



Benefited Employees

MEMORANDUM

MEMO TO: All Employees Represented by CSEA

FROM: Margaret Lewis
Assistant Superintendent, Personnel Services

DATE: August 31, 2010

RE: District Implementation of Memorandum of Understanding and Contract Terms for CSEA

After exhausting the entire negotiation and impasse process without an agreement, the District and CSEA remain at impasse. It is unfortunate that a settlement was not reached with CSEA, and that as a result, the reductions cannot be spread out over a three year period of time to lessen the impact on classified staff. To ensure the solvency of the District, the Board took action tonight to implement the recommendations of the Fact Finding Report, as detailed by the "District Implementation of Memorandum of Understanding and Contract Terms for CSEA" (posted on the District website).

Implementation will be as follows:

Salary

All salaries will be reduced by 2.80% effective July 1, 2010. All step and longevity will be frozen effective July 1, 2010. The salary reduction and step/longevity freeze for September will be reflected on your October 8 paycheck. The retroactive adjustment in salary reduction and step/longevity freeze for employees who worked July and August will be prorated over the next 9 months (October, 2010 through June, 2011), and will first be reflected in your November 10 paycheck.

Benefits

Monthly contributions, effective September 1, 2010, for currently enrolled and benefited employees who work six hours or more will increase per the attached Payroll Deduction form. The District will contribute 80% of the cost and employees will pay 20% of the cost. **All currently enrolled, benefited employees must re-enroll between September 1 and September 15. The Payroll Deduction form must be received in the Benefits Department no later than September 15, 2010 by 4:30. Please note, failure to return the Payroll Deduction form may result in suspension of your medical benefits.** Additionally, this re-enrollment period allows for changes from your current plan to an

alternate plan (i.e., HMO to PPO or PPO to HMO) as well as the declination of benefits for yourself and/or any dependents you designate. Changes to your health plan will generate new medical cards, which will take approximately 10 working days from receipt of the Payroll Deduction Form. The first payment will be October 8, deducted from your paycheck.

Forms should be mailed to: Saddleback Valley Unified School District, Attn: Benefits Department, 25631 Peter A. Hartman Way, Mission Viejo, CA 92691

Furlough Days

There will be 10-15 days for 2010-11 and 2011-12 based on the work year. The dates are attached. **Please note the first furlough days are Tuesday, September 7 through Friday, September 10.**

Restoration

The salary reduction, the step/longevity freeze, and work year (furlough days) will be restored July 1, 2012, unless otherwise negotiated.

The District recognizes these are difficult times and regrets that the State fiscal crisis has necessitated these reductions. The District acknowledges the invaluable contribution of classified employees, and is grateful for the hard work of each and every one of you.