

**Memorandum of Understanding
Between
The San Diego Unified School District
And
The San Diego Education Association**

December 1, 2020

COVID-19 Testing

The San Diego Unified School District (“District”) and the San Diego Education Association (“SDEA”), collectively referred to as the “Parties,” have reached this Memorandum of Understanding (“MOU”).

WHEREAS, the Parties agree that the health and safety of our students, staff, families and community is at the forefront of a return to onsite instruction; and

WHEREAS, the Parties agree a robust plan for COVID-19 testing is critical to maintain safety of students and staff returning to onsite instruction; and

WHEREAS, a comprehensive COVID-19 testing plan will be implemented at select sites beginning in Phase One and Phase One Expansion of onsite instruction as outlined in Exhibit A, and will expand to all school sites at the pace of the capacity of the UCSD testing team; and

WHEREAS, the Parties acknowledge the critical role of School Nurses as the health ambassador within school sites and communities during the COVID-19 pandemic and recognize School Nurses’ expertise in public health; healthcare in schools; promoting disease prevention; providing support, education and reassurance; clarifying misconceptions; and leveraging relationships with students, staff and families to champion our comprehensive testing program; and

WHEREAS, the Parties met in good faith to bargain the impacts and effects of the District’s COVID-19 testing plan.

NOW THEREFORE, the Parties agree as follows:

1. Nurse participation in the Comprehensive COVID-19 Testing Plan during Phase One shall be voluntary for their assigned site(s). Nurses not assigned to sites may volunteer to support the testing program.
2. Nursing Workload on COVID-19 Testing Days
 - a. The District shall provide Health Office coverage on testing days.
3. The Parties will work collaboratively during the Phase One testing pilot to determine and develop best practices for expansion of the Comprehensive COVID-19 Testing Plan.

4. This MOU is non-precedent setting.
5. Given the fast-changing nature of this pandemic, the Parties may amend, delete, or add to this MOU with mutual consent.
6. This MOU shall expire in full without precedent on the last day of the 2020-2021 traditional school year, unless extended by mutual written agreement.

FOR THE DISTRICT:

DocuSigned by:
Jessica Falk Michelli December 3, 2020
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Jessica Falk Michelli Date
Executive Director, Labor Relations

DocuSigned by:
Acacia Thede December 3, 2020
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Acacia Thede Date
Chief Human Resources Officer

FOR SDEA:

DocuSigned by:
Kisha Borden December 3, 2020
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Kisha Borden Date
President

DocuSigned by:
Kyle Weinberg December 3, 2020
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Kyle Weinberg Date
Vice President

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Abdul Sayid December 4, 2020
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Abdul Sayid Date
Executive Director



Comprehensive COVID-19 Testing Plan

The health and safety of our students, staff, families and community is at the forefront of a return to onsite instruction. Our District has developed a robust comprehensive COVID-19 testing plan to maintain safety of students and staff returning to onsite instruction.

1. Comprehensive Testing Plan

- a. **Phase One.** During Phase One Appointment Based Onsite Learning and subsequent phases of the return to onsite instruction, employees will have various options to acquire a PCR COVID-19 test (the type of test may change based on scientific advancements) by utilizing any of the following:
 - i. **Personal health care provider:** Unit members can use 2-hour Personal Business Leave if choosing this option. Any applicable co-pays may apply. The employee will provide test results to the District via the District identified application in order to track and prevent COVID-19 spread.
 - ii. **San Diego County facility provider:** County of San Diego has more than 43 testing sites available at no cost to District employees. The employee will provide test results to the District via the District identified application in order to track and prevent COVID-19 spread.
 - iii. **District provided COVID-19 testing:** Once available, at selected District locations at no cost. Results from a test administered at a District provided COVID-19 testing site will be automatically uploaded to the District identified application.
 1. Testing at school sites will phase in at the pace of the capacity of the UCSD testing team and will begin as early as December 7, 2020 at the following sites: Benchley/Weinberger, Dingeman, Foster, Gage, Hearst, Jerabek, Mason, Penn, Rolando Park, and Vista Grande.
- b. **Phases Two-Four.** Effective with Phase Two of the return to onsite instruction, and continuing through the remaining phases of onsite instruction, employees physically reporting to work will be required to receive a PCR COVID-19 test every two (2) weeks at any of the above listed options. The type of test and frequency of testing may change based on scientific advancements.
 - i. Employees shall sign up for the District identified application in order to track testing results, which shall remain confidential.
 - ii. Results from a test administered at a District provided COVID-19 testing site will be automatically uploaded to the District identified application.
 - iii. If an employee takes a test from their personal health care provider or San Diego County facility provider, the employee shall submit testing results via the District identified application.
 - iv. Employees with underlying medical conditions that prevent them from being tested must provide a physician's statement.
 - v. Employees who do not participate in testing must use their applicable leave balances.

