

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CALIFORNIA SCHOOL
EMPLOYEES ASSOCIATION
AND ITS CORONA-NORCO CHAPTER
369 AND THE CORONA-NORCO
UNIFIED SCHOOL DISTRICT**

**SMALL GROUP RETURN (COVID-19)
September 25, 2020**

This memorandum is agreed between Corona-Norco Unified School ("District") and the California School Employees Association and its Corona-Norco Unified Chapter 369 ("CSEA"), collectively, ("the parties") concerning CSEA members and the District's decision to bring small cohorts/groups of students back to school.

To these ends, the District and CSEA agree as follows:

While students are not physically on campus, paraeducators will not be required to physically report to the work site, unless the required work needs to be completed at the work site. The District is proposing a very small number of students returning to a few school sites on Monday, September 28, 2020, with additional students and schools being added the following week of Monday, October 5, 2020. The District will be following the guidance provided by the California Department of Public Health on returning small cohorts/ groups of students; in addition to, the Riverside County Public Health requirements.

1. Small Group Cohorts Staffing - Expanded Learning Plus

- The groups/cohort will be no more than 14 students per group/cohort (7 students to 1 Paraeducator).
- Two (2) Paraeducators will be assigned to each group/cohort.
- Staffing will follow Contract Language Article 6 Hours and Overtime, 6.16 Distribution of Non-Permanent Extra Hours to Part-Time Unit Members.
- There will be an Administrator on campus at all times, during the hours of the Expanded Learning Plus program.
- Cleaning: Sanitizing and disinfecting of all classroom surfaces will occur nightly.
- There will be a daily walk-thru/safety check at each site participating in the Expanded Learning Plus program.
- Initial participating sites will be Vicentia Elementary School and Stallings Elementary School with the other 9 Title I sites starting in the following weeks.

2. Small Group Cohorts Staffing - Special Education Plus

- Staffing will be in accordance with employee's regular assignment.
- No more than 16 people total and will include a certificated staff person at all times.
- There will be an Administrator on campus at all times, during the hours of the Special Education Plus program.
- Cleaning: Sanitizing and disinfecting of all classroom surfaces will occur nightly.
- There will be a daily walk-thru/safety check at each site participating in the Special Education Plus program.
- Initial participating sites will be Temescal Valley Elementary, Ramirez Intermediate, and Roosevelt High School with all other school sites starting in the following weeks.

3. Training

- Members will receive time during their normal shift hours to receive additional trainings specific to working with students that have been assigned a SCIA and/or students identified as High Contact Students.
- (High contact students are defined as students in the following academic programs: SDC (NSH &SH), PALS, II, pre-school, Adult Transition, and Victress Bower. The following trainings will be assigned as needed and/ or requested:
 - COVID procedures for toileting, diapering, and exposure to bodily fluids
 - Disinfectant Wipes Training

4. Personal Protective Equipment

- Employees reporting to work with students in small group cohorts will be issued the following personal protective equipment:
 - Cloth face coverings
 - Reusable face coverings
 - Face shield
 - Partitions.
- Additional PPE for SCIA's and/or staff working with high contact students would include
 - Additional face shields
 - Gowns (as requested by staff)
 - Goggles (as requested by staff)
 - Gloves
 - Clear masks (DHH, Speech)
 - Cleaning spray and disinfectant wipes (once training is completed)

5. Cleaning

- Sanitizing and disinfecting of all classroom surfaces will occur daily.

6. Infectious Disease Prevention

- The District will require all students and visitors to school sites to wear masks or face shields per CDPH school guidance.
- The District will instruct all students about proper handwashing techniques, mask wearing, social distancing, and other best practices for prevention of the spread of Coronavirus.
- The District will ensure that there are adequate hand-washing stations (whether in restrooms or otherwise) for all students, and that these stations are stocked with soap and hygienic (single-use) towels. The district will develop routines enabling students and staff to regularly wash their hands at staggered

intervals. The District will consider portable handwashing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent practicable.

