

1 MEMORANDUM OF UNDERSTANDING
2 BETWEEN
3 CERRITOS COMMUNITY COLLEGE DISTRICT AND
4 CERRITOS COLLEGE FACULTY FEDERATION, AFT Local 6215
5 October 16, 2026
6

7 This Memorandum of Understanding ("MOU") is entered into by and between the
8 Cerritos College Faculty Federation, AFT Local 6215 ("Federation") and the Cerritos
9 Community College District ("District"), herein collectively referred to as the "parties".
10 The purpose of this MOU is to address the working conditions associated with the
11 Justice Scholars Program at Los Padrinos.
12

13 Los Padrinos Pilot Program for the Summer 2026 term and 2026-2027 Academic
14 Year
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16 The parties agree to continue the Los Padrinos Pilot instructional and non-instructional
17 programs through the remainder of the 2026-2027 academic year. This amendment
18 addresses considerations for the 2026-2027 academic year that may not have been
19 otherwise factored or known during the 2025-2026 academic year.
20

21 Cerritos College shall strive for success of the Justice Scholars Program through its
22 commitment to faculty and students. As part of this commitment, Cerritos College shall
23 treat the 2026-2027 academic year as the Los Padrinos Pilot Program in order to
24 identify the working conditions and impacts and effects of having instructional and
25 student services programs at Los Padrinos Juvenile Hall.
26

27 General Information

- 28 1. Faculty who teach within the Justice Scholars program shall perform their duties
29 and responsibilities in accordance with the CCFF contract and the policies and
30 procedures of the Cerritos Community College District. Should circumstances
31 arise (i.e., changes to the instructional calendar affecting an extension of the
32 current assignment due to unforeseeable situations), CCFF and the District shall
33 meet and negotiate prior to any potential change taking effect. Deviations from
34 the collective bargaining agreement should be negotiated (i.e., performance
35 evaluations, class size caps). Immediate concerns regarding employee safety
36 are within the immediate scope of an administrative decision.
37
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39 2. Courses scheduled within the Justice Scholars program shall adhere to the
40 course outline of record (i.e., class size, contact hours). Should circumstances

41 arise the District will discuss any potential changes that require further
42 conversation and consideration with CCFF.

- 43
- 44 3. All courses and services provided, regardless of modality, shall follow the District
45 calendar(s), observing campus closures and approved holidays.
- 46
- 47 4. CCFF and the District will maintain open lines of communication regarding the
48 successes and challenges related to Los Padrinos Pilot and shall meet and
49 confer at least once each semester on items related to the Justice Scholars
50 Program and working conditions at the Los Padrinos Facility.
- 51 5. The District shall provide the following information to CCFF each term:
- 52 a. A list of courses, including singleton courses, that are part of the Justice
53 Scholars Program.
- 54 b. The number of students enrolled in each course section, including
55 singleton courses, of the Justice Scholars Program.
- 56 c. The population served within each course section (LACOE or Probation).
- 57 d. The names of faculty members participating in the Justice Scholars
58 Program.
- 59 e. This information shall be provided prior to the start of the start date of the
60 course section.
- 61 f. Any student data not available by the start of the course section will be
62 provided the day the data becomes available.
- 63
- 64 6. The District shall solicit faculty feedback regarding assignments at the Los
65 Padrinos Facility or as part of the Justice Scholars Program as part of the
66 assessment of the effectiveness of these programs. The District shall utilize this
67 feedback to make continuous improvements to the Justice Scholars Program.
- 68
- 69 7. This MOU will sunset should the Los Padrinos Juvenile Hall close prior to the end
70 date of the MOU.
- 71
- 72 8. CCFF and the District agree to meet and confer to address working conditions
73 and impacts and effects for in person instruction and student services for during
74 the first six weeks of a term and the last six weeks of a term. This does not
75 preclude the parties from coming together to discuss and potentially adjust the
76 terms of Summer 2026, Fall 2026, and Spring 2027 based on unforeseen
77 impacts or effects that may arise during this period.

78 Assignment Guidelines

- 79 1. In the 2025-2026 academic year, the District assessed the implementation of all
80 modalities which include but are not limited to asynchronous and/or synchronous

modalities from a remote location and in-person instruction. This period of assessment assisted in the determination of instructional and student service modality for the 2026-2027 academic year.

