

**Memorandum of Understanding Between West Contra Costa USD,
Teamsters Local 856, School Supervisors Association, United Teachers of Richmond, West
Contra Costa Administrators Association, and Adult School Teachers United**

**Extended Learning Summer Calendar
June 14 – August 6, 2021**

- 1 The District will again implement a 4-day work week during the summer months from June 14, 2021 through August 6, 2021 with the goal of saving energy cost by operating only Monday – Thursday. The District Facilities will be closed on the following **7 Fridays**: (June 18 & 25, 2021; July 2, 16, 23, & 30, 2021; and August 6, 2021).
- 2 The week of July 5, 2021 – July 9, 2021 shall have Monday, July 5, 2021 a non-work day due in observance of the Holiday. For this week employees will work a regular 7.5-hour day Tuesday – Friday with sites **open that Friday, July 9 2021** due to the Holiday on Monday.
- 2 The 4-day work week is traditionally described as a 4-10 with 8-hour employees working 10-hour each of the 4 days, excluding the lunch period. For West Contra Costa the work day will be prorated based upon the work day of the employee (ie, 9.375 hours for employees who normally work a 7.5 day).
- 3 Summer School operations and Extended School year shall operate on the established school day schedule defined by ESY or the site, but will run for 5 weeks on the Monday – Thursday schedule.
5. Utilizing the same structure as last year, employees within Maintenance and Operations, Grounds, and Campus Safety may maintain a 5-day normal schedule as operations require and this will be finalized with the supervisor and staff.
6. Site/Department Operational Times shall be between the hours of start no earlier than 7 a.m. and end no later than 6:00 p.m. unless other arrangements are agreed upon with the supervisor and personnel responsible for securing that facility each day.
7. This MOU is non-binding and will expire on August 9, 2021.

Date	Group	Name / Title	Signature
	On Behalf of West Contra Costa Unified School District	Tony Wold, Ed.D., Associate Superintendent, Business Services	
	On Behalf of Teamsters Local 856		
	On Behalf of Schools Supervisors Association		
	On Behalf of United Teachers Richmond		

	On Behalf of West Contra Costa Administrators Association		
	On Behalf of Adult School Teachers United		