

**MEMORANDUM OF UNDERSTANDING
BETWEEN
UTLA & LAUSD**

United Teachers Los Angeles and the Los Angeles Unified School District agree to the following terms as the result of bargaining over implementation of California Government Code Sections 3555-3559. The terms below shall become effective July 1, 2018, and shall remain in full force and effect thereafter as an amendment to Article IV of the UTLA-LAUSD Agreement.

1. Access to New Bargaining Unit Members: The District shall provide written notice to the UTLA President and Executive Director of all District-wide and sub-District wide new hire orientations held for UTLA bargaining unit member employees at least twenty (20) days prior to the orientation event. A UTLA representative shall be provided no less than (45) minutes at the beginning of the orientation session to make a presentation to the new hires. Unless otherwise agreed to, in writing, District representatives shall not be present during the UTLA presentation. All new hires shall be required to attend at least one mandatory orientation and shall be paid for the time spent in that orientation at her/his regular hourly rate.

2. Access to Bargaining Unit Member Data: The District shall provide to UTLA, every thirty (30) calendar days, on a regular, ongoing basis, a digital file containing the following information for all bargaining unit members:
 - a. Full name
 - b. Home Address
 - c. Home and Cell phone numbers
 - d. Work email address and Personal email address (if available)
 - e. School/Work Site (Cost Center)
 - f. Grade Level/Assignment (Job Title)
 - g. Date of Hire
 - h. Seniority Date
 - i. Employee number
 - j. Employee Subgroup (i.e., Temporary, Probationary, Permanent, etc.)
 - k. Employment status (active, on leave, etc.)
 - l. Credential(s)
 - m. UTLA membership status
 - n. Dues amount deducted for UTLA membership

UTLA

LAUSD

Date

Date