

**SIDE LETTER OF AGREEMENT BETWEEN
CARPINTERIA UNIFIED SCHOOL DISTRICT AND
CARPINTERIA ASSOCIATION OF UNITED SCHOOL EMPLOYEES
[Classified & Certificated bargaining Unit]**

March 17, 2020

The Carpinteria Unified School District ("District") has decided that, effective March 16, 2020, schools will be closed to students. This is a Side Letter of Agreement ("Agreement") between the District and Carpinteria Association of United School Employees ("CAUSE"), in an attempt to clarify expectations during this time.

1. The District will inform employees as soon as practicable, should it learn of a confirmed or likely COVID-19 infection of District employees or students.
2. For the duration of the COVID-19 pandemic and/or until Public Health has officially deemed the virus no longer a threat, all certificated and classified unit members will remain in paid status while schools are closed. *(The District's Spring Break, March 20-27, 2020, is not part of the school closures.)*
3. Unit employees will not suffer the loss of any loss of pay or benefits relative to their regular schedules for the period of closure. Paid status during the school closures will include compensation for current paid status, including but not limited to Extra Pay for District-Determined Positions (Article 6.9) and Teachers Assigned to Teach an Additional Period (Carpinteria Middle School/Carpinteria High School) (Article 6.10).
4. Carpinteria High School ("CHS") certificated staff will work remotely for the duration of the school closures due to the COVID-19 pandemic. CHS certificated staff will ensure the continuity of instruction (e.g. a variety of online instruction, assignments).
5. Essential CHS and K-8 Cafeteria Leaders will work for the duration of the school closures due to the COVID-19 pandemic to manage daily lunch distribution (unless the employee is 65 years or older). Essential employees who are 65 years or older and who are directed to be absent from their worksite, will be considered to be on paid administrative leave and shall receive full pay and benefits during the period of directed absence.
6. When any essential certificated or classified employee is absent due to travel or because of a doctor's recommendation (e.g. quarantine), the employees personal sick leave bank will be docked. For the essential Classified employees who are directed to come into work, the District will consider reimbursing individual employee sick-leave banks for those required to take personal sick-leave due to COVID-19, as verified by a physician's note (i.e. based upon the availability of funding and the extent of the need).

