

Agreement between the

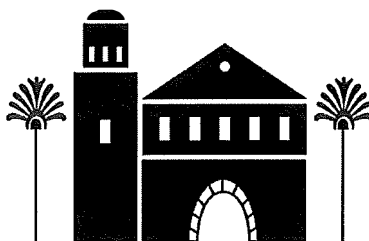
SANTA BARBARA UNIFIED SCHOOL DISTRICT

and the

SANTA BARBARA TEACHERS ASSOCIATION

CTA/NEA

2014-2017



Santa Barbara
Unified
SCHOOL DISTRICT

SANTA BARBARA UNIFIED SCHOOL DISTRICT

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ARTICLE I
PREAMBLE

1
2
3 This Agreement is made and entered into by and between the Santa Barbara Unified
4 School District, and their Board of Trustees, hereinafter referred to as "District", and the
5 Santa Barbara Teachers Association, an affiliate of CTA/NEA, hereinafter referred to as
6 "Association or SBTA."
7

8 Section 2. Purpose

9 This Agreement is entered into pursuant to Chapter 10.7, Section 3540 et seq. of the
10 Government Code.
11

12 ARTICLE II
13 RECOGNITION
14

15 The District hereby acknowledges that the Association is the exclusive representative for
16 employees holding those positions described in Exhibit "A", which is attached hereto and
17 incorporated herein by reference as a part of this Agreement.
18

19 ARTICLE III
20 RIGHTS AND OBLIGATIONS OF PARTIES
21

22 Section 1. Association

23 1.1 All Association business and activities will be conducted pursuant to the
24 standards of conduct established by PERB. Association representatives shall have
25 reasonable access to employees and shall, prior to contacting a unit member, make
26 their presence on the site known to the site administrator or the site office. The
27 conduct of Association business and activities will not interfere with the school
28 program or school duties of unit members.

29 1.2 The Association may use District designated bulletin boards at each school site
30 for the purpose of communicating usual and regular Association business to unit
31 employees. Only materials authorized by the Association president or his/her

1 designee shall be posted. A courtesy copy of such posting shall be provided to the
2 site administrator or the superintendent at the time of the posting.

3 1.3 The Association may continue to use the District mail in accordance with past
4 practice.

5 1.4 The District shall provide the Association with a list of unit employees,
6 indicating names and work locations, on or about each November 1st during the
7 term hereof.

8 1.5 The District will deduct from the pay of Association members and pay to the
9 Association the normal and regular monthly membership dues as voluntarily
10 authorized in writing by the employee on the District form subject to the
11 following conditions:

12 1.5.1 Such deduction shall be made only upon submission on a District
13 approved form of a duly executed and revocable authorization by the
14 employee.

15 1.5.2 The District shall not be obligated to put into effect any new, changed,
16 or discontinued deduction until the pay period commencing fifteen (15) days
17 or more after such submission.

18 1.5.3 Any changes in deductions hereunder during the term of this
19 Agreement shall be made pursuant to employee authorization. Where such
20 changes are requested for Association members generally, the Association
21 will reimburse the District for reasonable administrative costs incurred.

22 1.5.4 Any employee who is a member of the Association at the beginning of
23 the CTA fiscal year (September - August) shall maintain such membership for
24 the remainder of that fiscal year.

25 1.5.5 District shall implement agency fee pursuant to SB 1960. Any unit
26 member who is a member of a religious body whose traditional tenets or
27 teachings include objections to joining or financially supporting employee
28 organizations shall not be required to join or financially support the
29 Association as a condition of employment; except that such unit members
30 shall pay, in lieu of a service fee, sums equal to such service fee to one of the
31 following non-religious, non-labor organization, charitable funds exempt from
32 taxation under Section 501 (c)(3) of Title 26 of the Internal Revenue Code:

1 Disaster Relief Fund, Cesar Chavez Memorial Education Awards Program,
2 Martin Luther King, Jr. Scholarship Fund, United Way.

3 1.6 The President of the Santa Barbara Teachers Association can take up to 100%
4 release time to conduct the employer/employee relations between the District
5 and the Santa Barbara Teachers Association. The District and SBTA will agree
6 to an annual Memorandum of Understanding (MOU) as to the percentage the
7 District will fund to include the President's salary and benefits. The District will
8 fund 40%, which will include the President's salary and benefits.

9
10 Section 2. District

11 The District, acting through its governing board or management officials, has and will
12 continue to retain, whether exercised or not, the exclusive decision making authority to
13 manage and administer the District's services and work force performing those services in
14 all respects except as expressly and lawfully modified by specific provisions of the
15 Agreement. Such exclusive authority includes, but is not limited to, such exclusive rights
16 as: determining its organization and the kinds, levels, standards, and manner of providing
17 services to the community, and through its governing board and management officials to
18 exercise control and discretion over its organization and operations; to establish and effect
19 Administrative Regulations and employment rules and regulations consistent with law and
20 the specific provisions of this Agreement; to direct its employees, take disciplinary action for
21 just cause, relieve its employees from duty for legitimate reasons, and determine the
22 methods, means, and the number and kinds of personnel by which the District's services
23 are to be provided; including the right to schedule and assign work and to otherwise act in
24 the interest of efficient service to the community. Neither the District nor any agent of the
25 District, shall, in the exercise of the District's rights and responsibilities, act in a manner,
26 which is arbitrary, capricious or punitive.

27
28 Section 3. Employees

29 3.1 The District and Association recognize the right of employees to form, join, and
30 participate in lawful activities of the Association and other employee organizations,
31 and the equal alternative right of employees to refuse to form, join, or participate in
32 employee organization activities.

1 3.2 The District will not discipline any employee without good cause and without
2 due process.

3 3.3 Within laws, regulations and guidelines of the state of California, employees
4 shall have freedom to express opinions in a balanced and objective manner on
5 matters relevant to the course content, school site mission and District mission.

6 3.4 Pursuant to the provisions of the Americans with Disabilities Act, the District
7 shall provide reasonable accommodations to qualified unit members. Unit members
8 seeking accommodations may represent themselves in discussions with the District
9 regarding an accommodation.

10 3.4.1 The District shall not violate or change this Agreement as part of the
11 accommodation plan.

12 3.5 The District shall not discriminate because of actual or perceived race, ancestry,
13 color, national origin, religious creed, sex, sexual orientation, genetic information,
14 genetic expression, age, mental/physical disability (including AIDS), medical
15 condition, pregnancy, genetic information, veteran status, gender, gender identity,
16 gender expression, marital status, economic status, political affiliation, membership
17 in an employee organization, participation in the activities of an employee
18 organization, union affiliation, or exercise of the rights contained in this Agreement.

19
20 ARTICLE IV

21 WAGES

22
23 Section 1. General

24 1.1 Salary Schedules I and II will read as reflected by Exhibit "B", "B-1", "B-2", "B-
25 3", "B-4", "B-5", "B-6", "B-7", "B-8", "B-9", "B-10", "B-11", "B-12", "B-13", "B-14", "C"
26 and "C-1", attached to the current Agreement between the Districts and the S.B.T.A.
27 The co-curricular activity schedule will read as reflected by Exhibit "D" and attached
28 to the current Agreement between the District and the S.B.T.A.

29
30 Section 2. Early Childhood Education and CalSAFE

31 The wages for Early Childhood Education and CalSAFE employees shall be
32 determined according to Salary Schedule C-1, Early Childhood Education
33 Certificated Personnel. Early Childhood Education unit employees shall be

1 compensated at a rate of 185/225 of placement on Salary Schedule C-1. CalSAFE
2 unit employees shall be compensated at a rate of 185 of placement on Salary
3 Schedule C-1.
4

5 Section 3. Co-Curricular

6 Such co-curricular activities as offered will be compensated in accordance with the
7 schedule set forth in Exhibit "D", attached hereto and made a part hereof, increased
8 as provided in Section 1 above.
9

10 Section 4. Mileage Reimbursement

11 When unit employees are requested and assigned by the District to drive their own
12 vehicles in performing their assigned official duties, and they do so using their own
13 vehicles in traveling directly and uninterruptedly between assigned work locations,
14 they shall be compensated therefore based on the IRS rate when such claim is duly
15 filed in accordance with District procedure.
16

17 ARTICLE V

18 HEALTH & WELFARE BENEFITS
19

20 Section 1. Regular Unit Employees

21 1.1 The District shall contract for medical insurance for those full-time unit
22 employees and for their qualified dependents and their qualified domestic
23 partners and their dependents.

24 1.2 The District shall continue to contract for dental insurance for the full-time unit
25 employee only, which will provide the current level of benefits. The District's
26 annual contribution shall be three hundred eighty eight dollars and seventy
27 cents (\$388.70). The employee may pay the additional premium for dependent
28 coverage through payroll deduction.

29 1.3 The District shall continue to contract and pay for the existing life insurance
30 benefits for full-time unit employees

31 1.4 The District shall continue to contract for the existing vision benefit for full-time
32 unit employees and for their qualified dependents and their qualified registered
33 domestic partners and their dependents. The District's annual contribution shall

1 be one hundred thirty-three dollars and fifty cents (\$133.50) Vision insurance
2 benefit is only available to employees and their qualified dependents who are
3 enrolled in medical insurance.

4 1.5 For single employees, the District will pay an annual contribution for medical
5 benefit premiums of three thousand one hundred seventy four (\$3,174); for an
6 employee plus one, the annual contribution for medical benefit premiums will
7 be six thousand eight hundred and eight (\$6,808); and for an employee plus
8 two or more, the contribution for medical benefit premiums will be (\$10,544).
9 The District's contribution for the benefit programs set forth in sections 1.1, 1.2,
10 1.4 and in this section shall be increased to specific higher dollar figure to
11 reflect any premium costs up to a maximum amount equaling a one (1%)
12 increase over the premium costs as of July 1, 2015. In the event the increase
13 exceeds one (1%), the amount shall be negotiated between the parties.

14 1.6 Qualified employees working at least fifty percent (50%) of the normal work
15 day, but less than full time, shall have District paid premiums for the coverage
16 set forth in 1.1, 1.2, and 1.4 prorated on the percentage of time worked. The
17 District shall pay the percentage of premium equal to the percentage of the
18 normal work day scheduled for the employee, provided that the employee
19 elects to pay the balance of such premium cost.

20 1.7 District employees who are married to District employees may not elect to
21 be the primary insured on a District contracted medical insurance plan and, at
22 the same time, be covered as a dependent on another District contracted
23 medical insurance plan. Employees who elect dependent coverage on the
24 plan of their spouse can not be the primary insured on their own plan. Eligible
25 dependent children may be covered by either spouse's plan, but may not be
26 covered under two plans.

27 1.8 Medical, dental, vision and life insurance benefits will be effective the first of the
28 month following thirty (30) calendar days after the hire date.

29
30 Section 2. Retired Unit Employees

31 2.1 Regularly permanent full-time unit employees who retire between the age of
32 fifty-five (55) and sixty-five (65) and have ten (10) or more years of service with the
33 Districts, shall be paid by the District the premium cost for medical coverage (as

1 described in 1.1) for the employee only (excluding dependents) up to a maximum of
2 one thousand dollars (\$1,000) per year until age sixty-five. Unit employees
3 employed prior to October 7, 1982, as a regular permanent full-time unit employees
4 who have rendered twenty (20) years or more of full-time service with the District at
5 the time of retirement shall be paid the following after age sixty-five (65): the
6 premium cost for medical coverage (as described in 1.1) for the employee only
7 (excluding dependents) up to a maximum of five hundred dollars (\$500) per year.

8 2.2 The benefit provided under 2.1 shall be subject to and offset by any medical
9 benefits to which the retired employee is otherwise entitled under any other public
10 program.

11 2.3 The District will continue its current practice of allowing retirees and surviving
12 spouses of retirees to purchase, at the retiree's cost, the medical and dental
13 insurance provided under 1.1 1.2 and the vision insurance provided under 1.4.

14 2.4 The premium rates for retirees under 2.1, 2.2, and 2.3 will be determined by an
15 actuarial assessment based on retired unit members as a separate actuarial group.

16
17 ARTICLE VI
18 HOURS/CONDITIONS
19

20 Section 1. Hours of Work

21 1.1 The parties recognize that professional responsibilities of unit employees
22 include teaching; assessing; IEPs; lesson planning and preparation; grading and
23 record keeping; meeting with students, parents, and District personnel; improving
24 professional skills; and participating in adjunct duties incident to the Districts'
25 programs. The parties also recognize that the professional nature of these
26 responsibilities does not lend itself to a work day of rigidly established length.

27 1.2 Unit employees are each day to be at their work location thirty minutes prior to
28 the convening of the school day and are to spend a reasonable amount of time after
29 the close of the student school day to take care of student needs, attend scheduled
30 parent or administrative meetings, and participate in adjunct duties.

31 1.2.1 In the event that special circumstances (i.e. standardized testing) lead
32 the District or a site to temporarily change bell schedules, no part-time

1 employee shall be required to arrive earlier or remain later than they
2 would under the regular bell schedule.

3 1.3 Elementary Adjunct Duties: Employees will be required to attend one back to
4 school night and one open house and perform nine (9) hours of adjunct duties during
5 the school year. Adjunct duties will be limited to duties at a school site during the
6 school day and involving students. Said assignments will be equitably assigned.
7 Volunteers will be sought for any additional duties such as school
8 picnics/festivals/carnivals, car washes, talent shows, science fair, etc. Itinerant
9 employees, whose caseloads do not generate ADA, shall not be required to perform
10 any hours of adjunct duties.

11 1.4 Secondary Adjunct Duties: Employees will be required to attend one back to
12 school night and spring open house. Volunteers will be sought for any additional
13 duties.

14 1.5 Assignments of adjunct duties shall be scheduled so that teachers may plan
15 their instructional preparation activities to accommodate for them; and, except in
16 emergencies., such duties requiring an employee to remain at District facilities more
17 than seven and a half hours shall not be made less than five (5) school days prior to
18 such assignment.

19 1.6 Preparation Periods: Preparation and planning time shall be teacher directed.
20 Teachers will not be required to attend meetings or professional learning or be given
21 duties or assignments except in cases of emergencies or special circumstances.

22 1.6.1 High School unit members who normally work a school day of six
23 contiguous periods will have one period of the six for planning and
24 preparation.

25 1.6.2 Junior High School unit members who normally work a school day of
26 six contiguous periods will have one period of the six for planning and
27 preparation. If a junior high school chooses to go on a different
28 schedule (i.e. Block Schedule, etc.), the employee is entitled to the
29 equivalent number of preparation periods per week as the employee in
30 a regular track program.

31 1.6.3 Unit members who normally work a block schedule of four
32 contiguous periods will have one period of the four for planning and
33 preparation.

1 1.6.4 When changing bell schedules for the purpose of administering
2 testing (e.g. STAR testing and the High School Exit Exam), the District
3 will make a reasonable effort to maintain equitable planning and
4 preparation time for teachers within each school site.

5 1.7 TK-3 class size will be a site average of 25:1. Due to the nature of Montessori,
6 class size is not to exceed 30. Each elementary school shall be allocated substitute
7 time sufficient to provide each kindergarten through third grade classroom teacher
8 with no less than one hundred and forty-two (142) minutes of planning and
9 preparation time, within the student day, in each month except June and August, and
10 each fourth through sixth grade classroom teacher with no less than one hundred
11 seventy (170) minutes of planning and preparation time, within the student day, in
12 each month except June and August. Year-round schools will have the same
13 amount of planning and preparation time each month, except for June and July.

14
15 Should funding for class size reduction change, Article VI: Section 1.7 will remain
16 open to address potential changes to the instructional minute planning and
17 preparation time for TK-3 teachers.

18
19 1.7.1 Early Education and elementary school sites may schedule the
20 equivalent of one minimum day per month as determined by the site.
21 Additional time must be added to all other school days so that
22 instructional minutes for the year remain unchanged. This minimum
23 day is to be used by teachers for planning and preparation and shall
24 be teacher directed. Teachers will not be required to attend meetings
25 or professional learning nor be given duties or assignments during this
26 planning and preparation time. Teachers may choose to use the time
27 to collaboratively plan and meet. School sites may choose via secret
28 ballot to schedule one day per week with fewer instructional minutes
29 as determined by the site. This ballot shall be written by SBTA and the
30 administration and requires a 70% approval. If necessary, additional
31 time during this shorter day is to be used by teachers for planning and
32 preparation and shall be teacher directed.

1 1.8 A unit employee required to simultaneously manage his/her own class and
2 another teacher's class shall receive additional pay at the hourly rate for each
3 hour of work or fraction thereof. This section shall not apply to situations in which
4 students are normally combined for classroom instruction and/or activities.

5 1.9 In the event it becomes necessary that an employee is required to substitute for
6 another unit employee during his/her preparation time, such employee, so assigned,
7 shall receive additional pay at the hourly rate for each hour of work or fraction
8 thereof.

