

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.

The parties agree to the following:

Create a fair and seniority-based process for filling 6-hour or more IA SE I positions via a voluntary transfer eligibility list from current IA SE I 5-hour qualified employees, in accordance with the terms outlined below:

Eligibility List:

- An email will be sent out to all IA SE I 5-hour employees inviting them to sign up to be on the eligibility list for IA SE I 6 hour or more vacancy opportunities
- The list will remain valid for 1 year (July 1 - June 30)
- At the end of each fiscal year, the list will expire, and a new list will be created

Eligibility List Criteria:

- An employee must not have a negative sick leave balance
- An employee’s most recent evaluation must be in good standing (same as transfer requirement)
- Employees not meeting the criteria will be notified in writing via email of the reason (e.g., attendance issues).

Process:

- When a 6-hour or more IA SE I position becomes available, the position will first be offered internally at the site. If no qualified site employee accepts, the Personnel Department will proceed to the eligibility list.
- The Personnel Department will offer the employee with the greatest seniority on the list
- If an employee declines the position, their name will be moved to the bottom of the list, and the Personnel Department will proceed to the next employee in seniority order.


- Once the list has been exhausted and no one from the list accepted, the Personnel Department will then offer the position in accordance with standard hiring procedures.

As another vacancy occurs the Personnel Department will return to the top of the list and repeat the process until the end of the fiscal year (July 1 – June 30).

This MOU shall not be precedent setting nor form any basis for a past practice.

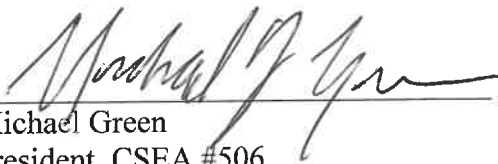
This agreement is subject to CSEA Policy 610 and ratification from the CSEA membership and the approval of the Board of Education.

FOR THE DISTRICT:




Kyle Ybarra
Assistant Superintendent, Personnel
Riverside Unified School District

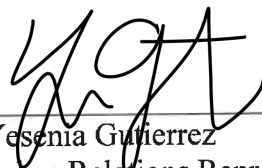
FOR CSEA:



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



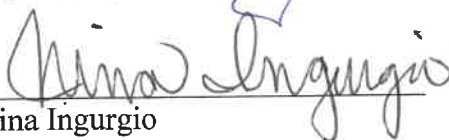
Shani Dahl



Melissa Montanez




Steven Dunlap



Nina Ingurgio


Erica Square


Joy Hurst


Jose Ortiz