- a. Preference for instruction and student services provided by faculty shall be offered in online asynchronous and/or synchronous modalities for the 2026-2027 academic year. On ground in-person/hybrid instruction/services will be assessed on a case-by-case basis by Academic Affairs with input from CCFF. This input does not supersede the District's right of assignment.
 - b. Any in person instruction/services provided by faculty during the Summer 2026 term and 2026-2027 academic year shall be provided by Full Time Tenured Faculty. In the event that no full time faculty is available, other faculty, including part-time may be considered.
 - c. The faculty of record may at any time request that the in person portion of a course be modified due to unforeseen logistical challenges or concerns. The District shall make every effort to honor the request of the impacted faculty.
 - i. In the event the course is modified faculty may be expected to use broadcasting technology as part of their assignment.
 - d. During the pilot, the District shall make every effort to allow the faculty teaching in person course(s) to run, even in cases of low enrollment. In instances where in person classes may be canceled, the District shall ensure that the faculty member remains whole.
2. No faculty member shall be involuntarily assigned to teach or provide services for the Justice Scholars Program. No faculty shall be involuntarily assigned to teach or provide services within the Los Padrinos Facility.
 3. Faculty members who refuse Justice Scholars Program assignments shall not incur penalty nor have a negative impact of full or part time faculty load or rehire rights. This includes but is not limited to: Requiring the addition of singleton students to a course to keep the assignment
 4. No more than five (5) singleton student may be enrolled in a particular course section.

Training

1. Internal tour: All Cerritos College faculty members who agree to participate in the Justice Scholars Program shall have the opportunity to participate in a Los Padrinos site tour.
 - a. Cerritos College Faculty who tour Los Padrinos Facility will receive mileage reimbursement equal to a distance between Cerritos College and the Los Padrinos Facility.
 - b. Cerritos College Faculty who tour the Los Padrinos Facility shall either receive two (2) hours of FLEX time or two (2) hours paid at the faculty's hourly/overload rate.
2. Los Padrinos Required Trainings: All Cerritos College faculty members who teach or to provide services at the Los Padrinos Facility shall agree to follow the rules, regulations, and conditions of the facility including any Los Padrinos mandated clearance checks.
 - a. All Cerritos College Faculty teaching or providing student services for the first time at with the Justice Scholars Program shall be paid \$200 for up to two (2) hours to receive training from LA Probation (PREA)
3. Cerritos College Orientation
 - a. As of 06.25.26 the District has not established an official orientation training for faculty participating in the Justice Scholars Program
 - b. The District shall develop, no later than April 30, 2027, an orientation training for faculty participating in the Justice Scholars Program. The training shall, at a minimum, include the following information:
 - i. Overview of the Justice Scholars Program
 - ii. Overview of the Justice Scholars student population
 - iii. General assignment information (how to report absences, expectations in an emergency, lockdown procedures, etc.)
 - iv. Communication plan (how to be notified of a lockdown, student progress reports, etc.)
 - v. Trauma informed teaching practices
 - vi. Canvas best practices for the Justice Scholars Program
 - vii. Online resources available to build courses/assignments
 - viii. Requirements/restrictions of online access
 - ix. Classroom management techniques
 - x. Classroom facilities (i.e. available equipment, where the class shall be held)
 - c. All faculty who are participating in the Justice Scholars Program for the first time shall be required to complete the Cerritos College Justice Scholars Orientation.

- 161 d. The Cerritos College Justice Scholars Orientation shall last no longer than
162 two (2) hours.
- 163 e. Faculty shall have the option to receive either two (2) hours of FLEX time
164 or \$200 to complete the Cerritos College Justice Scholars Program
165 Orientation

