

SUPPLEMENTAL AGREEMENT BETWEEN

**ANTELOPE VALLEY UNION
HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES**

**ANTELOPE VALLEY
TEACHER'S ASSOCIATION**

JULY 1, 2018 THROUGH JUNE 30, 2019



AVTA APPROVED
JANUARY 30, 2019

BOARD APPROVED
FEBRUARY 28, 2019

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Article 3
SALARIES AND BENEFITS

- 3.0 The salary schedule for the 2018-2019 school year shall increase the 2017-2018 base salary by two percent (2%), effective July 1, 2018. The salary schedule is contained in Appendix A. Each certificated unit member employed on January 1, 2019, will receive a one-time, off-schedule payment equal to two and one half percent (2.5%) of the unit member's 2018-2019 placement on their respective salary schedule.
- 3.1 Unit members shall be contracted for a total number of days of service during the regular work year not to exceed one hundred and eighty-five (185) days and new unit members initial work year shall be one hundred eighty-seven (187) days.
- 3.1.1 As part of this agreement, two (2) hours of the two-day New Teacher Orientation shall be set aside solely for the purposes of Association New Teacher Orientation.
- 3.1.2 Furthermore, new teachers beginning after the start of the school year (missing the orientation) shall be required to attend the two (2) days of Teacher Orientation at the first available opportunity, which would likely be at the beginning of their second year.
- 3.1.3 Returning teachers wishing to attend these two days of New Teacher Orientation may do so. However, it shall not be required that returning teachers attend except those new teachers who missed the orientation the previous year.
- 3.1.4 All teachers serving in a position requiring a Special Education Credential shall be entitled to receive two (2) additional contract days. These two days shall be used for mandatory training. Except in cases of bereavement, a teacher must attend the training to receive pay for these days.
- 3.2 Specific days on which service is to be rendered shall be determined by the adopted calendar for each work year. The calendars for the additional years of this agreement shall be determined by the District and Association. The school calendar for the additional years of the agreement shall not be adopted by the Board until after the District and Association have met and negotiated on the calendar. If the parties are unable to agree on a calendar, the Board may adopt its proposed calendar subject to continued negotiations with the Association. The work year calendar is attached as Appendix B.
- 3.3 Certain certificated employees within the bargaining unit may have extended work year contracts established by the District relative to the needs of the District; including but not limited to Community Day Class teachers, agriculture teachers, work experience teachers, guidance counselors and full-time contract adult school teachers. Compensation for extended year contracts shall be at the unit member's regular daily rate derived by dividing the annual salary by the unit member's number of workdays specified in Paragraph 3.1.
- 3.4 Unit members may be employed for service days other than the regular work year specified in their employment contract and paid at the hourly rate of pay for such assignments and this shall not modify the unit members' permanent or probationary employment status with the District. All such assignments are discretionary and may be filled depending upon the needs of the District and the finances available.
- 3.5 Unit members shall not be required to report for duty when schools are closed due to emergencies or inclement weather and such days shall not be considered workdays.
- 3.6 Unit members will not suffer loss in pay due to closing of school for emergencies or inclement weather.
- 3.7 In the event of emergencies or inclement weather requiring closing of school below the required one hundred eighty (180) days of student attendance, days lost shall be made up preferably on a day(s) normally scheduled to follow the last teaching day or as determined after negotiations with the Association. No additional salary will be paid to unit members for such days.

3.8 **SALARY SCHEDULE PROVISIONS**

3.8.1 Unit members employed for the first time by the District shall be granted full credit for prior teaching experience up to a maximum of twenty (20) years which shall permit maximum placement on the twenty-first (21st) step.

3.8.1.1 Effective July 1, 2015, current unit members who, when first employed by the District, were not granted up to 20 years of prior teaching experience if they had it, will be placed at the step that takes into account the unit members' prior teaching experience that exceeded 10 years but was no more than 20 years.

3.8.2 **ACCEPTABLE UNITS:** All units presented for classification placement on the certificated salary schedule must be semester unit or equivalent, verified by official records of accredited colleges or universities. Quarter units shall be converted to semester units by multiplying the quarter unit by two-thirds (2/3).

Contracts will be written in accordance with degrees and units on file in the Personnel Services Office. Acceptable units earned during the year may be offered for salary progression to be effective the start of the first semester provided the unit member submits verification of said units to the Personnel Services Office within 10 days of the start of the first semester. Exceptions to this requirement may be mutually agreed to by the District and the Association. Unit members failing to meet the deadline specified in 3.8.2 will not receive credit for salary progression until the following school year. Unit members new to the District shall provide written verification of course work beyond their bachelors within 60 days of employment/date of service.

3.8.2.1 Units earned before the granting of a bachelor's degree shall not be counted for purposes of placement on the certificated salary schedules.

3.8.2.2 Lower division units earned will not be counted for purposes of advancement or placement on the certificated schedule. If the unit member has extenuating circumstances, a conference may be held with the Assistant Superintendent, or his/her designee, for further discussion.

