

Memorandum of Understanding
between the
SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION
and the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, and its SLOCOE CHAPTER #444
April 14, 2023

The following Memorandum of Understanding (MOU) reflects the full and complete agreement of the California School Employees Association and its San Luis Obispo Chapter # 444 (hereafter “CSEA”) and the San Luis Obispo County Office of Education (hereafter “SLOCOE”) regarding the utilization of student interns within the SLOCOE Business Services Department (hereafter “Business Services”).

A Memorandum of Understanding between SLOCOE and CSEA (collectively the “Parties”) is to meet the following interests:

- The Parties believe that a well trained workforce improves organizational efficiency and improves the workplace environment.
- The Parties believe that training student interns improves school business office function and fiscal solvency by creating a pipeline for trained and qualified candidates for the over 939 school districts and county offices of education, located in California.
- The Parties believe that selecting prospective student interns recommended by the California Polytechnic State University – San Luis Obispo Orfalea School of Business increases both student success and program success.
- The Parties believe that a student intern program increases the number of qualified candidates for school business office positions during the post-COVID labor shortage, but also increases the pool of qualified prospective CSEA members upon regular (non-intern) school employment.
- The Parties believe that one of the “best ways to learn a skill is to teach it,” thus improving the work quality/effectiveness for CSEA unit members as well as that of the intern.

In order to meet the interests listed above, the Parties agree to the following:

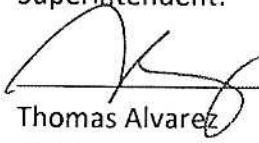
- The Parties agree that the SLOCOE Business Services Intern Program shall not supplant shop hours or shop work belonging to CSEA, nor shall it result in any reduction in hours or layoffs to CSEA unit members.
- SLOCOE will act as an intermediary with California Polytechnic State University – San Luis Obispo for hiring student Business Services interns as SLOCOE non-represented, “at-will” employees utilizing existing SLOCOE hiring practices and procedures (interview, reference check, fingerprinting, placement, equipment, etc).
- Business Services Student Interns can serve as an intern for no more that 24 consecutive months.
- Continuous enrollment at California Polytechnic State University – San Luis Obispo in good academic status (eg. no Academic Probation) is a required prerequisite for Business Services Student intern eligibility.
- SLOCOE Business Services management staff, in partnership with the SLOCOE Human Resources Department, will oversee the program including managing student intern duties and monitor training/onboarding activities and training performed by Business Services unit members.
- Business Services unit members will work collaboratively with Business Services management staff regarding training tasks/duties for both the unit member and the student intern. Concerns regarding duty increases to Business Services unit members will be prioritized and promptly addressed at semimonthly (twice per month) regularly scheduled labor/management meetings.
- This program is funded by the employee Recruit and Retain dollars designated in the SLOCOE budget.
- Questions, inquiries, and program progress checks will be discussed by the Parties at regularly scheduled labor/management meetings.

This is a one-time agreement that does not set precedence and cannot be applied to any other situation within the SLOCOE.

This MOU expires June 30, 2024, unless extended or modified by mutual written agreement of the Parties.

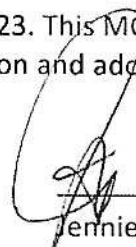
All other provisions of the CSEA – SLOCOE Collective Bargaining Agreement remain in full force and effect.

Tentatively agreed on this 14th day of April, 2023. This MOU shall become final upon ratification by the membership of the Association and adoption by the San Luis Obispo County Superintendent.



Thomas Alvarez
Chief Human Resources Officer
San Luis Obispo County Office of Education

Date: 4/14/23



Jennie Curto
President
CSEA, Chapter #444

Date: 4/14/23



Samuel Ogren
Labor Relations Representative, CSEA

Date: 5/5/2023