

MEMORANDUM OF UNDERSTANDING
BETWEEN
COALNGA-HURON UNIFIED SCHOOL DISTRICT
AND THE
COALINGA-HURON TEACHERS ASSOCIATION

The Coaling-Huron Unified School District (“District”) and the Coalinga-Huron Unified Teachers Association/CTA (“CHUTA”), together referred to as the “Parties”, hereby agree to the following to meet the requirements of AB 119 (2017).

1. District Notice to CHUTA of New Hires

- (a) Each time a person is newly employed in a position in the bargaining unit, the District shall inform the new employee of their employment status, rights, benefits, duties, responsibilities, and other related matters.
- (b) The following new Bargaining Unit Member information will be sent from the District to the CHUTA President electronically in Excel or another agreed-upon format, within thirty (30) days of the employee’s date of hire or by the first pay period of the month of hire:
 - Name
 - Home Address
 - Phone Numbers (Cell, Home, Work)
 - Personal Email Address (Not District Email)
 - Date of Birth
 - Date of Hire
 - School Site
 - Grade Level/Assignment
 - Employment Status (Probationary, Intern, PIP, STIP, Temporary, Other)

2. New Employee Orientation

- (a) CHUTA will have one-half day, during the new certificated employee in-service training held prior to the start of the school year, to meet with newly hired employees.
- (b) For employees hired during the school year, the District shall provide written notice of the date, time, and location of all Bargaining Unit Member orientations/on-boarding meetings by electronic email to the Chapter President at least five (5) work days in advance of the orientation meeting.
- (c) New Bargaining Unit Members will be compensated at the hourly rate of pay for the time spent attending the required orientation/on-boarding meeting when the

orientation occurs outside of the Contract year and/or Contract day, so long as funding is available.

3. CHUTA Orientation/Onboarding Time

- (a) CHUTA shall be provided up to one-half (.5) hour of uninterrupted time for the Bargaining Unit Member orientation/on-boarding meeting held during the work year.
- (b) The District administration will excuse themselves during the Association's orientation time.
- (c) CHUTA may invite California Teachers Association (CTA) endorsed vendors and CTA staff to orientation/on-boarding meetings.
- (d) If the orientation/on-boarding meeting is held during contractual time, the Association shall have District paid release time for one (1) Bargaining Unit Member to attend and participate in the orientation/on-boarding meetings.

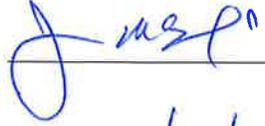
4. Bargaining Unit Member Information

- (a) The following information for all Bargaining Unit Members will be sent from the District to the CHUTA President electronically in Excel or another agreed-upon format on the last working day of September, January and May:
 - Name
 - Home Address
 - Phone Numbers (Cell, Home, Work)
 - Personal Email Address (Not District Email)
 - Date of Birth
 - Date of Hire
 - School Site
 - Grade Level /Assignment
 - Employment Status (Permanent, Probationary, Intern, PIP, STIP, Temporary, Other)
 - Status Change Reason (Contact Information, Leave of Absence, Retired, Non-Reelect, Resigned, Moved to Administration, Terminated, New Hire, Other)

5. Term

- (a) This agreement will remain in effect until mutually agreed upon language is rolled into the subsequent collective bargaining agreement.

COALINGA-HURON UNIFIED
TEACHERS ASSOCIATION



Date: 1/31/18

Tom Wells

Date: 1/31/18

COALINGA-HURON UNIFIED
SCHOOL DISTRICT



Lori Villanueva, Interim Superintendent

Date: 2/1/18



Scott Yeager, Director of Human Resources

Date: 2/1/18