3.8.2.3 Only upper division and graduate units from accredited colleges or universities shall be acceptable for horizontal progression on the salary schedule. Unit members may request that salary advancement credit be given for upper division, **and/or** graduate, coursework proposed to be completed at an accredited college or university when the courses meet any of the following criteria:

3.8.2.3.1 Work directly related to the unit member's credential.

3.8.2.3.2 Work directly related to the unit member's primary assignment in this District.

3.8.2.3.3 Work that would clearly increase the unit member's value to this District, including, but not limited to: earning an additional credential, earning a supplementary credential, language courses to better assist site specific needs, reading specialist courses, and other courses designed to help certificated members to better assist their students.

The above provision, however, requires that Board approval be granted before the initiation of the coursework in order for credit to be granted.

3.8.2.3.4 Unit members shall attain CLAD/CTEL or equivalent state approved certification prior to requesting authorization for horizontal progression on the salary schedule.

3.8.2.4 Unit members who possess a preliminary or clear credential will be placed at a minimum on Column 3, at their appropriate step. Unit members may not advance beyond Column 2 without a preliminary or clear credential issued by the state.

Unit members who do not possess a preliminary or clear credential and are currently placed beyond Column 2 will remain at their current column until the credential is issued by the state.

3.8.2.4.1 Unit members who possess a Designated Subject Credential will be placed on the salary schedule according to the following criteria:

3.8.2.4.1.1 Unit members who possess an Initial Issuance/Partial Fulfillment Designated Subject Credential shall be placed on column one of the certificated salary schedule.

3.8.2.4.1.2 Unit members who possess Preliminary Designated Subject Credential shall be placed on column two of the certificated salary schedule.

3.8.2.4.1.3 Unit members who possess a Clear Designated Subject Credential shall be placed on column four of the certificated salary schedule.

3.8.2.4.1.4 Any movement beyond column four will require a bachelor degree, plus the appropriate extra units as defined by the current certificated salary schedule.

3.8.2.5 Unit members in possession of a valid preliminary credential may advance to Column 5 without the required Masters if they are in Column 4 and earn fifteen (15) additional units of coursework which are pre-approved by the District after 12/19/86 and the units meet the criteria in Article 3.8.2.3. Certificated Employee Request: Approval of Coursework forms shall be made available in the Personnel Services Office. Failure to gain prior approval may result in the units being excluded from consideration.

3.8.2.6 In addition to the Master's requirement exception stated above, unit members in possession of a valid preliminary credential may be placed on or advance to Column 5 and 6 if they have the MA/MS and required number of units which shall satisfy Section 3.8.2. Such units may be earned before or after the Master's program, but not used for the Master's degree. Unit members may be asked to provide the District with verification of a Master's degree course of study.

3.8.2.7 The courses must meet the criteria identified in sections 3.8.2.3.1 through 3.8.2.3.3, above.

3.8.2.7.1 Salary advancement under this section is dependant upon (1) employee submitting documentation demonstrating that the coursework requirements have been met and (2) written approval by the District. It is the responsibility of the unit member to acquire their university transcripts.

3.8.2.7.2 The pre-approval of coursework may be waived for an employee new to the District when the units meet with requirements for acceptance.

3.8.2.8 Unit members may advance to Column 6 without the required Masters if they are in Column 5 and earn or have earned seventy-five (75) additional only upper division and graduate units from accredited colleges or universities.

3.8.2.9 The possession of the preliminary or clear credential referred to in this section shall apply to unit members hired on or after 1/1/2000.

3.8.3 DISTRICT STAFF DEVELOPMENT CREDIT

3.8.3.1 Units of credit will be allowed for classification placement on the certificated salary schedule for Antelope Valley High School District-conducted staff development programs attended outside the unit member's contract day for which they do not receive hourly or stipend compensation.

3.8.3.1.1 The ratio will be one unit of credit for each fifteen hours of staff development time which has been approved by the District for staff development credit.

3.8.3.1.2 Credit will not be given when unit members attend staff development while they are on paid status as part of their contract.

3.8.3.1.3 Some staff development programs may be offered outside the unit members contracted time for hourly or stipend reimbursement. In these cases, unit members may choose either compensation or hours of credit, not both.

3.8.3.1.4 All District staff development programs will qualify for Professional Growth if they are part of the unit members approved Plan for Professional Growth.

3.8.3.2 The District will announce the number of hours of credit for each staff development program. The District will provide to the unit members verification of completion of each staff development program with the specific number of hours noted. Unit members will be responsible for compiling verification of completion and providing those to the Personnel Office in accordance with 3.8.2.

3.9 **INCREMENT:** Unit members placed in Columns 1, 2 or 3 shall not be advanced on the salary schedule beyond the following steps: Column 1 - 5th Step maximum; Column 2 - 8th Step maximum; and Column 3 - 11th Step maximum. Advancement on the salary schedule shall be at the rate of one (1) step for each year of service in the District. Unit members must serve seventy-five percent (75%) of the actual workdays in order to be eligible for the yearly increment.

