

SIDE LETTER

SAN MATEO UNION HIGH SCHOOL DISTRICT and CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 519

This Side Letter Agreement is by and between the San Mateo Union High School District (hereinafter referred to as "District") and the California School Employees Association Chapter No. 519 (hereinafter referred to as "CSEA") and collectively referred to as the "Parties".

BACKGROUND

The CSEA unit member (Frantz Prince) working in the Instructional Assistant I position at Adult School is currently a full-time, 37.5 hours per week employee (1 FTE). This unit member has requested to reduce his assignment by 17.5 hours per week for school reason enrolled in the Alder University certificated program offered by the District effective June 13, 2022 through June 2, 2023.

AGREEMENT

1. The Parties recognize and agree that the Instructional Assistant I position at Adult School is a full-time, 37.5 hours per week employee (1 FTE) position. However, the Parties further agree to accommodate the unit member to work 20 hours per week (.53 FTE), and as such, have agreed to temporarily reduce the Instructional Assistant I position by 17.5 hours per week (.47 FTE), effective June 13, 2022. The Parties further agree that the District shall restore the Instructional Assistant I position to full-time, 37.5 hours per week in School Year 2023-2024.
2. Fringe benefits for the unit member shall be adjusted appropriately during the period of the reduction. Since the unit member will be working a total of 20 hours, Adult School Days Only (212 days), during the period of the adjustment, the employee shall receive a pro-rata adjustment to the District contribution for her health and welfare benefits, in accordance with the applicable terms of the CSEA collective bargaining agreement.
3. This agreement shall not be precedent setting.

Date: _____

San Mateo Union High School District

California School Employees Association and its Chapter No. 519

Kirk Black, Deputy Superintendent

Jim Broock, Vice-President, CSEA Chapter 519

Mark Westerberg, CSEA LRR

The employee acknowledges that he understands that the Instructional Assistant I position hours are reduced by 20 hours per week only until June 2, 2023 pursuant to this agreement.

Signed: _____
FRANTZ PRINCE

Date: _____