

Memorandum of Understanding

**Classified School Employees Association and its
Taft College Chapter #543
And
West Kern Community College District**

2024 Summer Four-Day Work Week

This West Kern Community College District ("District") and California School Employee Association and its Chapter #543 ("CSEA") (collectively referenced as the "parties") here by agree to the following Memorandum of Understand and is with respect to the following recitals:

As part of continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding implementation of a Four-Day Work Week, effective May 20, 2024 through August 16, 2024.

Now, therefore, CSEA and the District hereby agree as follows:


1. The above recitals are true and correct.

2. The parties agree to implement a Four-Day Work Week as follows:

- a) For the period of May 20, 2024 through August 16, 2024, employees in eligible departments will be moved to a "four-tens" work schedule, working Monday-Thursday and will be off on Friday. The parties agree that these dates may be modified, including extended, by mutual agreement of the Taft College Classified Collective Bargaining Committee. The following exceptions to apply:
- Employees in Maintenance and Operations: will work a four-day workweek. District need requires Maintenance and Operations duties be performed Monday through Friday. Schedules will be created to ensure necessary coverage while complying with the four-day workweek requirement.
 - Cafeteria will maintain on-site operations Monday-Friday through June 30, 2024. Staff will move to a four-day workweek for the period of July 1, 2024-July 31, 2024, with the cafeteria closed on Friday. Effective August 1, 2024 all staff will return to a 5 day workweek.
 - Child Development Center and Bookstore will maintain on-site operations Monday – Friday.
 - Transition to Independent Living (TIL) will maintain on-site operations Monday-Friday through June 30, 2024. TIL will move to a four-day workweek for the period of July 1, 2024 – July 31, 2024, with Friday off. Effective August 1, 2024 all staff will return to a 5 day workweek.
 - Dental Hygiene is not eligible as individual alternate work schedules are in place to support department and clinic needs.
 - Campus Security will continue to provide on-campus security 7 days per week.
- b) The parties agree that effective dates and impacted departments are subject to change based on student support needs. Changes will be made through mutual agreement with the Taft College Classified Collective Bargaining Committee.
- c) The parties agree to waive the daily overtime provision for hours worked up to 10 per day for full-time employees eligible to work a four-day work week. Any hours worked over 10 on a regularly scheduled workday and any hours worked on a day not scheduled will be paid at the applicable overtime rate. Part-time employees will be paid overtime as applicable with current California law.


d) The parties agree that any scheduled holiday that falls during this period will be paid at the scheduled hours. Should a holiday fall on a day that the campus is closed, the holiday will be recognized on the nearest business day.

3. This MOU does not establish a precedent or create a past practice in regard to the subject matters set forth herein.
4. The terms of this MOU may not be cited or relied upon for any other purpose in any other administrative or judicial matter or forum.
5. This Agreement will become effective after ratification by the CSEA members and the District's Governing Board.



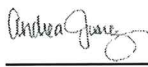
Brock McMurray (Apr 10, 2024 14:54 PDT)
Brock McMurray, Interim Superintendent/President
West Kern Community College District

Dated: Apr 10, 2024



Greg Hawkins (Apr 15, 2024 16:09 PDT)
Greg Hawkins, President
California School Employees Association Chapter #543

Dated: Apr 15, 2024



Andrea Juarez, Labor Relations Representative
California School Employees Association

Board Approval:



Billy White, President
Board of Trustees, West Kern Community College District

First Presentation: May 8, 2024

Second Presentation/Approval: May 8, 2024