3.10 **DOCTORATE:** Unit members with an earned doctorate from an accredited institution authorized to grant these degrees, upon verification to the personnel department, shall be granted a yearly stipend of \$3,500.00. Members in possession of a verifiable National Board Certification shall be granted a yearly stipend \$1,500.00 commencing upon the conclusion of the state's payments for the National Board Certification.

3.11 **CAREER INCREMENT:** Prior to the 2000-2001 school year, and beginning with the 18th year, certificated employees in Column 3, Step 10 and Columns 4, 5 and 6, Step 13, shall receive a career increment of factor .06 of Column 4, Step 1 of the salary schedule to be added to the annual contracted salary. Every 5 years thereafter, an additional career increment of .06 shall be added on a cumulative basis to the annual contracted salary. Experience for salary placement at the time of employment shall be counted. The career increment shall be considered part of the unit members' base salary and is built into the individual cells of the salary schedule.

Commencing 2000-2001 school year and beginning with the 18th year, certificated employees in column 3, Step 10 and Columns 4, 5, and 6, Step 13, shall receive a career increment of factor .06 of Column 2, Step 3 of the salary schedule to be added to the annual contracted salary. Every 5 years thereafter, an additional career increment of .06 shall be added on a cumulative basis to the annual contracted salary. Experience for salary placement at the time of employment shall be counted. The career increment shall be considered part of the unit member's base salary and is built into the individual cells of the salary schedule.

Effective 2006-2007 school year, the longevity increments in Column 5 of the 6 period and 7 period salary schedules, will be adjusted every four (4) steps beginning with Step 23.

Effective 2007-2008 school year, the longevity increments in Column 6 of the 6 period and 7 period salary schedules, will be adjusted every four (4) steps beginning with Step 17.

Effective 2016-2017 school year, the longevity increments in Column 6 of the 6 period and 7 period salary schedules, will be adjusted every three (3) steps beginning with Step 25.

3.12 **PAYROLL:** Salary payments shall be made no later than the last day of the payroll period.

3.13 **HEALTH AND WELFARE BENEFITS**

The current cap on health and welfare benefits is \$1,459.02.

PER MOU, DATED AUGUST 17, 2018

All employees in the bargaining unit are eligible for coverage from the medical plans listed under Article 3.13

- a) **Blue Cross Prudent Buyer Option 1** Annual deductible \$100/\$300, 90%/10% & \$10 office visit coverage, prescriptions \$7 generic, \$25 brand, mail order (90 day supply) prescriptions \$14 generic, \$60 brand; EAP program.
- b) **Blue Cross Prudent Buyer Option 2** Annual deductible \$100/\$300; 100% coverage & \$0 office visit coverage, prescriptions \$7 generic, \$25 brand, mail order (90 day supply) prescriptions \$14 generic, \$60 brand; EAP program.
- c) **Blue Cross Prudent Buyer Option 3** Annual deductible \$300/\$600, 90%/10% & \$20.00 office visit, prescriptions \$7 generic, \$25 Brand, mail order (90 day supply) prescriptions \$14 generic, \$60 brand; EAP program.
- d) **Blue Cross Prudent Buyer Option 4** Annual deductible \$2,000/\$4,000, 80%/20% & \$30.00 office visit, prescriptions \$9 generic, \$35 Brand, mail order (90 day supply) prescriptions \$18 generic, \$90 brand; EAP program.
- e) **Kaiser – Plan A** \$0 office visit co-pay; \$5 Rx; Vision – eye exam and \$150 towards **glasses**; Chiropractic care \$10 per visit for 30 visits per year; EAP program
- f) **Blue Cross California Care** \$10 office visit co-pay; \$5 generic, \$10 brand; Chiropractor \$5 per visit for **40** visits (current plan); EAP program
- g) **Delta Dental Incentive Program** with a maximum of \$1,500. Members receive services at the 70% level for the first year, which increases 10% each calendar year with usage.
- h) **Delta DPO Plan** This plan provides a network of dentists with 100% coverage and a maximum of \$2,000 per patient per year. In addition, the plan provides for \$3,000 in orthodontic coverage for children and adults.
- i) **Medical Eye Services Vision Plan** \$130 frame allowance (current plan used with Blue Cross Prudent Buyer Plans and Blue Cross California Care Plan).
- j) Provide a mutually acceptable IRC 125 program to permit unit members to utilize pretax dollars for qualified expenditures. IRC 125 contributions shall be held in an interest-bearing escrow account in order to protect the District from future shortages in the IRC 125 account. The District shall preserve that account and its interest until such time as the balance is reduced to zero. All interest accrued will be credited to this account. The District shall provide the Association with a quarterly statement for this escrow account;
- k) **Delta Care PMI** Managed Dental Plan.
- l) Certificated Life Insurance coverage of \$50,000. The Health and Welfare Benefits Plans are summarized in Appendix C.

