

**SIDE LETTER OF AGREEMENT**  
**BETWEEN SAN JUAN UNIFIED SCHOOL DISTRICT (District)**  
**AND**  
**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,**  
**AND ITS SAN JUAN CHAPTER NO. 127 (CSEA)**  
***Re: Off-Schedule Bonus and Recruitment/Retention Bonus***  
**May 22, 2024**

This Side Letter of Agreement (SLA) is between the California School Employees Association and its San Juan Chapter No. 127 ("CSEA") and San Juan Unified School District ("District") regarding staff retention and recruitment investments. The parties have met and agreed to the following:

**Background:**

A persistent workforce shortage in public education continues to create challenges for staffing schools and programs in San Juan Unified.

**Intent:**

The District and CSEA recognize that the recruitment and retention of staff is vital to supporting the continuity of learning for students.

**Agreement:** The District agrees to provide an off-schedule bonus and a recruitment and retention bonus, pending Board of Education approval of a District plan for use of one-time discretionary block grant funds (tentatively scheduled for June 25, 2024):

1. **Off-schedule bonus:** For members employed as of **May 22, 2024**, the District shall provide a one-time off-schedule payment of \$1,500 for full-time staff and \$500 for part-time staff.
  - a. This one-time, off-schedule payment will be paid within 60 days of Board approval.
  - b. This one-time, off-schedule payment will not increase a member's base compensation for the 2023-24 or 2024-25 school years.
2. **Recruitment and retention bonus:** For continuing members employed as of **January 1, 2025**, the District shall provide a one-time off-schedule payment of \$1,500 for full-time staff and \$500 for part-time staff.
  - a. This one-time, off-schedule payment will be paid by **January 31, 2025**.
  - b. This one-time, off-schedule payment will not increase a member's base compensation for the 2023-24 or 2024-25 school years.
3. For purposes of items 1 and 2 above, part-time staff is defined as an employee working in a position or positions that total less than 0.5 FTE.

