Riverside Unified School District

3380 14th Street • Riverside, CA • 92501

Board Meeting Agenda
November 18, 2013

Topic:	Disclosure of Tentative Agreement Between Riverside Unified School District and Its Employees Represented by the California School Employees Association, Chapter 506
Presented by:	Sandra L. Meekins, Director of Business Services
Responsible Cabinet Member:	Michael H. Fine, Interim District Superintendent
Type of Item:	Report/Discussion
Short Description:	This item represents the public disclosure of the terms and conditions, including financial impact, of a Tentative Agreement for employees represented by the California School Employees Association, Chapter 506.

DESCRIPTION OF AGENDA ITEM:

The District has reached multiple agreements with one of its collective bargaining units, the California School Employees Association, Chapter 506 (CSEA) representing classified employees. The agreements are documented as 1) Tentative Agreement (TA) Article VII Dated November 6, 2013, 2) Tentative Agreement Article IX Dated November 6, 2013, 3) Tentative Agreement Appendix B Dated October 18, 2013 and 4) Approval of New Job Descriptions. The TAs are the result of the collective bargaining process that began in September 2013.

The TAs includes the following provisions (highlights only):

1. Article VII, Sections 7.0, 7.8 and 7.9 – Provides a salary increase of six percent (6%) and a salary increase of six and one-half percent (6.5%) in lieu of District paid member contributions to PERS to Appendix A effective January 1, 2014. Section 7.9 Public Employees Retirement System (PERS) Payment by District is eliminated in its entirety. There will be no salary reopeners for 2014-15. Provides a 5% increase in stability pay effective July 1, 2013.

2. Article IX, Sections 9.0, 9.2, 9.3, and 9.5 – Redefines full-time unit members eligible for Health and Welfare Benefits as those members working thirty (30 or more hours. Effective January 1, 2014 (the 2014 plan year) and following, increases the District's annual contribution toward the District-sponsored medical plans for eligible employees to

$10,000. Contributions are pro-rated for part-time employees. There is no change to the District's contribution to dental plans. Removed Section 9.5.1 Medical Insurance for Retirees effective thru June 30, 2010 as the date was no longer valid.

3. Appendix B, Professional Growth – Provides clarity and restructure. Establishes a twelve professional growth point stipend and uniform stipend amounts at $225 per stipend effective February 1, 2014. The financial impact of the changes for professional growth are not quantifiable but are considered immaterial.

4. New Job Descriptions – Approval of new position job classifications and salary ranges consistent with process outlined in Article VIII, Sections 8.1 through 8.3 (this is the first time this revised process has been utilized). The financial impact of the new positions is considered immaterial.
    a. Data Quality Technician – Technology Services, Range 32
    b. Data Quality Technician – Human Resources, Range 32
    c. Lead Irrigation Worker – Range 27

The negotiation process will continue. This disclosure only represents points of agreement reached to-date. Additional disclosure and consideration of an additional Tentative Agreement will be addressed once further negotiations are complete.

This agenda item is intended to meet the public disclosure requirements of Assembly Bill 1200 (1991/1213) and Assembly Bill 2756 (2004/52). More specifically, AB 2756 amended Government Code Section 3547.5 to provide in part that, "before a public school employer enters into a written agreement with an exclusive representative covering matters within the scope of representation, the major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for the current and subsequent fiscal years, shall be disclosed at a public meeting of the public school employer."

CSEA has scheduled their ratification vote process for November 20, 2013.

FISCAL IMPACT: Amounts provided include both total impacts to the District and amounts specific to the nature of the attached Disclosure Form which is limited to the General Fund and the impact from the CSEA Bargaining Unit only.

The source of funds to support the TA is tied directly to the employee's current funding including federal and state restricted programs with the majority of the funding being sourced from the appropriation of the Local Control Funding Formula (LCFF) and, for the current fiscal year from the District's unrestricted General Fund reserves. The total fiscal impact of the TA is $3,330,174 of which $2,754,832 is to the General Fund.

The TA provisions result in an increase in costs in 2013-14 of $1,401,331 and an incremental increase in costs in 2014-15 of $1,353,501, ongoing. In the current year funding resources of approximately $590,200 will be contributed from the unrestricted General Fund reserves. On-

going costs for 2014-15 will be funded from on-going recurring restricted and unrestricted revenues including those received through the LCFF.

RECOMMENDATION: Information only. Public disclosure of the terms and conditions, including financial impact, of the Tentative Agreement for employees represented by the California School Employees Association, Chapter 506.

ADDITIONAL MATERIAL: 1) Tentative Agreement (TA) Article VII Dated November 6, 2013, 2) Tentative Agreement Article IX Dated November 6, 2013, 3) Tentative Agreement Appendix B Dated October 18, 2013, 4) New Job Descriptions and 5) Disclosure of Collective Bargaining Agreement Forms

Attached: Yes

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In accordance with California Government Code Section 3547.5, Education Code Section 42142, and the criteria and standards adopted by the State Board of Education.

Riverside Unified School District (School District Name)

Certificated ☐
Classified ☑

California School Employee Association (Bargaining Unit Name)

New ☑
Reopened ☐

The proposed agreement covers the period from: 7/1/13 to 6/30/15

The governing board is to act on this agreement at its meeting on: December 9, 2013 (Date)

Agreement/MOU attached ☑

Note: This disclosure, along with a copy of the proposed agreement, is due to the Riverside County Office of Education at least ten (10) working days prior to the date the governing board is to take action. Additionally, please contact DFS retirement prior to any retroactive pay.

(A) Proposed Change in Compensation

	COMPENSATION (FUND 03 AND FUND 06, R6500, R8150)	COST PRIOR TO PROPOSED AGREEMENT (Current Budget)	FISCAL IMPACT OF PROPOSED AGREEMENT: Current Year Increase/ (Decrease)	Year 2 Increase/ (Decrease)	Year 3 Increase/ (Decrease)
1.	**Salary Schedule** - Increase (Decrease) *(Includes Step and Column reported on Line 8)*	$ 27,340,525 *% Salary Schedule*	$ 1,753,350 *6.41%*	$ 1,753,350 *6.03%*	 *0.00%*
2.	**Statutory Benefits** *(STRS, PERS, FICA, Medicare, etc)*	$ 8,365,180 *% Statutory Benefits*	$ (616,443) *-7.37%*	$ (616,443) *-7.96%*	 *0.00%*
3.	**Base Costs** *(Total of Lines 1 & 2)*	$ 35,705,705 *% Base Costs*	$ 1,136,907 *3.18%*	$ 1,136,907 *3.09%*	$ - *0.00%*
4.	**a. Other Compensation** - Increase (Decrease) *(Describe in Section 12, Page 2)* **b. Changes to Step and Column With Agreement** *(Describe in Section 13, Page 2)* **c. Applicable Statutory Benefits**	**N/A** *% Salary Schedule* **N/A** *% Salary Schedule* **N/A** *% Salary Schedule*	$ 39,581 *0.14%* *0.00%* $ 8,249 *0.03%*	 *0.00%* *0.00%* *0.00%*	 *0.00%* *0.00%* *0.00%*
5.	**Health/Welfare Benefits** - Increase (Decrease) Current Cap: $10,000, $9,500 Proposed Cap: $10,000, $10,000	$ 6,875,758 *% Salary Schedule*	$ 216,594 *0.79%*	$ 216,594 *0.74%*	 *0.00%*
6.	**Proposed Negotiated Change in Compensation** *(Excludes Statutory Benefits) (Lines 1, 4a, 4b, & 5)*	 *% Salary Schedule*	$ 2,009,525 *7.35%*	$ 1,969,944 *6.77%*	$ - *0.00%*
7.	**Total Cost of Agreement** *(Includes Statutory Benefits) (Lines 3, 4, & 5)*	$ 42,581,463 *% Base Costs*	$ 1,401,331 *3.92%*	$ 1,353,501 *3.67%*	$ - *0.00%*
8.	**Step and Column Due to Movement** *(Included in Salary Schedule reported on Line 1)*	$ 1,545,851 *5.99%*	**N/A** **N/A**	 *0.00%*	 *0.00%*
9.	**Total Number of Represented Employees**	732.3	732.3	732.3	
10.	**Cost of Agreement per Average Employee**	58,148 *% from Prior Year*	1,914 *3.29%*	$ 1,848 *3.08%*	#DIV/0! *#DIV/0!*

11. What is the negotiated percentage increase or decrease in compensation? If applicable, please explain how the district will implement furlough days; include the number of furlough days and the equivalent percentage reduction. Will furlough days be ongoing or will they end at the end of the agreement? In the event of an increase, please annualize the percentage increase for the first year if that increase is for less than one full year.

6% salary increase and a 6.5% salary increase in lieu of District paid member contributions to PERS effective January 1, 2014.

12. Are there any other compensation items included in the agreement? Please explain any changes indicated on page 1, Section A, 4a.

5% increase in stability pay effective July 1, 2013. Professional growth language amended for clarity and restructuring of the professional growth stipend effective February 1, 2014. The financial impact of the changes for professional growth are not quantifiable but are considered immaterial. Three new job classifications with pay ranges were approved: Data Quality Technician-Technology Services, Data Quality Technician-Human Resources and Lead Irrigation Worker.

13. Is the district adding any steps, columns, or ranges due to the agreement? Please explain any changes indicated on page 1, Section A, 4b.

No

14. Does this unit have a negotiated cap for health and welfare benefits? ☑ yes ☐ no
Please describe the district's annual health and welfare cost per employee for this bargaining unit, and indicate the current and proposed cap on page 1, Section A, 5.