- 3.13.1 Unit members regularly employed for at least one-half (1/2) time, but less than full time are eligible for prorated benefits only. Unit members regularly employed for less than one-half time are ineligible for health and welfare benefits.
- 3.13.2 Unit members who are employed subsequent to the first working day of a month shall have their health and welfare benefits commence on the first day of the month following the effective date of their employment.
- 3.13.3 Any unit member on a paid leave of absence shall receive health and welfare benefits provided by the District. Any unit member on an unpaid leave of absence shall be eligible to participate in the health and welfare benefits program available to bargaining unit members. Participation is at the unit member's expense (subject to verification that the carrier will permit participation).
- 3.13.4 Any unit member who completes the school year and has served seventy five percent (75%) or more and who either resigns effective at the end of the school year, is not reemployed as a temporary teacher for the following school year, or is laid off due to a reduction in programs or decline in enrollment, shall continue to be covered under the District's health and welfare benefits program from the effective date of separation through September 30th of that year.
- 3.13.5 If an eligible unit member should die during the term of this Article, and the unit member has ten (10) or more years of service with the District upon his/her death, the District shall continue to pay the premiums of all insurance (except life) provided by this Article for the employee's spouse and eligible dependents for twelve (12) months from the date of the employee's death.

3.14 **HEALTH AND WELFARE COVERAGE FOR RETIREES AND ELIGIBLE DEPENDENTS**

- 3.14.1 Effective upon adoption by the Board of this Agreement, the District shall provide medical insurance coverage for unit member and eligible dependents, under the same terms and conditions as provided to active employees, whose employment with the District is terminated by regular retirement or who has disability allowance approved after the effective date of this Agreement, under the State Teachers' Retirement System after reaching the fifty-fifth (55th) birthday and who has completed ten (10) **consecutive** years of **District** service including paid leave to the District. For unit members hired after July 1, 2015, unit members are eligible for this benefit after reaching their fifty-fifth (55th) birthday and having completed twenty (20) consecutive years of District service including paid leave to the District. This benefit will continue until the retired unit member is age sixty-five (65) or is eligible for Medicare, whichever comes first, or on the date the unit member determines to discontinue the coverage prior to age sixty-five (65). Each retired unit member for whom the District provides medical insurance coverage under this section shall be eligible to continue the dental and vision plan at the member's cost.
- 3.14.2 Effective upon adoption by the Board of this Agreement, a unit member whose employment with the District is terminated by retirement or who has disability allowance approved after the effective date of this Agreement under the State Teachers' Retirement System after reaching the fifty-fifth (55th) birthday and who has completed five (5) years of service to the District, including paid leave, may maintain health insurance coverage by paying his/her own premiums. The retired unit member may maintain the health insurance coverage until the retired unit member is age sixty-five (65) or on the date the retired unit member determines to discontinue the coverage prior to age sixty-five (65).
- 3.14.3 Effective July 1, 2000 the District will implement a MediGap Program (over 65 supplement) for certificated employees who retired during or subsequent to the 1999-2000 school year under STRS after 10 years of service with the District and are eligible for Medicare A & B. Preliminary funding for this program will be based on one percent (1%) of the 2000-01 certificated salary schedule and up to a maximum of one percent (1%) in future years. Continued funding and level of benefit will be contingent on an actuarial study conducted by the District. The District's intent is to make this program successful.

- 3.14.4 Certificated unit members, current and active as of June 21, 2013, with ten (10) consecutive years of District service, who retire from the District under STRS or PERS, and who are eligible, or will be eligible, for MediCare A + B, shall receive the supplemental Medicare Program. Eligible participants who retire, at the time Medicare Benefits begin, receive a MediGap Benefit of \$150 per month until age 75, or may choose to receive a one-time monetary buy-out of \$5,000, on the date of their retirement, in lieu of receiving the monthly benefit.
 - 3.14.5 Certificated employees hired after June 30, 2013 will not be eligible to participate in the MediGap Program.
 - 3.14.6 In the event the Patient Protection and Affordable Care Act (PPACA) is modified, repealed or invalidated, in whole or in part, making the provision of MediGap benefits unnecessary, irrelevant or unlawful, e.g., MediGap benefits are covered by the PPACA, the parties agree to immediately meet and negotiate modifications to the District MediGap program.
- 3.15 **EXTRA DUTY PAY SCHEDULE** - Extra Duty Schedule outlined as per Appendix D.

Article 5
LEAVE PROVISIONS

5.0 The leave benefits provided by the District for unit members shall be as follows:

5.1 **SICK LEAVE:**

5.1.1 Unit members regularly employed full-time, five (5) days a week, shall be entitled to leave of absence with full pay for illness, injury, doctor and dental appointments in accordance with the following schedule:

5.1.1.1 Full-time unit members working ten (10) months per year shall receive ten (10) days sick leave of absence.

5.1.1.2 Full-time unit members who receive extended work year contracts shall receive additional sick leave on the basis of one (1) additional day for each eighteen (18) days of service which shall be prorated.

