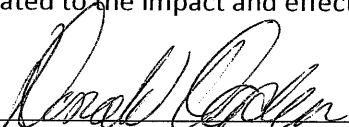



MEMORANDUM OF UNDERSTANDING  
between the  
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT  
and  
CSEA CHAPTER #528  
(Annual Leave for Less than 12 Month Employees)

1. During an audit of Annual Leave for less than 12 Month Employees, the District discovered that the leave calculations were not accurate per Article 12.6.2. (see attachment) The District proposed the following steps to provide Less than 12 Month Employees with the correct Annual Leave amount.
  - a. Employees who work 10.25, 10.5, 10.75 and 11 months have been underpaid (see attachment) for annual leave. Re-calculate and provide retroactive pay for the difference owed. Provide retroactive pay for the difference owed for the past four school years. 2013-2014, 2014-2015, 2015-2016 and 2016-2017.
  - b. Employees who work 9.75, 9.5 and 9 months were overpaid. (see attachment) Re-calculate the difference back to July 1, 2017 only. All calculations are based on an 8 hour work day and will be prorated based on actual hours worked per day.
  - c. Payroll changes will be finalized no later than March 31, 2018

This is a one-time non-precedent setting agreement and shall fully and finally resolve all bargaining related to the impact and effects of these changes.

  
\_\_\_\_\_  
District Representative

12-6-17  
Date

  
\_\_\_\_\_  
CSEA Representative

12/6/17  
Date

  
\_\_\_\_\_  
Labor Relations Representative

12/20/17  
Date