

MEMORANDUM OF UNDERSTANDING BETWEEN THE MENIFEE COUNCIL OF CLASSIFIED EMPLOYEES AND THE MENIFEE UNION SCHOOL DISTRICT

REGARDING 12-MONTH CLASSIFIED WORK YEAR CALENDAR FOR THE PERIOD OF
FEBRUARY 27, 2025, THROUGH JUNE 30, 2025

The Menifee Union School District ("District") and the Menifee Council of Classified Employees Union ("Association"), jointly known as the Parties ("Parties"), enter into this Memorandum of Understanding regarding 12-month classified work year calendar for the 2024/2025 school year.

Unless otherwise noted, all provisions outlined in the Collective Bargaining Agreement shall continue to apply.

1. 12-month classified work year calendar

- 1.1. If the 12-month - MUSD classified work year calendar results in over 260 working days, the MCCE Executive Board and District will meet and determine the calendar day or days to be identified as time off. The conditions for employees to be eligible for time off beyond the 260 working days are as follows:

- 1.1.1. Must be a 260-day 12-month employee.
- 1.1.2. Time off must not require hiring a substitute employee.
- 1.1.3. Time off must be selected for a non-student day.

- 1.2. The MCCE Executive Board and District will determine the calendar day or days identified and send notifications to eligible employees upon completing the upcoming school year calendars. The 261st day is not accumulative over any future years. If the work year has 262 working days, the same process will be followed as described above.

- 1.2.1. For the 24-25 school year, the District and MCCE Executive Board will recognize June 20, 2025, as the 261st day off.

1.3. DURATION

- 1.3.1. This Memorandum of Understanding addresses the specific components of the 12-month - MUSD classified work year calendar and expires on June 30, 2025, unless extended by mutual written agreement of the Parties. The preceding provisions are intended to be incorporated into the Collective Bargaining Agreement upon expiration of this MOU. The

provisions of this agreement shall not be modified and/or changed unless both parties mutually agree.