The District contributes on an eligible employee basis to District-sponsored medical and dental plans. The plan year is the calendar year (January through December). All contributions are prorated for part-time eligible employees. Effective January 1, 2014 the definition of eligible full-time members for the purposes of Health and Welfare Benefits has been amended from members working 32.5 hours or more per week to members working thirty (30) or more hours per week.

Effective January 1, 2013 (the 2013 plan year) the District contribution to medical plans was a recurring $9,500 plus a one-time $500 for a total of $10,000. This ageement increases the recurring $9,500 contribution per eligible employee to $10,000 effective January 1, 2014 (the 2014 plan year) and following. This agreement does not change the District's contribution to dental plans.

Eliminated a provision that was effective thru June 30, 2010 for Medical Insurance for Retirees.

(B) Proposed Negotiated Changes in Non-Compensation Items
Please discuss proposed changes in non-compensation items such as class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.

None

(C) Specific Impact on Instructional and Support Programs to Accommodate Agreement

Please discuss the impact of proposed changes on instructional and support programs (e.g. length of school year, staff reductions or increases, elimination or expansion of programs or services such as counseling, librarians, custodial services, etc.)

None

(D) Proposed Contingency Language

Please detail proposed contingency language relating to funding restoration, reopening, applicable fiscal years, or other significant provisions. Please indicate when restoration will occur, if applicable.

No salary reopener for the 2014-15 fiscal year.

(E) Impact on Deficit Spending

Will this agreement increase deficit spending in the current or subsequent years? Deficit spending exists when a fund's total expenditures and other financing uses exceeds the total revenues and other financing sources in a given fiscal year.

Deficit spending will increase due in part to this agreement. Resources from restricted and unrestricted revenues including the Local Control Funding Formula are not sufficient in the current year to support this agreement. There will be a shortfall of approximately $590,200 which will be contributed from the unrestricted General Fund reserves.

(F) Funding Source(s) for Proposed Agreement

1. Please discuss the proposed funding source for the current year.

Available restricted and unrestricted revenues and fund balance.

2. If a single year agreement, please explain how any resulting ongoing costs will be funded in subsequent fiscal years (i.e. explain the assumptions showing the district can afford the contract in future years). If a multi-year agreement, please discuss the funding sources for each year, including assumptions used, to fund this obligation in future years. Consider any compounding effects when evaluating subsequent year impacts.

This is a single year agreement with ongoing costs funded from on-going recurring restricted and unrestricted revenues including those received through the Local Control Funding Formula.

(G) Impact of Proposed Agreement on Current Year General Fund Operating Budget

In accordance with California Government Code Section 3547.5, Education Code Section 42142, and the criteria and standards adopted by the State Board of Education.

UNRESTRICTED GENERAL FUND

CURRENT YEAR OPERATING BUDGET		(Col. 1) Board-Approved Budget Prior to Settlement	(Col. 2)* Adjustments Resulting from Settlement	(Col. 3)* Other Revisions Board Approved Date_____	(Col. 4) Total Revised Budget (Col. 1+2+3)
REVENUES					
State Aid Sources	8010-8099	$ 250,083,396			$ 250,083,396
Federal Revenue	8100-8299	311,363			311,363
Other State Revenue	8300-8599	6,980,611			6,980,611
Other Local Revenue	8600-8799	1,879,797			1,879,797
TOTAL REVENUES		**$ 259,255,167**	**$ -**	**$ -**	**$ 259,255,167**
EXPENDITURES					
Certificated Salaries	1000-1999	$ 130,946,118			$ 130,946,118
Classified Salaries	2000-2999	29,396,439	1,361,768		30,758,207
Employee Benefits	3000-3999	44,860,457	(294,161)		44,566,296
Books and Supplies	4000-4999	9,434,821			9,434,821
Services & Operating Expenditures	5000-5999	27,740,386			27,740,386
Capital Outlay	6000-6999	1,023,744			1,023,744
Other Outgo	7100-7299 7400-7499	70,000			70,000
Indirect/Direct Support Costs	7300-7399	(4,252,626)			(4,252,626)
TOTAL EXPENDITURES		**$ 239,219,339**	**$ 1,067,607**	**$ -**	**$ 240,286,946**
OTHER FINANCING SOURCES/USES					
Contributions	8980-8999	$ (23,622,328)	$ (333,724)		$ (23,956,052)
Transfers In and Other Sources	8910-8979	$ 1,100,000			$ 1,100,000
Transfers Out and Other Uses	7610-7699	$ 2,971,700			$ 2,971,700
TOTAL EXPENDITURES AND USES		**$ 242,191,039**	**$ 1,067,607**	**$ -**	**$ 243,258,646**
INCREASE (DECREASE) IN FUND BALANCE		**$ (5,458,200)**	**$ (1,401,331)**	**$ -**	**$ (6,859,531)**
BEGINNING BALANCE	9791,9793,9795	$ 64,828,215			$ 64,828,215
ENDING BALANCE		$ 59,370,015	$ (1,401,331)	$ -	$ 57,968,684
COMPONENTS OF ENDING BALANCE					
Nonspendable	9711-9719	$ 650,000			$ 650,000
Restricted	9740				$ -
Committed	9750-9760				-
Assigned	9780	13,463,510			13,463,510
Reserve for Economic Uncertainties	9789	7,045,805			7,045,805
Unassigned/Unappropriated	9790	$ 38,210,700	$ (1,401,331)	$ -	$ 36,809,369

*If the total adjustments in Col. 2 do not agree with the Total Cost of Agreement on page 1, Section A, Line 7, please explain the variance below (e.g. partially budgeted, salaries and benefits are budgeted in other funds), and/or explain any revisions included in Col. 3.

(G) Impact of Proposed Agreement on Current Year General Fund Operating Budget

In accordance with Government Code Section 3547.5, Education Code Section 42142, and the criteria and standards adopted by the State Board of Education.

RESTRICTED GENERAL FUND

CURRENT YEAR OPERATING BUDGET		(Col. 1) Board-Approved Budget Prior to Settlement	(Col. 2)* Adjustments Resulting from Settlement	(Col. 3)* Other Revisions Board Approved Date_____	(Col. 4) Total Revised Budget (Col. 1+2+3)
REVENUES					
State Aid Sources	8010-8099	$ 10,467,819			$ 10,467,819
Federal Revenue	8100-8299	28,289,378			28,289,378
Other State Revenue	8300-8599	38,552,287			38,552,287
Other Local Revenue	8600-8799	2,490,500			2,490,500
TOTAL REVENUES		**$ 79,799,984**	**$ -**	**$ -**	**$ 79,799,984**
EXPENDITURES					
Certificated Salaries	1000-1999	$ 35,073,870			$ 35,073,870
Classified Salaries	2000-2999	15,487,017	$ 431,164		15,918,181
Employee Benefits	3000-3999	15,544,573	(97,441)		15,447,133
Books and Supplies	4000-4999	22,079,241			22,079,241
Services & Operating Expenditures	5000-5999	18,029,015			18,029,015
Capital Outlay	6000-6999	641,491			641,491
Other Outgo	7100-7299 7400-7499	-			-
Indirect/Direct Support Costs	7300-7399	3,243,985			3,243,985
TOTAL EXPENDITURES		**$ 110,099,192**	**$ 333,724**	**$ -**	**$ 110,432,916**
OTHER FINANCING SOURCES/USES					
Contributions	8980-8999	$ 23,622,328	$ 333,724		$ 23,956,052
Transfers In and Other Sources	8910-8979	$ -			$ -
Transfers Out and Other Uses	7610-7699	$ -			$ -
TOTAL EXPENDITURES AND USES		**$ 110,099,192**	**$ 333,724**	**$ -**	**$ 110,432,916**
INCREASE (DECREASE) IN FUND BALANCE		**$ (6,676,880)**	**$ -**	**$ -**	**$ (6,676,880)**
BEGINNING BALANCE	9791,9793,9795	$ 13,841,655			$ 13,841,655
ENDING BALANCE		$ 7,164,775	$ -	$ -	$ 7,164,775
COMPONENTS OF ENDING BALANCE					
Nonspendable	9711-9719	$ -			$ -
Restricted	9740	$ 7,164,775	$ -		7,164,775
Committed	9750-9760				-
Assigned	9780				-
Reserve for Economic Uncertainties	9789				-
Unassigned/Unappropriated	9790	$ 0	$ -	$ -	$ 0

*If the total adjustments in Col. 2 do not agree with the Total Cost of Agreement on page 1, Section A, Line 7, please explain the variance below (e.g. partially budgeted, salaries and benefits are budgeted in other funds), and/or explain any revisions included in Col. 3.

(G) Impact of Proposed Agreement on Current Year General Fund Operating Budget

In accordance with Government Code Section 3547.5, Education Code Section 42142, and the criteria and standards adopted by the State Board of Education.