166

167 Equipment

168 Faculty instructional/service materials:

- 169 1. Laptops: Faculty will have access to a laptop at the discretion of the District
170 each site session where instructor and/or services are to be provided. The
171 laptop shall be connected to Los Padrinos Facility Wi-fi and have access
172 to the appropriate Cerritos College online resources (i.e., Canvas,
173 Clockwork, scheduling grids, Degree Planner, etc.), in accordance with
174 the approval process from Los Angeles County Probation Department or
175 Los Angeles County Office of Education. The District shall be responsible
176 for securing approval for the appropriate Cerritos College online resources
177 prior to the start of the assignment.
- 178
- 179 2. Location specific assignment information shall be given to faculty no later
180 than the first day of the start of the faculty assignment at the offsite
181 location. The information provided shall include but not be limited to:
- 182
- 183 i. Site emergency contact information
- 184
- 185 ii. Documents/instructions on parking, internet access,
186 designated contact information, emergency procedures
187 (instructions for earthquake drills, lockdown procedures,
188 etc.) in accordance with the emergency preparedness
189 processes of Los Angeles County Probation Department or
190 Los Angeles County Office of Education.
- 191
- 192 iii. Information for any known impacts to the Los Padrinos
193 operational calendar.
- 194
- 195 iv. Any required safety or instructional materials
- 196
- 197 v. Classroom Space: All classes shall be assigned to rooms
198 and/or laboratories which are appropriate for the
199 instructional needs of the course, are free from other
200 scheduled obligations/interruptions at the site, and can
201 accommodate the number of students enrolled in the course.
202 It is understood that facility priorities and emergencies may
203 impact the class location for specific days. Any such
204 changes must be immediately communicated to CCFF and
205 Academic Affairs. The District and CCFF shall meet and

confer when any service/classroom location is altered for more than one (1) week of instruction/service.

3. The District shall provide a clear backpack to all faculty who have an assignment with Justice Scholars Program that requires any on ground service to the Los Padrinos Facility.

Unique working conditions of the pilot program

1. The District will provide a flat fee of \$400 to compensate for any additional circumstances related to on ground instruction/services otherwise not identified in this MOU.
2. In the event of a lockdown or other similar situation requiring the faculty member to remain at the Los Padrinos Facility beyond the time period allotted to provide instruction and/or services, the faculty member will be compensated by the District for the additional time at their hourly/overload rate.
3. For Summer 2026 and the 2026-2027 Academic Year, all components of the CCFF contract are applicable, including evaluations. Any evaluation completed or conducted by the facility staff are for use at the Los Padrinos Facility and will not be used for regular District evaluation purposes.
4. A pilot stipend shall be offered for up to 10-hours (which may be reduced after June 2027, as duties are covered by the Justice Scholars Faculty) paid at the faculty member's overload/instructional hourly rate for each prep taught by the faculty member for the Los Padrinos in-person pilot program to work on any combination of projects including but not limited to:
 - a. provide input on the faculty handbook,
 - b. provide input on the technology and implementation of alternative classroom modalities and instruction,
 - c. participate in material revisions within Los Padrinos,
 - d. develop and implement a communication system between the Justice Scholars manager and the faculty member, and
 - e. provide input for the faculty member orientation.
5. Faculty members participating in the Pilot Program shall submit the appropriate Los Padrinos compensation form, up to ten (10) hours as noted in 4 a-e, to the appropriate Dean/Area Manager or appropriate Vice President no later than the

246 11:59pm on the last Friday of the term, will be paid within the second pay period
247 of the subsequent term.

- 248
- 249 6. Non-instruction faculty (Counselors and SAS Instructional Specialists) may
250 provide feedback to the aforementioned combination of projects in 4 a-e during
251 regular work hours.
- 252
- 253 7. A pilot stipend of \$1000 (which may be reduced after June 2027, as duties are
254 covered by the Justice Scholars Faculty) shall be offered for each prep taught
255 online by the Faculty member to the Los Padrinos facility to work on any
256 combination of projects including, but not limited to: taught online by the Faculty
257 member to the Los Padrinos facility to work on any combination of projects
258 including, but not limited to:
- 259 a. Provide input on the faculty handbook,
 - 260 b. Recommended material revisions within Los Padrinos,
 - 261 c. Develop and implement a communication system between the Justice
262 Scholars manager and the Faculty member, and
 - 263 d. Provide input for the Faculty member orientation
- 264 8. Faculty members who teach online shall be paid within the second pay period of
265 the subsequent term.
- 266
- 267 9. A pilot stipend shall be offered to faculty members who have singleton students
268 enrolled in any one (1) online course section. The stipend shall be \$300 for the
269 first singleton student in any one (1) course section and an additional \$100 for
270 each additional singleton student enrolled in the same course section, not to
271 exceed a total of five (5) singleton students. The singleton student pilot stipend shall
272 be to work on any combination of projects including, but not limited to: to work on
273 any combination of projects including, but not limited to:
- 274 a. Provide input on the LP faculty handbook,
 - 275 b. Recommend material revisions within Los Padrinos,
 - 276 c. Develop and implement a communication system between the Justice
277 Scholars manager and the Faculty member, and
 - 278 d. Provide input for the Faculty member orientation.
- 279
- 280 10. Faculty members who teach singleton students shall be paid within the second
281 pay period of the subsequent term.
- 282
- 283 11. Faculty members are eligible for multiple stipends each term dependent on their
284 assignment with the Justice Scholars Program.
- 285