5.1.1.3 A unit member who is employed by the District not less than five (5) days per week for District summer school classes shall accrue sick leave at the rate of four (4) hours for each sixty (60) hours of summer school classes. Sick leave entitlement for District summer school shall be credited to the unit member at the beginning of the summer session in which the service is to be rendered. Unit members who work less than the full term of the summer session shall receive a prorated portion of sick leave based on sixty (60) hours. No previously accumulated sick leave can be used for absences during summer school. Earned summer-school sick leave credit shall be added to the accumulated sick leave.

5.1.1.4 In accounting for usage of sick leave by those teachers who have an "extra teaching period" pursuant to Article 4, Section 4.6, the maximum deduction for any full day of sick leave usage shall be six (6) hours.

5.1.2 A unit member may use his/her accumulated sick leave at any time during the school year, excluding absences during summer school. Sick leave used shall be deducted on an hourly basis.

5.1.3 The sick leave entitlement for the year shall be credited to the unit member at the beginning of the year. If the unit member does not use all sick leave days to which entitled in any school year, any unused days shall be accumulated from year to year.

5.1.4 To be eligible for sick leave with pay, the unit member shall be in a paid status and scheduled to work on the day(s) absent. Pay for any day of such absence shall be the same as the pay which would have been received had the unit member served during the day.

5.1.5 The District shall provide each unit member with a written statement of his/her accrued sick leave total and of his/her leave entitlement for the school year. Such statements shall be provided no later than November 1 of each school year. Unit members will be provided with updated statements of accrued sick leave within five (5) days of such request.

5.1.6 Upon exhaustion of all accumulated full-pay sick leave credit, a unit member who continues to be absent, under the provisions of this Article, shall receive for an additional period of five school months, per illness or accident, the difference between his/her daily rate of pay based upon his/her annual salary and the amount that was actually paid to the substitute employee (hourly rate, plus fringe and statutory benefits) or, if no substitute employee was employed, the amount that would have been paid a substitute on the first step of the substitute salary schedule. Unit members shall not be provided more than one five-month period per illness or accident.

5.1.7 The amount to be received by the absent unit member will be determined as follows:

- 5.1.7.1 The absent unit member will receive full pay for all days of accumulated sick leave.
- 5.1.7.2 When a unit member is absent and eligible for industrial accident or illness leave, the absence for purposes of accumulated sick leave, shall be deemed to commence on the date of termination of the industrial accident or illness leave, provided that if the unit member continues to receive temporary disability indemnity, the unit member may elect to take as much of the accumulated sick leave which, when added to temporary disability indemnity, will result in a payment to the unit member of not more than the full salary. After all accumulated sick leave has been used, the absent unit member will receive differential pay up an additional five school months.
- 5.1.7.3 When a unit member is absent from assigned duties on account of illness and all sick leave benefits have been expended, or when a unit member is absent from duty for a cause other than illness, no further salary will be paid by the District, and employee insurance coverage paid by the District will cease at the end of the month for which payment has been made. The unit member shall then have the following options available for consideration, the election of which the unit member must advise the District Personnel Office, in writing, no later than the day following the expiration of accumulated sick leave and differential pay.
 - 5.1.7.3.1 Request a leave of absence, which may or may not be approved by the District. If granted for job-related illness or injury, the District may provide the District-paid insurance allowed regular unit members.
 - 5.1.7.3.2 Apply for retirement or disability allowance. If disability allowance is granted and an unpaid leave is requested, it will be granted in one (1) year increments.
 - 5.1.7.3.3 Resign from employment in the school district.
 - 5.1.7.3.4 Be subject to dismissal proceedings in accordance with the Education Code if the unit member fails to exercise one of the above options.
- 5.1.8 An attending physician's or attending licensed practitioner's verification of illness may be required by the District for any request for sick leave. Periodic medical reports may also be required during the extended absence of a unit member. A unit member who extends a holiday by use of a sick day for a second time during the same school year will be required to provide District with a licensed practitioner's verification of illness or will be docked a day's pay. Holidays include the following: Labor Day, Veteran's Day, Thanksgiving Break, Winter Break, Martin Luther King Day, President's Day, Spring Break, and Memorial Day. The District shall not require verification of illness from unit members in an arbitrary or discriminatory manner. Unit members returning to work from illness involving surgery, serious illness, differential leave, or extended absence, shall be required to present a doctor's release verifying a physical condition suitable for return to work, including any restrictions. For purpose of this section, 'extended absence' is defined as an absence of more than five (5) work days. A unit member who fails to provide the required medical verification of illness, medical disability, or injury as stated, shall be placed in an unpaid status until such verification is received by the District.
 - 5.1.8.1 Certificated unit members utilizing their own sick time. Certificated unit members on sick leave for five (5) consecutive days must submit, in person, via email or by facsimile, a physician's note to the District Office, Personnel Department, signed by their physician in order to return to work or to be paid. The note must be received by the sixth (6th) day whether the employee returns to work or not. Notes received after the sixth (6th) day will only authorize the unit member to be paid for the previous five (5) days. Unauthorized absences will result in docked pay. If the note received on the sixth (6th) day does not

authorize the continuing absence, subsequent notes are needed to authorize each five (5) days.