9 1.10 Unit employees shall be entitled to a duty-free lunch period. The duty-free
10 lunch period shall be of the same approximate duration as the corresponding student
11 lunch period except when rainy weather or other operational circumstances makes
12 such impractical and in no event less than thirty (30) consecutive minutes.

13 1.11 No unit employee shall be restrained from taking a toilet break when necessary.

14 1.12 Support for New Teachers: Unit members who have not taught at least one
15 year in the last ten years, in or out of the Districts, shall be defined as new teachers.
16 The District will make every effort not to assign new teachers in grades K-6
17 combination classes.

18
19 Section 2. Work Year

20 2.1 The regular work year for unit employees regularly assigned to an Early
21 Childhood Education Program shall be no more than two hundred twenty-five (225)
22 days.

23 2.1.1 The regular work year for unit employees regularly assigned to a State
24 Preschool Program shall be no more than one hundred eighty-five (185) days.

25 2.2 The regular work year for unit employees hired as Speech Language
26 Pathologists after July 1, 2013, and currently employed Speech Language
27 Pathologists opting to work the new calendar, shall be two hundred (200) days. The
28 work calendar shall be coordinated in conjunction with the direct supervisor no later
29 than 30 days prior to the start of the 185 day calendar. If an agreement cannot be
30 reached on calendar, it can be appealed.

31 2.3 The regular work year for unit employees hired as School Psychologists shall be
32 two hundred (200) days. The work calendar shall be coordinated in conjunction with

1 the direct supervisor no later than 30 days prior to the start of the 185 day calendar.
2 If an agreement cannot be reached on calendar, it can be appealed.

3 2.4 The regular work year for other regular unit employees shall be no more than
4 one hundred eighty-five (185) days; except that in the case of new unit employees,
5 the regular work year shall be one hundred eighty-six (186) days. Of these work
6 days, one hundred eighty (180) shall be instructional days.

7
8 Section 3. Work Day

9 3.1 The student instructional minutes in a regular school day (which include
10 passing time and teacher preparation time, and exclude lunch and recess periods)
11 shall be as follows:

12 3.1.1 Kindergarten: Two hundred (265) instructional minutes.

13 3.1.1.1 The kindergarten teachers work day will be no longer than
14 teachers in grades 1-3.

15 3.1.2 Grades 1-3: Two hundred eighty-six (286) instructional minutes.

16 3.1.3 Grades 4-6: Three hundred and six (306) instructional minutes.

17 3.1.4 Grades 7 and 8: Three hundred twenty-five (325) instructional
18 minutes.

19 3.1.5 Grades 9-12: Three hundred sixty-five (365) instructional minutes.

20 3.1.6 La Cuesta Continuation High School and Alta Vista satellite
21 campuses: Two hundred seventy (270) instructional minutes.

22 3.1.7 Community Day School: by Ed. Code Statute, three hundred sixty
23 (360) instructional minutes.

24
25 Section 4: Kindergarten

26 4.1 Each kindergarten teacher will be provided appropriate instructional supplies
27 and materials necessary to furnish a single teacher room.

28 4.2 Kindergarten teachers shall be added to the provision under Article VI (Hours),
29 Section 1.8 which provides release time once a month as provided to first grade
30 teachers.

31 There shall be twenty six (26) student early release days. The first thirteen will
32 occur beginning the second day of the student school year. The last thirteen days
33 shall occur after winter recess. These early release days will be consecutive except

1 for early release days in which PLC work/staff meetings occur. How the additional
2 sixty-five (65) minutes in the afternoon are to be used will be determined at each site
3 jointly by the teachers at the site and the site principal.
4

5 Section 5: Calendar

6 The end of the semester/trimester no matter when it falls will be an early release minimum
7 day. Future calendar decisions shall be made by August 31, one year prior to
8 implementation. If no agreement is reached the current calendar will be extended to the
9 following year.
10

11 Section 6: Work Load (Secondary)

12 Courses with the same title regardless of the level of students (such as English
13 10 vs. English 10 Honors) are considered one preparation. Unless a teacher
14 voluntarily agrees in writing to do otherwise, the District will make reasonable
15 effort to assign no more than three (3) preparations based on this definition.
16

17 Section 7: Roving Teachers (Secondary)

18 7.1 Secondary school sites will keep roving teachers to a minimum. Volunteers will
19 be solicited among the staff and no teacher shall have to rove for more than two
20 consecutive years. The District will provide a cart for the roving teacher to transport
21 his/her materials.
22

23 Section 8: Professional Learning Community (PLC) Team Leader and District PLC Liaison
24 and Supply Manager

25 8.1 The term of the Professional Learning Community Team Leader shall be
26 defined as one year.

27 8.2 The PLC Team Leader must be a teacher, a majority of whose assignment is
28 within the department/grade level. The PLC Team Leader must be selected
29 by secret ballot at a regularly scheduled meeting of the PLC Team. The
30 selection of the PLC team leader must be done by the end of the first week of
31 school.

32 8.2.1 Teachers who have submitted in writing their resignation, intent to retire, or
33 have accepted in writing a transfer to another school are not eligible to

- 1 vote. Ballots shall be counted by the PLC team members immediately. The
2 name of the person who receives the most votes shall be forwarded to the
3 principal.
- 4 8.2.2 Principals retain the right to veto the nominee, in which case, the nominee
5 shall be notified in writing of the reason(s) for the veto. The veto shall not
6 preclude the initial designee from competing in any future election,
7 including the election which resulted in the veto.
- 8 8.2.3 By majority secret ballot vote, the department or grade level may seek a
9 new election and will present another nominee.
- 10 8.2.4 An election shall follow any vacancy. By majority secret ballot vote, a
11 department or grade level may elect to forward no name to the principal. In
12 such an event, the principal may designate a PLC Team Leader.
- 13 8.3 The roles and responsibilities of the PLC Team Leader include:
- 14 8.3.1 Elementary and Secondary PLC Leads will facilitate three (3) PLC
15 meetings monthly during the monthly regularly scheduled PLC time.
16 Prepare for the facilitation of regularly scheduled site PLC meetings.
17 Create and request materials needed for PLC meetings.
18 Provide the required PLC documents and reports to the administration.
- 19 8.3.2 Facilitate the implementation of the Common Core State Standards
20 (CCSS) for site PLCS. Responsibilities may include: creating agendas,
21 participating in and taking notes at the PLC meetings.
- 22 8.3.3 At the site level, communicate with the District PLC Liaison regarding
23 implementation of the written, taught, and assessed curriculum associated
24 with the common core.
- 25 8.4 The District PLC liaison is selected by the administration. Each elementary site
26 shall have at least two liaisons, one for the primary grades and one for grades
27 4-6, with the exception of schools with less than 200 students. Sites with less
28 than 200 students will have one liaison that will represent all elementary grade
29 levels at their site. Roles and responsibilities of the District PLC liaison are
30 determined by the District. Generally, the District PLC liaison performs a
31 leadership role and is responsible for being the primary link between the District
32 and the site in all matters pertaining to CCSS.

- 1 8.4.1 District PLC liaisons/leads will attend district collaboration meetings with
- 2 other subject-specific PLC Liaisons and collaborate around the written,
- 3 taught and assessed curriculum associated with the CCSS.
- 4 8.4.2 District PLC liaisons/leads will facilitate subject area common core
- 5 implementation team meetings during specified release time(s) or
- 6 designated after school meeting time(s).
- 7 8.5 The roles and responsibilities of the Supply Manager are as follows:
- 8 8.5.1. The term shall be defined as one year.
- 9 8.5.2 This position is responsible for ordering supplies for the department and
- 10 managing the department budget in collaboration with other department
- 11 members.

12

13 Section 9: PLC Participation/Special Area Teacher PLC Participation

- 14 9.1 Collaboration shall take place in Professional Learning Communities (PLCs).
- 15 PLCs may be organized into site and District-level content-specific,
- 16 interdisciplinary, vertical, and/or grade-level teams. The special education
- 17 department may determine the use of the monthly PLC site meetings as a
- 18 Special Ed PLC.
- 19 9.2 Elementary schools will meet in PLCs a minimum of 4 days a month for at
- 20 least 200 minutes per month during the scheduled PLC time, except on
- 21 regularly scheduled board and federal holidays. The first Wednesday (work
- 22 day) of the month, will be a faculty meeting.
- 23 9.3 Secondary schools will meet in PLCs a minimum of 4 days a month for at
- 24 least 200 minutes a month during the regularly scheduled PLC time. These
- 25 meetings will occur on Thursdays, except on regularly scheduled board and
- 26 federal holidays, and the first Thursday (work day) of the month will be a
- 27 faculty meeting.

1 9.4 Special Education Teachers.

2 9.4.1 All special education certificated staff, including special education
3 itinerant staff may be directed by the District Special Education
4 Department to attend professional learning each month in lieu of
5 attending their PLC meeting at the site.

6 9.4.2 Full-time Elementary Special Education Teachers: Will attend PLCs
7 with the grade level in which they case-manage the highest number of
8 students. This will be determined based on their caseload by the tenth
9 (10th) day of the school year. In the case of a time where the special
10 education teacher does not have one grade with the highest number of
11 students, the assignment will be determined by consultation between
12 the certificated member and the principal. Elementary special
13 education teachers will remain with the same grade-level PLC,
14 regardless of changes to their caseload unless, a change is mutually
15 agreed upon between the certificated staff member and the principal.

16 9.4.3 Split Assignment Elementary Special Education Teachers. Will attend
17 PLCs on **early release days**, at the school they are assigned to at the
18 end of the day. The principal will assure that part time special
19 education teachers are integrated into PLCs across all grade levels,
20 depending upon the number of special education teachers assigned to
21 their site.

22 9.4.4 Full-time Secondary Special Education Teachers: Will participate in
23 PLCs in the core content areas (English, Mathematics, Science, and
24 Social Science). The principal/designee will consult with special
25 education teachers to assure they are assigned across all core content
26 areas when possible. The principal/designee will place the special
27 education teachers in the core area PLCs. Certificated Staff members
28 assigned to the WIN and TPP programs will form their own PLC.

29 9.4.5 Split Assignment Secondary Special Education Teachers: Will
30 participate in the PLCs in the core content area at the school they are
31 assigned to in the morning when there is a **late start**.

1 9.4.6 Special Education Itinerant Staff.

2 Definition of Itinerant Special Education Staff: Itinerant staff members
3 include Speech Language Pathologists, School Psychologists,
4 Adaptive Physical Education, Deaf and Hard of Hearing, Visually
5 Impaired, Orientation and Mobility and Behavior Specialists.

6 Itinerant staff who do not spend the majority of their work week at any
7 one site will be assigned to a PLC that shall be determined by special
8 education administration in collaboration with school site principals and
9 the itinerant staff.

10 9.4.7 Elementary School Psychologists: Will form one PLC. Will be subject
11 to District level professional learning once a month as directed by the
12 Special Education Department. If a school psychologist serves
13 multiple grade levels, the District Special Education Department will
14 provide direction regarding which PLC to attend.

15
16 The elementary school psychologist PLC lead will work with the
17 psychologists to schedule the meeting locations. The PLC lead will be
18 selected by the PLC members. Psychologist PLC leads should work
19 together to schedule joint PLCs with elementary and secondary
20 psychologists in attendance.

21 9.4.8 Secondary School Psychologists: Will form two PLCs. One PLC will
22 consist of Dos Pueblos High School, Goleta Valley Junior High School,
23 San Marcos High School and La Colina Junior High School. The other
24 PLC will consist of Santa Barbara High School, Santa Barbara Junior
25 High School, La Cuesta/Alta Vista and La Cumbre Junior High School.
26 Will be subject to District level professional learning once a month as
27 directed by the Special Education Department. The secondary
28 psychologist PLC leads will work with the psychologists to schedule
29 the meeting locations. Psychologist PLC leads will be selected by the
30 Psychologist PLC members. Psychologist PLC leads should work

1 together to schedule joint PLCs with elementary and secondary
2 psychologists in attendance.

3 9.5 District Nurses: Will participate in a District-level PLC as directed by the District
4 Special Education department.

5 9.6 Secondary Counselors: Will form their own PLC. Liaisons are selected by the
6 administration. See Article VI, Section 8.

7 9.7 Teachers on Special Assignment (TOSA): Will attend PLCs as determined by
8 the Assistant Superintendents/designees for Elementary and Secondary
9 Education.

10 9.8 Elementary Music: Will attend grade level PLCs at the school they are assigned
11 the end of the day. Individuals with split assignments between elementary and
12 secondary sites are to attend the PLC at the school where they are assigned the
13 majority of the time. Elementary music teachers will also be required to attend
14 District-level PLCs.

15
16 Section 10 Split Assignment

17 10.1 Teachers assigned to more than one school shall be provided at each school
18 with a reasonable area to work and a secure place to store materials and file papers
19 at each school site.

20
21 Section 11 Job Sharing

22 11.1 Job-sharing shall be defined as two unit members sharing the responsibility of a
23 full-time assignment.

24 11.2 Application Process

25 11.2.1 Applications for a new job-sharing assignment for the following school
26 year shall be filed by permanent unit members with the District no later than
27 February 1.

28 11.2.2 If approved, a job-sharing arrangement shall be for one (1) year only
29 but a request may be renewed in writing on an annual basis.

30 11.2.3 The District shall notify in writing the applicants of its decision whether
31 to approve or deny the application by April 1. The decision of the District
32 shall be final.

1 11.2.4 Exceptions to this time frame may be granted by the District.

2 11.2.5 Upon conclusion of a one (1) year job share, permanent teachers(s)
3 shall be returned to full-time status, unless a request for a renewal is granted.

4 11.2.6 Teachers will include in their proposal how they plan to handle parent
5 conferences, preparation of progress reports and report cards.

6 11.2.7 Teachers will include in their proposal the plan for both teachers to
7 attend staff meetings, covering for adjunct and supervision duties, etc.

8 11.3 Work Assignments

9 11.3.1 Work assignments include, but are not limited to teaching, preparation
10 and grading. Both job-sharing unit members are expected to participate fully
11 in parent conferencing, open house and back-to-school night. Each job share
12 partner will share parent teacher conferences and attend one Back to School
13 night.

14 11.3.2 Both job-sharing unit members are eligible to attend the staff
15 development days.

16 11.3.3 Teachers shall work together on each non-teaching preparation day
17 prior to the opening of school and the first teaching day of the school year to
18 ensure a smooth opening,

19 11.3.4 If one teacher is absent, the other may assume the responsibility of
20 covering the class. That teachers shall be paid the regular substitute's salary
21 for the day(s) taught.

22 11.3.5 Job-sharing teachers may mutually agree to exchange regularly
23 assigned times, subject to notification and approval by the principal.

24 11.3.6 Job-sharing teachers shall share the responsibility of contacting
25 parents as needed, including returning phone calls in a timely manner, and
26 sharing the results of those contacts with the other teacher.

27 11.4 Compensation and Benefits

28 11.4.1 All wages, benefits and paid leaves shall be prorated according to the
29 actual time worked. In no event, shall the total amount of health and welfare
30 benefits for the job sharers exceed the amount the District would have paid if
31 the position had not been shared.

32 11.4.2 Job-sharing teachers shall receive salary schedule increments on a
33 prorated basis, provided that no movement on the salary schedule shall occur

1 until the teacher has accrued at least one year's worth of credit (e.g., has
2 worked fifty percent (50%) for two (2) years. STRS credit shall be governed
3 by applicable statutory provisions.

4 **11.5 Evaluation**

5 Job-sharing unit members shall be evaluated using the same procedure
6 applied to full-time unit members.

7
8 **ARTICLE VII**

9 **TRANSFER AND REASSIGNMENT POLICY**

10
11 **Section 1. Definitions**

12 1.1 Transfer means assignment of an employee from one position at a site location
13 to another comparable position at a different site location for which he/she is
14 credentialed and/or certified. Changes of grade level, and changes in departmental
15 placement for a majority of a unit employee's assignment, are considered
16 reassignments under this article.

17 1.2 Notwithstanding the above paragraph, if a TK-6 teacher is reassigned beyond a
18 grade span of 3 or more grades, the District shall, upon the teacher's request,
19 provide appropriate curriculum guides, teacher manuals and equipment to that
20 reassigned teacher. Priority will be given to requests made by these reassigned
21 teachers for time to observe other teachers and/or attend in-services for training.

22
23 **Section 2. Voluntary Transfers**

24 2.1 Applications for specific openings may be made within ten (10) working days.
25 The District will consider applications for specific openings from March 15 until
26 July 31 of each school year. The announcement will include reference to special
27 qualifications for any opening and will be posted through District email
28 announcements. An email copy of such postings shall be provided to the
29 Association.

30 2.1.1 All positions will be posted five (5) days intra-district only, prior to their
31 general dissemination.

32 2.1.2 A qualified unit member applying for a voluntary transfer must receive
33 an interview with the administration at the site where the opening exists.

1 2.2 The District shall act on requests for voluntary transfers on the following basis:

2 2.2.1 Its assessment of the needs of the District and/or one or more school
3 sites.

