

**Berryessa Union School District
and
California School Employees Association, Chapter 364**

**MEMORANDUM OF UNDERSTANDING CONCERNING
EARLY SEPARATION NOTICE PROGRAM**

January 8, 2025

Recitals

This Memorandum of Understanding is between the Berryessa Union School District (“District”) and the California School Employees Association and its Chapter 364 (“CSEA”).

Consistent with Education Code section 45117, the District may layoff bargaining unit positions due to lack of work or lack of funds by the end of the 2024-2025 school year. To reduce the number of layoff notices that will be distributed, the District and CSEA have agreed to implement an early separation notice program.

After good faith negotiations, the Parties agree as follows:

Payment and Eligibility

1. The District shall provide a one-time payment of \$2,000 less required deductions to eligible classified unit members who voluntarily retire or resign from the District by the end of the 2024-2025 school year. The District shall pay the one-time payment by June 30, 2025.
2. Classified unit members are eligible to participate if they are assigned to work four (4) hours or more per day, five (5) days per week.
3. Non-permanent unit members are not eligible to participate in the notification program.
4. To participate in the notification program, a unit member must deliver written notice of their retirement or resignation to the District Office by close of business on February 14, 2025.
5. Separation from District employment effective dates may be between February 28 - June 30, 2025, participants are to indicate their effective date in their written notice.
6. This notification program shall automatically terminate by close of business on June 30, 2025.

Conclusion and Signature

The Parties agree to the terms and conditions stated above and that this memorandum does not create a precedence or past practice as to any future year.

On Behalf of the CSEA:

Sheko Habibi
Sheko Habibi (Jan 8, 2025 15:19 PST)

Sheko Habibi

Date: Jan 8, 2025

On Behalf of the District:

Ricardo Cabrera
Ricardo Cabrera (Jan 8, 2025 15:32 PST)

Ricardo Cabrera

Date: Jan 8, 2025