



California School Employees Association

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Matthew "Shane" Dishman
Association President

Keith Pace
Executive Director

Member of the AFL-CIO

The nation's largest
independent classified
employee association



August 31, 2022

Via Electronic Mail:

Irlanda Lopez, President
CSEA Cerritos Chapter 161

Re: Memorandum of Understanding (MOU) – Remote Work and Telecommuting

Dear President Lopez:

I have received the attached MOU regarding the above-referenced matter between the Cerritos Community College District and California School Employees Association and its Cerritos Chapter 161.

It has been reviewed in accordance with Policy 610. I have found no apparent violation of law, CSEA's Constitution and Bylaws, or Policy.

Ratification for this MOU *is* required. Please provide your Labor Relations Representative with the ratification date so that we may update our records.

Please ensure your chapter complies with the Ratification Meeting requirements as identified in your chapter constitution and Policy 610 Ratification Notice.

I would like to take this opportunity to acknowledge the time and effort spent by you and the Negotiating Committee in negotiations. Your involvement and dedications are truly appreciated.

Please feel free to contact my office at (626) 258-3349 or hlim@csea.com if you have any questions or concerns.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Heng Lim
Field Director

HL/ep

Enclosure

Cc: Jody Grenier, Region 35 Representative
Ivan Pastrano, Area G Director
Jerome Wilson, Labor Relations Representative

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**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CERRITOS COMMUNITY COLLEGE DISTRICT AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CERRITOS CHAPTER 161**

August 4, 2022

The Memorandum of Understanding is hereby entered into between the Cerritos Community College District and the California School Employees Association and its Cerritos Chapter 161, pursuant to the Educational Employment Relations Act and the Collective Bargaining Agreement between the parties.

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REMOTE WORK & TELECOMMUTING

Notwithstanding and in addition to the provisions of the Collective Bargaining Agreement, the parties agree that the development of a District policy and procedure for the facilitation of remote working arrangement (also known as telecommuting) is in the best interest of the District, its staff, and students. In pursuit of those ideals, the parties agree as follows:

1. Following execution of this Agreement, and during the Fall semester of 2022, the District Superintendent-President or designee will empanel a Task Force for the purposes of developing a remote work/telecommute policy and procedures, with the express intent of developing a comprehensive plan that meets the needs of the District and its students.
2. The Task Force shall include no less than three (3) representatives from CSEA for purposes of directly informing the recommended parameters of the remote work/telecommute policy.
3. A Task Force recommendation is expected to be completed as soon as reasonably possible, and will be referred to the Coordinating Committee for final review before a recommendation is advanced to the Board of Trustees.
4. Once a final recommendation to the Board has been approved, the parties mutually agree to meet and negotiate the impacts and effects of implementing the remote work/telecommuting policy.

It is expressly understood that this is a one-time agreement, and this memorandum of understanding shall not be considered precedent setting, nor will it establish a status quo, but instead shall sunset and have no force or effect once a policy recommendation has been advanced to the Coordinating Committee by the Task Force.

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FOR THE DISTRICT



Mercedes Gutierrez (Aug 4, 2022 14:51 PDT)

Dr. Mercedes Gutierrez
Vice President, Human Resources



Joshua Taylor
District Counsel

FOR THE ASSOCIATION



Erik Duane (Aug 4, 2022 14:33 PDT)

Erik Duane
CSEA Lead Negotiator



Irlanda Lopez
CSEA President



Jerome Wilson, LRR
CSEA Representative