4 2.2.2 Its assessment of individual qualifications to perform the specific
5 services.

6 2.2.3 Requests for voluntary transfers to open positions from which the
7 requesting employee was involuntarily transferred within the prior three (3)
8 years shall be given preference when 2.2.1 and 2.2.2 are judged equal.

9 2.2.4 Subject to 2.2.1, 2.2.2, and 2.2.3, the length of successful service in
10 the job classification, i.e., teacher, counselor, nurse, librarian, psychologist,
11 etc.

12 2.3 It shall be the policy of the District to utilize voluntary transfer rather than
13 involuntary transfer whenever such will achieve the purpose of the transfer.
14

15 Section 3. Involuntary Transfers

16 3.1 Reasons for involuntary transfers may include:

17 3.1.1 Decline in student enrollment

18 3.1.2 Elimination/initiation or reduction/expansion of programs or services

19 3.1.3 Accommodating the special staffing needs and/or requirements at either
20 school involved

21 3.1.4 Balance in class loads or class size

22 3.1.5 Meeting the requirements of the Districts' Affirmative Action Policy, or
23 any legal requirements of the District

24 3.1.6 School reorganization or closure

25 3.1.7 District belief that a transfer to a different position will likely result in
26 better performance by the teacher

27 3.2 A unit employee determined to be excess at a site location and who is
28 transferred as a result thereof shall be given first priority based on seniority with
29 proper credentialing and/or certification to any open positions in the District.

30 3.3 Action by the District pertaining to involuntary transfers shall be as follows:

31 3.3.1 With the exception of 3.1.7 above, after proceeding in accordance with
32 Section 2, with respect to voluntary transfer, the District shall determine which
33 unit member(s) are to be transferred.

1 3.3.2 This determination shall be based on the Districts' judgment as to the
2 relative qualifications of the unit employees at the school(s) from which the
3 transfers are to be effected for the known openings to be filled.

4 3.3.3 In the event two or more employees at the school(s) from which the
5 transfer(s) are to be effected are deemed to have equal qualifications, the
6 employee(s) with the least classification seniority (as defined in 2.2.4) shall be
7 transferred.

8 3.3.4 In the case of two or more qualified unit employees being transferred to
9 two or more openings for which they are deemed equally qualified, the
10 employees may exercise their preference for the openings based on their
11 classification seniority.

12 3.4 The unit member, upon request, may meet with the administrator
13 recommending the transfer and be advised of the reasons for such transfer. Said
14 reasons shall be provided in writing at the written request of the unit member.

15 3.5 Any unit member who is involuntarily transferred shall not be involuntarily
16 transferred again for a period of two (2) school years.

17 Any unit employee involuntarily transferred prior to the beginning of the school year
18 shall be assisted by the District in the movement of the employee's materials and
19 supplies.

20 3.6 Any unit employee involuntarily transferred after the commencement of the
21 school year shall be entitled to a District paid substitute for two (2) days to assist the
22 employee in accomplishing the transfer. The employee shall be assisted by the
23 District in the movement of the employee's materials and supplies.

24 3.7 If a particular site is to be closed, unit members at that site shall be accorded first
25 priority for filling any new or vacant positions with proper credential and/or
26 certification and principal approval in the District.

27

1 Section 4: Reassignment

2 4.1 Whenever there is a vacancy at a school site the Principal shall solicit
3 volunteers and allow unit employees at that school site to fill those vacancies based
4 on the following: needs of the District and school site, required credentials and/or
5 certification, and District seniority. District seniority will be the deciding factor. When
6 the District determines all of the above are equal, District seniority will be the
7 deciding factor. Once reassignments are made at the school site, the resulting
8 vacancies will be posted by May 1. Additional vacancies shall be posted as they
9 become available until the end of the current school year.

10
11 Reassignment is a change of teaching assignments at the same worksite, such as
12 grade level or subject matter.

13 Unit members of district-based programs (e.g. special education, DIS services)
14 assigned full-time to a specific school site shall be considered site staff for the
15 purposes of reassignment to a vacancy occurring at that site.

16 4.1.1 Types of reassignment

17 4.1.1.1 Voluntary reassignment shall be requested in writing

18 4.1.1.2 Involuntary reassignment. Reasons for an involuntary reassignment
19 may include credentialing problems, filling existing vacancies, needs
20 of the site, or for the benefit of the instructional program.

21 4.1.1.3 The principal may assign unit members according to these
22 provisions. In the event the principal has not received any written
23 requests, reassignments shall be considered involuntary.

24 4.2 Posting of Positions For Site Reassignment

25 4.2.1 A vacancy that occurs after the school year begins and prior to May 1,
26 will not be posted internally. If the position is to remain permanent for the
27 following year, it will be opened for voluntary reassignment. (Applicable only
28 to Elementary.)

29 4.2.2 The principal shall inform current site unit members of site openings and
30 give unit members who requested reassignment first consideration to fill
31 those vacancies based on the following: needs of the District and school site,
32 required credentials, and/or certification and District seniority. District seniority
33 will be the deciding factor.

1 4.2.3 Unit members not selected for reassignment to the site opening shall
2 be notified prior to any announcement that the vacancy is filled or opened to
3 other individuals.

4 4.2.4 Involuntary reassignments shall not be made arbitrarily, capriciously or
5 as a disciplinary measure.

6 4.2.5 Involuntary reassignments shall require the principal to meet with the
7 unit member to communicate the reasons for the reassignment.

8 4.2.6 The principal will consider requests for voluntary reassignment prior to
9 decisions for any reassignment. However, reassignment decisions will be
10 made in accordance with 4.2.4 and 4.2.5.

11 4.2.7 Once reassignments are made at the school site, the resulting
12 vacancies will be posted by May 1 for in-district transfer. Additional vacancies
13 shall be posted as they occur until the end of the current school year.

14 4.3 If a teacher is reassigned, the District shall, upon the teacher's request, provide
15 appropriate curriculum guides, teacher manuals and equipment to that reassigned
16 teacher. Priority will be given to requests made by these reassigned teachers for
17 time to observe other teachers and/or attend professional learning

18 4.4 Combination grade level classes at the elementary sites shall be kept at a
19 minimum. Teachers of combination grade level classes shall be chosen on a
20 voluntary basis. If there are insufficient volunteers, a unit member may be assigned
21 to teach the combination class for one year. Grade level staff would not be subject
22 to reassignment of combination classes until combinations were rotated through all
23 staff at that grade level. Teachers with combination grade levels shall receive 30
24 minutes extra of planning and preparation time per month. Teachers assigned to
25 combination grade level classes shall be compensated \$200 per semester.

26 4.5 Any unit employee involuntarily reassigned shall be entitled to a District paid
27 substitute teacher for two days to assist the employee in accomplishing the
28 reassignment, and shall be assisted by the District in the movement of the
29 employee's materials and supplies.
30

ARTICLE VIII
EVALUATION PROCEDURE

Section 1. Objectives

The parties recognize that the principal objective of the evaluation of unit employees is to maintain and improve the quality of education provided by the District; and, where indicated, to assist unit employees in maintaining and improving their professional skills and performance.

Section 2. Evaluation

2.1 Any observation and evaluation reports, hereunder, shall be completed by the building principal or his/her designee. The designee may include one or more of the following: Assistant Principals, Directors, District Program Specialists, Supervisors, Assistant Superintendents of Instruction, and the Superintendent of Schools. The recommendation for permanency, however, must be made by the building principal. District administrator shall evaluate all regular unit employees in writing as follows:

2.2 First Year Probationary and Temporary Teachers: At least two formal observations are to be held during the school year. Two of the observations are to be completed prior to January 31. The final written evaluation is to be completed and submitted by March 1.

2.2.1 Retired Certificated Employees Rehired on Temporary Contracts: One observation and one evaluation will be required as long as they have never received an unsatisfactory evaluation in their history with the District.

2.3 Second Year Probationary Teachers: At least two formal observations are to be completed by February 15 of each school year. The final written evaluation is to be completed and submitted by March 1.

2.4 Permanent Teachers: At least one formal observation will be made and a written evaluation will be completed a minimum of once every other school year per the Education Code 44664. The final written evaluation report is to be completed and submitted by April 15.

2.4.1 Permanent teachers who are involuntarily transferred shall not be evaluated during the first year of their new assignment unless they had not

1 been evaluated the prior year or received an unsatisfactory evaluation the
2 prior year.

3 2.5 For purposes of this section, a year of employment shall count if the unit
4 member was employed for at least 50% of the unit member work year. Each unit
5 member working less than 50% will be evaluated at least every two years.

6 2.6 As allowed by California Education Code 44664.3 pertaining to teacher
7 evaluations, at least every five years, teachers with permanent status who have
8 been employed by the school district at least 10 years, are highly qualified as
9 defined by California in compliance with No Child Left Behind, and whose previous
10 evaluation rated the teacher as "Meets or Exceeds Standards" shall be eligible for
11 the 5 Year Evaluation program. A conference between the teacher and evaluator
12 must occur and this evaluation process may only be used if the evaluator and
13 teacher mutually agree. Either party may withdraw consent at any time. If only the
14 minimum of one required evaluation every five years is given, it shall take place prior
15 to April 15 of the school year in which the teacher is to be evaluated.

16 2.7 The parties agree to form a subcommittee to review the current evaluation
17 instrument, and if necessary, create a new evaluation instrument to be in place by
18 the 2011-12 school year.

19
20 Section 3. Administrative Procedure

21 3.1 All unit employees who are to be evaluated will be notified no less than one week
22 prior to beginning the procedure. Unit members to be evaluated during a particular
23 year shall be furnished a copy of the evaluation handbook and notified of the identity
24 of their evaluator no later than November 1 of the year in which the evaluation is to
25 take place. Any unit employee hired after November 1 is subject to evaluation
26 provided they are notified of their evaluator within 30 days of hire.

27 3.2 A conference between evaluator and evaluatee shall be held prior to any formal
28 observation if the evaluatee or evaluator so requests. The unit member shall have
29 the right to identify any constraints which the unit member believes may inhibit
30 her/his ability to meet the objectives and standards established.

31 3.3 Formal observations shall be for a period of no less than forty (40) minutes; shall
32 be made known to the unit member at least five (5) school days prior to the

1 scheduled observation. A conference between evaluator and evaluatee shall be held
2 after a formal observation no later than fifteen (15) working days of the observation.

3 3.4 Any written report on a formal observation shall include a copy to the evaluatee.
4 Written reports will include space for the evaluatee to add comments that will be
5 included in the report.

6 3.5 At the conclusion of the observation or assessment period, an evaluation
7 conference shall be held between the evaluator and evaluatee. A written evaluation
8 report shall be prepared, which will allow for the inclusion of any comments the
9 evaluatee may wish to add. The evaluation report shall include a statement that the
10 evaluatee's performance is satisfactory or unsatisfactory. A copy of a satisfactory
11 evaluation report shall be placed in the evaluatee's personnel file. If the evaluation
12 report states that the evaluatee's performance is satisfactory, the evaluation
13 procedure is concluded.

14 15 Section 4. Unsatisfactory Performance

16 4.1 If the District deems a unit member's performance to be unsatisfactory, the
17 following guidelines will be followed in the continuing evaluation process.

18 4.1.1 Year of Unsatisfactory Evaluation: The immediate supervisor and the
19 unit member will meet to discuss the objectives of the evaluation process, i.e.,
20 the areas of needed improvements, expected levels of performance, and how
21 performance will be assessed.

22 The administration will write an improvement plan to be implemented the
23 following school year that includes actions the evaluatee should take to
24 correct cited deficiencies. The improvement plan will include examples of
25 support to be provided by administration. Such action shall include, but need
26 not be limited to, the following to the extent applicable:

- 27 a. Areas where improvement is needed
- 28 b. Suggestions for improvement
- 29 c. Additional resources to be utilized to assist with improvement
- 30 d. Time schedule for monitoring of improvement
- 31 e. Any additional role of the evaluator in assisting the teacher
- 32 f. Peer Assistance Review (PAR) to assist the unit member in the
33 improvement of his/her teaching skills and knowledge

1 4.1.2 Year Following Unsatisfactory Evaluation: The evaluator shall, in the
2 case of classroom teachers, schedule three (3) or more formal observations
3 of at least forty (40) minutes in length subject to forty-eight (48) hours prior
4 notice.

5 4.1.3 After each formal observation, a conference will be held between the
6 administration and the evaluatee at which time a written assessment will be
7 made of the evaluatee's performance, and, if applicable, written suggestions
8 for improvement will be given.

9 4.1.4 Any written observation report shall include a space for evaluatee's
10 comments and the evaluatee shall receive a copy of any such report.

11 4.1.5 The administration shall follow up the three or more formal
12 observations, or the assessment period, by completing the standard
13 evaluation report form. A copy of this evaluation shall be given to the
14 employee and an additional copy shall be placed in the employee's personnel
15 file, maintained pursuant to Education Code provisions.

16 4.1.6 This evaluation report may include specific written recommendations as
17 to the areas of further needed improvement in the employee's performance.

18 4.1.7 The employee may file a response to be attached to the evaluation. In
19 addition, the employee may request a conference which shall be granted
20 within ten (10) working days of the request.

21 4.2 This procedure will continue until the evaluator deems the evaluatee's
22 performance to be satisfactory or until termination procedures begin.

23
24 Section 5. Evaluation (Non-Classroom Employees)

25 5.1 Any evaluation reports, hereunder, shall be completed by the immediate
26 Supervisor or his/her designee. The designee may include one or more of the
27 following: Assistant Principals, Directors, District Program Specialists, Supervisors,
28 Assistant Superintendents, or the Superintendent. The recommendation for
29 permanency, however, must be made by the immediate Supervisor. District
30 administration shall evaluate all regular unit employees in writing as follows:

31 5.2 First Year Probationary and Temporary Certificated Employees: The final
32 written evaluation is to be completed and submitted by March 1.

1 5.3 Second Year Probationary Certificated Employees: The final written evaluation
2 is to be completed and submitted by March 1.

3 5.4 Permanent Certificated Employees: A written evaluation will be completed a
4 minimum of once every other school year per the Education Code 44664. The
5 final written evaluation report is to be completed and submitted by April 15.

6 5.5 Retired Certificated Employees Rehired on Temporary Contracts: One
7 observation and one evaluation will be required as long as they have never
8 received an unsatisfactory observation in their history with the District.
9

10 Section 6. Administrative Procedure (Non-Classroom Employees)

11 6.1 All unit employees who are to be evaluated will be notified no less than one
12 week prior to beginning the procedure.

13 6.2 At the initiation of the process, the immediate Supervisor shall meet with the
14 evaluatee and, based on the employee's written job description, jointly determine,
15 reduce to writing, and sign off on a minimum of three and up to six discreet
16 objectives and the criteria by which these objectives will be assessed (i.e. direct
17 observation, written product, performance goals, etc.)

18 6.3 At the conclusion of the assessment period, an evaluation conference shall be
19 held between the evaluator and evaluatee. A written evaluation report shall be
20 prepared, which will allow for the inclusion of any comments the evaluatee may wish
21 to add. The evaluation report shall include a statement that the evaluatee's
22 performance is satisfactory or unsatisfactory. A copy of a satisfactory evaluation
23 report shall be placed in the evaluatee's personnel file. If the evaluation report
24 states that the evaluatee's performance is satisfactory, the evaluation procedure is
25 concluded.
26

27 Section 7 Unsatisfactory Performance (Non-Classroom Employees)

28 7.1 If the District deems a unit member's performance to be unsatisfactory, the
29 following guidelines will be followed in the continuing evaluation process.

30 7.1.1 The immediate supervisor and the unit member will meet to discuss, to
31 reduce to writing and to sign off on the specific objectives of the evaluation
32 process (i.e., the areas of needed improvement, expected levels of

1 performance, and how performance will be assessed) which shall be based
2 on the unsatisfactory evaluation (from Section 6 above).

3 The evaluator will outline what positive action the evaluatee should take to
4 correct cited deficiencies. An improvement plan will be written to be
5 implemented the following school year. The improvement plan will include
6 examples of support to be provided by administration. Such action shall
7 include, but need not be limited to, the following to the extent applicable:

- 8 a. Areas where improvement is needed
- 9 b. Suggestions for improvement
- 10 c. Additional resources to be utilized to assist with improvement
- 11 d. Time schedule for monitoring of improvement
- 12 e. Any additional role of the evaluator in assisting the teacher

13 7.1.2 The immediate supervisor will schedule at least two progress
14 conferences during this evaluation period with the evaluatee at which
15 the immediate supervisor will provide a written assessment of the
16 evaluatee's progress to that date.

17 7.2 The immediate supervisor shall follow up with assessment period by completing
18 the standard evaluation report form. A copy of this evaluation shall be given to the
19 employee and an additional copy shall be placed in the employee's personnel file,
20 maintained pursuant to Education Code provisions.

21 7.2.1 This evaluation report may include specific written recommendations as
22 to the areas of further needed improvement in the employee's performance.