COMBINED GENERAL FUND

CURRENT YEAR OPERATING BUDGET		(Col. 1) Board-Approved Budget Prior to Settlement	(Col. 2)* Adjustments Resulting from Settlement	(Col. 3)* Other Revisions Board Approved Date_____	(Col. 4) Total Revised Budget (Col. 1+2+3)
REVENUES					
State Aid Sources	8010-8099	$ 260,551,215	$ -	$ -	$ 260,551,215
Federal Revenue	8100-8299	$ 28,600,741	$ -	$ -	28,600,741
Other State Revenue	8300-8599	$ 45,532,898	$ -	$ -	45,532,898
Other Local Revenue	8600-8799	$ 4,370,297	$ -	$ -	4,370,297
TOTAL REVENUES		**$ 339,055,151**	**$ -**	**$ -**	**$ 339,055,151**
EXPENDITURES					
Certificated Salaries	1000-1999	$ 166,019,988	$ -	$ -	$ 166,019,988
Classified Salaries	2000-2999	$ 44,883,456	$ 1,792,932	$ -	46,676,388
Employee Benefits	3000-3999	$ 60,405,030	$ (391,602)	$ -	60,013,429
Books and Supplies	4000-4999	$ 31,514,062	$ -	$ -	31,514,062
Services & Operating Expenditures	5000-5999	$ 45,769,401	$ -	$ -	45,769,401
Capital Outlay	6000-6999	$ 1,665,235	$ -	$ -	1,665,235
Other Outgo	7100-7299 7400-7499	$ 70,000	$ -	$ -	70,000
Indirect/Direct Support Costs	7300-7399	$ (1,008,641)	$ -	$ -	(1,008,641)
TOTAL EXPENDITURES		**$ 349,318,531**	**$ 1,401,331**	**$ -**	**$ 350,719,862**
OTHER FINANCING SOURCES/USES					
Contributions	8980-8999	$ -	$ -	$ -	$ -
Transfers In and Other Sources	8910-8979	$ 1,100,000	$ -	$ -	$ 1,100,000
Transfers Out and Other Uses	7610-7699	$ 2,971,700	$ -	$ -	$ 2,971,700
TOTAL EXPENDITURES AND USES		**$ 352,290,231**	**$ 1,401,331**	**$ -**	**$ 353,691,562**
INCREASE (DECREASE) IN FUND BALANCE		**$ (12,135,080)**	**$ (1,401,331)**	**$ -**	**$ (13,536,411)**
BEGINNING BALANCE	9791,9793,9795	$ 78,669,870			$ 78,669,870
ENDING BALANCE		$ 66,534,790	$ (1,401,331)	$ -	$ 65,133,460
COMPONENTS OF ENDING BALANCE					
Nonspendable	9711-9719	$ 650,000	$ -	$ -	$ 650,000
Restricted	9740	$ 7,164,775	$ -	$ -	7,164,775
Committed	9750-9760	$ -	$ -	$ -	-
Assigned	9780	$ 13,463,510	$ -	$ -	13,463,510
Reserve for Economic Uncertainties	9789	$ 7,045,805	$ -	$ 28,027	7,073,832
Unassigned/Unappropriated	9790	$ 38,210,700	$ (1,401,331)	$ -	$ 36,809,370

*If the total adjustments in Col. 2 do not agree with the Total Cost of Agreement on page 1, Section A, Line 7, please explain the variance below (e.g. partially budgeted, salaries and benefits are budgeted in other funds), and/or explain any revisions included in Col. 3.

Col. 3. Reserve for Economic Uncertainties fluctuates with each budget revision as it is based on a minimum of 2% of Total Expenditures, Transfers Out and Other Uses. Adjustments to the Reserve for Economic Uncertainties are posted at 1st and 2nd Interims, Estimated, and Unaudited Financials.

Riverside Unified School District

Combined General Fund

Multi-Year Financial Projections 2011-12 to 2015-16

	Prior Year Actuals 2011-12	Prior Year Actuals 2012-13	Percent of Change over PY	Adopted Budget 2013-14	Percent of Change over PY	Revised Budget 2013-14	Percent of Change over PY	Projected Budget 2014-15	Percent of Change over PY	Projected Budget 2015-16	Percent of Change over PY
COLA Actual/Projection %	2.24%	3.24%	44.64%	1.565%	-51.70%	1.565%	-51.70%	1.80%	15.02%	2.30%	27.78%
P-2 ADA Actual/Projection	40,170.64	40,126.96	-0.11%	40,140.00	0.03%	40,140.00	0.03%	39,896	-0.61%	39,655	-0.60%
Funded ADA Actual/Projection	40,157.93	40,144.72	-0.03%	40,141.85	-0.01%	40,141.85	-0.01%	40,140	0.00%	39,896	-0.61%
(excluding County and Charter)											
REVENUES											
State Aid	$ 211,124,568	$ 212,210,264	0.51%	$ 222,152,643	4.69%	$ 260,551,215	22.78%	$ 274,635,139	5.41%	$ 284,437,282	3.57%
Federal	$ 29,913,714	$ 27,811,759	-7.03%	$ 23,467,262	-15.62%	$ 28,600,741	2.84%	$ 23,726,106	-17.04%	$ 28,800,186	21.39%
State	$ 70,064,166	$ 70,639,121	0.82%	$ 72,116,614	2.09%	$ 45,532,898	-35.54%	$ 42,025,735	-7.70%	$ 42,025,735	0.00%
Local	$ 8,205,611	$ 8,840,776	7.74%	$ 3,663,301	-58.56%	$ 4,370,297	-50.57%	$ 4,042,872	-7.49%	$ 4,042,872	0.00%
Total Revenues	$ 319,308,059	$ 319,501,919	0.06%	$ 321,399,820	0.59%	$ 339,055,151	6.12%	$ 344,429,852	1.59%	$ 359,306,075	4.32%
EXPENDITURES											
Certificated Salaries	$ 155,665,422	$ 167,128,826	7.36%	$ 159,026,022	-4.85%	$ 166,019,988	-0.66%	$ 171,578,670	3.35%	$ 173,172,611	0.93%
Classified Salaries	$ 42,978,488	$ 46,342,138	7.83%	$ 44,284,476	-4.44%	$ 46,676,388	0.72%	$ 46,887,673	0.45%	$ 47,116,985	0.49%
Benefits	$ 58,784,377	$ 62,395,500	6.14%	$ 59,433,435	-4.75%	$ 60,013,429	-3.82%	$ 61,197,301	1.97%	$ 61,325,543	0.21%
Books & Supplies	$ 14,936,869	$ 16,311,554	9.20%	$ 16,038,227	-1.68%	$ 31,514,062	93.20%	$ 13,157,785	-58.25%	$ 18,231,865	38.56%
Contracts & Services	$ 37,699,229	$ 38,065,817	0.97%	$ 38,978,095	2.40%	$ 45,769,401	20.24%	$ 45,455,942	-0.68%	$ 45,455,942	0.00%
Capital Outlay	$ 4,502,362	$ 3,633,956	-19.29%	$ 3,254,912	-10.43%	$ 1,665,235	-54.18%	$ 1,296,160	-22.16%	$ 1,296,160	0.00%
Other Outgo	$ 81,025	$ 94,717	16.90%	$ 70,000	-26.10%	$ 70,000	-26.10%	$ 70,000	0.00%	$ 70,000	0.00%
Support Costs	$ (843,903)	$ (914,776)	8.40%	$ (1,008,641)	10.26%	$ (1,008,641)	10.26%	$ (1,008,641)	0.00%	$ (1,008,641)	0.00%
Total Expenditures	$ 313,803,869	$ 333,057,731	6.14%	$ 320,076,526	-3.90%	$ 350,719,862	5.30%	$ 338,634,890	-3.45%	$ 345,660,465	2.07%
OTHER SOURCES & USES											
Transfers In & Other Sources	$ 831,139	$ 6,498,199	681.84%	$ 1,100,000	-83.07%	$ 1,100,000	-83.07%	$ 1,100,000	0.00%	$ 1,100,000	0.00%
Transfers Out & Other Uses	$ 8,288,531	$ 2,530,880	-69.47%	$ 2,971,700	17.42%	$ 2,971,700	17.42%	$ 2,970,807	-0.03%	$ 2,970,807	0.00%
Total Expenditures & Uses	$ 322,092,400	$ 335,588,611	4.19%	$ 323,048,226	-3.74%	$ 353,691,562	5.39%	$ 341,605,697	-3.42%	$ 348,631,272	2.06%
NET INCREASE (DECREASE) IN FUND BALANCE	$ (1,953,202)	$ (9,588,493)	390.91%	$ (548,406)	-94.28%	$ (13,536,411)	41.17%	$ 3,924,156	-128.99%	$ 11,774,804	200.06%
FUND BALANCE, RESERVES											
Beginning Balance	$ 90,211,565	$ 88,258,363	-2.17%	$ 78,669,870	-10.86%	$ 78,669,870	-10.86%	$ 65,133,460	-17.21%	$ 69,057,615	6.02%
Ending Balance	$ 88,258,363	$ 78,669,870	-10.86%	$ 78,121,464	-0.70%	$ 65,133,460	-17.21%	$ 69,057,615	6.02%	$ 80,832,419	17.05%

Components of Ending Fund Balance:						
Nonspendable	$650,000	$302,796	$650,000	$ 650,000	$650,000	$650,000
Restricted	$3,429,438	$13,841,655	$12,503,097	$ 7,164,775	$6,833,768	$6,502,760
Committed	$0	$0	$0	$ -	$0	$0
Assigned	$28,863,895	$17,748,940	$13,578,992	$ 13,463,510	$14,701,576	$13,708,705
Reserve for Economic Uncertainties	$6,441,848	$6,711,773	$6,460,965	$ 7,073,832	$6,832,114	$6,972,626
Unassigned/Unappropriated	$48,873,182	$40,064,705	$44,928,410	$ 36,809,370	$40,040,157	$52,998,328
Total Ending Balance	$88,258,363	$78,669,870	$78,121,464	$65,161,487	$69,057,615	$80,832,419
% Reserve (9789 and 9790)	17.17%	13.94%	15.91%	12.41%	13.72%	17.20%

