

MEMORANDUM OF UNDERSTANDING

Between

Sonoma County Office of Education and SEIU 1021

ARTICLE X – COMPENSATION

This Memorandum of Understanding (MOU) is between the Sonoma County Office of Education (SCOE) and SEIU Bargaining Unit.

The new language for the identified sections of Article X – Compensation is as follows:

Article X / Compensation

3. Salary Range:
 - a. Each salary range shall consist of six (6) increments, which shall be known as steps 1, 2, 3, 4, 5, and 6. The table as provided in Appendix B sets forth the hourly wage value of each step at each salary range.

8. Salary Upon Promotion:
 - a. Salary Upon Promotion Between Classes Within the Same Represented Classified Employee Unit:

An employee who is promoted to a position of a class in the same employee unit that is allocated to a higher salary range than the position from which they were promoted, shall be placed on the salary step of the new range that provides a five percent (5%) increase over their salary step placement of steps 1-6 prior to promotion, unless a 5% difference would exceed the current range/step (inclusive of add-ons for completed years of service will be applied after step placement). Such placement shall not be less than the salary of Step 1, nor exceed the top salary of the salary range for the new position. If so entitled, the employee shall continue to receive additional compensation for years of service as noted in Article IX- Step Advancement Within Salary Range 11b(2). Such promotion shall be independent of any reallocation of the class to which promotion is made.

9. Salary Upon Demotion:

- a. Voluntary Demotion/Displacement: An employee who is demoted/displaced voluntarily to a position of a class which is allocated to a lower range than the class from which the employee is demoted, shall receive the highest salary in the range for the new class that does not exceed either step 6 of the new range, nor the salary s/he received before demotion/displacement. However, such a voluntary demoted/displaced employee may receive years of service credit that the employee has earned if their years of service would entitle them to such placement under subsection 12b(2) of this Article X.

12. Application of Salary Schedules:

b. Step Advancement Within Salary Range:

- (2) There will be a six (6) step salary advancement (Steps 1, 2, 3, 4, 5, and 6) within the salary range for represented classified employees of the County Superintendent of Schools' Office.

On July 1 of each fiscal year represented classified employees who will complete their 7th, 10th, 15th, or 20th year of employment within said fiscal year, are entitled to additional compensation for completed years of service as follows:

On July 1, represented classified employees who will be in their 8th, 11th, 16th and 21st milestone year of service shall receive a 5% longevity increase. Each five percent (5%) increase calculation is compounded.

Whereas some employees begin on a step other than step one (1), it is important to note that the statement above applies to all employees. For example, if an employee begins on step three (3) and progresses one

step each year, he/she will remain on step six (6) until the conditions above are met before receiving the additional compensation for additional years of service.

18. Bilingual Premium: Employees who are able to adequately use a language(s) other than English (including American Sign Language) in the performance of his/her job duties or in assistance with County Office business, and who meet the criteria listed below, will receive bilingual premium pay of five percent (5%) of the employee's salary.
- a. The supervisor will verify that the employee is able to adequately use a second language.
 - b. The County Office may require the employee to pass a proficiency test or for languages where no test exists, with documentation of education or training, proficiency may be designated by the Director of Human Resources; and
 - c. The bilingual premium pay will be reevaluated at least every three years or more often as determined by SCOE.

The employee may be called on to use their second language skills to assist in SCOE business at any time during their normal working hours.

22. Translator Pay

~~Assignment is made by the department and paid a flat hourly rate of twenty five dollars (\$25.00) per hour for all hours s/he performs simultaneous translation. The twenty five dollars (\$25.00) per hour flat rate is total compensation for those hours, and is not in addition to the employee's base pay. The hours worked as the Translator will be reported on the supplemental pay request, will be verified by the supervisor and paid on the supplemental payroll.~~

For SCOE:

S. Herrington

Steve Herrington
County Superintendent

Date: 07 / 27 / 2021

John Laughlin

John Laughlin
Associate Superintendent

Date: 07 / 27 / 2021

For SEIU:

M. Garcia

Maria Garcia
Field Representative

Date: 07 / 27 / 2021

A. Britton

Alli Britton
Job Steward

Date: 07 / 21 / 2021

Karen Catalano

Karen Catalano
Job Steward

Date: 07 / 21 / 2021

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Abigail Ward
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