23 7.2.2 The employee may file a response to be attached to the evaluation.

24 7.2.3 The supervisor shall conference with the employee regarding the final
25 evaluation within fifteen (15) working days of completing the evaluation but
26 not later than thirty (30) calendar days before the end of the school year.

27 7.3 This procedure will continue annually until the evaluator deems the evaluatee's
28 performance to be satisfactory or until termination procedure begins.

29
30 Section 8: Peer Assistance and Review Program

31 8.1 PAR Joint Committee

- 1 • Three (3) teachers appointed by the Association's executive board and two
- 2 evaluating administrators appointed by the District.
- 3 • Nominations for joint committee shall take place between April 1 and May 1 of
- 4 each year a vacancy occurs.
- 5 • Term is two (2) years and may serve a second term. Serving more than two (2)
- 6 terms only if no opposition for reelection.
- 7 • Chair of committee selected by committee.
- 8 • The joint committee will determine all meetings. Any meetings outside of the
- 9 normal duty day will be paid at the pro rata rate.

10 8.2 Responsibilities of PAR Joint Committee

- 11 • Establish its own rules and procedures.
- 12 • Select panel of consulting teachers.
- 13 • Consulting teachers shall be selected by a majority vote of the joint committee
- 14 after one or more representatives of the committee have conducted a site
- 15 visitation including a classroom observation of all final candidates.
- 16 • Select training and trainers for the Joint Committee and Consulting Teachers
- 17 • Each consulting teacher will be trained to both offer peer assistance and to
- 18 understand the specific functions of the PAR program.
- 19 • Provide written notification to Referred Teacher, Consulting Teacher and Site
- 20 Principal upon initiation of Peer Review Cycle.
- 21 • Notify the participating teacher of assigned consulting teacher.
- 22 • Distribute adopted rules and regulations to all employees.
- 23 • Establish the application procedure for consulting teacher.
- 24 • A notice of vacancy for consulting teachers will be posted at all sites and in the
- 25 District office. In addition to submitting an application form, each applicant is
- 26 required to submit at least three (3) references from individuals who have direct
- 27 knowledge of the applicant's ability to be a consulting teacher.
- 28 • Administer the committee's budget and recommend the annual budget to the
- 29 Board of Education.
- 30 • Establish professional development.
- 31 • Review documentation and reports submitted by the consulting teachers.
- 32 • Develop a format for the consulting teachers final report.

- 1 • Develop and enforce timelines for the committee, consulting teachers and
2 referred teachers.
- 3 • Report to the Board the number of referred and self-referred teachers, dates,
4 times and topics of meetings.

5 8.3 Consulting Teachers

6 The joint committee will appoint Consulting teachers. The consulting teacher will

- 7 • Be a permanent employee.
- 8 • Have extensive knowledge and mastery of subject matter, teaching
9 strategies, instructional techniques and classroom management strategies.
- 10 • Have ability to communicate effectively both orally and in writing.
- 11 • Have ability to work cooperatively and effectively with others.
- 12 • Serve a 2 year term and be unable to serve again until all other eligible
13 applicants who have not served or (have had the opportunity to serve) have
14 served
- 15 • Receive a stipend per assigned teacher per cycle. Stipends may be prorated
16 in consultation with the PAR chair in the case the consulting teacher no
17 longer has an assignment.
- 18 • Agree to receive training as required by the Joint Committee.

19 8.3.1 Duties of the Consulting Teacher:

- 20 • Act as a peer coach.
- 21 • Confer regularly with the referred teacher's evaluating administrator.
- 22 • Work with the referred teacher on those goals and objectives found to
23 be unsatisfactory by the evaluating administrator and on other goals
24 and objectives mutually agreed to.
- 25 • Set and discuss performance goals with the referred teacher.
- 26 • Determine and acquire or arrange the materials and resources needed
27 to assist the referred teacher.
- 28 • Multiple observations of the referred teacher during periods of
29 classroom instruction.
- 30 • Demonstrate good practice to the referred teacher.
- 31 • Monitor the progress of the referred teacher and maintain a written
32 record.

- 1 • Report the duties, times, and topics of meetings of the referred teacher
2 quarterly and issue a final report to the joint committee no later than
3 the last working day in April.
- 4 • No observation forms or notes or other anecdotal material from the
5 consulting teacher shall be placed in a teacher's file except as
6 specifically referenced in the consulting teacher's final report to the
7 joint committee.

8 8.4 Participants

9 Each employee will be given sufficient release time to meet to determine goals and
10 objective, to plan strategies and needs, to plan observations, to attend observations,
11 to debrief observations and for other activities as the joint committee or consulting
12 teacher deem beneficial to the referred teacher.

13 8.4.1 Mandatory Participation:

14 Any teacher receiving an unsatisfactory evaluation (indicated by a check
15 mark in the box "Improvements Required – Unsatisfactory" on the Certificated
16 Personnel Evaluation Instrument) shall be placed in Peer Review Cycle as a
17 "referred teacher."

18 8.4.2 Voluntary Participation:

19 Subject to the regulations of the Joint Committee, teachers may voluntarily
20 participate in the PAR Program depending on availability of cooperating
21 teachers and District funding for purposes of professional growth,
22 professional improvement or peer coaching. No report, observation or
23 evaluation of a volunteer participant can be placed in a volunteer participant's
24 personnel file unless requested by the volunteer participant.

25 26 Section 9 General

27 9.1 Unit members shall not be required to participate in the evaluation(s) and/or
28 observations of other unit members.

29 9.2 An employee may file a grievance only on the following bases:

30 9.2.1 Asserted violation by the District of the procedural provisions of this
31 Article in its evaluation of the unit employee.

1 9.2.2. An employee who received an unsatisfactory evaluation may grieve
2 one (1) year thereafter under 4.1.1 or 7.1.1 on the grounds that the objectives
3 established under 4.1.1 or 7.1.1 were unreasonable and precluded the
4 employee from attaining a satisfactory evaluation, provided that the District
5 has not moved to institute dismissal proceedings against the employee within
6 said one (1) year pursuant to Education Code procedure.

7
8 ARTICLE IX
9 SPECIAL NEEDS STUDENTS

10
11 Section 1.

12 Occasionally, unit members may be assigned as back-up to perform specialized
13 health care services, including physician-approved treatments and procedures, to
14 meet the medical and physical needs of students. No unit member will be required
15 to perform any specialized health care service that he/she has not been trained and
16 authorized to perform. Training of personnel and establishment of personnel
17 responsible for students' special needs will be completed prior to student placement.
18 On-going training will be provided as deemed necessary. Needed procedures will
19 be performed in an area providing privacy (if needed) and with facilities to insure
20 cleanliness and safety.

21
22 Section 2.

23 Any unit member who is to receive a student with an IEP, and who is placed full-time
24 in a regular education classroom at parent request, will be provided enough prior
25 notice to adequately prepare for the introduction of the student into the class. Any
26 unit member with such a student will receive the specialized training needed to
27 service the student. The training will be arranged to suit the schedule of the unit
28 member, and to the extent practical, will take place during normal duty time. Any
29 training which falls outside the unit member's normal duty time will be compensated
30 at the amount approved in the Agreement for curriculum development.

ARTICLE X
CLASS SIZE

Section 1.

1.1 The District shall provide faculty at the campus level so that there shall be an average of 35 students per teacher in grades 9-12 not to exceed 38 students per teacher in the core subject areas (math, English, social sciences, and science.)

1.2 The District shall provide faculty at the campus level so that there shall be an average of 33 students per teacher in grades 7-8, not to exceed 36 students per teacher in the core subject areas (math, English, social sciences, and science.).

1.3 The District shall provide faculty at San Marcos High School so that there shall be an average of 33 per teacher, not to exceed 36 students per teacher in the core subject areas (math, English, social sciences, and science.) so long as San Marcos High School remains on the current (as of 12/99) block schedule.

1.4 All non-core classes except those mentioned in Article X section 5, 6 & 7 shall need teacher approval to exceed class size limits in section 1.1, 1.2 & 1.3.

Section 2.

Upon full implementation of the Local Control Funding Formula (LCFF), and with the exception of specialized programs such as the Primary Years Program of the International Baccalaureate Programme (IB) and Montessori, the District shall make progress to provide teachers at elementary schools an average of twenty-five (25) students per teacher in grades TK-3. Classes included in the TK-3 Grade Span Adjustment (GSA) as defined by the Local Control Funding Formula include traditional K-3, self-contained classes with a teacher of record, and transitional kindergarten classes.

There will be an average of thirty (30) students per teacher in grades 4-6 and a maximum of thirty-three (33) students per teacher. The average class size for TK-6 is calculated for each school site and includes Special Day Class (SDC) students and Gifted and Talented Education (GATE) students.

1 Section 3.

2 Unit employees other than classroom teachers shall be assigned in a manner
3 consistent with past practice.

4
5 Section 4.

6 Where the factors set forth in Sections 1, 2, and 3 are exceeded, the District shall
7 take corrective action subject to legal restraints. Analysis of whether these factors
8 are exceeded shall be completed on or before the 25th working day of each
9 semester.

10 4.1 For San Marcos High School, the analysis shall be completed on or before the
11 15th working day of each term, as long as SMHS remains on the current (as of 9/05)
12 block schedule.

13
14 Section 5.

15 This Article shall not apply to traditionally larger enrollment classes, except that
16 regular Physical Education classes (classes not containing athletic team members)
17 shall be staffed at an average of 40 students per teaching period. Total daily student
18 teaching contacts for regular PE classes shall not exceed the average 40 students
19 per class. District will take reasonable effort to maintain PE classes at 40:1 and not
20 to exceed 45:1 students in any class.

21
22 Section 6:

23 The District will make reasonable effort to assure Industrial Technology classes will
24 not exceed thirty (30) students per teaching period in grades 7; twenty-eight (28)
25 students per teaching period in grade 8; twenty-eight (28), and not to exceed thirty-
26 two (32) students per teaching period in grades 9-12.

27
28 Section 7:

29 No special education teacher shall have a caseload which exceeds 28 students.

30
31 Section 8:

32 If a teacher feels that an unreasonable number of students have been assigned to
33 his/her class, the teacher may file a report with the principal, with a copy to Human

1 Resources. The teacher may request that the principal's response be in writing.
2 The teacher may thereafter discuss his/her continuing objection with the
3 Superintendent.

4
5 ARTICLE XI
6 LEAVES

7
8 Section 1. Personal Illness and Injury Leave

9 1.1 Unit employees regularly employed on a full time basis who are compelled to be
10 absent from assigned duty due to their own illness or injury, shall be allowed
11 personal illness leave without loss of salary as follows for a school year of service,
12 the earned but unused portion of such leave to be accumulative from year to year:

13 10 work days 10 school-month or 10 calendar time assignments

14 10-1/2 work days 10-1/2 calendar-month time assignments

15 11 work days 11 calendar-month time assignments

16 12 work days 12 calendar-month time assignments

17 Unit employees serving less than a full school year, and/or employed on less than
18 full time basis, shall be entitled to personal illness leave in proportion that the time
19 served bears to a school year of full time service.

20 1.2 An employee's sick leave shall be exclusive of all days he/she is not required to
21 render service to the District.

22 1.3 Whenever an employee is absent from duty on account of his/her own illness or
23 injury for a period of time in excess of the current year's sick leave to which he/she is
24 entitled, he/she shall be allowed full compensation for the period, if any, of his/her
25 accumulated sick leave earned but unused in previous years of service with the
26 District, and/or the lesser of the following amounts for a period of not to exceed five
27 (5) school months during the current school year, said period being inclusive of the
28 number of days of accumulated sick leave paid at full salary:

29 1.3.1 The difference, if any, between his/her salary and that which shall
30 actually have been paid a substitute employee employed to fill his/her
31 position during his/her absence, or

32 1.3.2 One-half of the salary which he/she would have received had he/she
33 not been absent.

1 1.4 When a certificated employee has exhausted all available sick leave, including
2 accumulated sick leave, and continues to be absent on account of illness or accident
3 for a period beyond the five-month period provided pursuant to Education Code
4 Section 44977, and the employee is not medically able to resume the duties of his or
5 her position, the employee shall, if not placed in another position, be placed on an
6 unpaid leave of absence for a period of twenty-four (24) months if the employee is
7 on probationary status, or for a period of thirty-nine (39) months if the employee is on
8 permanent status. When the employee is medically able during the 24-month or 39-
9 month period, the certificated employee shall be returned to employment in a
10 position for which he or she is credentialed and qualified. The 24-month or 39-
11 month period shall commence at the expiration of the five-month period provided
12 pursuant to Education Code Section 44977.

13 1.5 If a unit employee who has no accumulative sick leave for previous years takes
14 all or a portion of the sick leave allowable for the current school year and
15 subsequently fails to serve the District for the full school year, an amount equivalent
16 to the number of days of used but unearned sick leave shall be deducted from the
17 final salary warrant drawn payable to said employee.

18 1.6 A regular unit employee may participate in the Catastrophic Leave Program.
19 The program is voluntary. Employees wishing to solicit donations of sick leave (or
20 persons wishing to request donations on behalf of an employee) shall provide the
21 District with a written request to participate in the program. The District shall publish
22 and post a request for donation notice at each District work site and shall have it
23 announced to faculty.

24 1.6.1 On a case-by-case basis an employee may donate up to five (5) days at
25 a time of accumulated sick leave under the circumstances stated in the
26 following paragraphs to another employee who has suffered a long-term, non-
27 industrial catastrophic illness or injury and who has completely exhausted all
28 available paid leaves, including regular sick leave. The donating employee
29 must, after the donation, retain a minimum of one year's worth of accrued,
30 unused sick leave from prior accumulations. The recipient employee shall
31 utilize donated sick leave in the order donations are received. Donated sick
32 leave not utilized by the recipient employee prior to return to service shall be
33 returned to the donor employee.

1 1.6.2 “Non-industrial catastrophic illness” or “injury” means an illness or
2 injury that has caused the employee of the District to be incapacitated from
3 the performance of duty and is expected to incapacitate the employee for an
4 extended period of time.

5 1.6.3 The donating employee of the District shall execute and file with the
6 Human Resources Office a form authorizing and irrevocably assigning the
7 donated leave hours to the recipient employee of the District. The recipient
8 employee shall be paid at his/her regular rate of pay.

9 1.6.4 Employees who qualify and desire this benefit shall submit to the
10 Human Resources Office, on a District form, a request for donated sick leave,
11 which shall include a verification of the catastrophic illness or injury by means
12 of a letter dated and signed by the treating medical practitioner, indicating the
13 incapacitating nature and probable duration of the illness/injury. Upon receipt
14 of the request and verification in the Human Resources Office, the
15 Association shall be allowed to circulate a request for sick leave donations to
16 be submitted to the Human Resources Office.

17 1.6.5 For the purpose of this article and this article alone, “employee of the
18 District” shall mean any employee of the District and is not limited to
19 members of the bargaining unit alone.
20

21 **Section 2. Personal Necessity Leave**

22 2.1 A regular unit employee entitled to personal illness leave may use up to seven
23 (7) days of such sick leave in cases of personal necessity for the following purposes:

24 2.1.1 Death, serious illness, serious injury of a member of his/her “immediate
25 family” as such a member is defined in Section 5.3.

26 2.1.2 Accident, involving his/her person or property, or the person or property
27 of a member of his/her “immediate family” as defined in Section 5.3.

28 2.1.3 Death of a close personal friend or of a member of his/her family not
29 defined as “immediate member of family” as defined in Section 5.3.

30 2.1.4 Appearance in court as a litigant; or as a witness under an official order.

31 2.1.5 Observance of a nationally recognized religious holiday other than
32 those scheduled on the school calendar.

1 2.2 Unit employees electing to use accumulated sick leave under this Section shall
2 be responsible for notifying his/her immediate superior at least three (3) days prior to
3 the proposed absence, except that he/she shall not be required to secure advance
4 permission for leave taken for the reasons set forth in 2.1.1, 2.1.2, and 2.1.3.
5 However, the employee shall be responsible for notifying his/her immediate superior
6 as soon as possible of any absence for such reasons, and further may be required to
7 submit a signed statement and/or any other additional proof to substantiate the
8 absence. In cases of emergency, the Superintendent may waive the three (3) day
9 notice stipulated above.

10
11 Section 3. Personal Absence Leave (PAL)

12 A regular unit employee entitled to personal illness leave may use a maximum of
13 four (4) days per year of such sick leave for personal use for which no alternative
14 other than absence is available to the unit member. PAL leave shall not be used for
15 work stoppage, other concerted activities, nor for gainful employment: these are
16 specifically excluded as reasons for Personal Absence Leave. The particular date(s)
17 on which days may be taken requires advanced approval by the appropriate
18 administrator. The unit member will make every reasonable effort to inform the
19 supervisor five (5) working days in advance. Unless there is a shortage of
20 substitutes, no other restrictions may apply.

