MEMORANDUM OF UNDERSTANDING
between the
MT. DIABLO UNIFIED SCHOOL DISTRICT
and the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS MT. DIABLO CHAPTER 43 ("CSEA")

Instructional Assistant - Transitional Kindergarten
January 20, 2026

This Memorandum of Understanding ("MOU") is entered into, by and between the Mt. Diablo Unified School District ("MDUSD" or "the District") and the California School Employee Association and its Mt. Diablo Chapter 43 ("CSEA") to memorialize the parties' agreement regarding the Instructional Assistant - Transitional Kindergarten ("IA - TK") classification.

MDUSD and CSEA agree to the following:

1. Instructional Assistants currently assigned to Transitional Kindergarten classrooms shall be reclassified into the Instructional Assistant - Transitional Kindergarten classification (see attached job description) effective February 12, 2026.

2. Permanent employees who are reclassified from Instructional Assistant to Instructional Assistant - Transitional Kindergarten shall retain their permanent employment status, and their seniority in the Instructional Assistant classification shall be transferred into the Instructional Assistant - Transitional Kindergarten classification. Probationary Instructional Assistants who are reclassified into the Instructional Assistant - Transitional Kindergarten classification shall complete their probationary period in the Instructional Assistant - Transitional Kindergarten classification and retain their seniority.

3. The Instructional Assistant - Transitional Kindergarten classification will be placed on Range 388 of the Classified Salary Schedule.

4. Employees serving in the Instructional Assistant – Transitional Kindergarten classification shall receive pay retroactive to September 1, 2025.

5. Effective immediately upon execution of this MOU, the Human Resources Department will notify site administrators that Instructional Assistants assigned to Transitional Kindergarten classrooms may provide toileting assistance to students, as needed, consistent with District policy, training, and applicable law.

6. The District shall institute clear and consistent policies and procedures for toileting of students in Transitional Kindergarten classrooms that ensure the health and safety of students and staff and encourage building bathroom independence for young students. Instructional Assistants serving in Transitional Kindergarten classrooms shall receive training on those policies and procedures.

7. The District shall provide the necessary Personal Protective Equipment (PPE), including gloves, face masks, and garbage cans with lids, to ensure the health and safety of staff when assisting students with toileting needs.

8. The District may require Transitional Kindergarten (TK) Instructional Assistants to attend professional development and training sessions scheduled on the District's designated professional development days for teachers. Whenever possible, the District will provide multiple dates and options (in person and online) for

employees to complete required training sessions. Employees will be compensated at their regular hourly rate for all required hours of attendance unless the additional hours qualify as overtime according to the terms set forth in Article 7 of the collective bargaining agreement.

9. This MOU shall be in effect upon ratification by CSEA membership and approval of MDUSD's Governing Board.

10. This MOU is intended to address the specific matters set forth herein and shall not establish a precedent or past practice.

11. Except as expressly provided in this MOU, all terms and conditions of the current collective bargaining agreement between the parties remain in full force and effect.

Signatures:

For Mt. Diablo Unified School District:

Ryan Sheehy

Ryan Sheehy, Chief, Human Resources
January 20, 2026

For California School Employees Association, Chapter 43:

Jennifer Scalise (Jan 21, 2026 08:50:51 PST)

Jennifer Scalise, Chapter President
January 20, 2026

Amy Buscaglia
Amy Buscaglia (Jan 22, 2026 07:23:51 PST)

Amy Buscaglia, Labor Relations Representative
January 20, 2026