



**DATE:** October 18, 2023

**TO:** Board of Education

**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

**SUBJECT:** Approve the Memorandum of Understanding Between Tahoe Truckee Unified School District and California School Employees Association Chapter No. 383 Compensation for Extra Duty Interpretation

**PRESENTED BY:** Michael Shepherd, Executive Director of Human Resources

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### **ACTION REQUESTED**

Approve the Memorandum of Understanding Between Tahoe Truckee Unified School District and California School Employees Association Chapter No. 383 Compensation for Extra Duty Interpretation

### **BACKGROUND INFORMATION**

The Memorandum of Understanding (MOU) for Compensation for Extra Duty Interpretation for Classified Employees covers the following:

The Parties agree to compensate classified employees who meet the requirements as set forth below and agree to extra hours to provide interpretation services for events such as Back to School Nights, ELAC/DELAC, and other non-confidential events as determined by the district.

The requirements are as follows:

Current TTUSD employee or classified substitute and Successful completion of the Community Interpreter® (TCI) class; OR Successful completion of the TTUSD language proficiency test.

Classified employees who meet the requirements and volunteer for extra duty interpretation assignments will be placed on a list in seniority order. Participants will be chosen starting at the top of the list and will proceed down the list to ensure equitable selection for the opportunity to interpret.

The hourly rate shall be Range 30 (thirty), Step 1 (one) of the Classified Salary Schedule which is currently \$29.84. This MOU shall expire in full without precedent on June 30, 2024, unless extended by mutual written agreement.

**RESOURCES REQUIRED:**

General Fund

**PREPARED BY:** Cindi Friedli, Confidential Administrative Assistant for Mike Shepherd,  
Executive Director of Human Resources

Attachment: Memorandum of Understanding Compensation for Extra Duty Interpretation