

1 **ARTICLE 20 - ORIENTATION AND IN-SERVICE TRAINING**

2 **20.1** All orientation and in-service training of unit members shall be conducted during
3 the period designated by the Board of Education as the workday and work year for those
4 unit members involved.

5 **20.2** The hours of service for unit members on days designated for orientation or in
6 service training activities shall be at the same rate of pay as if the unit member was at the
7 job site.

8 **20.2.1** Supervisors shall meet with new employees (either new to the district or
9 transfers to the site) to review general workplace expectations.

10 **20.3** The District will provide in-service training programs, where appropriate, with the
11 purpose of enhancing the skills, knowledge, or abilities of the unit members in their
12 current jobs. Attendance at such in-service training programs is mandatory and failure to
13 attend will result in appropriate disciplinary action.

14 **20.4** Nutrition Services department in-service meetings are to be held on days when
15 schools have in-service or staff development activities, when schedules can be arranged
16 to do so.

17 **20.5** CSEA will provide membership packets to Human Resources Division. Human
18 Resources Division agrees to provide all new hires with a CSEA membership packet
19 upon hire.

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