Revised 11/12/2013

	1XXX	2XXX	3XXX	4XXX	5XXX	6XXX	7100-7299 7400-7499	7300-7399	7610-7629	Total Exp Change	LCFF 80XX	Federal 81XX-82XX	State 83XX-85XX	Local 86XX-87XX	Other 89XX	Total Rev Change
2013-14 TOTALS	**166,019,988**	**46,676,388**	**60,013,429**	**31,514,062**	**45,769,401**	**1,665,235**	**70,000**	**(1,008,641)**	**2,971,700**	**353,691,562**	**260,551,215**	**28,600,741**	**45,532,898**	**4,370,297**	**1,100,000**	**340,155,151**
2014-15 Adjustments										-						-
Growth (Decline)	(507,480)		(145,692)							(653,172)	14,083,924					14,083,924
Step/Column	2,053,607	228,898	269,148							2,551,653						-
RCTA/CSEA-Medical Cap Increase			610,569							610,569						-
Salary and Benefit Changes (RCTA)	4,018,920		460,166							4,479,086						-
One-Time Augmentations/Solutions	(497)		(57)	(529,197)	(259,459)	(369,075)				(1,158,285)						-
Reduce for Carryover/Deferred				(14,441,060)						(14,441,060)		(4,783,592)	(124,443)	(327,425)		(5,235,460)
Adj for Grants Ending/1-Time Funds	(5,868)	(17,613)	(10,262)	(3,386,020)	(54,000)					(3,473,763)		(91,043)	(3,382,720)			(3,473,763)
Debt Service									(893)	(893)						-
										-						
										-						
										-						-
										-						-
										-						-
										-						-
2014-15 TOTALS	**171,578,670**	**46,887,673**	**61,197,301**	**13,157,785**	**45,455,942**	**1,296,160**	**70,000**	**(1,008,641)**	**2,970,807**	**341,605,697**	**274,635,139**	**23,726,106**	**42,025,735**	**4,042,872**	**1,100,000**	**345,529,852**
2015-16 Adjustments										-						-
Growth (Decline)	(481,785)		(138,315)							(620,100)	9,802,143					9,802,143
Step/Column	2,075,726	229,312	266,557							2,571,595						-
Adj for Grants Ending/1-Time Funds				5,074,080						5,074,080		5,074,080				5,074,080
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
										-						-
2015-16 TOTALS	**173,172,611**	**47,116,985**	**61,325,543**	**18,231,865**	**45,455,942**	**1,296,160**	**70,000**	**(1,008,641)**	**2,970,807**	**348,631,272**	**284,437,282**	**28,800,186**	**42,025,735**	**4,042,872**	**1,100,000**	**360,406,075**

(I) Impact of Proposed Agreement on Unrestricted Reserves

1. State Reserve Standard Calculation

		Current Year	Year 2	Year 3
1a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement) for both Unrestricted and Restricted General Fund	$ 353,691,562	$ 341,605,697	$ 348,631,272
1b.	Enter State Standard Minimum Reserve Percentage	2%	2%	2%
1c.	State Standard Minimum Unrestricted Fund Reserve (Line 1a times Line 1b. For a district with less than 1,001 ADA, the greater of Line 1a times 1b or $60,000)	$ 7,073,831	$ 6,832,114	$ 6,972,625

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

2a.	General Fund Reserve for Economic Uncertainties (Object 9789)	$ 7,073,832	$ 6,832,114	$ 6,972,626
2b.	General Fund Budgeted as Unassigned/ Unappropriated Amount (Object 9790)	$ 36,809,370	$ 40,040,157	$ 52,998,328
2c.	Special Reserve Fund for Other Than Capital Outlay Projects Budgeted for Economic Uncertainties (Fund 17, Object 9789)	$ -	$ -	$ -
2d.	Total District Budgeted Unrestricted Reserves	$ 43,883,202	$ 46,872,271	$ 59,970,954
2e.	Reserve for Economic Uncertainties Percentage (Line 2d divided by Line 1a)	12.41%	13.72%	17.20%

3. Does the district's budgeted unrestricted reserves meet the state standard minimum reserve amount?

(Line 1c is less than or equal to Line 2d?)

Current Year:	2013 - 2014	☑ yes	☐ no
Year 2:	2014 - 2015	☑ yes	☐ no
Year 3:	2015 - 2016	☑ yes	☐ no

4. If no, how does the district plan to restore reserves?

(J) Impact of Proposed Agreement on Current Year Operating Budget

Itemized Budget Revisions Necessary to Meet Agreement's Cost

Description of the Revision	Attached Fund Transfer/ Budget Resolution Numbers	Amount	County Use Only: Date Action Taken
Six percent (6%) salary increase and a six and one-half percent (6.5%) increase in lieu of District paid member contribution to PERS effective January 1, 2014 including fixed charges.		$ 1,136,907	
Five percent (5%) increase in stability pay effective July 1, 2013 including fixed charges		$ 47,830	
Increase District annual contribution to the medical plan, raising cap from $9,500 to $10,000 and change definition of full-time eligible (for medical purposes only) from 32.5 hours per week to 30.0 hours per week effective January 1, 2014		$ 216,594	
Increase Reserve for Economic Uncertainties		$ 28,027	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
TOTAL REVISIONS		$ 1,429,358	

Please provide an explanation if no budget revisions are necessary.

(K) Impact of Proposed Agreement on Subsequent Fiscal Year Budgets

Itemized Budget Revisions Included in the Multi-Year Financial Projections to Meet Agreement's Cost

Year 2: 2014 - 2015

Description of the Revision	Major Object Code Series	Amount	*County Use Only: Date Action Taken*
Incremental cost of six percent (6%) salary increase and six and one-half percent (6.5%) increase in lieu of District paid member contribution to PERS effective January 1, 2014.	1xxx	$ 1,753,350	
Net of increase in fixed charges cost based on above salary increase and elimination of District paid member contribution to PERS effective January 1, 2014	3xxx	$ (616,443)	
Increase District annual contribution to the medical plan, raising cap from $9,500 to $10,000 and change definition of full-time eligible (for medical purposes only) from 32.5 hours per week to 30.0 hours per week effective January 1, 2014	34xx	$ 216,594	
		$ -	
		$ -	
TOTAL YEAR 2		**$ 1,353,501**	

Year 3: 2015 - 2016

Description of the Revision	Major Object Code Series	Amount	*County Use Only: Date Action Taken*
		$ -	
		$ -	
		$ -	
TOTAL YEAR 3		**$ -**	

Please provide an explanation if no budget revisions are necessary.

Year 2 reflects the incremental cost of the six percent (6%) salary increase and the six and one-half percent (6.5%) salary increase in lieu of District paid member contribution to PERS effective January 1, 2014 including associated increases to fixed charges and the incremental cost of the District's annual contribution to the medical plan from $9,500 to $10,000 for the 2014 plan year; all of which will be ongoing. There is no revision needed for Year 3.

(L) Certification No. 1 Riverside Unified School District

The District Superintendent and Chief Business Official should sign this certification at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the undersigned hereby certify that the costs incurred under the provisions of the agreement can be met by the district during the term of the agreement, and that the itemized budget revisions necessary to meet such costs, as indicated in sections J and K, are included in the district's budget and multi-year financial projections.

Signature - Interim District Superintendent	November 18, 2013 Date
Signature - Chief Business Official	November 18, 2013 Date

District Contact Person: Sandra L. Meekins, Director-Business Services Phone: 951-352-6729 x82002

RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 506
TENTATIVE AGREEMENT
November 6, 2013

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and subject to ratification by the California School Employees Association, Chapter 506 ("CSEA") the parties agree to:

ARTICLE VII (Pay and Allowances) is amended in its entirety to read:

7.0 Regular Rate of Pay: The regular rate of pay for each position in the bargaining unit shall be in accordance with the rates established for each class as provided for in Appendix A, which is attached hereto and by reference incorporated as a part of this Agreement. Step increases shall be annually implemented on July 1. Bargaining unit members hired or promoted on or after February 1 shall not receive a step increase until July 1 of the following calendar year.

7.0.1 If other employees receive a compensation increase during the term of this agreement, which exceeds the percentage increases contained within this agreement, the difference shall be paid to unit members, following meeting(s) between the parties to determine the basis for the distribution. The intent of this section is to maintain compensation parity between CSEA unit members and other District employees. (Reclassifications do not invoke this section.)

7.0.2 Effective January 1, 2014, the bargaining unit members shall receive a 6% salary increase. Both the District and CSEA agree that the provisions of Article XXII shall not apply for the 2014-15 school year with regard to salary only.

7.1 Pay Warrants: All regular pay warrants of unit members shall be itemized to include all deductions and overtime. Effective thirty (30) calendar days or the first day of the month following ratification of this Agreement whichever is later, all new bargaining unit members hired after the effective date of this Agreement who are paid monthly shall have their pay warrant electronically deposited into the financial institution designated by the

CSEA
District

unit member. The District agrees to hold harmless, and indemnify and defend CSEA from any and all liability arising out of disputes by unit members regarding mandatory electronically deposited pay warrants.

Effective July 1, 2003, all classified bargaining unit employees with a work year of ten months or less who are paid monthly will be paid one tenth of their yearly salary for ten months beginning in the first month they work and ending in the last month in which they work. If the first month of work has five or less workdays the first tenthly pay will start the following month. If the employee is working more than five days in the first month, the employee with a work year of 10 months will be paid one eleventh of their yearly salary for eleven months and the employee with a work year less than 10 months will be paid one tenth of their yearly salary for 10 months.

Classified bargaining unit members paid twelfthly and subsequently who change work years to less than twelve (12) months may request a twelfthly pay cycle for a period of one complete school year following the work year change. Bargaining unit members must have completed at least three (3) continuous years in a permanent paid status in order to qualify for this benefit.

