - 9:30 (1 hrs)
		9.30-12.30 (3 hrs)

2. Office Technicians will support the summer programs as follows and according to the below work schedule:
- Office Technicians shall work no more than 5 hours a day between the hours of 7:30 am - 12:30 pm Monday through Friday.
  - Perform routine, complex clerical duties in support of an assigned department or school; prepare and maintain logs, files, and records; review and verify the accuracy and completeness of various documents.
  - Greet the public, and provide routine information and direct inquiries to the appropriate person or office; make phone calls to request, provide, or verify information; accurately interpret the goals of the school or department to others and to the public.
  - Perform duties to assist the supervisor/summer school principal with a variety of clerical, technical, and routine administrative tasks; facilitate communication among staff, students, district personnel, and others.
  - Schedule students accordingly into Infinite Campus to ensure students are able to access online learning platforms through Clever.
  - Collect and submit timesheets once approved by the summer school principal to Youth Development to ensure summer pay is not delayed.
  - Attend pre-service training with summer school staff & principal.

PL Days	Date	Time
Day 1: Summer School Logistics	June 18, 2024	8:30 - 12:30 (4 hrs)
Day 2: Summer School Principal Facilitated Staff Meeting @ Summer School Site	June 20, 2024	8:30 - 9:30 (1 hrs)
Work with summer school principal to schedule students into IC		9:30 - 12:30 (3 hrs)

3. Field Trips

- Instructional Aides, Instructional Aides (Special Education), Teacher Assistant Bilingual Aides, Health Aides, Campus Monitors and Registered Behavior Technicians & Office Technicians who volunteer as a chaperone during scheduled field trips from (12:00 pm – 5:00 pm) will be compensated for the additional hours worked at the agreed upon hourly rate.

**Compensation**

1. 10 and 11 month employees represented by SEIU in the below classifications who do not normally work during the summer, shall be compensated at the rate of \$29.00per hour or their hourly rate, whichever is higher for work performed in the 2024 summer programs:
  - Instructional Aides
  - Instructional Aides: Special Education
  - Teacher Assistant Bilingual
  - Office Technicians
  - Health Aides
  - Campus Monitors
  - Registered Behavior Technicians
2. The District will make every attempt to pay staff who participate in the various summer school programs as quickly as possible, but no later than ninety days (90) after the conclusion of the programs. According to the timeline set forth in the collective bargaining agreement, Article 18, the Union may enforce this agreement after the expiration date of the agreement due to the District's non-performance of the terms and conditions of this Agreement.
3. This agreement is non-precedent setting.
4. This agreement shall remain in effect through the last day of the programs identified under the "Summer School Programs 2024."

**For the District:**

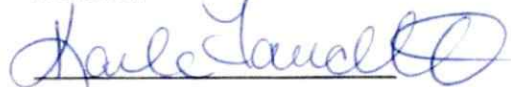


Lisa/Allen, Superintendent

6/20/24

Date


**For SEIU:**



President, Karla Faucett

6/12/24

Date



SEIU Local 1021 Field Staff