



## **SIDE LETTER**

This SIDE LETTER OF AGREEMENT is entered into by and between the Mt. San Antonio Community College District (District), and The California School Employees Association and its Mt. San Antonio College Blue Chapter 651 (CSEA). This SIDE LETTER OF AGREEMENT shall not be deemed precedent setting.

*Intent: The retirement incentive program is intended to provide additional motivation for employees to finalize their retirement timeline with the District. If any other employee group receives a larger retirement incentive, the District shall grant the same retirement incentive for all classified employees in the CSEA 651 bargaining unit.*

### 1. Eligibility

- a. The requirement to participate in the retirement incentive program is that the unit member is an active permanent employee who has five (5) or more years of service with the District as of June 30, 2024, and is eligible to retire under the unit member's retirement system (CalPERS or CalSTRS).
- b. Participation in the retirement incentive program is voluntary.
- c. Retirement dates shall be between June 30, 2024 and December 31, 2024.
- d. The retirement incentive shall be considered earned after the unit member's CalPERS or CalSTRS retirement date.

### 2. Incentive

- a. The District shall provide a one-time lump sum payment of \$20,000 pro-rated based on the employee's FTE, payable on the next corresponding pay cycle following the retirement date.

### 3. Health and Welfare

- a. Unit Members who meet the eligibility requirements in Article 08:
  - i. Continued medical coverage shall comply with Article 8 Health and Welfare under the collective bargaining agreement.

### 4. Timeline:

- a. This agreement shall be reviewed and subject to board approval at the April 10, 2024, board of trustees meeting.



- b. Unit members participating in the retirement incentive program shall submit their completed packets and retirement resignations to the District by April 30, 2024.
  - c. Final participation number shall be reviewed and subject to board approval at the May 8, 2024, board of trustees meeting.
  - d. If a level of participation acceptable to the District has not been reached as of the enrollment deadline, the District may withdraw the incentive, provided it notifies enrolled employees of the withdrawal on or before May 10, 2024.
  - e. If for any reason the incentive program is withdrawn, unit members may elect to rescind their retirement resignations on or before May 31, 2024. Unit members shall be given the option at the time they submit their resignation paperwork to automatically withdraw their resignation if the incentive program is terminated. Any retirement resignations that are not rescinded by on or before May 31, 2024 shall be deemed official resignations and irrevocable.
5. Once the final salary schedule adjustment for the 2023-2024 fiscal year is reached between CSEA 651 and the District, unit members who retire from the District through this retirement incentive program, including any retroactive COLA payment from July 1, 2023 up to the months worked. The final compensation report to CalPERS and/or CalSTRS will be adjusted accordingly.

**ACCEPTED AND AGREED TO:**

**FOR CSEA 651**

*George Gutierrez*  
George Gutierrez (Mar 22, 2024 06:53 PDT)  
 George Gutierrez, CSEA, Chapter President and Negotiations Chair

Mar 22, 2024  
 Date

*Peter Tayag*  
Peter Tayag (Mar 22, 2024 09:08 PDT)  
 Peter Tayag, CSEA, Chapter 651 Negotiations Co-Chair

Mar 22, 2024  
 Date

*Mark Crawford*  
Mark Crawford (Mar 22, 2024 10:48 PDT)  
 Mark Crawford, Labor Relations Representative

Mar 22, 2024  
 Date

**FOR THE DISTRICT**

*Martha Garcia*  
Martha Garcia (Mar 22, 2024 12:11 PDT)  
 Martha Garcia, President/CEO

Mar 22, 2024  
 Date