- 5.1.8.2 Certificated unit members who have exhausted sick leave and are on differential leave. Certificated unit members whose absences have resulted in them utilizing differential leave must submit, in person, via email or by facsimile, a physician's note to the District Office, Personnel Department, signed by their physician prior to returning to work. Failure to do so will result in a dock in pay for the days absence.

Certificated unit members on differential leave for more than five (5) days must submit a physician's note on the sixth (6th) day of absence, regardless of their return to work, in order to authorize the prior five (5) days of absence (as required while utilizing regular sick leave). If the note received on the sixth (6th) day does not authorize the certificated unit member continuing absence, subsequent notes are needed to authorize each five (5) days of absence.

- 5.1.9 Medical examinations required by the District shall be in accordance with the Medical Examinations section of this Agreement.
- 5.1.10 If a unit member resigns, retires, or is terminated, and has used more sick leave than was earned, the amount used but not earned shall be deducted from the final warrant of the unit member.
- 5.1.11 Members of the unit must notify the District Personnel Services Office of absence as the necessity to be absent becomes known to the unit member; but in the instances of full-day absence, no later than 6 a.m. on the day of the absence so that substitute arrangements can be made.
- 5.1.12 A unit member desiring to return from an extended absence shall notify the District Personnel Services Office no later than 6 a.m. on the date of return from the absence in order to avoid conflicts with substitute arrangements.
- 5.1.13 Failure to comply with the request procedures for paid sick leave and return provisions (sections 5.1.8 – 5.1.12, above) may, at the discretion of the District, result in the unit member being denied payment for the day(s) of absence.

5.2.0 MATERNITY LEAVE

- 5.2.1 Each female employee shall be entitled to a leave of absence for the period of time she is required to be absent by reason of physical incapacity due to pregnancy or childbirth or conditions related thereto. The employee shall be entitled to use accumulated sick leave on the same basis provided for any other illness or injury.
 - 5.2.1.1 The period of leave, including the date upon which the leave shall begin, shall be determined by the unit member and her doctor. A statement from the unit member's doctor as to the beginning date of such leave shall be filed with the Personnel Services Office. This date shall be based upon the unit member's ability to render service in her current position.
 - 5.2.1.2 The date of the unit member's return to service shall be based upon her doctor's analysis and written statement of the unit member's physical ability to render service and absence of physical disability.
 - 5.2.1.3 Upon written request of the unit member for an extension of time, beyond District-paid benefits under the sick leave provisions, the Board of Trustees, upon recommendation of the Superintendent and in the best interests of the school district and unit member, may use discretion in granting an extension of time, without compensation, as deemed necessary. Unit member health and welfare benefits may be continued at the expense of the unit member on leave for so long as the unit member is on leave without compensation and conditioned upon a willingness of the carrier(s) to extend such coverage.

5.2.2 CHILD REARING/PATERNITY LEAVE

- 5.2.2.1 Up to one year's unpaid leave may be granted at the District's discretion to a unit member to care for such unit member's own (including adopted) child under six (6) years of age. Written application must be submitted to the Personnel Services Office at least thirty (30) days prior to the commencement of such leave. Requests for renewal of such leave will be considered.

5.3 PERSONAL NECESSITY LEAVE

Use District-wide form requesting personal necessity leave. The form to be utilized is attached hereto.

- 5.3.1 Unit members in the following cases shall be entitled to use ten (10) days of accumulated sick leave allotment during each school year for personal necessity. When taking such leave, the unit member shall input their absence into the District employee attendance tracking system not later than 6 a.m. of the workday in which the absence is requested. In emergency situations where advance notification is impossible, the unit member shall notify the office of the Assistant Principal as soon as reasonably possible. Personal necessity leave will be approved in the following instances:
 - 5.3.1.1 Death of member of his/her immediate family. Immediate family of the unit member is defined as mother, father, aunt, uncle, grandmother, grandfather or a grandchild of the unit member or of the spouse or domestic partner of the unit member, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister or sister-in-law of the unit member or their domestic partner, or other adult who has had the primary responsibility for the raising or care of the unit member, or any relative living in the immediate household of the unit member. At the discretion of the District, the immediate family definition may be waived.
 - 5.3.1.2 Accident, or imminent danger involving his/her person or property, or the person or property of a member of his/her immediate family as defined above, of such an emergency nature that the immediate presence of the unit member is required during his/her workday.
 - 5.3.1.3 Illness of members of the unit member's immediate family, as defined above, when such illness makes it impossible or inadvisable for the unit member to carry out his/her duties.
 - 5.3.1.4 Appearance in court as a litigant, or as a witness under an official order, or other absence required under official government order.
 - 5.3.1.4.1 When requested, the unit member shall furnish evidence of the court appearance or official government order to the site administrator who shall, in turn, attach it to the time sheet.
 - 5.3.1.5 Adoption proceedings, limited to picking up child from adoption agency, and court appearance in conjunction with adoption.
 - 5.3.1.6 Leave to be with member of immediate family prior to overseas assignment as member of the armed services of the United States.
- 5.3.2 Personal necessity leave also includes matters of compelling personal importance beyond mere convenience wherein the unit member conscientiously believes that his/her participation is necessary and requires his/her absence from duty, such as religious observances, legal counseling, and professional personal or family counseling. All personal necessity leave for matters of compelling personal importance must be approved by the site administrator, or his/her designee, in advance of the absence. Such approval shall not be unreasonably withheld. Upon request of the unit member, the site administrator shall provide in writing the reason(s) for withholding such approval. The site administrator, or his/her designee, may make exceptions to the notification and approval requirement in cases of emergency.