7.2 Frequency - Monthly: Effective July 1, 1999, unit members who are assigned to work four (4) or more hours per day will be paid once a month payable on the last working day of the month. If the normal day of pay falls on a holiday, the pay warrant will be issued on the preceding workday.

7.2.1 Frequency - Twice Monthly: Unit members who work less than four (4) hours per day shall be paid eight (8) working days after the tenth (10) and twenty-fifth (25) calendar day of the working month.

7.3 Payroll Errors: Any payroll error resulting in insufficient payment for a unit member in the bargaining unit shall be corrected, and a supplemental warrant issued, not later than five (5) working days after the unit member provides notice to the Payroll Department. In the event a payroll error results in an excess payment to a unit member, the District will meet with the employee to establish a repayment schedule. Failure to reach a mutual

CSEA
District

agreement the unit member shall be required to refund the excess to the District within the same amount of time as the overpayment was caused.

7.4 Lost Pay Warrants: Any pay warrant for a unit member in the bargaining unit which is lost after receipt or which has not been delivered within five (5) days of mailing, if mailed, shall be replaced not later than thirteen (13) days from the date of issue of the lost warrant, provided that the unit member has completed and signed a "Lost Warrant Affidavit" within ten (10) days of the date of issue. If more than ten (10) days have elapsed since the date of issue, the lost warrant will be replaced three (3) days after the "Lost Warrant Affidavit" is completed and signed.

7.5 Mileage: Unit members specifically authorized to use their personal cars in fulfilling a specific work assignment shall be reimbursed at the per mile rate the District is paying to other District employees not in the bargaining unit (but not less than the amount allowed for by the IRS). It is understood and agreed that unit member travel between home and worksite is exempt from this provision. It is further understood and agreed that this reimbursement shall be payment in full for all car operating, maintenance, repair, and insurance costs resulting from such use.

7. 5.1 The District accounting office shall, as soon as reasonable, submit to the County valid unit member requests for mileage reimbursement, but in no event, later than ten (10) workdays after receipt.

7.6 Meals: Any unit member in the bargaining unit who, as a result of work assignment, must have meals outside the boundaries of the District shall be reimbursed for the full cost of the meal, subject to rules and regulations established by the District in relation to authorization for and payment of such reimbursement, and provided that the unit member submits a receipt showing the cost of the meal with the regular District expense claim. Unit members shall receive reimbursement for meals and other work related expenses at the same rates established by the Board of Education for all District employees.

7.7 Lodging: Any unit member in the bargaining unit who, as a result of a work assignment, must be lodged away from home overnight shall be reimbursed by the District for the full cost of such lodging, up to amount approved on Conference Attendance Form.

7.8 Stability Pay: Stability pay is paid annually in addition to regular pay. It is a reward to unit members for continued service in the District. A unit member is eligible after he/she has completed five (5) years of continuous service. **Effective July 1, 2013, stability pay is increased by 5%.** Stability pay is calculated by multiplying 1/4 by 1% x Base Monthly Salary (not to exceed current base) x Number of Months worked yearly x Total Number of Years of Continuous Service. The maximum Base Monthly Salary shall be increased to two thousand dollars ($2,000) on July 1, 1992.

7.8.1 Years of eligibility will be determined on the same basis as for step placement on the salary scale; a unit member must have been employed prior to February 1 to have that fiscal year count as a year of service. A break in service will result in a new beginning date for stability pay. Paid leaves of absence will not be considered as breaks in service. Time on unpaid leave, except military leave, will not be counted as time in service for stability pay. If a unit member retires, resigns, or is deceased prior to June 30 of the school year, his/her stability pay will be prorated on that portion of the year.

~~7.9 Public Employees Retirement System (PERS) Payment by District: The District shall pay unit members current contribution to the Public Employees Retirement System (PERS). Should the current contribution rate (commonly referenced as 7%) be changed as a result of a modification of law or regulation of the legislature, the parties shall meet and negotiate regarding the impact of said change.~~

7.~~10~~9 Evening Shift Differential: All unit members who work four (4) or more hours after 5:00 p.m. shall receive a shift differential of two (2) ranges, approximately 5%, for their entire shift, in addition to their regular salary.

CSEA
District

7.~~10~~9.1 The unit members shall not lose the shift differential compensation if the unit member is temporarily assigned for twenty (20) working days or less to a shift not entitled to such compensation. Evening unit members assigned to a day shift during summer recess shall lose their shift differential July 1 and have it restored on September 1.

7.~~10~~11 Unit members employed in food service classifications shall receive one (1) additional range at their current step upon receipt of the Professional Certification for School Food Service Personnel issued by the School Nutrition Association (SNA). The additional range shall commence the first pay period following the unit member's verification of the certification to the Human Resources Department. The unit member must maintain the certification in order to retain the one-range salary adjustment.

7.~~10~~11.1 Credit received for participation in the certificate program may also be applied toward the professional growth program under the conditions specified in Appendix B.

AGREED:

For the District:

11/6/13

Susan J. Mills — Date
Assistant Superintendent, Human Resources
Riverside Unified School District

Vanessa Connor
Vanessa Connor

Shani Dahl
Shani Dahl

Eric Troxel

Jill Collier
Jill Collier

Orin Williams

For CSEA:

Nov 6, 2013

Richard P. Carpenter, Jr. — Date
President, CSEA Chapter 506
Riverside Unified School District

11/6/13

Lynn Thompson
Labor Relations Representative
CSEA

Gloria Cormier

Laura Egan

Colleen Hairston

Nyna Moore

Tim Wooten

CSEA
District

Riverside Unified School District
and
California School Employees Association and its
Riverside Chapter 506

Tentative Agreement
APPENDIX A (Salary Schedule)

November 6, 2013

Riverside Unified School District
SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES
Effective January 1, 2014
6% Salary Increase
and
6.5% Increase to the salary schedule in lieu of Employer Paid Member Contribution to PERS as outlined in the Tentative Agreement dated November 2013

Salary Schedule to be attached

AGREED:

For the District:

11-6-13
11-6-13
11/6/13
11-6-13
11-6-13
11-6-13

For CSEA:

Nov 6, 2013
11/6/2013
11/6/2013
11/6/13
11-6-13
Myra Moore 11/6/13
11/6/13

RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 506
TENTATIVE AGREEMENT
November 6, 2013

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and subject to ratification by the California School Employees Association, Chapter 506 ("CSEA") the parties agree to:

ARTICLE IX (Health and Welfare Benefits) is amended in its entirety to read:

9.0 Full-time Unit Members: For the purpose of this article only, full-time unit members are defined as those unit members working **thirty (30) or more** ~~thirty-two and one half (32.5)~~ hours per week.

Part-time Unit Members/Eligibility: Only those unit members working twenty (20) hours per week or more shall be eligible for District sponsored fringe benefits.

Unit members working less than twenty (20) hours per week shall be eligible to participate in District sponsored fringe benefits with full cost paid by the employee. Exceptions to this provision shall be in accordance with COBRA and other appropriate Federal mandates.

9.1 Selection of Plans: Unit members shall be eligible to select a medical plan and a dental plan from the following health and dental selections: Kaiser HMO (Health Maintenance Organization); EPO (Exclusive Provider Organization): a PPO (Preferred Provider Organization); Delta Dental Premier, MetLife, or Preferred Advantage Dental.

To qualify for health and/or dental benefits, each unit member must enroll in the unit member's insurance plan during the approved enrollment period.

Information regarding health and dental plans may be obtained by calling the Employee Benefits Office.

CSEA
District

The District and CSEA shall continue to work collaboratively to secure bids from alternate and/or additional health and welfare care providers.

9.2 Payroll Deductions/Medical and Fringe Benefit Allocation: The District contribution toward medical, dental and vision insurance for part-time unit members employed to work less than **thirty (30)** ~~thirty-two and one-half (32.5)~~ hours per week but twenty (20) hours per week or more shall be prorated as follows:

1. Less than 20 hours = .0%
2. 20 to **less than** 22.**5** hours = 50.0%
3. 22.5 to **less than** 27.**5** hours = 62.5%
4. 27.5 to **less than 30** ~~32~~ hours = 75.0%
5. ~~32.5~~ **30** to 40 hours = 100.0%

A deduction schedule for premium costs to part-time unit members shall be given to said unit members upon enrollment in the selected plan and will be available from the Employee Benefits Office upon request.

9.3 Limitations: Effective January 01, ~~2013~~ **2014** (The ~~2013~~ **2014** plan year and following), the District contribution toward the health insurance plan shall be ~~$9,500~~ **$10,000** per subscriber. Such contribution shall be applicable to any District sponsored medical plan that the subscriber chooses. Part-time employees will receive a prorated share of the District contribution.

~~Effective January 1, 2013 through December 31, 2013, on a one-time basis, the District will contribute an additional $500 toward any applicable District sponsored medical plan that the subscriber chooses. Part-time employees will receive a pro-rated share of the District contribution. Effective January 1, 2014, the District contribution shall return to a cap of $9,500.~~

CSEA
District

Effective January 1, ~~2013~~ **2014** through December 31, **2014** ~~2013~~, the District contribution toward the dental insurance plan shall not exceed the amount of the District contribution for the ~~2012~~ **2013** plan year.

This section shall not preclude CSEA or the District from negotiating health and dental payroll deductions on an annual plan-year basis.

If other employees receive a higher District contribution to their health insurance plan than what is provided herein, the difference shall be paid to unit members. The intent of this language is to maintain parity between CSEA unit members and other District employees.

