

Memorandum of Understanding  
between  
the California School Employees Association  
and its Chico Chapter #110 (together "CSEA")  
And  
the Chico Unified School District ("District")

**RE: Agreement to Increase Work Hours Per Day for Targeted Case Managers and to hire additional TCM employees for the 2023-24 school year.**

This MOU will become effective with the signatures and ratification of both CSEA and the District.

The District has recently received funding that will allow for the increase in Targeted Case Managers (TCM) positions. The funding is grant funded and the allocation will support 3 years of increased positions. Currently, TCMs are assigned up to eight hours per day. The goal of this additional funding is to increase TCM work hours to eight hours per school site. Therefore, the parties agree to the following:

**Increased Hours:**

The District will be able to increase total work hours for all TCMs to eight hours per school site.

The following conditions are agreed to in order to increase TCM work hours as well as to hire additional staff:


- Existing TCM staff will be offered additional staff time prior to any outside staff
- Additional TCM's will be hired with the goal of having a full time (8 hours per day) Targeted Case Manager at each school site.
- New positions and additional hours will be funded beginning in 2023-24.
- No current TCM employee will have their work hours reduced as a result of this MOU.
- The intent over the term of this agreement is to have consistent hours across the District.
- In the event of a reduction in funding or work the District will follow the article below and all other applicable articles of the Collective Bargaining Agreement.
  - Article 4.1.4.1 Given a vacant position, after job site transfers have been considered, an employee who has been laid off and is on a reemployment list may, based on seniority, elect to be placed into a vacant position within the classification from which he/she was laid off.
  - 4.1.4.1.1 If the employee accepts reemployment within the classification in which the employee was terminated, the employee shall be restored to her/his former step on the salary schedule.
  - 4.1.4.2 A bargaining unit employee subject to layoff or who is on a reemployment list(s) shall be hired in preference to outside applicants into vacant positions in any classification for which he or she meets the minimum qualifications.

- All TCM's will be assigned to a 181-day calendar, recognizing that some current employees are currently assigned to a 180-day calendar. If a current employee, an employee hired prior to June 17, 2023 in a permanent position, declines the increase the assignment will remain on a 180-day calendar.

Employees who are placed into positions that they have not previously held will have to prove competency through the Classified Human Resources Department and go through a probationary period.

CSEA recognizes that funding for these newly created positions comes from a grant which has an expiration date. Both parties recognize that newly hired employees maybe laid off at the conclusion of the grant and/or as funding allows. CSEA agrees that the newly mandated layoff protocols under AB 438 carry additional costs and resources to implement. Both parties agree to work together to attempt to avoid unnecessary layoff costs and utilization of resources.


All other provisions of the CBA will stand as is unless mutually agreed to by both parties.

  
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Lori Sullivan,  
Association (CSEA) Chapter 110 President

8/30/23  
\_\_\_\_\_  
Date

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Veronica Sanchez  
CSEA Labor Representative

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John Shepherd, Assistant Superintendent  
Chico Unified School District

8/29/23  
\_\_\_\_\_  
Date