

**Santa Maria-Bonita School District**  
**and**  
**Santa Maria Elementary Education**  
**Memorandum of Understanding**  
**Regarding Alternative Transfer Process**  
**March 28, 2023**

The Santa Maria-Bonita School District ("District") and the Santa Maria Elementary Education Association ("Association"), collectively the "Parties," enter into this Memorandum of Understanding ("MOU") regarding an Alternative Transfer Process for specific certificated positions to ensure an equitable and efficient transfer into unique vacancies.

The District and the Association agree to the following Alternative Transfer Process.


1. Positions that would require the use of the Alternative Transfer Process:
  - a. ELD coaches (all sites)
  - b. Instructional coaches (all sites)
  - c. TOSA (at large) - existing positions only. Any newly created TOSA positions would need Association and District approval to be filled using an alternative transfer process
  - d. Rtl positions (all sites)
  - e. Counselor (all sites)
2. Alternative Transfer Process requirements:
  - a. A letter of intent that shall include the reason(s) the Member seeks the transfer and their unique qualifications for doing so.
  - b. A scheduled interview between the Member and the interview panel. The panel will include a job alike SMEEA member appointed by the Association President and/or designee.
3. Alternative Transfer Process is to be used when:
  - a. A Member wishes to transfer from a position not listed in section one (1) into a position listed in section one (1). For example: when a Member wishes to transfer from a classroom teaching position into any position listed in section one (1).

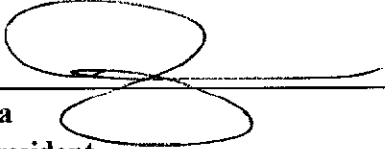
- b. An Alternative Transfer Process will also be used when a member wants to transfer from a position listed in section one (1) into a different position listed in section one (1). For example, a request to transfer from an ELD coach to an RtI teacher.
  - c. A Member puts in for a transfer from any existing TOSA position to any other existing TOSA position, or to any newly created TOSA position.
4. Alternative Transfer Process will not be used when:
- a. A Member puts in for a transfer from a like position to a like position (lateral transfer). Examples of lateral transfers include: from ELD Coach to ELD Coach at a different site; from RtI to RtI at a different site. All other transfer requests would be subject to transfer language in Article 8.

All components of the current Collective Bargaining Agreement between the Association and District not addressed by the terms of this agreement shall remain in full effect. This Agreement is non-precedent setting.

This MOU will go into effect upon April 26, 2023 and continue to be in effect for the 2023-24 school year, and will sunset on June 30, 2024. The parties agree to meet prior to June 30, 2024, to evaluate the agreement.

The Parties represent that they have read and understand the terms of this MOU and are authorized to execute this MOU.

  
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**Pete Bland**  
Assistant Superintendent, HR

  
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**Jose Segura**  
SMEEA President