**USEP PROPOSAL**

**September 8, 2020**

**MEMORANDUM OF UNDERSTANDING**

**Custodial Shirt Program**

Effective with the 2020 - 2021 school year, the Maintenance Department will issue all Custodial employees five (5) work shirts to promote a professional appearance and provide a safety feature of allowing all Custodial employees to be easily recognizable. New Custodial employees will be issued five (5) work shirts upon being hired.

1. All Custodial employees must wear the issued work shirts daily while at work.
2. The color and style of the work shirts will be determined by the Maintenance Department.
3. New employees may choose to have either five (5) short-sleeved shirts, five (5) long-sleeved shirts or beginning with the 2021 - 2022 school year, any combination of short-sleeved shirts and long­ sleeved shirts totaling five (5) shirts.

Responsibility

1. Maintenance Department will replace shirts damaged in work-related incidents or normal wear with the employee's preferred sleeve length.
2. The employee will replace shirts damaged outside of work.
3. It will be the employee's responsibility to keep the shirt clean and appropriate for work.
4. The District will purchase extra shirts so that the replacement cost to employees for shirts shall not exceed the District's cost.

The Board and the Union agree to begin implementation of this MOU in anticipation of ratification, and to meet during the year to resolve any issues or concerns that may arise as a result of this memorandum.

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For the Board Date

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For the Union Date