- 5.3.3 Upon returning from personal necessity leave, the unit member, upon request by site administration, shall provide written verification that the personal necessity leave was taken in compliance with this provision. Unit members shall be denied paid personal necessity leave benefits for absence for purposes other than those defined above and/or for failure to comply with the absence verification requirements.

Article 27

ORGANIZATIONAL MEMBERSHIP DUES AND OTHER PAYROLL DEDUCTIONS

- 27.0 AVTA/CTA/NEA, shall deliver to the District an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one-tenth (1/10th) of such dues from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year.
- 27.1 With respect to all sums deducted by the District pursuant to paragraph 27.0 above, for membership dues, the District agrees promptly to remit such monies to the Association, accompanied by an alphabetical list of unit members for whom such deductions have been made, categorizing them as to membership in the Association, and indicating any changes in personnel from the list previously furnished.
- 27.2 The Association agrees to furnish the District with a membership roster to fulfill the provisions of this Article.
- 27.3 Unit members paying their Association dues by cash directly to the Association shall have their cash dues or fees paid by October 1 of each subsequent year after initial enrollment.
- 27.4 In accordance with Education Code 45060, the Association agrees to indemnify the District for any claims made by unit members for deductions made in reliance on the membership list provided by the Association.
- 27.5 The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to above shall or shall not be compromised, resisted, defended, tried or appealed
- 27.6 For voluntary payroll deductions, other than Association membership dues, upon appropriate written authorization from the unit member the District shall deduct from the salary of any unit member and make appropriate remittance for credit union, savings, bonds, charitable donations, or another plans or programs approved by the District.
- 27.7 The Association will timely provide the District a list of unit members who have elected to discontinue membership dues or fees.

Appendix A

Salary Schedules

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT
CERTIFICATED SALARY SCHEDULE 2018-2019
6 PERIOD WORK SCHEDULE

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
	BACHELOR'S	BACHELOR'S+15 OR SPECIAL CREDIT	BACHELOR'S + 30 With PRELIMINARY SINGLE SUBJECT CREDENTIAL	BACHELOR'S +45 OR MASTERS with PRELIMINARY CREDENTIAL	*BACHELOR'S + 60 WITH MASTER OR MASTERS +15 with PRELIMINARY CREDENTIAL	*BACHELOR'S +75 WITH MASTERS OR MASTERS +30 with PRELIMINARY CREDENTIAL
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
1	43,144	46,164	56,954	57,388	57,816	58,251
2	45,738	48,757	57,023	57,458	57,886	60,837
3	48,327	51,345	57,089	57,525	60,407	63,427
4	50,916	53,936	57,158	59,975	62,997	66,013
5	53,503	56,525	59,544	62,565	65,588	68,606
6	53,503	59,111	62,134	65,153	68,173	71,195
7	53,503	61,700	64,725	67,745	70,763	73,783
8	53,503	64,291	67,314	70,332	73,350	76,373
9	53,503	64,291	69,900	72,919	75,941	78,960
10	53,503	64,291	72,488	75,508	78,529	81,552
11	53,503	64,291	72,488	78,099	81,121	84,138
12	53,503	64,291	72,488	80,687	83,710	86,729
13	53,503	64,291	72,488	83,277	86,295	89,314
14	53,503	64,291	72,488	83,277	86,295	89,314
15	53,503	64,291	72,488	83,277	86,295	89,314
16	53,503	64,291	72,488	83,277	86,295	89,314
17	53,503	64,291	72,488	83,277	86,295	92,450
18	53,503	64,291	75,626	86,408	89,427	92,450
19	53,503	64,291	75,626	86,408	89,427	92,450
20	53,503	64,291	75,626	86,408	89,427	92,450
21	53,503	64,291	75,626	86,408	89,427	95,582
22	53,503	64,291	75,626	86,408	89,427	95,582
23	53,503	64,291	78,756	89,541	92,561	95,582
24	53,503	64,291	78,756	89,541	92,561	95,582
25	53,503	64,291	78,756	89,541	92,561	98,714
26	53,503	64,291	78,756	89,541	92,561	98,714
27	53,503	64,291	78,756	89,541	95,691	98,714
28	53,503	64,291	81,890	92,672	95,691	101,846
29	53,503	64,291	81,890	92,672	95,691	101,846
30	53,503	64,291	81,890	92,672	95,691	101,846
31	53,503	64,291	81,890	92,672	98,824	104,977
32	53,503	64,291	81,890	92,672	98,824	104,977
33	53,503	64,291	85,024	95,806	98,824	104,977
34	53,503	64,291	85,024	95,806	98,824	108,125
35	53,503	64,291	85,024	95,806	101,957	108,125
36	53,503	64,291	85,024	95,806	101,957	108,125
37	53,503	64,291	85,024	95,806	101,957	111,273
38	53,503	64,291	88,154	98,939	101,957	111,273

