

## **BOARD PROPOSAL**

**August 7, 2023**

### **MEMORANDUM OF UNDERSTANDING**

#### **Transportation Department Shirt Program**

Beginning with the 2023-2024 school year, the Transportation Department will issue all Transportation employees up to five (5) work shirts to promote a professional appearance and provide a safety feature of allowing all employees to be easily recognizable to students, parents and school staff.

#### **Shirts**

1. All Bus Drivers, Relief Bus Drivers and Transportation Assistants will be issued five (5) collared, embroidered, polo styled work shirts for the 2023-2024 school year. Employees will be expected to wear the shirts at least Monday through Thursday with the option of either wearing the issued work shirt on Fridays or will continue to be permitted to wear school shirts on Fridays.
2. All Vehicle Technicians, Vehicle Technician Assistants and Bus Parts Specialists will be issued five (5) work shirts for the 2023-2024 year and will be expected to wear the shirts daily.
3. The Office Support Assistants/Secretaries at the six (6) garages will be issued five (5) work shirts for the 2023-2024 year and will be expected to wear the shirts daily. Office Support Assistants/Secretaries at both Operations and Training and Safety will be issued one (1) shirt for the 2023-2024 year.
4. All Transportation employees will wear the issued work shirts while at work for the above prescribed days.
5. The color and style of the work shirts will be determined by the Transportation Department.

#### **Responsibility**

1. The Transportation Department will replace shirts damaged in work-related incidents or normal wear.
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

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Date

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For the Union

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Date