21
22 Section 4. Contagious Disease Quarantine Leave

23 When a physician/medical authority provides written documentation that quarantines
24 or isolates a unit employee due to a contagious disease, the employee will use sick
25 leave. Prior to returning to work, the employee must obtain written clearance from
26 the physician/medical authority to return to work.

27
28 Section 5. Bereavement Leave

29 5.1 Unit employees shall be allowed five (5) days absence, exclusive of Saturdays,
30 Sundays, and legal holidays, from assigned duty without loss of salary for the death
31 of any member of his/her "immediate family," as defined in section 5.3. Unit
32 employees may request an additional three (3) days in the event of the death of their
33 spouse, child or domestic partner if requested.

1 5.2 Allowable leave shall not be accumulated from year to year.

2 5.3 "Member of the immediate family" means the mother, father, grandfather,
3 grandmother, or a grandchild of the employee or of the spouse of the employee; and
4 the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister or domestic
5 partner of the employee; any relative living in the immediate household of the
6 employee and any individual who permanently resides in the employee's residence.
7

8 Section 6. Family Illness Leave

9 6.1 Whenever a unit employee is compelled to absent him/herself from assigned
10 duty to care for an ill or injured member of the employee's immediate family, as
11 defined in Section 5.3, the employee shall be allowed full compensation for up to a
12 total of five (5) days per school year. Verification of the illness may be required.
13 Allowable leave shall not be accumulated from year to year.

14 6.2 Employees serving less than a full school year and/or less than a full time basis
15 shall be allowed such family illness leave in proportion that the time served bears to
16 a school year of full time service.
17

18 Section 7. Industrial Accident or Illness Leave

19 7.1 Unit employees who are entitled to compensation insurance benefits due to
20 injury or illness incurred while engaged in lawfully assigned functions or activities as
21 a school District employee, shall be allowed industrial accident or illness leave
22 subject to the following conditions:

23 7.1.1 The accident or illness must have arisen directly out of and in the
24 course of employment by the District; must have been reported and verified
25 according to administrative regulations; and must be accepted by the District
26 Compensation Insurance Fund as a bona fide injury or illness arising out of
27 and in the course of such employment.

28 7.1.2 The number of days of industrial accident or illness leave during the
29 assigned period of service in any one school year shall not exceed sixty (60)
30 days for the same accident or illness, exclusive of Saturdays, Sundays, and
31 legal holidays, excepting that when an industrial accident or illness leave
32 overlaps into the contract period of service for the next fiscal year, the

1 employee shall be entitled to only the amount of unused leave due to him or
2 her for the same illness or injury.

3 7.1.3 Allowable leave shall not be accumulated from year to year.

4 7.1.4 The benefits provided by this Section shall not be applied
5 retroactively to an injury or illness occurring prior to initiation of service with
6 the District.

7 7.1.5 The leave shall commence on the first day of absence, and the amount
8 of allowable leave shall be reduced by one day for each day of absence
9 authorized by said leave.

10 7.1.6 A unit employee absent because of injury or illness that arose out of
11 and in the course of his/her employment, and for which he/she is receiving
12 temporary disability benefits under Worker's Compensation laws of the State,
13 shall, during any such paid leave of absence, endorse to the District the
14 temporary disability indemnity checks received under Worker's Compensation
15 laws on account of his/her industrial accident or illness. The District shall, in
16 return, make necessary adjustments for issuance to the employee of
17 appropriate salary warrants for payment of the employee's salary, and shall
18 deduct normal retirement, withholding tax, and other authorized contributions.

19 7.1.7 After allowable industrial accident or illness leave is exhausted,
20 accumulated or available sick leave and/or other available leave benefits may
21 be applied against the employee's continuing absence for the same injury,
22 and the employee shall continue to endorse to the District his Worker's
23 Compensation insurance fund checks for the absence covered by such leave
24 benefits. In applying such leave benefits to such continuing absence, the
25 number of days credited against such leave benefits shall be in proportion to
26 the amount of daily salary that is paid by Worker's Compensation benefits;
27 and the employee's leave balances available from the District shall be
28 decreased in proportion to the amount of daily salary that is paid by the
29 District. The Superintendent/designee shall be responsible for determining
30 the formula by which computations shall be made of the proportionate
31 amounts of daily salary paid by Worker's Compensation and by the District.

32 7.1.8 Any employee receiving benefits under this Section shall, during periods
33 of injury or illness, remain within the State of California unless the District

1 authorizes travel outside the State. Any employee who violates the
2 provisions of this paragraph shall be required to reimburse the District for
3 benefits received on the days during which said employee was outside the
4 State on unauthorized travel.

5
6 Section 8. Judicial and Official Appearances Leave

7 Whenever a unit employee is necessarily absent in order to appear as a witness in
8 court other than as a litigant, or to respond to an official order from another
9 governmental jurisdiction for reasons not brought about through the connivance or
10 misconduct of the employee, or to answer a call for jury duty, said call having been
11 served in the manner provided by law, the employee shall receive the difference
12 between his/her regular salary and any amount he/she receives as witness or juror
13 fees, excepting, however, that time spent in answer to a federal subpoena outside
14 the State of California is subject to approval by the District. In a case where
15 acceptance of regular jury duty by a unit employee would tend to disrupt materially
16 the Districts' operations, the Superintendent or his designated representative may
17 confer with the affected employee and/or the County Jury Commissioner; provided,
18 however, that an employee shall neither be encouraged nor solicited to request
19 exemption from jury duty nor discriminated against on account of leaves taken
20 pursuant to this Section.

21
22 Section 9. Military Leave

23 9.1 A military leave of absence shall be granted to any probationary or permanent
24 unit employee who enters the active military service of the United States, the State
25 of California, or the United States Merchant Marine, or the full time paid service of
26 the American Cross, during any period of national emergency declared by the
27 President of the United States, or during any war in which the United States is
28 engaged.

29 9.2 A permanent unit employee shall be entitled to return to the position held by
30 him/her at the time of his/her entrance into such service, provided such return is
31 within six (6) months after he/she honorably leaves such service or has been placed
32 on inactive duty. A probationary unit employee who has been employed in excess of
33 one year in a position in which he/she has not become a permanent employee shall

1 be entitled to return to such position for the period his/her employment contract had
2 to run at the time of entry into such service, provided such return is within six (6)
3 months after he/she honorably leaves such service or has been placed on inactive
4 duty.

5 9.3 A unit employee who is granted a military leave shall earn service increments the
6 same as he/she would have earned such increments had he/she continued his/her
7 position with the District. The time served on military service shall be included as
8 service in computing retirement benefits, but it shall not be counted as a part of the
9 service required as a condition precedent to attaining permanent classification.

10 9.4 A unit employee who is a member of the reserve corps of the armed forces of the
11 United States, or of the National Guard or State Militia, shall be entitled to temporary
12 military leave of absence while ordered by proper authority to participate in training,
13 or special special exercises, in accordance with of the Military and Veterans Code
14 and the Education Code. The provisions of said Codes notwithstanding, the
15 employee shall, when possible, arrange intermittent periods of temporary military
16 duty when school is not in session.

17 9.5 Salary paid by the District for a portion of the period of authorized military leave
18 for employees shall be in accordance with the Military and Veterans Code and the
19 Education Code.

20
21 **Section 10. Sabbatical Leave**

22 10.1 A sabbatical leave of absence not to exceed one school year for the purpose of
23 permitting professional study, travel, or research may be granted a permanent
24 certificated employee of the District, subject to the following conditions:

25 10.1.1 The employee shall have satisfactorily completed at least seven (7)
26 consecutive school years of service to the District immediately preceding the
27 school year for which sabbatical leave is requested. Service on at least
28 seventy-five percent (75%) of the number of days of the regular schools of
29 the District were in session during each of said seven (7) school years shall
30 be required as a prerequisite to eligibility for sabbatical leave consideration.

31 10.1.2 Not more than one sabbatical leave shall be granted a permanent
32 certificated employee in each seven (7) year period.

1 10.1.3 The employee requesting sabbatical leave shall develop, present, and
2 arrange to fulfill an acceptable program of activity that will be of benefit to the
3 schools and pupils of the District.

4 10.1.4 The employee on sabbatical leave shall be paid one-half of the basic
5 salary that he or she would have received had he or she not been on
6 sabbatical leave or, at the option of the District with the concurrence of the
7 employee, the difference between the employee's basic salary and the basic
8 salary of the employee's replacement.

9 10.1.5 Except for reasons of death, or physical or mental disability, the
10 employee shall be required to serve the District for at least two (2) years
11 following return from sabbatical leave. He/she shall indemnify the District
12 against loss in the event of failure to render such service by furnishing in
13 advance of the subject leave a suitable bond in accordance with Education
14 Code provisions.

15 10.1.6 The time served on sabbatical leave shall be included as a year of
16 service in computing District retirement benefits, in qualifying for service
17 increments on the salary schedule, and as service in computing longevity.

18 10.1.7 Subject to the availability of District funds and the availability of
19 competent and properly qualified persons to fill the positions held by
20 employees requesting sabbatical leave, the number of employees on
21 sabbatical leave in any school year shall not exceed one percent (1%) of the
22 total number of unit employees of the District.

23 10.1.8 Health insurance benefits provided for full time unit employees shall
24 also apply to personnel on sabbatical leave.

25 10.1.9 Following the period of sabbatical leave, an employee shall be
26 permitted to return to his former school and teaching assignment unless a
27 request is submitted and granted for transfer to another assignment, or there
28 is a reduction in the size of the school staff.

29
30 Section 11. Pregnancy/Maternity Leave

31 11.1 Maternity leave of absence shall be granted to any employee who is required
32 to be absent from duty because of pregnancy, miscarriage, childbirth, and recover
33 therefrom. The length of the maternity leave, including the date on which the leave

1 should commence and the date on which the employee shall resume duties, shall be
2 determined by the employee and her physician.

3 11.2 The employee is entitled to use accumulated sick leave, including extended
4 sick leave when physically disabled or otherwise incapacitated from performing
5 duties because of pregnancy, miscarriage, childbirth, and recovery there from. After
6 the exhaustion of all paid leave, the employee will be on unpaid leave status. A
7 certificate of good health from the attending physician shall be submitted prior to
8 reinstatement from maternity leave.

9
10 Section 12. Health/Family Hardship Leave

11 12.1 A permanent unit employee may request a leave of absence without salary not
12 to exceed one (1) school year to restore health, or alleviate a hardship of an
13 employee or member of the employee's family as defined in Section 5.3.

14 12.2 The Superintendent/designee will consider the following prior to granting
15 approval of leave under this section:

16 12.2.1 Length of satisfactory service with the District.

17 12.2.2 Previous absence and leave record of the employee.

18 12.2.3 Difficulty to replace a "hard to fill" position, as determined by the
19 District.

20 12.2.4 Circumstances under which the request for such leave is made.

21 12.2.5 The reasonableness of the request.

22 12.2.6 Reasonable expectation that the employee will return to duty.

23
24 Section 13. Professional Leave

25 13.1 A permanent certificated employee may be granted a professional leave of
26 absence without salary not to exceed one (1) school year for the purpose of
27 professional study, travel, or teaching outside the continental United States that will
28 result in benefit to the schools and students of the District.

29 13.2 When an employee requests professional leave, the program of professional
30 study or travel or teaching assignment outside the continental United States shall be
31 subject to advance approval by the Superintendent/designee.

32 13.3 Following the period of professional leave, the District has the right of
33 assignment.

1 Section 14. Personal Leave

2 14.1 In sufficiently extenuating circumstances, a unit employee may be granted a
3 personal leave of absence as defined below:

4 14.1.1 A voluntary personal leave of absence without salary for not to exceed
5 one (1) school year may be granted a permanent employee when good
6 reason for the requested leave exists, when a competent and properly
7 qualified person is available to fulfill his/her functions with the District during
8 the term of absence, and when the granting of such leave will be of benefit to
9 the District as well as the subject employee.

10 14.1.2 A unit employee of the District shall be placed on compulsory,
11 involuntary personal leave of absence when he/she has been charged in
12 conformity with legal requirements with alleged sex offenses, incompetence
13 due to mental or physical disability, or other similar charges detrimental to the
14 interests of the schools and the pupils of the District.

15 14.1.3 The period of time of such a compulsory, involuntary leave and the
16 compensation paid during such period of time shall be in accordance with
17 applicable mandatory provisions of the Education Code.

18
19 Section 15. Association Leaves

20 15.1 Subject to advance written request of no less than three (3) months, the
21 President of the Association or his/her designee shall, during the term hereof, be
22 granted leave without pay for up to one (1) year, subject to the following:

23 15.1.1 The leave shall be for a period of no less than one (1) trimester
24 semester in the case of for elementary employees, and one (1) quarter for
25 secondary employees.

26 15.1.2 The Association shall reimburse the District for the costs of the
27 employee's insurance, retirement and Worker's Compensation while the
28 employee is on leave.

29 15.1.3 The employee will not accrue leave benefits while absent from his/her
30 normal District assignment.

31 15.2 When and to the extent that such will not, in the judgment of the District,
32 interfere with the educational programs of the District or a school or department,
33 representatives of the Association shall be granted a cumulative unit total of up to ten

1 (10) days leave per school year to be taken in units of no less than one (1) work day.
2 The Association shall reimburse the District the costs incurred for a substitute.
3 15.3 The leaves authorized by this Section shall be used for normal and usual
4 Association activities that are in compliance with law and this Agreement.
5

6 Section 16. Family and Medical Care Leave

7 16.1 The District will provide family and medical care leave for eligible employees as
8 required by State and Federal law. The following provisions, together with the
9 Department of Labor regulations implementing the Federal Family and Medical
10 Leave Act of 1993 ("FMLA"), and the regulations of the California Fair Employment
11 and Housing Commission implementing the California Family Rights Act ("CFRA")
12 (Government Code Sec. 12945.2), define the rights and obligations of unit members
13 in connection with Family and Medical Care Leave. Unless otherwise provided by
14 this Article, "Leave" under this Article shall mean leave pursuant to the FMLA and
15 CFRA.

16 16.2 Eligible members are entitled to a total of 12 workweeks of leave during a 12-
17 month period. A member's entitlement to leave for the birth of a child or placement
18 of a child for adoption or foster care expires 12 months after the birth or placement.
19 The 12-month period for calculating leave entitlement will be a "rolling period"
20 measured backward from the date leave is taken and continues with each additional
21 leave day taken. Thus, whenever a member requests leave, the District will look
22 back over the previous 12-month period to determine how much leave has been
23 used in determining how much leave a member is entitled to. A member's request
24 for leave of less than two weeks duration will not be granted absent medical
25 certification that such leave is medically necessary.

26 16.3 If a member requests leave for any reason permitted in Section 16.1, he/she
27 must exhaust all accrued leaves (except sick leave) in connection with the leave.

28 16.4 Members shall fill out the appropriate District forms to be eligible for leave.
29 Such forms will enable the District to satisfy its record keeping obligations.

30 16.5 Leave under this section shall run consecutive to, not concurrent with, other
31 leaves available to the unit member.

1 16.6 Leave under this section shall entitle the unit member to all medical benefits of
2 employment for a total of 12 weeks, on the same basis as if the unit member were
3 not on leave.

4 16.7 Not entitled to salary benefits while on this leave.
5

6 Section 17. Disability Leave

7 17.1 The District shall grant a leave of absence to any employee who has applied for
8 disability allowance from the State Teacher's Retirement System (STRS). This
9 leave shall not extend thirty (30) days beyond the final determination of the disability
10 allowance. If the employee is determined to be eligible for the disability allowance
11 by STRS, the leave shall be extended for the term of the disability, but not more than
12 thirty-nine (39) months from the date of the notification of the determination.
13

14 Section 18. General

15 18.1 Unit employees intending to utilize leaves under this Article shall notify their
16 immediate superior thereof as far in advance as possible.

17 18.2 The District reserves the right to verify by all reasonable means that the leave
18 benefits are not abused, including requiring an employee to submit a signed
19 declaration and/or other proof to substantiate the use of leave time.

20 18.3 The failure to report for assignment at the expiration of any type of leave shall
21 be considered equivalent to immediate, voluntary resignation from District
22 employment.

23 18.4 Inclusion of time spent on any type of leave for purposes of determining the
24 employee's status relating to service computations shall be in accordance with
25 mandatory provisions of the Education Code except as expressly provided otherwise
26 in this Article.
27

28 ARTICLE XII
29 GRIEVANCE PROCEDURE
30

31 Section 1. Definitions

32 1.1 A "grievance" is a formal written allegation by a unit employee or the Association

1 that he/she/it has been affected by a violation of the specific provisions of this
2 Agreement. Actions to challenge or change the policies of the District as set forth in
3 the rules and regulations or administrative regulations and procedures, so long as
4 these are consistent with the terms of this Agreement, must be undertaken under
5 separate legal processes. Other matters for which a specified method of review is
6 provided by law are not within the scope of this procedure.

7 1.2 A "day" is a day in which the central administrative office of the District is open
8 for business.

