

**Sideletter
By and Between
The San Diego Unified School District
And
The Administrators Association of San Diego City Schools, Classified**

Impacts and Effects of Work Schedule Changes

December 10, 2021

WHEREAS, Article 5, Section 1.C.1, of the Collective Bargaining Agreement between the Parties allows for non-traditional workweek schedules for AASD Classified unit members, including a 4/10 work schedule (4 days per week, 10 hours per day) which falls within a non-traditional workweek as identified in this section of the CBA; and

WHEREAS, the Parties recognize that in order to support increased staffing flexibility and coverage, increase daily School Police Services by two hours, and support increased employee wellness; Field Sergeants (hereinafter referred to as field personnel) may be assigned a non-traditional workweek schedule; and

WHEREAS, the Parties have met and negotiated in good faith regarding the impacts of identified unit members moving to a non-traditional workweek; and

NOW THEREFORE, the District and AASD agree as follows:

1. The Chief of Police Services or designee shall assign unit members to one of the following workday schedules (start and end times) based on deployment and department needs. Unit members' seniority will be a considering factor when assigning shifts.
 - a. First (1st) Shift: 4/10 schedule, 0600-1600 hours
 - b. Second (2nd) Shift: 4/10 schedule, 0700-1700 hours
 - c. Third (3rd) Shift: 5/8 schedule, 0800-1600 hours
2. The Chief of Police Services or designee may rotate unit members' shift assignments and/or third scheduled day off based on deployment or department needs for the rotation periods identified below:
 - a. January 3, 2022 through March 4, 2022
 - b. March 7, 2022 through April 29, 2022
 - c. May 2, 2022 through June 30, 2022
3. Unit members assigned to a 4/10 schedule shall continue to have Saturday and Sunday as scheduled days off with a third scheduled day off to be scheduled on Monday, Tuesday, or Wednesday. The Chief of Police Services or designee shall assign unit members to the third scheduled day off for the rotation periods identified in Section 2 above based on deployment and department needs. Unit members' seniority will be a considering factor when assigning the third day off.


4. Unit members not assigned to a 4/10 schedule will be assigned to the 5/8 schedule defined in Section 1.c above and will continue to have Saturday and Sunday as scheduled days off.
5. During weeks that include a District holiday, field personnel on a 4/10 schedule shall revert to a 5/8 schedule as follows: the First Shift will be 0600-1400 hours; the Second Shift will be 1000-1800 hours; and the Third Shift will remain 0800-1600 hours. The holiday weeks are listed below, per the 2021-2022 SDUSD Instructional Calendar:
 - a. January 17-21, 2022
 - b. February 14-18, 2022
 - c. February 21-25, 2022
 - d. May 30- June 3, 2022
6. Field personnel of the same classification may agree to “swap” their assigned shift and/or scheduled third day off for the entirety of the rotation period, with final approval from the Chief of Police Services or designee.
7. Nothing in this Agreement prohibits the Chief of Police Services or designee from altering or discontinuing the workweek schedules identified in Section 1 if necessitated based on deployment or department needs.
8. All components in the current Collective Bargaining Agreement between the Parties not addressed by the terms of this Agreement shall remain in full effect.
9. The terms of this Agreement shall expire in full without precedent on June 30, 2022. The Parties agree to meet after June 3, 2022 to discuss extending the 4/10 work schedule beyond June 30, 2022.


FOR THE DISTRICT:

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December 10, 2021
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Jessica Falk Michelli, Executive Director
Labor Relations

FOR AASD:

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December 10, 2021
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Donis Coronel, Executive Director

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December 10, 2021
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Jesus Montana, Classified Bargaining Chair