Justice Scholars Program Faculty Member(s)

1. The District shall appoint a Justice Scholars Faculty to develop the Justice Scholars Program faculty orientation on a Canvas site that will be housed in the CTX. The faculty member shall be paid on an hourly basis to develop the faculty orientation and training materials for faculty teaching in the Justice Scholars Program.
2. The District will pay up to 54 hours (per academic year– Fall/Spring, excluding summer) as a stipend, paid at the faculty's a \$100 per hour. Additional hours may be as needed and this option will expire on April 30, 2026. Payment requires submission of a time-and-effort sheet documenting the deliverables completed and hours worked.
 - a. The Justice Scholars Faculty Member(s)-shall report to the Manager of the Justice Scholars Program.
 - b. Responsibilities shall include:
 - Conduct monthly meetings with faculty teaching at Los Padrinos to provide instructional support and facilitate the sharing of effective instructional practices
 - Provide training and instruction to faculty and departments regarding the Justice Scholars Program at least twice a semester
 - Identify, compile, and incorporate effective instructional practices and strategies for teaching students in the Justice Scholars Program into the Canvas site.
 - Work closely with the Justice Scholars Program Manager to identify, develop, and provide additional training opportunities, as needed.
 - At the District's request, periodically review and update the faculty orientation, training materials, and instructional resources housed in the Canvas site.
 - Participate in meetings with LACOE and Probation officials as appropriate per agency, or as needed.
 - Update the faculty handbook, as needed, based on a review and colleague feedback.

Ongoing support of faculty who provide instruction and/or services in the Los Padrinos Facility.

Cerritos College shall conduct ongoing assessment of the effectiveness of the Justice Scholars Program through the following:

1. Incorporating faculty feedback through intake and exit surveys/interviews.
2. Assessing support given to instructional and Counseling, Library, and Instructional Specialist faculty.
3. Providing professional development for faculty regarding Justice Scholars assignments; such as opportunities for carceral educators and allies.

4. Providing resources for faculty to communicate and share ideas; such as the Rising Scholars Network.

5. Providing an annual report on the Justice Scholars Program.

This Agreement is non-precedential, will not bind the Parties in any future action, whether under similar circumstances or not, and cannot be introduced in any grievance, arbitration, complaint, administrative or legal proceeding as evidence of past practice or intent of the parties or meaning or application of the collective bargaining agreement.

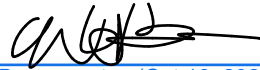
This Memorandum of Understanding shall remain in effect from the date of final signature and shall **automatically expire and terminate on July 30, 2027**, unless extended or renewed by the mutual written consent of both Parties prior to such date.

For the District:



Dr. Mercedes Gutierrez
Vice-President, Human Resources/
Assistant Superintendent

For the Cerritos College Faculty Federation
AFT Local 6215:



April Bracamontes (Oct 16, 2026 12:36:07 PDT)

Dr. April Bracamontes
CCFF/Lead Negotiator



Will Mittendorf (Oct 16, 2026 14:41:43 PDT)

Dr. Will Mittendorf
CCFF President

DISTRICT RESPONSE 20261014 MEMORAMEMORANDUM OF UNDERSTANDING Justice Scholars 2026-2027 FINAL

Final Audit Report

2026-10-16

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