

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS RIVERSIDE  
CHAPTER #506  
AND THE  
RIVERSIDE UNIFIED SCHOOL DISTRICT

July 6, 2017

This Memorandum of Understanding (MOU) is entered by the California School Employees Association and its Chapter #506 (CSEA) and the Riverside Unified School District (District).

On July 6, 2017, the District and CSEA met and agreed to the following:

1. The Custodian positions that have been working on the Carpet/Floor crew will be reclassified into a new classification of Custodian – Carpet/Floor Crew.
2. In accordance with Article I – Recognition, of the collective bargaining agreement the attached reclassified job classification of Custodian – Carpet/Floor Crew will be included in the classified bargaining unit.
3. Appendix A will be revised to include the reclassified job classification of Custodian – Carpet/Floor Crew.
4. The reclassified job classification of Custodian – Carpet/Floor Crew will be paid at Range 16 on the classified bargaining unit salary schedule.

This MOU is a tentative agreement and shall not be finalized until the completion of CSEA's policy 610 review process.

**For the District:**

Kyley Ybarra 8/16/17  
Date  
Kyley Ybarra  
Assistant Superintendent, Personnel and  
Leadership  
Riverside Unified School District

Robin Mesa  
Robin Mesa

Shani Dahl  
Shani Dahl

Kenneth Mueller  
Kenneth Mueller

Mays Kakish  
Mays Kakish

Joe Nieto  
Joe Nieto

**For the CSEA:**

Daniel S. Rudd 8/16/17  
Date  
Daniel S. Rudd  
President, CSEA Chapter #506  
Riverside Unified School District

Raquel Ruiz  
Raquel Ruiz  
Labor Relations Representative  
CSEA

Caralyn Alldis  
Caralyn Alldis

Ana Mendez  
Ana Mendez

Mike Green  
Mike Green

Bernie Holt  
Bernie Holt

Peggy Ritch  
Peggy Ritch

*Handwritten initials*

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**CLASS TITLE: CUSTODIAN – CARPET/FLOOR CREW (Range 16)**

**BASIC FUNCTION:**

Under the direction of an assigned supervisor, clean and maintain an assigned school facility, group of buildings, or office space in a clean, orderly, and secure manner.

**REPRESENTATIVE DUTIES:**

Sweep, mop, strip, wax, and seal floors; vacuum rugs and carpets. *E*

**Utilize specialty equipment, cleaners, finishes and techniques required to maintain and refinish various hardwood floors including gymnasium floors, stages and stairs. *E***

**Perform flood recovery tasks such as major water extraction, set-up of room ventilation and dehumidification equipment and measurement of material moisture levels. *E***

Dust, wash, and polish furniture and woodwork. *E*

Empty and clean waste receptacles, including trash barrels. *E*

Clean restrooms and supply restrooms with paper products; check restrooms and other areas for graffiti and clean as directed. *E*

Wash windows, mirrors and walls, polish metal work and clean chalkboards **and/or equivalent.**  
*E*

Move and arrange furniture and equipment in preparing multipurpose rooms or classrooms for special events or meetings. *E*

Pick up paper and other debris from school grounds, walk areas, and the areas adjacent to the school facilities; sweep concrete surfaces adjacent to the school buildings. *E*

Perform emergency cleanup service resulting from breakage, vandalism, spilling, and illness. *E*

Clean drinking fountains; clean lunch tables as assigned. *E*

Lock and unlock gates and doors, and set security systems.

~~Deliver packages to rooms or appropriate personnel as requested; deliver mail as assigned.~~

Perform minor maintenance work as assigned.

Perform deep cleaning activities as assigned.

E=Essential function

Draft 6-21-17



Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

*KNOWLEDGE OF:*

Basic cleaning methods, procedures, and techniques.

Cleaning materials **such as soap, solvents, detergents and waxes**, supplies, and equipment **including carpet/floor equipment.**

Safe working methods and procedures.

*ABILITY TO:*

Efficiently and effectively use cleaning materials, supplies, and equipment.

Understand and carry out oral and written directions.

Establish and maintain cooperative working relationships.

Perform simple and repetitive tasks.

**Utilize job related equipment.**

**Work flexible hours in emergency situations.**

**Operate a district vehicle and tow equipment.**

**Operate an aerial lift.**

**Work on an elevated platform.**

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: ~~sufficient training and experience to demonstrate the knowledge and abilities listed above.~~ **High School Diploma or equivalent and two years commercial custodian experience.**

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**WORKING CONDITIONS:**

*ENVIRONMENT:*

Indoor and outdoor environment

Regular exposure to fumes, dust and odors

*PHYSICAL ABILITIES:*

Lifting, carrying, pushing, pulling and moving heavy furniture and equipment

Walking or standing for extended periods of time

Dexterity of hands, **wrists** and fingers to operate equipment

Bending at the waist

Reaching overhead, above the shoulders and horizontally

**Significant climbing and balancing**

*HAZARDS:*

Contact with cleaning agents and chemicals.

