

**SIDE LETTER OF AGREEMENT (SLA)
BETWEEN
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
and the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS SAN JUAN CHAPTER NO. 127 (CSEA)
Re: Classified Mentors for Cultivating Leaders Program
Pilot June 1, 2025**

Background:

The District and CSEA believe that our collaborative culture is an essential component for attracting and retaining diverse quality staff and for engaging in deeper work of supporting all students. As part of this partnership and shared belief, the District will offer pathways to building leadership capacity through the Cultivating Leaders Seminar Series. A major component of this program will be to pair CSEA unit members **selected through the application process annually with experienced classified leaders or administrators for support and mentorship.**

Statement of Intent:

In order to assist developing leaders and further solidify our collaborative culture across San Juan Unified, the District and CSEA have a shared interest in providing mentorship and support to aspiring leaders while also working to attract and retain a diverse staff. The parties strive to build leadership capacity in our San Juan Unified community in order to partner effectively and respectfully with all members of our educational community.

Agreement:

The parties agree that during the term of this agreement the District will select a cohort of experienced classified leaders to serve as Cultivating Leaders Mentors.

Eligibility:

- **Has previously successfully completed the Cultivating Leaders Program**
- **Minimum three (3) years employment with San Juan Unified School District**
- **Minimum of (1) year in a leadership position. (Not exclusive to San Juan Unified. Does not need to be formal.)**
- **Three (3) consecutive positive evaluations**

Duties and Responsibilities:

- **Mentor classified participants in the Cultivating Leaders Mentorship Program.**
- **Provide advice and guidance to these participants.**
- **Coordinate and facilitate support systems for classified participants:**
- **Coordinate and facilitate regular check-in meetings.**
- **Maintain a meeting log that will be submitted on a regular basis.**
- **Be available for support during crisis situations.**
- **Meet with and provide input to district office personnel in regards to how to enhance and improve upon matters directly impacting classified staffing.**
- **Maintain confidentiality with members.**

Compensation:

- **\$2,500 per assigned mentee.**
- **Classified mentors will have no more than two (2) assigned mentees at any given time**
- **The stipend will be paid in monthly installments.**

Term Limits: In order to offer multiple CSEA members a chance to expand the depth and breadth of their leadership experience, this position shall be a one-year term. Members interested in serving more than one term must re-apply.