Comprehensive COVID-19 Testing Plan

- c. When an employee receives a positive test result, the employee will notify their site or assigned cluster nurse immediately and email sdusdnursing@sandi.net.
- d. All COVID-19 test results remain confidential and are not part of the employee's personnel file.
- e. Students will have access to no cost COVID-19 testing every two weeks. Students are highly encouraged to participate in COVID-19 testing every two weeks.

2. Testing Preparation (UCSD Responsibilities)

- a. A COVID-19 testing plan will be implemented in collaboration with UCSD to provide robust testing services for staff. Educators, including nurses, shall not be responsible for administration and implementation of COVID-19 testing. UCSD will be responsible for the following:
 - i. Assistance and personnel for all testing parameters at testing sites;
 - ii. Assistance in completion of the MyChart application to register students/staff into UCSD health system;
 - iii. Integrate District staff and student data into the MyChart application;
 - iv. Provide all COVID-19 testing equipment, supplies, personnel and software to identify samples;
 - v. Notify staff and parents/students of test results;
 - vi. Notify school personnel, as permitted by consent forms, of number/names of those tested and test results;
 - vii. Provide translation services, where needed, to families to understand testing results and follow-up instructions.

3. Health Office Staff (SDUSD Responsibilities)

- a. Health Office Staff will be notified at least one week prior to the start of testing at their assigned site(s). During Phase One of onsite instruction, Health Office Staff may volunteer to participate in the Testing Program at their assigned site(s). Staff volunteering to participate will physically report to their assigned site(s) on their assigned day at least one workday prior to the start of testing to conduct the setup process, which may include but is not limited to, conducting a site walk-through, identifying the location for testing to take place, ingress and egress to the testing area, and coordination of sanitation with the site BSS/POS. On the day of testing, Health Office Staff volunteering to participate will be the point of contact for the testing process and will report physically to their assigned site(s) prior to the arrival of UCSD testing staff to ensure the location is set up and ready for testing that day and will remain onsite during the testing process.
- b. Health Office Staff will have Personal Protective Equipment (PPE) available as needed to support all health office functions and follow current health and safety guidelines.
- c. In the event of an absence of Health Office Staff on testing days, central office support will be provided.
- d. Health Office Staff will support with the planning and preparation of testing at site testing locations, responsibilities will include, but shall not be limited to:

Comprehensive COVID-19 Testing Plan

- i. Champion the testing program, educate and recruit students and staff to participate;
- ii. Distribute and collect “Consent for Testing” forms from families;
- iii. Provide UCSD with identifying student and staff data for integration into UCSD Health Registration forms and District identified application;
- iv. Assist with identifying students as needed at each school site;
- v. Coordinate staff and student testing times and coordinate activities around testing day;
- vi. Assist UCSD with identifying families with language or technology barriers that will require assistance with reporting of results and follow-up;
- vii. Assist UCSD with identifying students with special health care or behavioral needs who will require special attention when collecting tissue samples;
- viii. Assist UCSD with reaching families and/or staff members for reporting of results;
- ix. Track COVID-19 testing results and assist with contact tracing as needed.

