

Memorandum of Understanding (MOU)

Between the San Diego Unified School District (“District”)

And the

**Administrators Association of San Diego on behalf of the
Classified Supervisors Bargaining Unit (“AASD - Classified”)**

Regarding a Payment for Early Notification of Retirement

WHEREAS, the District is offering a payment for early notification of retirement to employees who submit their retirement notice to the District on or before January 15, 2024.

WHEREAS, receiving this information early for those retiring by June 30, 2024 (July 12, 2024 for those on calendar during summer school and/or working a summer school assignment) will assist in District efforts to mitigate the impacts to sites and departments districtwide; and

WHEREAS, the District will not be offering a retirement incentive during the 2023-2024 fiscal year; and

WHEREAS, the Parties negotiated in good faith regarding a one-time payment for unit members who provide early notification of retirement to the District; and

NOWHEREFORE, the Parties agree to the following:

1. Unit members who submit their notification of retirement to the District on or before the close of business on January 15, 2024, with a retirement date between March 15, 2024 and June 30, 2024 (except for unit members on calendar during summer school and/or working a summer school assignment), shall receive a one-time payment of one-thousand dollars (\$1,000), minus all applicable taxes and withholdings.
 - a. Unit member who are on calendar during summer school and/or working a summer school assignment, may submit their notification of retirement to the District on or before the close of business on January 15, 2024, with a retirement date of July 12, 2024, in order to receive the above payment.
2. In order to receive the payment for early notification of retirement, unit members shall complete and submit the resignation form for purposes of retirement by the January 15, 2024 deadline.
3. Unit members who have submitted their notice of retirement prior to the date of this Agreement with retirement dates between March 15, 2024 and June 30, 2024, shall receive the payment for early notification of retirement. Unit members whose retirement date falls outside of this retirement period are not eligible for the payment.
4. Unit members shall receive the one time lump sum payment no later than February 29, 2024.

5. For 2023-2024 fiscal year, unit members who provide the above notification to the District to retire during the retirement period of March 15, 2024 through June 30, 2024 and who would have been entitled to a longevity payment as an active employee on July 1st pursuant to the AASD Classified Collective Bargaining Agreement shall receive the longevity stipend when the payments are processed in September 2024.
6. Should any other bargaining unit agree to additional compensation that exceeds the terms included in this Agreement, AASD shall receive the same level of compensation provided to any other unit.
7. All components of the current Collective Bargaining Agreement between the AASD Classified and District not addressed by the terms of this Agreement shall remain in full effect.
8. This Agreement is non-precedential.
9. This MOU is effective upon completion of the ratification process by both Parties.

FOR THE DISTRICT:

FOR AASD:

DocuSigned by:
Jessica Falk Michelli December 14, 2023
71E90E76583F42E
Jessica Falk Michelli Date
Executive Director, Labor Relations

DocuSigned by:
Donis Coronel December 14, 2023
D6118E2614
Donis Coronel Date
Executive Director, AASD

DocuSigned by:
Kristine Morshead December 14, 2023
E1111E001A
Kristine Morshead Date
Sr. Executive Director, Human Resources

DocuSigned by:
Jessica Montana December 15, 2023
2E9157E044
Jessica Montana Date
Classified Bargaining Chair, AASD