9 1.3 The "immediate supervisor" is the lowest level administrator having immediate
10 jurisdiction over the grievant who has been designated by the District to adjust
11 grievances.
12

13 Section 2. Informal Level

14 Before filing a formal written grievance, the grievant shall attempt to resolve it by an
15 informal discussion with the grievant's immediate supervisor.
16

17 Section 3. Formal Level

18 3.1 Level I: Within fifteen (15) days after the occurrence of the act or omission giving
19 rise to the grievance, or within fifteen (15) of his/her having reason to become aware
20 of it, whichever is later, the grievant must present such grievance in writing to the
21 immediate supervisor. This shall be a clear, concise statement of the grievance, the
22 circumstances involved, the specific provision of the Agreement alleged to have
23 been violated, and the specific remedy sought. The supervisor shall communicate a
24 decision to the employee in writing within ten (10) days after receiving the grievance.
25 If the supervisor does not respond within the time limits, the grievant may appeal to
26 the next level. Within the above time limits, either party may request a personal
27 conference with the other party.

28 3.2 Level II: In the event the grievant is not satisfied with the decision at Level I, the
29 grievant may appeal the decision to the Superintendent or designee within fifteen
30 (15) days. This statement should include a copy of the original grievance, the
31 decision rendered, and a clear, concise statement of the reasons for the appeal. The
32 Superintendent or designee shall communicate a decision within fifteen (15) days
33 after receiving the appeal. Either the grievant or the Superintendent or designee

1 may request a personal conference within the above time limits. If the
2 Superintendent or designee does not respond within the time limits, the grievant may
3 appeal to the next level.

4 3.3 Level III: If the grievant is not satisfied with the decision at the previous level
5 or if there is no decision within the time limits, the grievant may, within ten (10) days
6 of receipt of the decision or the exhaustion of the time limits, request the Association
7 submit the grievance to mediation/arbitration. The Association, if it elects to pursue
8 the grievance, shall submit the grievance to mediation/arbitration within fifteen (15)
9 days of the receipt of the decision or the exhaustion of the time limits.

10 3.3.1 If the Association submits to mediation/arbitration, the parties shall
11 request the services of a mediator from the State Mediation and Conciliation
12 Service. The mediator shall first attempt to resolve the grievance through
13 mediation. If, in the judgment of the mediator, mediation will not bring about
14 resolution, the mediator shall become the arbitrator and shall render a
15 decision, which shall be reduced to writing and which shall be final and
16 binding except decisions pertaining in whole or part to Article VIII, Section
17 9.2.2 (Evaluation Procedure) and/or Article XIII (Safety), which shall be
18 advisory only and shall be submitted to the Board of Education for its
19 determination. The arbitrator will have no power to add to, subtract from or
20 modify the terms of this Agreement or such written policies, rules, regulations,
21 procedures of the District that are not in violation of the terms of this
22 Agreement. Neither party shall be permitted to assert any ground in
23 arbitration if such ground was not disclosed to the other party prior to the
24 decision being appealed to mediation/arbitration, or to assert any evidence
25 known but not disclosed in response prior to the decision being appealed.

26 3.3.2 Either party may elect to separate mediation and arbitration in lieu of the
27 mediation/arbitration procedure above. If separated, mediation shall precede
28 arbitration. Separated arbitration shall be final and binding and conducted
29 pursuant to the rules of the American Arbitration Association. The fees and
30 expenses of the arbitrator shall be borne equally by Association and District.
31 All other expenses shall be borne by the party incurring the expenses. The
32 arbitrator shall be bound by the same rules as the arbitrator in the
33 mediation/arbitration procedure above.

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Section 4. General

4.1 Failure of District representatives to comply with time limits shall entitle the grievant to appeal to the next level of review; failure of the grievant to comply with such time limits shall constitute abandonment of the grievance. The parties may extend time limits by mutual written agreement in advance.

4.2 Where more than one grievant alleges identical claims arising simultaneously out of the same facts and circumstances and they have different immediate supervisors, a group grievance may be filed at Level II. Grievants shall identify and sign the group grievance.

4.3 Conferences provided for under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity to those entitled to be present to attend. When such conferences are held during the work day hours, all persons who participate shall be excused with pay for that purpose.

4.4 The grievant(s) be represented at all Levels under this procedure.

Section 5. Mediation under Article X, Class Size

Grievances alleging violation of Sections 1 and/or 2 of Article X, Class Size, if not resolved at Level I, may be submitted to mediation. Mediation, if requested, shall occur before Level II review, and shall be arranged for through the State Mediation and Conciliation Service.

ARTICLE XIII
SAFETY

Section 1.

Safety is a collective responsibility.

Section 2.

The District will continue to endeavor to provide for on-the-job safety for unit employees in accordance with Board Policy 3514.

1 Section 3.

2 A current employee may file a statement reporting a perceived unsafe working
3 condition with the Districts' Safety Coordinator. The Safety Coordinator shall cause
4 the reported violation to be investigated consistent with Board Policy 3514, and shall
5 within ten (10) working days advise the reporting employee of any follow-up action
6 taken or to be taken.

7
8 Section 4: Notification to Teachers of Pupils Whose Actions Are Grounds For Suspension
9 or Expulsion. District shall notify unit members in accordance with Education Code
10 Section 49079

11
12 ARTICLE XIV
13 PUBLIC CHARGES

14
15 Section 1.

16 No unsatisfactory formal evaluation shall be predicated upon information or material
17 of a derogatory or critical nature which has been received by the evaluator from
18 students, parents, and/or citizens unless the following procedures have been
19 followed. Nothing herein shall preclude an unsatisfactory evaluation where such
20 evaluation is based in whole or in part on other information or materials.

21
22 1.1 Any student, parent or citizen complaint about a unit member which may
23 result in: discipline; a letter of reprimand; a derogatory entry into the personnel file; a
24 negative comment on an evaluation; or a negative evaluation shall be reported to the
25 unit member by the administrator receiving the complaint within ten (10) days of
26 receipt.

27 1.2 Should the unit member or the immediate supervisor believe that the allegations
28 warrant a meeting, the immediate supervisor shall attempt to schedule a meeting
29 between the unit employee, the complainant and the immediate supervisor.

30 1.3 If there is no meeting, or if the matter is not resolved at the meeting to the
31 satisfaction of the complainant, the complainant may reduce the complaint to writing
32 and submit the original to the unit member's immediate supervisor and a copy to the
33 unit member.

1 1.4 If no written complaint is received the matter shall be dropped.
2

3 Section 2.

4 Anonymous complaints and complaints which the District concludes are without
5 merit shall neither be placed in the unit employee's personnel file nor utilized in any
6 evaluation or disciplinary action against the unit employee. For purposes of this
7 agreement "anonymous complaints" does not include complaints in which a person
8 complains about a teacher's conduct and either fails or refuses to provide his/her
9 complaint or name in writing, but the District provides such information to the unit
10 member in writing.
11

12 Section 3.

13 Notwithstanding the above, nothing in this article will be construed to prevent the
14 District from investigating matters and, if appropriate, taking adverse action against
15 an employee regarding matters involving criminal conduct and/or conduct in which
16 the District has a legal obligation to pursue.
17

18 ARTICLE XV
19 PERSONNEL FILES
20

21 Section 1.

22 A member of the Bargaining Unit shall be permitted to review, upon reasonable
23 notice, the District's personnel file. Members are permitted to review the personnel
24 file during non-duty hours.
25

26 1.1 Viewable material shall not include ratings, reports or records which (1) were
27 obtained prior to the employment of the member of the Bargaining Unit involved, (2)
28 were prepared by identifiable examination committee members, or (3) were obtained
29 in connection with a promotional opportunity.

30 1.2 Information of a derogatory nature, except material mentioned in 1.1 above, shall
31 not be entered or filed in the personnel file of a member of the Bargaining Unit until
32 the member is given written notice an an opportunity to respond. The derogatory

1 material will be placed into the personnel file ten (10) days after the unit member has
2 received the written notice.

3
4 Section 2.

5 If derogatory material (other than Final Evaluation forms and Evaluation Observation
6 instruments) which the employee believes to be unfounded is placed (or will be
7 placed) in an employee's personnel file, the employee may initiate a grievance to
8 determine the veracity of the derogatory material.

9
10 Section 3.

11 There shall be only one official personnel file for each employee which the District
12 shall maintain at the District's central office. Any files kept by the employee's
13 immediate supervisor or any other agent of the District who may act as the
14 employee's evaluator shall not contain any materials not found in the official file.
15 The contents of the personnel files shall be kept in the strictest confidence.

16
17 ARTICLE XVI
18 RESIGNATIONS

19
20 Employment with the District may be terminated before the end of the term of the
21 Notice of Employment by mutual agreement of both parties. Educators who resign
22 from their individual Notice of Employment for other than health or retirement
23 purposes shall forfeit an amount equal to two percent (2%) of the salary schedule
24 base if the resignation is received between July 1 and October 1. Appropriate
25 notification to the Commission on Teacher Credentialing shall be made for any
26 educator who abandons his/her position.

27
28 ARTICLE XVII
29 TERM AND EFFECT OF AGREEMENT

30
31 Section 1.

32 This Agreement applies to employees who are unit employees on and after the date
33 of this Agreement legally goes into effect. This Agreement shall remain in full force

1 and effect through June 30, 2017. For the 2015-2016 and 2016-2017 school years,
2 the parties agree to reopen salary, employee benefits and two other items each.

3
4 Section 2

5 If any section or provision of the Agreement violates applicable law, then such law
6 shall supersede such provision or section.

7
8 Section 3.

9 The wages, hours, and terms and conditions of employment, as that term is defined
10 in Government Code Section 3543.2, of unit employees shall not be reduced or
11 eliminated except as provided by the terms of this Agreement.

12
13 Section 4.

14 The lawful provisions of the Agreement are binding upon the parties thereof. The
15 Association shall have the right to reopen negotiations on any change by the District
16 to working conditions not covered by the contract language.

17
18 Section 5.

19 This Agreement constitutes the total and entire agreements between the parties and
20 no verbal statement shall supersede any of its provisions.

21
22 Section 6.

23 It is understood and agreed that the specific provisions contained in this Agreement
24 shall prevail over District practices and procedures and over State laws to the extent
25 permitted by State law.

26
27 Section 7.

28 The Parties agree to support this Agreement, and, apart from any legal restrictions
29 on concerted activities, the Association recognizes its contractual duty to induce unit
30 employees to faithfully, efficiently, and uninterruptedly render service during its term.
31 The Association shall be liable for its contractual obligations under this Section until
32 it has fully complied with its statutory negotiation and impasse obligations in
33 connection with the negotiation of a successor agreement after the completion of the

1 term hereof. It is understood and agreed that the provisions of this Section do not
2 affect the Districts' rights and remedies other than its remedies at law for breach of
3 contract.

4
5 Section 8.


6 No Single Plan for Student Achievement site plan provision shall alter, modify,
7 violate or supercede, except as mutually agreed in writing by the District and
8 Association, this agreement or any other formal understanding, condition or practice
9 established between the parties. The foregoing shall apply to any plans the District
10 intends to implement.

11
12 ARTICLE XVIII
13 SAVINGS CLAUSE

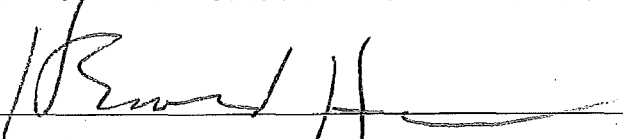
14
15 If any provisions of this Agreement are held to be contrary to law by a court of competent
16 jurisdiction, such provisions will not be deemed valid and subsisting except to the extent
17 permitted by law, but all other provisions will continue in full force and effect.

18
Dated: December 10, 2014

SANTA BARBARA TEACHERS ASSOCIATION

By 
John Houchin, President

SANTA BARBARA UNIFIED SCHOOL DISTRICT

By 
H. Edward Heron, Board President

19
20

1 EXHIBIT "A"
2 UNIT DESCRIPTION
3

4 All non-management, non-supervisory, non-confidential, regular school year,
5 probationary and permanent regular full-time and part-time certificated employees, and
6 such regular temporary employees and instructors who are continuously employed under
7 contract for a regular school semester or more. Included in the unit are certificated Child
8 Development employees and permanent part-time, temporary, and specially funded
9 persons who are employed to perform duties uninterruptedly under contract at least a
10 regular school semester.

11
12 SHALL EXCLUDE:

13 All management (as designated in District Resolution 75/76-10), supervisory and
14 confidential employees, limited term employees who are employed uninterruptedly for less
15 than a regular school semester, and all irregular/casual (e.g., substitutes and
16 home/hospital) employees.

1 EXHIBIT "B", "B-1", "B-2", "B-3", "B-4", "B-5", "B-6", "B-7", "B-8", "B-9", "B-10", "B-11",
2 "B-12", "B-13", "B-14", "C" and "C-1"

3
4
5 **SALARY SCHEDULES FOR CERTIFICATED PERSONNEL**

6
7 **Exhibit B**

8
9 **SCHEDULE I:** Certificated Personnel other than Administrative Management and
10 Children's Center employees. (Schedule I applies to teachers, librarians, counselors, etc.
11 For School Psychologist, school Nurses, Speech Language Pathologists, Certified Behavior
12 Analyst and Children's Centers, see respective Schedules.) This schedule is broken down
13 into 3 Classes: Class I (BA + less than 45 units), Class II (BA + 45-59 units) and Class III
14 (BA + 60 units.)

15
16 **What Units Count?**

17 **TRAINING CLASSES:**

18
19 **CLASS I:** Certificated personnel with a Bachelor's Degree or a Designated Subject
20 credential and less training than a Bachelor's Degree and less than 45
21 semester units (67-1/2 quarter units) of upper division or graduate work after
22 completion of the Bachelor's Degree, said work to be in accordance with a
23 plan developed by the Class Transfer and Leave Committee.

24
25 **CLASS II:** Certificated personnel with between 45 and 59 semester units (67-1/2 to 89-
26 1/2 quarter units) of upper division or graduate work after completion of the
27 Bachelor's Degree, said work to be in accordance with a plan developed by
28 the Class Transfer and Leave Committee; and with Bachelor's Degree plus
29 regular Class A Vocational Arts Credentials.

30
31 **CLASS III:** Certificated personnel with 60 semester units (90 quarter units) of upper
32 division or graduate work after completion of the Bachelor's Degree, said
33 work to be in accordance with a plan developed by the Class Transfer and
34 Leave Committee.

1 **EXPERIENCE CREDIT:** Experience credit for initial placement on the basic salary
2 schedule shall be limited to seven years, and may consist of:

- 3
- 4 1. Approved teaching experience ** A year's credit requires at least a 60% assignment
5 for 75% of a school year. Parts of years are not added together to make a year,
6 except that two consecutive, full semesters of service may constitute one year of
7 experience.
 - 8
 - 9 2. One year of credit for each 750 hours of teaching experience as a home-hospital
10 teacher, done under the authorization of a regular teaching credential, and since July
11 1, 1962.
 - 12
 - 13 3. One year of credit for each full twenty-four calendar months of active military service,
14 to a maximum of three years credit (for six years of service). Teaching experience in
15 military service that appears to be relevant to the teacher's classroom assignment
16 may be credited as teaching experience rather than as military service.
 - 17

18 **** Experience Credit** --Approved teaching experience shall include service performed in
19 District Children's Centers. Counselors and other guidance personnel: Credit for initial
20 placement on the salary schedule shall be limited to a maximum of seven years, and may
21 consist of approved full-time psychological or social work experience in conjunction with
22 children.

23

24 **Exhibit B-1**

25 **ADVANCED DEGREES**

26 **Master's Degree:** Certificated employees holding Master's Degrees shall
27 receive a stipend in addition to their respective salaries.

28

29 In addition to receiving the existing stipend for a Master's Degree, elementary
30 and secondary classroom teachers who earn or have earned a Master's
31 degree in mathematics, English/Language Arts, Science or Social Science
32 will receive an additional stipend annually, provided the teacher instructs in
33 the content area in which the Master's is earned.

1 **Doctor's Degree:** Certificated employees holding earned Doctor's Degrees
2 shall receive a stipend in addition to their respective salaries.

3
4 **Exhibit B-2**

5 **SPLIT ASSIGNMENT:** Other than itinerant by definition (i.e., at least two different sites)
6 certificated staff shall be compensated at the per semester stipend plus appropriate
7 mileage.

8
9 **Exhibit B-3**

10 **SALARY RATES FOR HOURLY CERTIFICATED PERSONNEL:**

11 There are two rates paid for hourly work. There is a with student rate (Summer Session and
12 other classroom) and a rate without students (Curriculum Workshop rate).

13
14 **Exhibit 4**

15 **SALARY DIFFERENTIALS FOR SPECIAL CERTIFICATED ASSIGNMENTS:**

16 These rates are paid on the annual notice of employment. Head Counselors and Special Ed
17 Chairperson on based on the number of periods in the department. A 1.0 FTE is equivalent
18 to 5 periods.

