

TENTATIVE AGREEMENT
Between the
AZUSA UNIFIED SCHOOL DISTRICT
And the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
And its
AZUSA CHAPTER 299

November 13, 2024

Article IX Leaves of Absence- Vacations

B. Leave Policies - 3. Differential Pay (Illness or Accident)

A Unit member shall each fiscal year be credited with a total of one hundred (100) working days of paid extended illness and injury leave, including all days of full-paid sick leave to which he/she is entitled under Section B.2.a of this article. Such days of paid leave used after exhaustion of full-paid sick leave shall be compensated at fifty percent (50%) of the unit member's regular salary. This paid extended illness and injury leave shall include all days of full-paid sick leave (current year and accumulated) but shall exclude any other available paid leave, holidays, vacation, or compensating time to which the unit member may be entitled. The one hundred (100) days of extended illness **and injury** leave under this section shall not accumulate. Leave used under this section shall run concurrently with the unit member's available leave under the Family and Medical Leave Act (FMLA) and/or California Family Rights Act (CFRA). **Unit members may use leave under this section after all regular sick leave, compensatory time, vacation, and other available paid leave has been exhausted.**

B. Leave Policies - 11. Vacations

Vacation time for classified personnel shall accrue as follows:

1st through 4th year	13 days
5th through 8th year	15 days
9th through 12th year	17 days
13th through 16th year	18 days
17th through 20th year	19 days

21st through 24th year	20 days
25th through 28th year	21 days
29th or more	22 days

Part-time bargaining unit members shall earn vacation days on a prorated basis according to their Full-Time Equivalency and consistent with vacation accrual based on years of service as provided above.

Less than twelve (12) month employees earn vacation according to the above schedule prorated in the same ratio as their months of employment bear to twelve (12) months per year.

The Parties intend that the wages of less than 12-month bargaining unit members, employed 4 years or less starting at the beginning of the school year, not be impacted by mandatory vacation days.

Vacation time shall be taken in accordance with the needs of the District, and as nearly as possible, at the convenience of the unit member as well.

All unit members may elect to take vacation days during the school year, if the following conditions are met:

- a. The unit member must submit his/her request to use vacation days to his/her immediate supervisor with at least two (2) full working days advance written notice;
- b. The School site unit members shall have a sufficient number of days available to cover the mandatory vacation days of winter, spring, and Thanksgiving recess periods and other days that school is not in session during the unit members' work year;
- c. In the event the School site unit member exceeds the number of accrued vacation days to cover the above referenced mandatory recess periods in any given school year, the unit member shall designate the day as unpaid.
- d. In the event the supervisor does not provide a response to the request prior to the date of the vacation, it shall be automatically approved.

School bus drivers shall take vacation during winter and spring recess periods, and other days that school is not in session during the employee's work year, unless the bus driver has been assigned a trip that meets or exceeds the unit member's guaranteed workday. (Example: A bus driver with a guaranteed workday of seven (7) hours that is assigned a four (4) hour trip would be required to use three (3) hours of vacation time to complete the workday.)

School site unit members and school bus drivers who work less than twelve (12) months shall be paid for unused vacation days.

Vacation time for twelve (12) month employees and less than twelve (12) month non-school site employees cannot be accumulated and should be taken before December 31 of the next succeeding school year. Any vacation time extended beyond this date must have prior approval of the Superintendent or designee.

The unit member's anniversary date shall be used in determining eligibility for vacation benefits.

Unit members who either voluntarily or involuntarily discontinue their employment with the district shall be entitled to the unused vacation time they have earned, and shall be paid accordingly.

Vacation time shall be exclusive of any other paid leave. Bargaining unit members may supplement their paid leave to ensure they receive a full day's wage when applicable (e.g., parental leave).

Article X Holidays

A. The following holidays shall be granted to all employees whose base assignment is five (5) consecutive days provided that the employee is in a paid status during any portion of the workday immediately preceding or following the holiday. All employees whose base assignment is not five (5) consecutive days shall be entitled to the following holidays if the holiday falls on a regularly scheduled workday of the employee.

Independence Day

Labor Day

Veterans' Day

Thanksgiving Day

Day after Thanksgiving
Winter Holiday
New Year's Day
Martin Luther King's Day
Lincoln's Day
Washington's Day
Spring Holiday
Memorial Day
Admission Day
Juneteenth (*commencing June 19, 2022.*)

Plus three (3) additional holidays mutually agreed to by the District and the Association.

- B. Every day (except Saturday or Sunday) appointed by the President of the United States, the Governor of the State of California, or legislature as a day of public fast, mourning, or thanksgiving shall also be a holiday **wherein the District is required to close.**
- C. When the holiday falls on a Saturday, the previous day shall be deemed to be a holiday. When the holiday falls on a Sunday, the following Monday shall be deemed to be the holiday.
- D. A holiday falling within a prescribed vacation period shall be deemed a holiday and not chargeable as vacation. Regular employees not assigned to work during the Christmas and Spring recess periods shall be compensated for the holidays stipulated in Section A above, provided said employee is in paid District status on the day immediately preceding or following the recess period during which a holiday falls.

Article XVII Salary

1. **All bargaining unit members active upon signing of the Tentative Agreement shall receive a one-time off-schedule payment of \$2,500.**

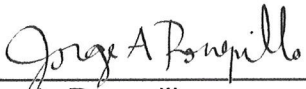
Article XVIII Annual Salary Supplement

Unit members that are eligible to receive health and welfare benefits shall receive those benefits according to the rules, requirements, and amounts stated on the current "Azusa Unified School District Classified Employees Health, Dental, Vision & Life Benefits" schedule attached as Appendix B.

The District agrees to pay the increased costs to medical and dental for the 2024-2025 plan year for all bargaining unit members in active status upon signing of the Tentative Agreement. The District agrees to increase its contribution for bargaining unit members who receive a TSA in lieu of benefits by the same amount as the increase costs to Kaiser HMO Plan #1 for the 2024-2025.


For the District:

Dated: November 13, 2024

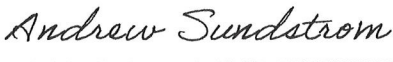
By: 
Jorge A. Ronquillo
Assistant Superintendent of Human Resources

For CSEA:

Dated: November 13, 2024

By: 
Patricia Sanchez
Chapter President

Dated: 11/13/24

By: 
Andrew Sundstrom
Labor Relations Representative