MOU #2024-1
Article 25 – Reproductive Loss
Leave

# Memorandum of Understanding Regarding Reproductive Loss Leave

The Los Angeles Community College District (the "District") and the American Federation of Teachers College Guild Local 1521 (the "AFT") agree to the following addition to Article 25 of the 2023-2026 Agreement.

**Purpose:** On October 11, 2023, Governor Gavin Newsome signed SB 848 into law which requires employers to provide reproductive-related loss leave of absence. This leave allows employees to take up to five (5) days of leave following a reproductive loss event. This law went into effect January 1, 2024. The District shall fully comply with this legislation.

### S. Reproductive Loss Leave (Mandatory)

#### 1. Definition

A reproductive loss event as defined in Government Code 12945.6.

Reproductive loss event means the day or, for a multi-day event, the final day of a failed adoption, failed surrogacy, miscarriage, stillbirth or an unsuccessful assisted reproduction.

Definitions of the above are as follows:

- a. **Failed adoption**: means the dissolution or breach of an adoption agreement with the birth mother or legal guardian, or an adoption that is not finalized because it is contested by another party. This event applies to a person who would have been a parent of the adoptee if the adoption had been completed.
- b. **Failed surrogacy:** means the dissolution or breach of a surrogacy agreement, or a failed embryo transfer to the surrogate. This event applies to a person who would have been a parent of a child born as a result of the surrogacy.
- c. **Miscarriage:** means a miscarriage by a person, by the person's current spouse or domestic partner, or by another individual who would have been a parent of a child born as a result of the pregnancy.

- d. **Stillbirth:** means a stillbirth resulting from a person's pregnancy, the pregnancy of a person's current spouse or domestic partner, or another individual who would have been a parent as a result of the pregnancy that ended in stillbirth.
- e. **Unsuccessful assisted reproduction:** means an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure (i.e., artificial insemination or an embryo transfer, including gamete and embryo donation). Assisted reproduction does not include reproduction through sexual intercourse. This event applies to a person, the person's current spouse or domestic partner, or another individual, if the person would have been a parent of a child born as a result of the pregnancy.

# 2. Requirements

For the District:

Employees are eligible for reproductive loss leave if they've been working for the employer for at least thirty (30) days prior to the leave's start and suffer a qualifying event. The District will maintain the confidentiality of any employee requesting a reproductive loss leave.

- 3. **Length of Leave:** An employee shall be allowed up to five (5) days of unpaid reproductive loss leave and shall complete such leave within three (3) months of the end date of the event entitling the employee to the leave. Employees who experience more than one (1) reproductive loss are limited to twenty (20) days of reproductive loss leave within a 12-month period.
- 4. The District shall allow the days an employee takes for reproductive loss leave to be nonconsecutive.
- 5. **Compensation:** Unpaid leave. Applicable quotas such as vacation, illness, or compensatory time off, may be used concurrently for Reproductive Loss Leave.

For the AFT Guild:

6. **Documentation:** No documentation to certify reproductive leave is required.

TOT CITE DISCITOR	To: the /th / Gana.
DocuSigned by: Teyanna Williams CBD1D91752D2444	Docusigned by: William Elatton-Selig 942870DD9862492
Dr. Teyanna Williams Vice Chancellor, Human Resources	William Elarton- Selig Executive VP, AFT College Faculty Guild, Local 1521
3/12/2024   1:57:22 PM PDT	3/14/2024   8:30:17 AM PDT
Date	 Date

# **DocuSign**

#### **Certificate Of Completion**

Envelope Id: BA94618C80F2497280296E9B2029D5C7

Subject: Complete with DocuSign: MOU\_Reproductive Loss Leave\_Faculty Guild (final).docx

Source Envelope:

Document Pages: 2 Signatures: 2
Certificate Pages: 5 Initials: 0

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator: Malocca .L Hawkins, 770 Wilshire Blvd

Los Angeles, CA 90017

HAWKINML@EMAIL.LACCD.EDU

IP Address: 204.102.252.8

#### **Record Tracking**

Status: Original

3/12/2024 1:50:23 PM

Holder: Malocca .L Hawkins,

HAWKINML@EMAIL.LACCD.EDU

Location: DocuSign

# Signer Events

Teyanna Williams

WILLIATL2@EMAIL.LACCD.EDU

Security Level: Email, Account Authentication

(None)

Signature

DocuSigned by:

Teyanna Williams

-CBD1D91752D2444...

Signature Adoption: Pre-selected Style Using IP Address: 204.102.252.8

#### **Timestamp**

Sent: 3/12/2024 1:52:41 PM Viewed: 3/12/2024 1:57:17 PM Signed: 3/12/2024 1:57:22 PM

#### **Electronic Record and Signature Disclosure:**

Accepted: 3/12/2024 1:57:17 PM ID: 4de0a8cc-dd69-4fa5-8c88-99845a6f7c07

William Elarton-Selig elartowd@laccd.edu

Security Level: Email, Account Authentication

(None)

William Elarton-Selig

Signature Adoption: Pre-selected Style Using IP Address: 172.116.116.41

Sent: 3/12/2024 1:57:24 PM Viewed: 3/14/2024 8:29:34 AM Signed: 3/14/2024 8:30:17 AM

#### **Electronic Record and Signature Disclosure:**

Accepted: 3/14/2024 8:29:34 AM

ID: 6907d36c-464e-4b65-b69d-7596b92046fd

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent Certified Delivered	Hashed/Encrypted Security Checked	3/12/2024 1:52:41 PM 3/14/2024 8:29:34 AM

Envelope Summary Events	Status	Timestamps	
Signing Complete	Security Checked	3/14/2024 8:30:17 AM	
Completed	Security Checked	3/14/2024 8:30:17 AM	
Payment Events	Status	Timestamps	
Electronic Record and Signature Disclosure			

#### ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Los Angeles Community College District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

# **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

#### Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

#### Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

# All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

# **How to contact Los Angeles Community College District:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: durana@laccd.edu

# To advise Los Angeles Community College District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at durana@laccd.edu and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### To request paper copies from Los Angeles Community College District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to durana@laccd.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

# To withdraw your consent with Los Angeles Community College District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to durana@laccd.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

## Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

# Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Los Angeles Community College District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Los Angeles Community College District during the course of your relationship with Los Angeles Community College District.