19
20 **Exhibit B-5**

21 **Additional Days – Time Factors on Base Pay:** All certificated personnel who work
22 beyond the number of days regular teachers are required to be on duty shall be paid by
23 using the following time factor times their salary:

24
25 **Exhibit B-6 & B-7**

26 **CERTIFICATED SPEECH LANGUAGE PATHOLOGIST & BOARD CERTIFIED**
27 **BEHAVIOR ANALYST**

28 Exhibit B-6 and B-7 reflect the Speech Language Pathologist and Board Certified Behavior
29 Analyst Base Pay Salary based on # of work days. All Speech Language Pathologists and
30 Board Certified Behavior Analysts hired after July 1, 2013 are on the 200 day work
31 calendar.

1 **TRAINING CLASSES:**

2 CLASS I: Certificated personnel with a Bachelor's Degree or a Designated Subject
3 credential and less training than a Bachelor's Degree and less than 45
4 semester units (67-1/2 quarter units) of upper division or graduate work after
5 completion of the Bachelor's Degree, said work to be in accordance with a
6 plan developed by the Class Transfer and Leave Committee.

7
8 CLASS II: Certificated personnel with between 45 and 59 semester units (67-1/2 to 89-
9 1/2 quarter units) of upper division or graduate work after completion of the
10 Bachelor's Degree, said work to be in accordance with a plan developed by
11 the Class Transfer and Leave Committee; and with Bachelor's Degree plus
12 regular Class A Vocational Arts Credentials.

13
14 CLASS III: Certificated personnel with 60 semester units (90 quarter units) of upper
15 division or graduate work after completion of the Bachelor's Degree, said
16 work to be in accordance with a plan developed by the Class Transfer and
17 Leave Committee.

18
19 **Master's Degree:** Certificated employees holding Master's Degrees shall
20 receive a stipend in addition to their respective salaries. See Exhibit B-1.

21
22 **Doctor's Degree:** Certificated employees holding earned Doctor's Degrees
23 shall receive a stipend in addition to their respective salaries. See Exhibit B-1.

24
25 **EXPERIENCE CREDIT:** Experience credit for initial placement on the basic salary
26 schedule shall be limited to seven years, and may consist of:

- 27
28 1. Approved experience ** A year's credit requires at least a 60% assignment for 75%
29 of a school year. Parts of years are not added together to make a year, except that
30 two consecutive, full semesters of service may constitute one year of experience.
31
32 2. One year of credit for each 750 hours of experience as a home-hospital teacher,
33 done under the authorization of a regular teaching credential, and since July 1, 1962.

1 3. One year of credit for each full twenty-four calendar months of active military service,
2 to a maximum of three years credit (for six years of service). Teaching experience in
3 military service that appears to be relevant to the teacher's classroom assignment
4 may be credited as teaching experience rather than as military service.
5

6 **** Experience Credit** -- Credit for initial placement on the salary schedule shall be limited to
7 a maximum of seven years, and may consist of approved full-time speech-language
8 pathologist experience in conjunction with children.
9

10 **Exhibit B-8 & B-9**

11 **CERTIFICATED PSYCHOLOGIST**

12 Exhibit B-8 and B-9 reflect the School Psychologist Base Pay Salary based on 200 work
13 days.
14

15 **TRAINING CLASSES:**

16 CLASS I: Certificated personnel with a Bachelor's Degree or a Designated Subject
17 credential and less training than a Bachelor's Degree and less than 45
18 semester units (67-1/2 quarter units) of upper division or graduate work after
19 completion of the Bachelor's Degree, said work to be in accordance with a
20 plan developed by the Class Transfer and Leave Committee.
21

22 CLASS II: Certificated personnel with between 45 and 59 semester units (67- 1/2 to 89-
23 1/2 quarter units) of upper division or graduate work after completion of the
24 Bachelor's Degree, said work to be in accordance with a plan developed by
25 the Class Transfer and Leave Committee; and with Bachelor's Degree plus
26 regular Class A Vocational Arts Credentials.
27

28 CLASS III: Certificated personnel with 60 semester units (90 quarter units) of upper
29 division or graduate work after completion of the Bachelor's Degree, said
30 work to be in accordance with a plan developed by the Class Transfer and
31 Leave Committee.
32

1 **Master's Degree:** Certificated employees holding Master's Degrees shall
2 receive a stipend in addition to their respective salaries. See Exhibit B-1.

3
4 **Doctor's Degree:** Certificated employees holding earned Doctor's Degrees
5 shall receive a stipend in addition to their respective salaries. See Exhibit B-1.

6
7 **EXPERIENCE CREDIT:** Experience credit for initial placement on the basic salary
8 schedule shall be limited to seven years, and may consist of:

- 9
10 1. Approved experience ** A year's credit requires at least a 60% assignment for 75%
11 of a school year. Parts of years are not added together to make a year, except that
12 two consecutive, full semesters of service may constitute one year of experience.
13
14 2. One year of credit for each 750 hours of experience as a home-hospital teacher,
15 done under the authorization of a regular teaching credential, and since July 1, 1962.
16
17 3. One year of credit for each full twenty-four calendar months of active military service,
18 to a maximum of three years credit (for six years of service). Teaching experience in
19 military service that appears to be relevant to the teacher's classroom assignment
20 may be credited as teaching experience rather than as military service.

21
22 ** **Experience Credit** -- Credit for initial placement on the salary schedule shall be limited to
23 a maximum of seven years, and may consist of approved full-time psychologist experience
24 in conjunction with children.

25
26 **Exhibit B-10**

27 **HEAD COUNSELOR**

28 Exhibit B-10 reflects Exhibit B with 18 additional days.

29
30 **Exhibit B-11**

31 **COUNSELOR**

32 Exhibit B-11 reflects Exhibit B with 9 additional days.

1 **Exhibit B-12**

2 **ATHLETIC DIRECTORS**

3 Exhibit B-12 reflects Exhibit B with 10 additional days.

5 **Exhibit B-13**

6 **SCHOOL LIBRARIANS**

7 Exhibit B-13 reflects Exhibit B with 5 additional days.

9 **Exhibit B-14**

10 **TRAINING CLASSES FOR SCHOOL NURSES:**

11 CLASS I: Nurses with B.S., R.N., or P.H.N.; or less than 30 units (45 quarter units) of
12 upper division or graduate work, said work to be in accordance with a plan
13 developed by the Class Transfer and Leave Committee.

15 CLASS II: Nurses with P.H.N. and 15 semester units (22-1/2 quarter units) of upper
16 division or graduate work after completing requirements for Class I; or 45
17 semester units (67-1/2 quarter units) of upper division or graduate work after
18 completing the requirements for Class I; said work to be in accordance with a
19 plan developed by the Class Transfer and Leave Committee.

21 CLASS III: Nurses with P.H.N. and 45 semester units (67-1/2 quarter units) of upper
22 division or graduate work after completing the requirements for Class I; or 60
23 semester units (90 quarter units) of upper division or graduate work after
24 completing the requirements for Class I, said work to be in accordance with a
25 plan developed by the Class Transfer and Leave Committee.

27 **EXPERIENCE CREDIT FOR SCHOOL NURSES:** Experience credit for initial placement
28 on the salary schedule shall be limited to seven years and may consist of:

- 30 1. Approved nursing experience (public health, pediatric, school nurse).
- 31 2. One year of credit for each full twenty-four calendar months of active military service,
- 32 to a maximum of three years' credit (for six years of service.) Nursing experience in

1 military service that appears to be relevant to school nursing may be credited as
2 nursing experience rather than as military service.

3
4 **Exhibit C & Exhibit C-1**

5 **SCHEDULE II: EARLY CHILDHOOD EDUCATION CERTIFICATED PERSONNEL**
6 **PROGRAMS**

7 Early Childhood Education/Children's Centers and School Age are based on 225 Working
8 Days. These positions are based on 225 working days.

9
10 Early Childhood Education/Preschool Teachers based on 185 Working Days

11 These positions are based on 185 working days. Placement is based on Class I (BA), Class
12 II (BA + 15 semester units), Class III (BA + 30 semester units) and Class IV (BA + 45
13 semester units.)

14
15 CLASS I: Certificated personnel with a Bachelor's Degree or less, said work to be in
16 accordance with a plan developed by the Class Transfer and Leave
17 Committee.

18
19 CLASS II: Certificated personnel with a Bachelor's Degree and between 1 and 15
20 semester units after completion of the Bachelor's Degree, said work to be in
21 accordance with a plan developed by the Class Transfer and Leave
22 Committee.

23
24 CLASS III: Certificated personnel with a Bachelor's Degree and between 16 and 29
25 semester units after completion of the Bachelor's Degree, said work to be in
26 accordance with a plan developed by the Class Transfer and Leave
27 Committee.

28
29 CLASS IV: Certificated personnel with a Bachelor's Degree and between 45 semester
30 units or more after completion of the Bachelor's Degree, said work to be in
31 accordance with a plan developed by the Class Transfer and Leave
32 Committee.

1 **MASTER'S DEGREE:** Early Childhood Education employees holding Master's Degrees
2 shall receive a stipend in addition to their respective salaries. See Exhibit B-1.

3
4 **EXPERIENCE CREDIT:** Experience credit for initial placement on the salary schedule shall
5 be limited to a maximum of five years, and may consist of:

- 6 1. Approved experience in a licensed nursery school or children's center program
- 7 2. Approved teaching in an elementary school.
- 8 3. Approved paid experience in a college or demonstration nursery or child-care
9 program.

10
11 **CURRICULUM WORKSHOP/HOURLY TEACHING PERSONNEL:** See Exhibit B-3

12
13 **EXTENDED TIME:** Regularly employed teachers who work extended time will be paid at
14 their regular contract rate. Fringe benefits that are provided for contract employees will **not**
15 be increased because of extended time.

16
17 **CLASS TRANSFER INFORMATION:** Credits earned and submitted for credit toward
18 transfer to the next highest training class on the basic salary schedule shall be evaluated on
19 the following basis:

- 20
21 1. Their application toward a plan developed by the Class Transfer and Leave
22 Committee, said plan to be filed with the Committee by March 1 of the school year
23 preceding the effective date of transfer (the following July 1).
- 24
25 2. Full credit for allowable units earned after employment and/or within five years
26 immediately preceding employment in the school system.
- 27
28 3. One-half credit for allowable units earned more than five years prior to employment
29 in the school system.

30
31 **Exhibit D**

32 **CO-CURRICULAR ACTIVITIES**

33 These are stipends paid annually for co-curricular activities.

1 The following information applies to all salary schedules.

2 **CLASS-TRANSFER INFORMATION:** Credits earned and submitted for credit toward
3 transfer to the next highest training class on the basic salary schedule shall be evaluated on
4 the following basis:

5

6 1. Their application toward a plan developed by the Class Transfer and Leave
7 Committee, said plan to be filed with the Committee by March 1 of the school year
8 preceding the effective date of the transfer.

9

10 2. Full credit for allowable units earned after employment and/or within five years
11 immediately preceding employment in the school system.

12

13 3. One half-credit for allowable units earned more than five years prior to employment
14 in the school system.

15

16 4. One semester unit allowed for each 15 hours attendance in in-service courses set up
17 under the Santa Barbara School Districts. (Not more than 2/3 of the units for any
18 transfer may be in-service courses.)

19

20 When transferring to a higher salary class, the employee may move to the new class in
21 addition to advancing one step for the previous years' experience credit. IN NO EVENT
22 SHALL AN EMPLOYEE BE ADVANCED MORE THAN ONE STEP INCREMENT IN ONE
23 YEAR.

24

25 **SERVICE INCREMENTS:** Each employee shall be advanced one-step increment at the
26 beginning of each school year, with the following provisions:

27

28 1. In order to be granted an annual increment, the principal or department head shall
29 certify to the Human Resources Administrator that the employee's services for the
30 year have been satisfactory.

31

32 2. A person who serves less than 75% of the number of days in the contract year for
33 his position shall not be granted an increment for the following year.

1 3. An employee who works less than a 60% time assignment shall not be granted an
2 increment for the following year. (For employees who continue on part- time
3 assignments over a period of years, this may be interpreted in relation to the current
4 time assignment as compared to the previous years' time assignments.)
5

6 **INDEX RATES:** All salaries for hourly personnel, department chairpersons, summer school
7 teachers, and others not on the basic schedule shall be determined by the index rates
8 based on the minimum (Class I, Step 1) of the basic salary schedule.
9

10 **SALARY FOR INDIVIDUAL SEMESTER CLASS:**

11 Teachers assigned additional classes above their regular assignment will be paid 1/5 pro
12 rata salary for each additional period they teach. Teachers at San Marcos High School who
13 teach assigned classes above their regular assignment will be paid 1/3 pro rata salary as
14 long as they remain on the current block schedule. Such assignments shall be made only
15 to alleviate problems with class schedules and/or class size. Such assignments shall be
16 mutually agreed upon by the Santa Barbara Teachers Association Executive Board and the
17 Assistant/Associate Superintendent of Secondary Education/Educational Services prior to
18 the start of working an additional assignment. The site administration will endeavor to offer
19 these assignments in a manner that reflects equity and opportunity among qualified
20 certificated employees.
21

22 **PAYMENTS:** Salary warrants are generally issued on the last workday of the calendar
23 month.
24

25 There are two choices of payment plan:

- 26 1. **12-payment plan:** 16.67% will be withheld each month (September – June) from
27 your net pay. Prior to the 16.67% being withheld, you pay taxes and retirement on
28 1/10 of your gross salary each month. The withholding will be paid in two equal
29 payments in July and August.
- 30 2. **10-payment plan:** 10 equal payments, September through June.
31

32 **SALARY**

33 Salary is defined as the (Position on Basic Schedule + Appropriate Position Differential)

1 + Master's Degree Stipend (Exhibit B-1) + Doctor's Degree Stipend (Exhibit B-1) + Special
2 Assignment Differential (Exhibit 4).

3

4 **SALARY FOR PARTIAL YEAR:**

5 Any partial payments for persons working less than a full year shall be made on the basis of
6 the ratio of days worked to the days in the contract year. (The annual salary is divided by
7 the number of days in the employee's contract year; this daily rate is multiplied by actual
8 days worked.) EXCEPTION: A person who serves a complete semester shall receive not
9 less than one-half of the established annual-rate.

10

EXHIBIT B

Certificated Base Pay - 2014-15 - 185 Days			
Step	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	46,665.18	48,963.12	52,022.20
2	48,582.02	50,875.81	54,320.14
3	50,493.70	52,784.40	56,613.94
4	52,405.36	54,698.15	58,912.92
5	54,320.14	56,613.94	61,200.55
6	56,613.94	58,904.67	63,492.30
7	58,912.92	61,198.48	65,789.20
8	61,200.55	63,492.30	68,474.40
9	63,492.30	65,789.20	71,146.23
10	66,440.16	68,740.14	73,826.27
11	66,440.16	68,740.14	77,151.12
12	66,440.16	68,740.14	77,151.12
13	66,440.16	68,740.14	77,151.12
14	66,440.16	68,740.14	77,151.12
15	67,742.06	70,043.09	78,450.97
16	67,742.06	70,043.09	78,450.97
17	67,742.06	70,043.09	78,450.97
18	67,742.06	70,043.09	78,450.97
19	69,689.80	71,988.75	80,399.74
20	69,689.80	71,988.75	80,399.74
21	69,689.80	71,988.75	80,399.74
22	69,689.80	71,988.75	80,399.74
23	74,006.53	76,306.52	84,716.48

EXHIBIT B-1

<i>Advance Degrees</i>		
Degree	2014-15	2014-15 Revised
Master's	870	896.10
Doctor's	1,648	1697.44
Child Development Master's	817	841.51
Additional Stipend in subject areas	0	500.00

EXHIBIT B-2

Semester Stipend: other than itinerant by definition		
Zones	2014-15	2014-15 Revised
Zone 1		
SBJHS to SBHS	589	606.67
LaCumbre to SBHS		
Zone 2		
LaColina to LaCumbre	732	753.96
SBJHS to LaCumbre		
SMHS to LaColina		
LaColina to GVJHS		
SMHS to LaCumbre		
GVJHS to DPHS		
Zone 3		
LaColina to DPHS	941	969.23
GVJRHS to LaCumbre		
LaColina to SBJRHS		
SMHS to SBJRHS		
DPHS to SMHS		
LaColina to SBHS		
SMHS to SBHS		
Zone 4		
DPHS to LaCumbre	1,118	1,151.54
GVJRHS SBHS		
GVJRHS to SBJRHS		
Zone 5		
DPHS to SBJRHS	1,296	1,334.88
DPHS to SBHS		

EXHIBIT B-3

Certificated - Hourly	2014-15	2014-15 Revised
With Students	46.02	47.40
Without Students	38.33	39.48
Child Development	2014-15	
Curriculum Workshop Hourly	41.85	43.11