9.4 Life Insurance: A $12,500 life insurance plan shall be provided each unit member.

9.5 Medical Insurance for Retirees:

9.5.1 ~~Effective thru June 30, 2010: Each member of the classified bargaining unit employed more than twenty (20) hours per week retiring into PERS after May 3, 1985, who is between 50 and 64 years of age, inclusive at the time of retirement, shall be granted an annual entitlement with which to purchase employee-only medical coverage as such is available through the District. The maximum number of years a member shall be eligible for such entitlement is ten (10) years. The entitlement shall be graduated according to years of service in RUSD as listed below. Unit members working less than full-time, but working twenty (20) or more hours per week, shall receive a pro-rated entitlement in proportion to the average daily hours worked during the unit member's final three (3) years of service on the same basis as provided in 9.2. The ratio of the average daily hours to eight shall determine the percentage of the appropriate entitlement to be granted to the retiree.~~

CSEA
District

Service	Entitlement
10-15 years	$1,849
16 years	$2,034
17 years	$2,219
18 years	$2,404
19 years	$2,589
20 years and more	$2,774

Twenty-five Years or More of Service: Bargaining unit members who retire from the District with 25 years or more of service and have been employed by the District as full-time bargaining unit members for ten (10) of the last fourteen (14) years at the time of retirement are entitled to an amount equivalent to the single party premium of the least costly health plan available through the District. However, if the retired employee selects a more costly plan that is made available through the District, the retiree will be responsible for paying the cost of the difference between the annual premium of the two plans.

9.5.2 Effective July 1, 2010: Each member of the classified bargaining unit employed more than twenty (20) hours per week retiring into PERS after May 3, 1985, who is between 50 and 64 years of age, inclusive at the time of retirement shall be granted an annual entitlement with which to purchase employee-only medical coverage as such is available through the District. The maximum number of years a member shall be eligible for such entitlement is eight (8) years. The entitlement shall be graduated according to years of service in RUSD as listed below. Unit members working less than full-time, but working twenty (20) or more hours per week, shall receive a pro-rated entitlement in proportion to the average daily hours worked during the unit member's final three (3) years of service on the same basis as provided in 9.2. The ratio of the average daily hours to eight shall determine the percentage of the appropriate entitlement to be granted to the retiree.

Service	Entitlement
15 years	$1,849
16 years	$2,034
17 years	$2,219
18 years	$2,404
19 years	$2,589
20 years	$2,774

Twenty-five Years of More of Service: Bargaining unit members who retire from the District with 25 years or more of service and have been employed by the District as a full-time bargaining unit member for fifteen (15) of the last nineteen (19) years at the time of retirement are entitle to an amount equivalent to the single party premium of the least costly health plan available through the District. However, if the retired employee selects a more costly plan that is made available through the District, the retiree will be responsible for paying the cost of the difference between the annual premium of the two plans. The maximum number of years a members shall be eligible for such entitlement is eight (8) years.

9.5.2 After Becoming Medicare Eligible: Unit members retiring shall be eligible to continue to purchase coverage in a District group medical insurance plan after becoming Medicare eligible, provided that these conditions exist:

a. The retiree has been employed in the District for no less than ten (10) years. (Effective July 1, 2010, retirees must have been employed in the District no less than fifteen (15) years.)

b. The plan carrier allows such participation.

c. The unit member is otherwise eligible for enrollment in the plan.

d. The plan is one under which the District is not required by the carrier to pay for any part of the premium.

9.5.3 Retiree with Spouse on Active Status: A unit member eligible and applying to retire may postpone eligibility for this benefit if the retiring unit member has an

CSEA
District

active, benefits-eligible spouse also employed by the District who will cover said unit members as a plan dependent. The retiring unit member may postpone eligibility for retiree benefits coverage described above until such time as the spouse retires or otherwise loses coverage. Such coverage shall not extend beyond the time the retiree would have otherwise become eligible for Medicare coverage.

9.6 Income Protection Insurance: Unit members voluntarily opting for Income Protection Insurance may do so, but shall assume full costs of said insurance program upon selection.

9.7 Each unit member who leaves District employment shall be given the right to participate in a District medical and dental plan for eighteen (18) months in accordance with current COBRA regulations and provisions of the insurance carrier.

9.8 Health Insurance Waiver: A full-time unit member showing proof of coverage through an alternate source may choose to waive health and dental insurance coverage by signing a waiver form. Full-time unit members who waive health and dental insurance coverage shall be provided with a total annual stipend of six hundred fifty dollars ($650) to be spent on other insurance plans or a Tax Shelter Annuity (TSA) available through the District.

Full-time unit members who waive health insurance coverage only shall have their choice of dental plans paid and shall be provided with a yearly stipend of five hundred dollars ($500) to be spent on other insurance plans or a Tax Shelter Annuity (TSA) available through the District.

Part-time unit members may waive health and dental insurance coverage by signing a waiver form. Those who waive shall receive a pro rata share of the stipend in accordance with Section 9.2 of this Article. Those who waive health insurance coverage only shall have a pro rata share paid by the District of the dental plan of their choice and receive a similar share of the five hundred dollar ($500) stipend. All unit members must either select or waive medical insurance and sign a form on which their choice is indicated.

9.8.1 Dual Spouse Coverage Waivers: When an employee and spouse are both employed by the District and are working full-time assignments, employees covered by District-sponsored health and dental plans who elect to waive medical insurance coverage, shall be provided with a yearly stipend of seven-hundred and fifty dollars ($750) in lieu of medical insurance coverage to be contributed to one or more of the following options: 1) other insurance plans available through the District, and 2) tax-sheltered annuity plans. Part-time unit members who waive medical coverage will receive a pro-rated share of the medical waiver stipend in accordance with Section 9.2 of this Article.

9.8.2 Request for Waiver: A request for a waiver may be submitted at any time.

9.9 Spouse Employed in the Same Unit: When the unit member and spouse are both members of the bargaining unit covered by this Agreement and eligible for District contribution toward the purchase of benefits, the following will apply:

9.9.1 Health Benefits: The District contribution will be a pro-rata portion of the contribution for full-time unit members, using the unit member/spouse whose assignment is closest to or equal to full time. The other spouse will be covered as a dependent. The District shall contribute to no more than one health benefit plan per family. In no instance shall this calculation result in a lower District contribution than the unit member would have received had the spouse not been employed by the District.

9.9.2 Dental Benefits and Life Insurance: The District will contribute toward a dental plan and life insurance for each eligible unit member. The fact that they are spouses does not affect the District contribution or benefit plan availability.

9.10 Spouse Employed by the District Outside the Unit Covered by the Agreement: When the spouse of a unit member is employed by the District in a position which is not in the

CSEA
District

bargaining unit covered by this Agreement but which makes the spouse eligible for a District contribution toward the purchase of benefits, the following will apply:

9.10.1 Health Benefits: The unit member who is eligible for a District contribution toward the purchase of benefits and the spouse shall elect which of them will be the covered employee and which will be the covered dependent. If the spouse employed outside the unit is eligible for a full District contribution toward health benefits, the unit member must waive eligibility for employee coverage and receive the appropriate stipend. If the spouse employed outside the unit does not qualify for a full District contribution, either employee may elect to be the covered employee, and the other must waive eligibility for employee coverage and receive the appropriate stipend. The District shall contribute to no more than one health benefit plan per family.

9.10.2 Dental Benefits and Life Insurance: The District will contribute toward a dental plan and life insurance for each eligible employee. The fact that they are spouses does not affect the District contribution or benefit plan availability.

9.11 District-Paid Insurance After Exhaustion of Paid Sick Leave: After a unit member has exhausted all paid sick leave entitlements, including the accrued sick leave and the five-month entitlement, and, still too incapacitated to work, that unit member is granted a health leave, the District will continue to pay for those portions of the unit member's insurance program it had been paying for on the last day of the unit member's paid sick leave. The District shall continue this payment for up to twelve (12) months or until the unit member is granted disability payments by the Public Employees Retirement System, whichever occurs sooner. The unit member may not add coverages at District expense through the period of District payment following exhaustion of sick leave. The District shall not be obligated to sell the unit member any insurance coverage after this period. It shall be the unit member's responsibility to make timely arrangement for conversion from District coverages.

9.12 Death of a Unit Member: Should a unit member die while in paid status, the District shall pay the cost of the unit member's health insurance program through the fringe benefit year in which the unit member's death occurs. The insurance carrier permitting, the District shall allow the unit member's spouse or dependent to purchase continued health insurance for up to two (2) fringe benefit years subsequent to that in which the unit member died, provided that during that time the spouse or dependent has not remarried or become eligible for health insurance coverage with a different employer. Either remarriage or employment that has health insurance as a benefit shall provide sufficient reason to end all access to District benefits for the unit member's spouse or dependent. If the spouse or dependent is neither remarried nor employed where health insurance is available through the employer at the end of the second year subsequent to that of the unit member's death, and the spouse or dependent is in a state of economic hardship, the District will request that the carrier continue to allow the District to sell to the spouse or dependent for one more year the coverage previously sold. The District shall be the sole determiner of economic hardship. All purchases of health insurance coverage under this provision shall be made annually and in advance. Unused portions of such payment shall be refunded to the purchaser. Date and method of payment and other implementing procedures shall be determined by the District.

9.13 Health and Welfare Benefits Committee:

A. The Association and District agree to meet on an as needed basis, and at least once a quarter to discuss the Health and Welfare benefit plans.

1. Composition: The Health and Welfare Benefits Committee (HWBC) will be comprised of four (4) RCTA Representatives, four (4) CSEA Representatives, four (4) Professional Relations members and three (3) non-voting District advisors. Any group may invite outside consultants to the meetings with permission from the HWBC.

