

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS  
RIVERSIDE CHAPTER #506  
AND THE  
RIVERSIDE UNIFIED SCHOOL DISTRICT

August 28, 2025

This memorandum of understanding (“MOU”) is agreed between the Riverside Unified School District (the “District” or “RUSD”) and the California School Employees Association and its Chapter 506 (“CSEA”), collectively, (“the parties”). The District and CSEA meet and negotiate wages, hours and/or working conditions.

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**CLASS TITLE: CUSTODIAL RESPONSE WORKER (Range 23)**

**BASIC FUNCTION:**

Under the direction of an assigned supervisor, perform a variety of skilled and semi-skilled custodial, maintenance, and support duties to ensure District facilities are clean, safe, and operational. Responsibilities include cleaning and maintaining assigned areas, providing floor care, performing minor repairs, supporting special events, and responding to custodial emergencies across the district. This position is itinerant and may be used across the district for additional support at various locations.

**REPRESENTATIVE DUTIES:**

Clean and maintain classrooms, offices, restrooms, cafeterias, gyms, and common areas. **E**

Dust and polish furniture; clean windows, mirrors, and drinking fountains. **E**

Sweep, mop, vacuum, strip, seal, and wax a variety of floor surfaces including tile, concrete, carpet, and wood. **E**

Perform routine and deep carpet cleaning using extractors, spot cleaners, deodorizers, and other specialized equipment. **E**

Perform basic repairs to carpet, Luxury Vinyl Tile, and other flooring types, including patching, securing loose sections, and installing or repairing baseboards and coving. **E**

Perform deep cleaning, flood recovery, and emergency cleanup tasks as needed. **E**  
Prepare flooring base prior to installation of new flooring. **E**

Coordinate work projects and events. *E*

Replace light bulbs, tubes, and diffusers as needed throughout assigned facilities. *E*

Refill dispensers and maintain restroom sanitation; clean up spills and remove graffiti. *E*

Move, arrange, and assemble furniture and equipment for classrooms or events. *E*

Lock/unlock facilities; activate/deactivate alarm systems. *E*

Pick up debris and sweep outdoor walkways and grounds. *E*

Deliver mail, materials, supplies, furniture, equipment, etc. to and from District sites including discards. *E*

Operate custodial and maintenance equipment such as buffers, extractors, dehumidifiers, etc. *E*

Perform minor repairs related to custodial such as: fixtures, flooring, furniture, and drywall. *E*

Utilize work order systems and email for task management and communication. *E*

Drive District vehicles and tow equipment as required. *E*

Identify asbestos, mold, and lead for removal prior to new work being completed. *E*

Respond to emergency custodial calls and support District events. *E*

Clean and maintain window areas and coverings. *E*

Perform related duties as assigned.

### **KNOWLEDGE AND ABILITIES:**

#### **KNOWLEDGE OF:**

Cleaning materials, disinfectants, and equipment used in custodial and maintenance work.

The use of hand tools.

District approved modern methods of cleaning and preserving of floors, ceilings, walls and fixtures.

Coordinating projects and events.

Safe driving and towing responsibilities.

Asbestos, mold and lead identification.

Completing cost estimates and quotes.

Ordering and maintaining sufficient supplies needed to conduct daily work.

Interpersonal skills using tact, patience and courtesy when dealing with individuals.

Operating a computer to access and process the work order systems and district emails.

#### **ABILITY TO:**

Perform general gardening and grounds work.  
Perform minor maintenance on buildings and equipment.  
Perform flooring, concrete and plywood repairs on buildings.  
Produce cost estimates and quotes.  
Understand and follow written and oral directions.  
Establish and maintain effective relationships with others.  
Work independently on a wide variety of tasks.  
Identify asbestos, mold and lead  
Drive safely and tow equipment  
Effectively operate a computer and job-related software programs.

**EDUCATION AND EXPERIENCE:**

High School diploma or equivalent and 3 years of combined custodial or construction experience including the installation of flooring, carpentry, skilled maintenance work or grounds/custodial work.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.  
Hold and/or obtain Asbestos Awareness Training and Lead Hazard Communication Training (within the first 90 days of employment)

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor environment.  
Driving a vehicle to conduct work.

**PHYSICAL ABILITIES:**

Heavy physical labor.  
Dexterity of hands, wrists and fingers to operate assigned equipment, tools or supplies.  
Reaching overhead, above the shoulders and horizontally.  
Kneeling or crouching.  
Lifting, carrying, pushing or pulling equipment or supplies.  
Climbing ladders and working from heights.  
Walking and standing for extended periods of time.  
Bending at the waist.

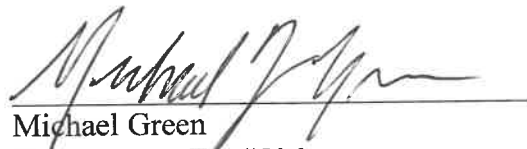
This agreement is subject to CSEA Policy 610 and ratification from the CSEA membership and the approval of the Board of Education.

FOR THE DISTRICT:



Kyle Ybarra  
Assistant Superintendent, Personnel  
Riverside Unified School District

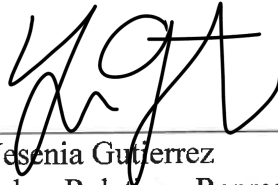
FOR CSEA:



Michael Green  
President, CSEA #506



Robin Mesa  
Director V, Classified Personnel  
Riverside Unified School District



Yesenia Gutierrez  
Labor Relations Representative, CSEA



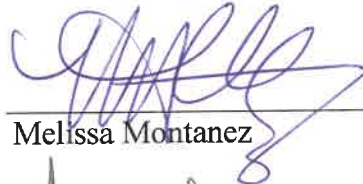
Erin Power



Anakarina Garcia



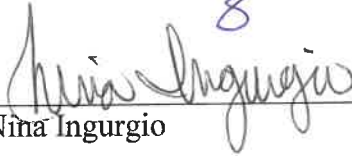
Shani Dahl



Melissa Montanez



Steven Dunlap



Nina Ingurgio



Erica Square



Joy Hurst



Jose Ortiz