# Memorandum of Understanding
# Between the Torrance Unified School District and SEIU Local 99 Regarding the Addition of Steps 21–24 to the Classified Salary Schedules – 2025

This Memorandum of Understanding ("MOU") is entered into by and between the **Torrance Unified School District** ("District") and the **Service Employees International Union Local 99** ("Union"), collectively referred to as the "Parties," and shall be effective upon final signature by both Parties.

## 1. Purpose

The purpose of this MOU is to document and formalize the Parties' agreement to enhance the existing SEIU Local 99 bargaining unit salary schedules by adding four additional steps (Steps 21, 22, 23, and 24), with the intent of recognizing and rewarding long-term service among classified employees. These additional steps will be implemented in a fiscally responsible manner while supporting employee retention and acknowledging professional commitment.

## 2. Salary Schedule Adjustments

- Effective **July 1, 2025**, the District will add Steps 21, 22, 23, and 24 to all relevant SEIU Local 99 salary schedules as reflected in the **2025–2026 Classified Salary Schedule: Bargaining Unit A – Operations/Support.**
- Each new step (21–24) will reflect a 0.5% increase over the preceding step within the same range and column (monthly and hourly rates).
- These increases shall apply consistently across all classifications and ranges included in the affected salary schedule, including but not limited to:
    - Custodial
    - Grounds
    - Maintenance
    - Transportation
    - Warehouse
    - Nutrition Services

- The salary schedule will be updated to reflect these increases upon Board of Education approval.

## 3. Implementation and Administration

- Eligibility for placement on Steps 21 through 24 will be determined in accordance with existing District policy and procedures regarding anniversary step progression.
- All compensation adjustments will be retroactive to **July 1, 2025**, for employees eligible for advancement to the newly added steps.
- The District agrees to publish and distribute the revised salary schedules to all SEIU Local 99 bargaining unit members upon final execution of this agreement.

## 4. Union Protections and Agreement Scope

- Nothing in this MOU shall be construed to alter or reduce any other provisions of the Collective Bargaining Agreement between SEIU Local 99 and the District.

- This agreement is limited solely to the salary schedule enhancements described herein and does not constitute a waiver of the Union's right to bargain over future salary or compensation matters.

## 5. Term and Termination

- This MOU shall remain in effect unless modified or superseded by mutual written agreement of the Parties.
- Upon ratification by the union and Board of Education approval this MOU language will be incorporated where applicable in the Collective Bargaining Agreement and the salary schedules will be modified.

## 6. Signatures

FOR: SEIU Local 99

Marco Ramirez — Date 7/24/25

Angela Leiva — Date 7-24-25

Steven Grudt — Date 7-28-25

Jesse Ramirez — Date 7-24-25

Robert Fisher — Date 7/25/25

Ann Millbank — Date 7/24/25

Fred Pascual — Date 7/24/25

Manny Rangel — Date 7/24/25

FOR: TORRANCE UNIFIED SCHOOL DISTRICT

Julio Hernandez — Date 7/28/25