2. Decision Making: The HWBC shall be responsible for making recommendations regarding health and welfare insurance carriers, levels of coverage, plan design, premium rates, cost containment and other health and welfare insurance related issues. Consensus shall be used in all

CSEA
District

committee deliberations. All recommendations from the committee shall be submitted to their respective bargaining teams.

B. The District shall provide the committee with complete health and welfare benefits data in a timely manner as requested or when received from vendors, which includes but is not limited to:

1. Utilization (HIPPA protected)
2. Claims Experience (HIPPA protected)
3. Enrollment
4. Claims Data Reports
5. Financial Data related to Health Premiums
6. Reports and Updates from the Carriers

AGREED:

For the District:

Susan J. Mills — Date: Nov 6 2013

Assistant Superintendent, Human Resources
Riverside Unified School District

Vanessa Connor

Shani Dahl

Eric Troxel

Jill Collier

Orin Williams

For CSEA:

Richard P. Carpenter, Jr. — Date: NOV 6, 2013

President, CSEA Chapter 506
Riverside Unified School District

Lynn Thompson
Labor Relations Representative
CSEA

Gloria Cormier

Laura Egan

Colleen Hairston

Nyna Moore

Tim Wooten

CSEA
District

RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 506
TENTATIVE AGREEMENT
October 18, 2013

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and subject to ratification by the California School Employees Association, Chapter 506 ("CSEA") the parties agree to:

Professional Growth (APPENDIX B) is amended in its entirety to read:

PROFESSIONAL GROWTH
CLASSIFIED UNIT MEMBERS

~~PROFESSIONAL GROWTH~~ **Professional Growth** is the continuous, purposeful engagement in study and related activities designed to retain and extend the high standards of the ~~educational~~ classified unit members' **education.**

~~PROFESSIONAL GROWTH IS BEING DEVELOPED IF:~~

~~A.~~ ~~the experience~~ **Professional Growth** reflects increased knowledge, understandings, and skills in the participant's regular assignment~~;~~

~~B.~~ ~~the experience reflects increased knowledge, understandings, and skills~~ **or** in another classification that would provide **opportunities for** upward mobility. ~~;~~

~~C. the experience provides background material for the activity in which engaged;~~

~~D.~~ ~~the experience manifests~~ **It also promotes** personal development through **subject matter which supports the goals of the Bargaining Unit and the District.** ~~alertness and responsiveness to the human and social factors of others; or~~

~~E. the experience assists in fields closely related to the activity in which engaged.~~

~~PROFESSIONAL GROWTH may be achieved through participation in the following categories:~~

~~A. College Courses~~

~~B. Workshops Sponsored by Public Education Institutions~~

~~C. District Approved Adult Education Courses~~

~~D. Serving as an Officer in Chapter 506 of CSEA~~

CSEA
District

~~PROFESSIONAL GROWTH is a joint enterprise between the District and the individual unit member and must be jointly planned in order to assure maximum gain for both the participant and the District.~~

~~1. CriteriaRITERIA~~

The following criteria ~~are~~ **will be** applied in determining approval of **Professional Growth stipends awarded for participation in course work** ~~courses taken by unit members~~ at a ~~university,~~ college, ~~community college,~~ trade school, ~~or~~ adult school, **CSEA sponsored training, or attendance at professional conventions/workshops:**

a. The subject matter ~~of the course~~ must relate directly to the position currently occupied by the unit member; or
b. The subject matter ~~of the course~~ must meet the requirements of the position for which the unit member is training; or
c. The ~~course~~ **subject matter** which does not meet the requirements of ~~either a or b~~ **"A" or "B"**above must be acceptable to ~~the supervisor, the unit member and the~~ Human Resources ~~Office~~.

Calculation of Growth Points

Twelve professional growth points must be earned for each stipend.

Course/Training	Points Earned	Maximum Points
College Course/Trade School		
Semester System	**1 pt per unit**	**No Maximum**
Quarter System	**2/3 pt per unit**	**No Maximum**
Adult Ed Course	**½ pt per course**	**No Maximum**
Continuing Education Units (CEUs)	**½ pt per unit**	**5 pts per stipend**
Professional Conventions/ Workshops/Trainings	**½ pt per 3 hr of training**	**5 pts annually**
Serving in an Elected CSEA Office	**1 pt**	**1 pt annually**

Documentation Requirements

A. Completion of Professional Growth form (available in Human Resources and/or District website)
B. Proof of attendance/completion such as:
- **Transcripts (minimum acceptable grade is "C")**
- **Report of attendance and conference/training flyer or agenda**
- **Certificate of satisfactory completion**

~~2. PROFESSIONAL GROWTH~~

~~a. Eighteen clock hours' work constitutes the equivalent of one semester unit. One semester unit equals one point for a college, junior college, or trade school course. One semester unit equals one-half point for an adult school course. Each Public Education Institution sponsored in-service course equals one quarter point for each hour. One quarter unit equals 2/3 point.~~

CSEA
District

~~b. A certificate of satisfactory completion of a course shall be accepted for credit.~~

~~c. Fifteen professional growth points must be earned for each stipend. The earning or qualifying period ends on June 30 of the year in which the 15 points are completed. Five of the 15 growth points may be earned in Public Education Institution workshops.~~

~~d. Attendance at professional conventions or workshops may be considered for professional growth. Advance approval is required. No credit will be allowed if the District participates in 50 percent or more of any expense. A total of three hours of programmed attendance is required for one-half growth point. No more than one and one-half growth points may be earned annually through convention or workshop attendance. A report of attendance and conference proceedings must be submitted for credit.~~

~~e. Holding an elected office in the CSEA may be counted for one growth point annually.~~

~~3. Limitations IMITATIONS~~

A. No one shall receive credit for institution lectures or conventions if attended during the work~~ing~~ day and/or if unit member is being paid for other services unless approved in advance by the Human Resources Office.

B. No credit will be allowed if the District participates in 50 percent or more of the total expense.

C. Effective February 1, 2014, all documentation for credit must be submitted within two (2) years from the completion/attendance of the course, training, or workshop.

~~4. Stipend TIPEND~~

Effective February 1, 2014, t~~T~~he stipend for professional growth is as follows:

Initial stipend	$225
Second stipend	**$225** ~~$200~~
Third stipend	**$225** ~~$175~~
Fourth stipend	**$225** ~~$175~~

Stipends are accumulative. No unit member may earn more than four **(4)** stipends for professional growth. A unit member may start working toward the next stipend after the ~~15~~ 12 points are completed. Points beyond ~~15~~ 12 will carry forward to the next stipend.

The Professional growth stipend will be paid annually in one lump sum in June of each year, and ~~regular~~ unit members working **eight (8) hours per day** ~~on a 12 month basis~~ shall receive the full amount. Those unit members ~~on 11/10 month assignment, or~~ **working** less than ~~an~~ eight **(8)** hours **per** day, shall receive the stipend prorated ~~on the same basis as the vacation benefit~~.

CSEA
District

Those unit members completing ~~15~~ 12 points no later than January 31 will receive the appropriate stipend in June. Stipends completed after January 31 will be paid in June of the next year.

~~Unit members desiring to participate in the Professional Growth Program should file their Declaration of Intent with the Human Resources Department.~~

AGREED:

For the District:

Nov 6, 2013

Susan J. Mills — Date
Assistant Superintendent, Human Resources
Riverside Unified School District

Vanessa Connor
Vanessa Connor

Shani Dahl
Shani Dahl

Eric Troxel
Eric Troxel

Jill Collier
Jill Collier

Orin Williams
Orin Williams

For CSEA:

NOV 6, 2013

Richard P. Carpenter, Jr. — Date
President, CSEA Chapter 506
Riverside Unified School District

Lynn Thompson
Labor Relations Representative
CSEA

Gloria Cormier
Gloria Cormier

Laura Egan
Laura Egan

Colleen Hairston
Colleen Hairston

Nyna Moore
Nyna Moore

Tim Wooten
Tim Wooten

CSEA
District

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: DATA QUALITY TECHNICIAN – TECHNOLOGY SERVICES (RANGE 32)

BASIC FUNCTION:
Under the direction of an assigned supervisor, the Data Quality Technician – Technology Services will provide technical training relating to State/Federal Data Reporting. Provide support and assistance to site and District users regarding student information system operations and related data, applications, practices and procedures. Perform data extracts, analyze, troubleshoot and resolve anomalies relating to State/Federal Data Reporting.

REPRESENTATIVE DUTIES:
Work with all Stakeholders & functional areas that are responsible for CALPADS Submissions. ***E***

Understand the details of the district's Student Information System (SIS) and ALL data submissions. ***E***

Understand, analyze, evaluate and validate CALPADS Reports. ***E***

Make corrections utilizing the district's Student Information System (SIS) as it relates to Fatal and/or Certification error reports. ***E***

Monitor and address SSID requests and resolve conflicts. ***E***

Provide level one technical support for hardware issues and computer applications including District developed and/or department-specific programs. ***E***

Assist in the installation, configuration and troubleshooting of hardware and application software remotely via remote control software. ***E***

Assist help desk analysts with data-management related work orders. ***E***

Prepare and deliver oral presentations; explain principles, standards, guidelines, requirements, practices, procedures and techniques related to student information and State/Federal Data Reporting. ***E***

Conduct CALPADS workshops, as requested. ***E***

Assist and monitor State/Federal Data Reporting utilizing the district's local Student Information (SIS) and Human Resource systems. ***E***

Troubleshoot and resolve State/Federal Data Reporting anomalies. ***E***

Work closely with CA schools/districts to resolve student data discrepancies. ***E***

Coordinate the setup and maintenance of translation tables. ***E***

Perform data extracts and imports for State/Federal Data Reporting processing. ***E***

Coordinate and conduct training workshops for site and District end users. ***E***

Log problems, actions taken, and final resolutions in the Help Desk Management System
Provide coverage of telephones to answer technical questions and enter work requests into automated the Help Desk Management System. ***E***

Perform all duties within the guidelines of District policies, regulations, and procedures. ***E***

Notify management of potential problems before they occur and communicate solutions.