- The District will consider the following changes to normal operations to limit opportunities for spread of infection and will notify CSEA of its decisions (and upon request negotiate any effects on bargaining-unit staff):
 - One-way hallways;
 - Limits on number of students in classrooms or other spaces;
 - Minimize movement of students and educators or staff as much as possible.
 - Spaces identified for disinfection will be off limits and clearly marked with signage until disinfection has occurred.

7. Screening

- The District will exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff should discuss with the parent or caregiver and refer to the student's health history form or emergency card to identify whether the student has a history of allergies, which would not be a reason to exclude.
- Recognizing that the current scientific understanding is that many people infected with novel coronavirus are asymptomatic at the beginning of the infection or throughout infection but can still spread the virus without showing symptoms, the District will screen employees and visitors to school sites as follows:
- Daily visual symptom and wellness checks at the beginning of each work day, including temperature reading with a no-touch thermometer *and* a questionnaire about symptoms. The questionnaire may optionally be administered by an app. Staff who conduct these checks shall be given adequate PPE and barriers shall be used to reduce potential exposure during the checks.
- If students come to school sites for in-person instruction, the District will screen students as follows:
- Daily visual symptom and wellness checks at the beginning of each school day, including temperature reading with a no-touch thermometer *and* a questionnaire about symptoms or asking each child about symptoms.
- In addition, students and staff will be educated about COVID-19 symptoms and will be instructed about how to report symptoms if they occur during the day.
- Records of staff screenings shall be kept in a safe, confidential location, and shall not be disclosed without employee permission except to county public health employees in the course of investigating a case or outbreak of the virus.

8. Testing and Tracing

- The District shall provide documented plans for testing and contact tracing for when any on-site person(s) have tested positive for COVID-19.
- The District shall notify bargaining unit employees who have been exposed to COVID-19 at work. The District shall identify individuals who have been in close contact (within six feet for 15 minutes or more) of an infected person, or a person who is suspected to be infected, and take steps to isolate the infected person and close contacts.
- The District shall notify CSEA of potential bargaining unit member exposure to COVID-19.
- The District shall provide information on COVID-19 testing provided by Riverside County Public Health when a potential exposure has occurred.
- CSEA agrees to cooperate with the District in any necessary public health actions, such as contact tracing of infected individuals.
- The District will develop a plan for when a staff member, child, or visitor becomes sick, per CDPH

school guidelines. The District will provide that plan and any updates to CSEA and will train staff about the procedures to be followed.

Any alleged violation, misinterpretation, or misapplication of the terms of this agreement shall be subject to the grievance provisions of the CBA (Article 14).

The Parties recognize the effects of COVID-19 are changing rapidly. The Parties will be in regular contact to negotiate those aspects that fall within the scope of bargaining. This MOU shall remain in effect through December 31, 2020 in accordance with the directive of the Riverside County Public Health Officer and the Emergency Declarations of the State of California (Executive Order N-33-20) and the Federal Government, unless modified or ended by mutual agreement of the Parties, or the District announces a form of full return to school, whichever comes first.

It is agreed and understood this agreement is subject to CSEA Policy 610 review and CNUSD Governing board approvals.

California School Employees Association
and its Corona-Norco Chapter 369

Lorena Lopez 9/30/2020
Lorena Lopez Date
President

Raquel Rodriguez 9-30-2020
Raquel Rodriguez Date
Negotiation Team Member

Blanca Nunez 9.30.20
Blanca Nunez Date
Negotiation Team Member

Cheryl Gray 9/30/2020
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Negotiation Team Member

Veronica Marquez 9/30/20
Veronica Marquez Date
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Myesha Kennedy Date
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CSEA Labor Relations Representative

Corona-Norco Unified School District

Glen A. Gonsalves 9/28/20
Glen A. Gonsalves Date
Assistant Superintendent, HR

Kathy Lee, Ed.D 9/29/20
Kathy Lee, Ed.D Date
Administrative Director, HR

Alan Giles 9/29/20
Alan Giles Date
Assistant Superintendent, Business

Dalia Gadelmawla 9/28/20
Dalia Gadelmawla Date
Chief Business Officer

Rufus Taylor, Ed.D 9/28/20
Rufus Taylor, Ed.D Date
Assistant Principal