



California
School
Employees
Association

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Adam Weinberger
Association President

Keith Pace
Executive Director

Member of the AFL-CIO

*The nation's largest
independent classified
employee association*



October 19, 2022

Via Electronic Mail

mattyb1377@outlook.com

Matthew Busacco, Chapter President
Alpine 607, CSEA
1956 Via Corina
Alpine, CA 91901

**Re: Side Letter Agreement (SLA) – Job Description – Campus Safety
Specialist**

Dear Chapter President Busacco:

I have received the Side Letter Agreement (SLA) regarding Job Description Campus Safety Specialist, which was tentatively agreed to between Alpine Union School District and California School Employees Association and its Alpine Chapter 607.

It has been reviewed in accordance with Policy 610. I have found no apparent violation of laws, CSEA's Constitution and Bylaws, or Policy.

Ratification for this SLA **is** required. Please provide your Labor Relations Representative, Joan Collins, with the ratification date so that we may update our records.

Please ensure your chapter complies with the Ratification Meeting requirements as identified in your chapter constitution and Policy 610 Ratification Notice.

I would like to take this opportunity to acknowledge the time and effort spent by you and the Negotiating Committee in negotiations. Your involvement and dedication are truly appreciated.

Please feel free to contact my office if you have any questions or concerns.

In Solidarity,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Michael Breyette
Field Director

MB/cd

Cc: Matthew Busacco, Regional Representative 96; Troy Johnson, Area K Director;
Joan Collins, Labor Relations Representative; Chapter 607 Contract File

Side Letter of Agreement
By and Between The
Alpine Union School District and
California School Employees Association (CSEA) and Its Chapter 607
September 29, 2022



The Side Letter of Agreement between The Alpine Union School District ("District") and the California School Employees Association ("CSEA") and its Chapter 607 hereby agree to the following:

- Job class description Campus Safety Specialist (CSS)
- Range 16
- 10 month for 3 hours per day




Yvette Maier, Executive Director of Human Resources
and Student Services

9-29-22
Date

Matt Besacco, CSEA Chapter 607 President

10-18-22
Date



Joni Collins
CSEA Labor Relations Representative

10/18/2022
Date

- Monitors the activities of students assigned to in-school detention, maintaining positive behavior and conferring with students who have excessive referrals
- Provides feedback to administrators and teachers on student conduct, behavior, and performance, and documents student files
- Confers with a wide variety of individuals concerning student conduct, assisting students in need, and handling conflicting resolutions and other matters
- Monitors student conduct to attempt to prevent vandalism, theft and other illegal activities
- Responds to teacher requests for assistance in the classroom
- Identifies students in violation of school rules and regulations including attendance issues, possession of controlled substances, and weapons, and takes appropriate action
- Assists with investigations related to school infractions, including interviewing suspects, victims, and witnesses
- Performs other duties as assigned that support the overall objective of the position

Campus Environment Duties and Responsibilities:

- Performs patrol of school buildings, grounds, parking areas, and when directed by site administration, off-campus areas influenced by the school campus, to maintain order and safety, and provide a preventative presence to attempt to prevent illegal acts or behaviors that are inconsistent with school policy
- Supervises students during play periods, lunch periods, and before and after school to maintain order and ensure safe conduct
- Assists in providing a safe and fun experience during recess and lunch times, both outdoors and indoors, and monitors student behaviors to avert bullying and promote positive interactions among students
- Moves/Walks continuously and alertly while supervising assigned areas to assure students are safe and positively engaged in various approved play and meal activities. Escorts students to ensure student safety
- Follows established procedures in case of accidents, injuries, or emergencies and during fire drills
- Performs other duties as assigned that support the overall objective of the position
- Serves as a member of the threat assessment team
- Assists with the development, maintenance, and implementation of comprehensive site safety plans

QUALIFICATIONS /REQUIREMENTS:

(At time of application.)

KNOWLEDGE OF:

- Student behaviors and social/emotional states typical for the age group
- School rules and regulations

ABILITY TO:

- Understand and follow written and oral instruction.
- Apply various strategies and techniques to promote positive student interactions and observance of school rules
- Work alone in situations requiring firm and fair dealings with students or campus visitors
- Patrol Monitor assigned areas and supervise students at play and at lunch
- Establish and maintain effective working relationships with students, staff and the community
- Demonstrate respect for and establish rapport with students to facilitate encouraging them to adhere to site rules of behavior on the playground and at lunch
- Enjoy interacting with students and exhibit flexibility, patience and positive role modeling
- Communicate effectively, professionally and respectfully with a diversity of individuals and/or groups
- Follow department and District policies and procedures

EDUCATION/EXPERIENCE AND OTHER QUALIFICATIONS:

Training and Experience:

- The position requires a minimum of an AA degree or passage of district administered test
- Minimum of two years of experience in a position directly related to school safety, student supervision, working with at-risk youth or law enforcement. Additional education may substitute for some experience
- One year of security experience or specialized, successful training in security, safety, and behavior intervention
- Job-related experience working with children in an educational setting is highly desired

Licenses:

Job Class Title: **Campus Safety Specialist**
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Valid California Pupil Personnel Services Credential
Valid California Driver's License
DOJ Fingerprint Clearance

WORK ENVIRONMENT/PHYSICAL DEMANDS:

(Must be performed with or without reasonable accommodation.)

- Good physical condition as determined by pre-employment inquiries and medical examination
- Work setting is both indoors and outdoors, subject to some extremes of heat or cold with seasonal weather changes
- Most of the shift requires constantly walking and standing
- Occasionally required to reach with hands and arms, or balance, stoop kneel and crouch
- Occasionally lift, push, pull items such as playground equipment, balls, pumps, etc.