Perform other related duties as assigned

KNOWLEDGE AND ABILITIES:
KNOWLEDGE OF:
Knowledge and understanding of CALPADS Enrollment Procedures.
Working knowledge of Data Submission Requirements.
Riverside Unified School District student and administrative software systems.
K-12 public school operations and procedures.
Basic understanding of the State/Federal Data Reporting process and anomaly resolution.
Computerized data collection, management, manipulation and distribution requirements for analysis and reporting functions.
Understanding of State/Federal Data Reporting requirements.
Customer support techniques and procedures.

ABILITY TO:
Learn and adapt to changes in the technology industry.
Analyze user needs and develop effective technical solutions.
Communicate technical procedures and requirements to users.
Work independently with little direction.
Diagnose and resolve computer applications problems.
Prioritize, set schedules, and meet timelines.
Respond appropriately to inquiries or complaints from customers.
Learn and interpret District policies, procedures, and rules.
Maintain a professional customer service attitude.
Maintain effective working relationships with others.
Communicate effectively both orally and in writing.
Understand and follow oral and written directions.
Learn to use internal programs and tools.

EDUCATION AND/OR EXPERIENCE:
A minimum of two (2) years of college course work in a computer-related field of study, one (1) year experience providing computer applications support duties, or an equivalent combination of three (3) years of education and/or experience.

Experience with Windows-based word processing and spreadsheet software is required.

Experience working with data base software is desired.

LICENSES AND OTHER REQUIREMENTS:
Valid California Driver's License
Must have access to a vehicle with valid automobile insurance.

WORKING CONDITIONS:
ENVIRONMENT:
Office environment with some travel between District sites.
Drive a vehicle to conduct work.
May be required to use a personal vehicle.
May be required to use a District vehicle.

PHYSICAL ABILITIES:
Seeing to perform activities.
Hearing and speaking to exchange information.
Dexterity of hands and fingers to operate a keyboard.
Sitting for extended periods of time.

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: DATA QUALITY TECHNICIAN – HUMAN RESOURCES (RANGE 32)

BASIC FUNCTION:
Under the direction of an assigned supervisor, the Data Quality Technician – Human Resources will provide technical training relating to State and Federal Data Reporting. Provide support and assistance to site and District users regarding human resources system operations and related data, applications, practices and procedures. Perform data extracts, analyze, troubleshoot and resolve anomalies as it relates to State and Federal Data Reporting.

REPRESENTATIVE DUTIES:
Access to retrieve reports from CALPADS. ***E***

Understand, analyze, evaluate and validate CALPADS Staff Reports. ***E***

Update Student Information System – Staff related data. ***E***

Make corrections utilizing the district's Student Information System (SIS) as it relates to Fatal and/or Certification error reports. ***E***

Meet critical internal and State/Federal timelines for submission reporting. ***E***

Assist with Human Resources data-management related requests. ***E***

Prepare and deliver oral presentations; explain principles, standards, guidelines, requirements, practices, procedures and techniques related to human resources and State/Federal Data Reporting. ***E***

Assist and monitor staff related data for Human Resources State/Federal Data Reporting utilizing the district's local Student Information (SIS) and Human Resource systems. ***E***

Troubleshoot and resolve State/Federal Data Reporting anomalies. ***E***

Coordinate the setup and maintenance of translation tables. ***E***

Perform data extracts and imports for State/Federal Data Reporting processing. ***E***

Coordinate and conduct training workshops for site and District end users. ***E***

Perform all duties within the guidelines of District policies, regulations, and procedures. ***E***

Notify management of potential problems before they occur and communicate solutions.

Perform other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Understand the details of Human Resources.
Understanding CALPADS File Specifications for State/Federal Data Reporting requirements.
Understand the CALPADS Staff Reports.
Working knowledge of Data Submission Requirements for Staff data.
Riverside Unified School District student and administrative software systems.
K-12 public school operations and procedures.
Basic understanding of the State/Federal Data Reporting process and anomaly resolution.
Computerized data collection, management, manipulation and distribution requirements for analysis and reporting functions.
Customer support techniques and procedures.

ABILITY TO:

Learn and adapt to changes in the technology industry.
Analyze user needs and develop effective technical solutions.
Communicate technical procedures and requirements to users.
Work independently with little direction.
Prioritize, set schedules, and meet timelines.
Learn and interpret District policies, procedures, and rules.
Maintain a professional customer service attitude.
Maintain effective working relationships with others.
Communicate effectively both orally and in writing.
Understand and follow oral and written directions.
Learn to use internal programs and tools.

EDUCATION AND/OR EXPERIENCE:

A minimum of two (2) years of college course work in a computer-related field of study, one (1) year experience providing computer applications support duties, or an equivalent combination of three (3) years of education and/or experience.

Experience with Windows-based word processing and spreadsheet software is required.

Experience working with data base software is desired.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License.
Must have access to a vehicle with valid automobile insurance.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment with some travel between District sites.
Drive a vehicle to conduct work.
May be required to use a personal vehicle.
May be required to use a District vehicle.

PHYSICAL ABILITIES:

Seeing to perform activities.
Hearing and speaking to exchange information.

Dexterity of hands and fingers to operate a keyboard.
Sitting for extended periods of time.

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: Lead Irrigation Worker (Range 27)

BASIC FUNCTION:
Under the direction of an assigned supervisor, performs tasks related to irrigation/water distribution, backflow devices and cross connection control; repairs, installation and design of irrigation systems and maintain/monitor/operate the District's central controlled irrigation computers and hardware components.

DISTINGUISHING CHARACTERISTICS:
The Lead Irrigation Worker will provide work direction, train irrigation crews and organize the day to day work of the irrigation department. They may be assigned to serve as the Grounds Maintenance Supervisor in the absence of the Supervisor. The Lead Irrigation Worker will provide direction on irrigation projects and any new addition of central control computerized irrigation software or hardware.

REPRESENTATIVE DUTIES:
Train and provide work direction to assigned staff and crews; organize work of maintenance staff as assigned. ***E***

Reviews blueprints to assure compatibility and standardization of irrigation parts, hardware and software. ***E***

Design irrigation projects and provider cost estimates. ***E***

Prepare and close out work orders. ***E***

Install, inspect, test and maintain irrigation systems and central control hardware/software. ***E***

Operate and maintain all types of equipment used in the field of irrigation repair, such as threaders, cutters, test equipment, trenchers, jackhammers and various hand tools. ***E***

Installs and maintains irrigation pumps, electrical controls and sprinkler systems. ***E***

Drives District vehicle to and from jobs. ***E***

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:
KNOWLEDGE OF:
Automated central control irrigation systems
Various aspects of pipe fitting as it applies to sprinkler installations
Sizes and specification of pipes and fittings for proper volumes and pressures

Procedures, methods, techniques materials, supplies, tools and equipment used in the installation, maintenance and repair of irrigation systems including knowledge of the various types of controllers, Valve and pipe fitting sizes and specification; and knowledge of volume rates and friction loss ratio
Landscape installation and maintenance
Automated central control irrigation system
Landscape installation and maintenance
Evapotranspiration ratios and how it relates to and governs water cycle requirements for trees, turf and shrubs.
District policies, rules and regulations

ABILITY TO:
Install and repair irrigation systems which includes all necessary pipes and fittings, wiring and automatic computer controls.
Maintain computer controlled irrigation system through record keeping logs and troubleshooting data.
Operate the tools and equipment used in the installation, maintenance and repair of manual and automatic sprinkler systems.
Determine watering requirements for location and design of an effective irrigation system.
Perform and learn a wide range of general maintenance and repair work.
Maintain departmental records.
Work cooperatively with those contacted in the course of work.
Understand and follow oral and written directions.
Work with minimum supervision.
Read and write at the level to perform the job function.
Coordinate and schedule the work of others.
Read and interpret blueprints and prepare sprinkler layouts, prepare material lists and lay out work at the job site.
Calculate job estimates regarding man-hours and costs of materials.
Make changes on master blueprints of irrigation systems.
Install and maintain backflow devices.
Service or replace clock motors and micro switches in automatic timing devices.
Replace soil and turf after maintenance and repair work is completed.
Install and repair galvanized, cast iron, transite, PVC, and other types of pipe found in sprinkler systems.
Lead the work of others and assist other grounds personnel as required.

EDUCATION AND EXPERIENCE:
High School graduate or equivalent.
Three (3) years grounds maintenance work including installing and repairing irrigation systems.

LICENSES AND OTHER REQUIREMENTS:
Certificate in Irrigation Design
Valid Class C California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:
Outside work environment
Traveling from site to site to conduct work
Subject to adverse weather conditions and noise from equipment operation
Regular exposure to fumes, pollen, chemicals, dust, and dirt

PHYSICAL ABILITIES:
Strength: Heavy work – lifting, carrying, pushing or pulling up to 100 pounds with frequent lifting and/or carrying of objects weighing up to 50 pounds
Climbing
Bending, twisting at the waist
Stooping and kneeling
Dexterity of hands and fingers to operate vehicles and a variety of specialized equipment and tools
Reaching overhead and horizontally
Standing and walking for extending periods of time
Walking over rough and uneven surfaces
Gripping/grasping tools, supplies and equipment
Seeing to perform grounds maintenance work
Hearing and speaking to exchange information

HAZARDS:
Working with machinery having moving parts