

Memorandum of Understanding

Between

San Juan Unified School District (District)

and

California School Employees Association, Chapter 127 (CSEA)

Tree Trimming and Pruning Above Fifteen (15) Feet Program

Updated August 16, 2024

This program provides an opportunity for employees to earn additional income while meeting the needs of the District to have trees properly pruned, trimmed above the fifteen (15) foot level and/or removed. The San Juan Unified School District and the California School Employees Association, Chapter 127, hereby agree to the following provisions concerning this program.

1. Employees in the Groundskeeping and Grounds Maintenance Shops will be offered the first opportunity to tree trimming and pruning overtime work. If the opportunity is not accepted by employees from Groundskeeping or Grounds Maintenance, other employees in M&O, who meet the training requirements and have volunteered to perform this overtime work, will be offered the opportunity.
2. In order to be eligible to participate, employees must have proper training in tree pruning, tree climbing, chain saw use and other areas as determined by the Grounds Supervisor. . All training that incurs a cost will be paid for by the district. This training will include the following:
 - Online chainsaw training - must be up-to-date and/or renewed accordingly.
 - Tree Safety Training Modules - Includes study material and passing an assessment for each module. Testing will take place at M&O during employees' work hours.
 - Hands-on training with Tree Chipper equipment
 - The Grounds Supervisor shall be responsible for tracking training completion and maintaining and providing an eligibility list to Human Resources.
4. Work groups will have a minimum of at least three (3) people per site, including two (2) climbers/trimmers and a runner.
5. A work eligibility list will be maintained by the Grounds Supervisor. Work sites will be determined by the Supervisor and assignments will follow the M&O overtime policy.
6. The Grounds Supervisor will maintain a record of individuals that participate in the program and will monitor the list to ensure all members have equal opportunity to take advantage of this program.
7. Employees participating in this program will be paid the overtime rate at either their classification's pay range (and their current step), or Range 25 of the Operations Support salary schedule (at the employee's current step), whichever is higher.