* Must satisfy section 3.8.2.7.1 through 3.8.2.9 of Agreement (Pre BA/BS UNITS DO NO APPLY)**.

Board approved 2/28/19. Effective July 1, 2018.

**Career increments are reflected in the individual cells of the salary schedule.

Doctorate	\$3,500.00
National Board Certification	\$1,500.00
Hourly	\$38.51

**ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT
 CERTIFICATED SALARY SCHEDULE 2018-2019
 7 PERIOD WORK SCHEDULE**

This salary schedule is for a guaranteed year-long, seven period teaching assignment (six classes & one conference/prep) which includes, but is not limited to, Independent Study & CDC. These salaries shall be for STRS credit.

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
	BACHELOR'S	BACHELOR'S +15 OR SPECIAL CREDIT	BACHELOR'S + 30 with PRELIMINARY SINGLE SUBJECT CREDENTIAL	BACHELOR'S +45 OR MASTERS with PRELIMINARY CREDENTIAL	*BACHELOR'S + 60 WITH MASTER OR MASTERS +15 with PRELIMINARY CREDENTIAL	*BACHELOR'S +75 WITH MASTERS OR MASTERS +30 with PRELIMINARY CREDENTIAL
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
1	50,339	53,861	66,447	66,957	67,457	67,960
2	53,363	56,883	66,527	67,034	67,534	70,980
3	56,381	59,901	66,607	67,116	70,477	73,998
4	59,400	62,924	66,685	69,971	73,497	77,016
5	62,420	65,947	69,468	72,992	76,517	80,408
6	62,420	68,962	72,487	76,013	79,538	83,061
7	62,420	71,983	75,509	79,035	82,555	86,081
8	62,420	75,004	78,529	82,052	85,574	89,104
9	62,420	75,004	81,554	85,072	88,595	92,119
10	62,420	75,004	84,574	88,094	91,620	95,142
11	62,420	75,004	84,574	91,116	94,640	98,162
12	62,420	75,004	84,574	94,134	97,660	101,181
13	62,420	75,004	84,574	97,156	100,682	104,200
14	62,420	75,004	84,574	97,156	100,682	104,200
15	62,420	75,004	84,574	97,156	100,682	104,200
16	62,420	75,004	84,574	97,156	100,682	104,200
17	62,420	75,004	84,574	97,156	100,682	107,857
18	62,420	75,004	88,227	100,812	104,331	107,857
19	62,420	75,004	88,227	100,812	104,331	107,857
20	62,420	75,004	88,227	100,812	104,331	107,857
21	62,420	75,004	88,227	100,812	104,331	111,509
22	62,420	75,004	88,227	100,812	104,331	111,509
23	62,420	75,004	91,880	104,466	107,988	111,509
24	62,420	75,004	91,880	104,466	107,988	111,509
25	62,420	75,004	91,880	104,466	107,988	115,164
26	62,420	75,004	91,880	104,466	107,988	115,164
27	62,420	75,004	91,880	104,466	111,643	115,164
28	62,420	75,004	95,535	108,120	111,643	118,819
29	62,420	75,004	95,535	108,120	111,643	118,819
30	62,420	75,004	95,535	108,120	111,643	118,819
31	62,420	75,004	95,535	108,120	115,298	122,477
32	62,420	75,004	95,535	108,120	115,298	122,477
33	62,420	75,004	99,191	111,777	115,298	122,477
34	62,420	75,004	99,191	111,777	115,298	126,150
35	62,420	75,004	99,191	111,777	118,950	126,150
36	62,420	75,004	99,191	111,777	118,950	126,150
37	62,420	75,004	99,191	111,777	118,950	129,821
38	62,420	75,004	102,844	115,428	118,950	129,821

* Must satisfy sections 3.8.2.7.1 through 3.8.2.9 of Agreement (Pre BA/BS UNITS DO NO APPLY)**

**Career increments are reflected in the individual cells of the salary schedule.

Board approved 2/28/19. Effective July 1, 2018.

Doctorate	\$3,500.00
National Board Certification	\$1,500.00
Hourly	\$38.51