EXHIBIT B-4

Stipend	2014-15	2014-15 Revised
Supply Managers	309	318.27
PLC Team Leader Level 1 (2-5)	618	636.54
PLC Team Leader Level 2 (6+)	927	954.81
Independent Study Jr High (1-10)	1,236	1,273.08
Independent Study Jr High (11-20)	2,472	2,546.16
Independent Study Jr High (21+)	3,708	3,819.24
* District Office (DO) PLC Liaison	1,236	1,273.08
District PLC Liason AVID (Elem)		1,236.00
Head Counselors/Chairprsn Sp Ed 1-14	1,228	1,264.84
Head Counselors/Chairprsn Sp Ed 15-29	2,456	2,529.68
Head Counselors/Chairprsn Sp Ed 30-54	3,067	3,159.01
Head Counselors/Chairprsn Sp Ed 55+	3,688	3,798.64
G.A.T.E. Site Coordinator Sec.	2,456	2,529.68
G.A.T.E. Site Coordinator Elem.		1,000.00
Head Teacher Altern/Continuation	5,092	5,244.76
Teacher-in-Charge Elem.	848	1,713.00
District Library Master Plan Coord.	2,627	2,705.81
504 Coordinator		1,655.00
Voluntary Student Study Team Mem		-
Max of 3 for schools 0-449 enrollment	1,155	1,189.65
Max of 4 for schools 450-600	1,155	1,189.65
Max of 5 for schools 601+	1,155	1,189.65
Counselor		-
Year 1	2,229	2,295.87
Year 2	2,972	3,061.16
Year 3	3,715	3,826.45

** DO PLC Liaison must be a PLC leader this is not in addition to.

EXHIBIT B-5

Additional Days - Time Factors on Base Pay	
1-5	1.025
6-9	1.05
10-14	1.075
15-18	1.1
19-27	1.15
28-36	1.2
37-48	1.25

EXHIBIT B-6/B-7

Certificated Speech-Language Pathologists - 2014-15 - 200 Days			
Step	Class I	Class II	Class III
	BA < 45 units	BA + 45 units	BA + 60 units
1	63,626.20	65,853.06	69,144.94
2	64,898.24	67,169.40	70,528.22
3	66,196.04	68,513.54	71,939.32
4	67,520.62	69,883.44	73,377.20
5	68,870.96	71,281.16	74,844.96
6	70,248.06	72,706.68	76,342.58
7	71,652.98	74,161.04	77,869.04
8	73,085.72	75,644.24	79,426.40
9	74,548.32	77,157.30	81,014.66
10	76,038.72	78,700.24	82,634.84
11	76,038.72	78,700.24	83,461.94
12	76,038.72	78,700.24	83,461.94
13	76,038.72	78,700.24	83,461.94
14	76,038.72	78,700.24	83,461.94
15	77,816.50	80,478.02	85,239.72
16	77,816.50	80,478.02	85,239.72
17	77,816.50	80,478.02	85,239.72
18	77,816.50	80,478.02	85,239.72
19	80,470.82	83,131.30	87,893.00
20	80,470.82	83,131.30	87,893.00
21	80,470.82	83,131.30	87,893.00
22	80,470.82	83,131.30	87,893.00
23	86,354.18	89,015.70	93,777.38

EXHIBIT B-8/B-9

Certificated Psychologists - 2014-15 - 200 Days			
Step	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	64,660.32	67,865.68	71,258.50
2	66,599.80	69,901.98	73,396.78
3	68,598.00	71,999.06	75,598.92
4	70,655.94	74,158.98	77,866.98
5	72,775.68	76,383.78	80,203.02
6	74,959.28	78,674.50	82,609.10
7	77,207.78	81,035.26	85,087.28
8	79,524.24	83,466.06	87,639.62
9	81,909.72	85,969.98	90,269.20
10	84,367.30	88,549.10	92,977.08
11	84,367.30	88,549.10	97,585.30
12	84,367.30	88,549.10	97,585.30
13	84,367.30	88,549.10	97,585.30
14	84,367.30	88,549.10	97,585.30
15	86,173.92	90,355.72	99,391.92
16	86,173.92	90,355.72	99,391.92
17	86,173.92	90,355.72	99,391.92
18	86,173.92	90,355.72	99,391.92
19	88,870.46	93,053.30	102,089.48
20	88,870.46	93,053.30	102,089.48
21	88,870.46	93,053.30	102,089.48
22	88,870.46	93,053.30	102,089.48
23	94,850.64	99,032.44	108,068.64

EXHIBIT B-10

2014-15 Head Counselor: 203 Days			
	<i>CLASS I</i>	<i>CLASS II</i>	<i>CLASS III</i>
	BA <45 units	BA + 45 Units	BA + 60 Units
1	51,205.10	53,726.59	57,083.92
2	53,308.67	55,825.50	59,605.41
3	55,406.42	57,919.76	62,122.24
4	57,504.17	60,019.84	64,644.90
5	59,605.41	62,122.24	67,154.75
6	62,122.24	64,635.58	69,670.42
7	64,644.90	67,152.42	72,190.74
8	67,154.75	69,670.42	75,137.14
9	69,670.42	72,190.74	78,068.40
10	72,904.35	75,428.17	81,008.97
11	72,904.35	75,428.17	84,657.33
12	72,904.35	75,428.17	84,657.33
13	72,904.35	75,428.17	84,657.33
14	72,904.35	75,428.17	84,657.33
15	74,332.73	76,857.71	86,084.55
16	74,332.73	76,857.71	86,084.55
17	74,332.73	76,857.71	86,084.55
18	74,332.73	76,857.71	86,084.55
19	76,470.06	78,992.71	88,221.87
20	76,470.06	78,992.71	88,221.87
21	76,470.06	78,992.71	88,221.87
22	76,470.06	78,992.71	88,221.87
23	81,206.87	83,730.69	92,958.69

EXHIBIT B-11**2014-15 Counselor: 194 Days**

	CLASS I	CLASS II	CLASS III
	BA <45 units	BA + 45 Units	BA + 60 Units
1	48,934.92	51,344.62	54,553.11
2	50,945.23	53,350.48	56,962.81
3	52,949.98	55,351.89	59,368.06
4	54,954.72	57,358.86	61,778.87
5	56,962.81	59,368.06	64,177.44
6	59,368.06	61,769.97	66,581.58
7	61,778.87	64,175.22	68,990.17
8	64,177.44	66,581.58	71,805.93
9	66,581.58	68,990.17	74,607.24
10	69,672.14	72,084.06	77,417.44
11	69,672.14	72,084.06	80,904.05
12	69,672.14	72,084.06	80,904.05
13	69,672.14	72,084.06	80,904.05
14	69,672.14	72,084.06	80,904.05
15	71,037.19	73,450.22	82,267.99
16	71,037.19	73,450.22	82,267.99
17	71,037.19	73,450.22	82,267.99
18	71,037.19	73,450.22	82,267.99
19	73,079.76	75,490.57	84,310.56
20	73,079.76	75,490.57	84,310.56
21	73,079.76	75,490.57	84,310.56
22	73,079.76	75,490.57	84,310.56
23	77,606.57	80,018.49	88,837.37

EXHIBIT B-12**2014-15 Athletic Directors: 195 Days**

	CLASS I	CLASS II	CLASS III
	BA <45 units	BA + 45 Units	BA + 60 Units
1	48,962.66	51,609.29	54,834.31
2	50,875.46	53,625.48	57,256.43
3	52,784.02	55,637.21	59,674.08
4	54,697.88	57,654.52	62,097.32
5	56,613.87	59,674.08	64,508.25
6	58,904.35	62,088.37	66,924.78
7	61,198.02	64,506.02	69,345.79
8	63,492.74	66,924.78	72,176.07
9	65,789.59	69,345.79	74,991.81
10	68,739.95	72,455.63	77,816.50
11	68,739.95	72,455.63	81,321.08
12	68,739.95	72,455.63	81,321.08
13	68,739.95	72,455.63	81,321.08
14	68,739.95	72,455.63	81,321.08
15	70,042.74	73,828.83	82,692.05
16	70,042.74	73,828.83	82,692.05
17	70,042.74	73,828.83	82,692.05
18	70,042.74	73,828.83	82,692.05
19	71,988.43	75,879.70	84,745.15
20	71,988.43	75,879.70	84,745.15
21	71,988.43	75,879.70	84,745.15
22	71,988.43	75,879.70	84,745.15
23	76,306.29	80,430.96	89,295.29

EXHIBIT B- 13/B-14**Certificated Nurses & Sch Librarians - 2014-15 - 190 Days**

Step	CLASS I BA < 45 units	CLASS II BA + 45 units	CLASS III BA + 60 units
1	47,925.89	50,285.63	53,428.15
2	49,895.25	52,250.86	55,787.90
3	51,858.45	54,210.95	58,143.52
4	53,821.62	56,176.20	60,505.29
5	55,787.90	58,143.52	62,853.69
6	58,143.52	60,496.02	65,208.29
7	60,505.29	62,851.64	67,568.01
8	62,853.69	65,208.29	70,325.31
9	65,208.29	67,568.01	73,069.23
10	68,235.44	70,598.26	75,821.38
11	68,235.44	70,598.26	79,235.83
12	68,235.44	70,598.26	79,235.83
13	68,235.44	70,598.26	79,235.83
14	68,235.44	70,598.26	79,235.83
15	69,572.40	71,936.22	80,571.74
16	69,572.40	71,936.22	80,571.74
17	69,572.40	71,936.22	80,571.74
18	69,572.40	71,936.22	80,571.74
19	71,572.64	73,934.42	82,572.01
20	71,572.64	73,934.42	82,572.01
21	71,572.64	73,934.42	82,572.01
22	71,572.64	73,934.42	82,572.01
23	76,006.78	78,368.58	87,006.17

EXHIBIT C

Child Development/Children's Centers and School Age - 2014-15 - 225 Days

Step	<i>CLASS I</i>	<i>CLASS II</i>	<i>CLASS III</i>	<i>CLASS IV</i>
	BA	BA + 15 units	BA + 30 units	BA + 40 units
1	36,586.62	38,781.56	40,977.52	43,169.38
2	38,642.51	40,612.88	42,808.86	45,007.92
3	40,244.15	42,441.14	44,638.13	46,833.05
4	42,076.53	44,268.37	46,469.50	48,660.30
5	43,902.72	46,098.70	48,298.77	50,492.68
6	45,440.53	47,926.91	50,124.96	52,318.87
7	47,564.37	49,760.35	51,958.35	54,147.08
8	49,760.35	51,958.35	54,147.08	56,343.06
9	51,957.34	54,147.08	56,343.06	58,540.05
10	54,768.17	56,962.08	58,541.06	60,739.11
11	54,768.17	56,962.08	60,739.11	62,931.96
12	54,768.17	56,962.08	63,553.05	65,734.58
13	54,768.17	56,962.08	63,553.05	65,734.58
14	54,768.17	56,962.08	63,553.05	65,734.58
15	56,017.60	58,211.48	64,802.45	66,984.01
16	56,017.60	58,211.48	64,802.45	66,984.01
17	56,017.60	58,211.48	64,802.45	66,984.01
18	56,017.60	58,211.48	64,802.45	66,984.01
19	57,882.89	60,076.80	66,667.77	68,849.30
20	57,882.89	60,076.80	66,667.77	68,849.30
21	57,882.89	60,076.80	66,667.77	68,849.30
22	57,882.89	60,076.80	66,667.77	68,849.30
23	61,434.36	63,628.27	70,220.25	72,400.77

EXHIBIT C-1

Child Development/State Preschool/CalSAFE Program - 2014-15 - 185				
Step	CLASS I		CLASS II	
	BA	BA + 15 units	BA + 30 units	BA + 40 units
1	30,080.13	31,887.77	33,693.35	35,494.84
2	31,888.80	33,390.54	35,198.19	37,001.72
3	33,092.87	34,897.42	36,700.97	38,507.58
4	34,595.65	36,395.05	38,206.81	40,009.32
5	36,097.37	37,904.00	39,774.48	41,518.27
6	37,602.21	39,405.74	41,214.43	43,016.92
7	39,104.97	40,912.62	42,717.20	44,520.71
8	40,912.62	42,717.20	44,520.71	46,327.33
9	42,717.20	44,520.71	46,326.31	48,132.93
10	45,139.76	46,947.41	48,132.93	49,938.53
11	45,139.76	46,947.41	49,938.53	51,742.04
12	45,139.76	46,947.41	53,835.00	54,163.58
13	45,139.76	46,947.41	53,835.00	54,163.58
14	45,139.76	46,947.41	53,835.00	54,163.58
15	46,390.17	48,196.79	55,085.43	55,412.98
16	46,390.17	48,196.79	55,085.43	55,412.98
17	46,390.17	48,196.79	55,085.43	55,412.98
18	46,390.17	48,196.79	55,085.43	55,412.98
19	48,255.49	50,062.11	56,949.73	57,278.29
20	48,255.49	50,062.11	56,949.73	57,278.29
21	48,255.49	50,062.11	56,949.73	57,278.29
22	48,255.49	50,062.11	56,949.73	57,278.29
23	51,806.94	53,613.57	60,501.16	60,829.74

EXHIBIT D

Annual Co-Curricular	Certificated	
	2014-15	2014-15 Revised
Academic Decathlon	1,648	1,697.44
Activity Director (High School)	3,091	3,183.73
Activity Director Jr	1,578	1,625.34
After School Coach JRHS	1,236	1,273.08
After School Sports Coordinator JRHS	2,575	2,652.25
After School Sports Coord. JRHS District	2,500	2,575.00
Athletic Director (pd per season)	4,246	4,373.38
A-OK/ASES Academic Liaison	1,854	1,909.62
ASB Jr. High Advisor	1,164	1,198.92
AVID (Elem only)	4,246	4,373.38
Band Sr. High	4,114	4,237.42
Band Sr. High Assist	2,881	2,967.43
Band Jr. High	3,091	3,183.73
Band Jr. High Assist	2,058	2,119.74
Baseball (Head)	3,497	3,601.91
Baseball (Asst)	2,058	2,119.74
Basketball (Head)	3,703	3,814.09
Basketball (Asst)	2,266	2,333.98
Cheerleaders	3,091	3,183.73
Choir Sr. High (Choral)	4,114	4,237.42
Choir Sr. High (Assist)	1,852	1,907.56
Choir Jr. High (Choral)	3,091	3,183.73
Choir Jr. High (Assist)	1,852	1,907.56
Musical Accompanist (Choral)	1,798	1,851.94
Cross Country (Head)	2,883	2,969.49
Cross Country (Asst)	1,648	1,697.44
Dance	2,678	2,758.34
Drill Team	2,883	2,969.49
Drill Team Jr High	1,648	1,697.44
Economics Coach	1,648	1,697.44
Football (Head)	4,114	4,237.42
Football (Head Freshman)	1,648	1,697.44
Football (Asst)	2,883	2,969.49
Football (Soph)	2,883	2,969.49
Football (Freshman Asst)	1,164	1,198.92
Football Flag Jr High	1,236	1,273.08
Football Tackle Jr High	1,236	1,273.08
Freshman Sports (Head Coach)	1,236	1,273.08
Golf (Head)	2,466	2,539.98
Golf (Asst)	1,236	1,273.08
LaCrosse Varsity	-	2,539.98
LaCrosse Jr Varsity (Assist)	-	1,273.08
Math Team	1,648	1,697.44
Mock Trial	3,090	3,182.70
Newspaper SRHS	2,883	2,969.49
Newspaper JRHS	2,738	2,820.14
Noon Supervision: JrHS LaQuests: Alta Vista	2,820	2,904.60
PAR Chair	1,030	1,060.90
PAR Panel Member	515	530.45
PAR Consulting Teacher	2,472	2,546.16
Robotics	3,295	3,393.85
Robotics (Asst)	1,442	1,485.26
Soccer (Head)	3,295	3,393.85
Soccer (Asst)	1,858	1,913.74
Softball (Head)	3,497	3,601.91
Softball (Asst)	2,058	2,119.74
Speech	2,678	2,758.34
Stage, Choreographer	2,469	2,543.07
Stage, Musical Director	2,469	2,543.07
Stage, Technical Director	2,469	2,543.07
Swimming (Head)	3,295	3,393.85
Swimming (Asst)	1,858	1,913.74
Tall Flags	1,164	1,198.92
Tennis (Head)	2,678	2,758.34
Tennis (Asst)	1,236	1,273.08
Sr. High Theater	4,114	4,237.42
Jr. High Theater	3,091	3,183.73
Track (Head)	3,703	3,814.09
Track (Asst)	2,268	2,336.04
Volleyball (Head)	2,883	2,969.49
Volleyball (Asst)	1,442	1,485.26
Water Polo (Head)	2,883	2,969.49
Water Polo (Asst)	1,648	1,697.44
Wrestling (Head)	3,497	3,601.91
Wrestling (Asst)	1,648	1,697.44
Sr. High Yearbook	2,678	2,758.34
Jr. High Yearbook	1,648	1,697.44