

Agreement between the

SANTA BARBARA UNIFIED SCHOOL DISTRICT

and the

SANTA BARBARA TEACHERS ASSOCIATION

CTA/NEA

2021-2024



Santa Barbara Unified

Every child, every chance, every day.

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ARTICLE I - PREAMBLE

Section 1. Parties

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

Section 2. Purpose

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

ARTICLE II - RECOGNITION

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

ARTICLE III - RIGHTS AND OBLIGATIONS OF PARTIES

Section 1. Association

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

1.2 The Association may use District designated bulletin boards at each school site for the purpose of communicating usual and regular Association business to unit employees. Only materials authorized by the Association president or their designee shall be posted. A courtesy copy of such posting shall be provided to the site administrator or the superintendent at the time of the posting.

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

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

1.5 SBTA will be given 30 minutes to meet with new teachers during orientation at a time that is mutually agreed upon by both parties.

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

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

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

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

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

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

Section 2. District.

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

Section 3. Employees

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

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

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

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

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

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

ARTICLE IV - WAGES

Section 1. General

1.1 Salary Schedules I and II will read as reflected by Exhibit "B", "B-1", "B-2", "B-3", "B-4", "B-5", "B-6", "B-7," "B-8", "B-9," "B-10", "B-11", "B-12", "B-13", "B-14", "B-15," "B-16," "C" and "C-1", attached to the current Agreement between the Districts and the S.B.T.A. The co-curricular activity schedule will read as reflected by Exhibit "D" and attached to the current Agreement between the District and the S.B.T.A.

Section 2. Early Childhood Education and CalSAFE

The wages for Early Childhood Education and CalSAFE employees shall be determined according to Salary Schedule C-1, Early Childhood Education Certificated Personnel. Early Childhood Education unit employees shall be compensated at a rate of 185/225 of placement on Salary Schedule C-1. CalSAFE unit employees shall be compensated at a rate of 185 of placement on Salary Schedule C-1.

Section 3. Co-Curricular

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

Section 4. Mileage Reimbursement

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

ARTICLE V - HEALTH & WELFARE BENEFITS

Section 1. Regular Unit Employees

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

1.2 The District shall continue to contract for dental and vision insurance for the full-time unit employee only, which will provide the current level of benefits. The District's annual dental and vision insurance contribution can be found in EXHIBIT H. The employee may pay the additional premium for dependent coverage through payroll deduction.

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

1.4 The District will pay an annual contribution for medical benefit premiums which can be found in EXHIBIT H. The District shall contribute to the benefit programs set forth in sections 1.1, 1.2, and 1.4. The District shall pay 70% (seventy percent) of any increase to the annual premium. This agreement shall be in effect for 2021-2022, 2022-2023, and 2023-2024, at which time the agreement will sunset and revert back to the District contribution of a maximum of 1% increase over the premium cost unless otherwise negotiated.

1.5 Qualified employees working at least fifty percent (50%) of the normal work day, but less than full time, shall have District paid premiums for the coverage set forth in 1.1, 1.2, and 1.4 prorated on the percentage of time worked. The District shall pay the percentage

of premium equal to the percentage of the normal work day scheduled for the employee, provided that the employee elects to pay the balance of such premium cost.

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

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

Section 2. Retired Unit Employees

2.1 Regularly permanent full-time unit employees who retire between the age of fifty-five (55) and sixty-five (65) and have ten (10) or more years of service with the District, shall be paid by the District the premium cost for medical coverage (as described in 1.1) for the employee only (excluding dependents) up to a maximum of one thousand dollars (\$1,000) per year until age sixty-five. Unit employees employed prior to October 7, 1982, as a regular permanent full-time unit employees who have rendered twenty (20) years or more of full-time service with the District at the time of retirement shall be paid the following after age sixty-five (65): the premium cost for medical coverage (as described in 1.1) for the employee only (excluding dependents) up to a maximum of five hundred dollars (\$500) per year.

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

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

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

ARTICLE VI - HOURS/CONDITIONS

Section 1. Hours of Work

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

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

1.2.1 In the event that special circumstances (i.e. standardized testing) lead the District or a site to temporarily change bell schedules, no part-time employee shall be required to arrive earlier or remain later than they would under the regular bell schedule.

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

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

1.5 Assignments of adjunct duties shall be scheduled so that teachers may plan their instructional preparation activities to accommodate for them; and, except in emergencies, such duties requiring an employee to remain at District facilities more than

seven and a half hours shall not be made less than five (5) school days prior to such assignment.

1.6 Preparation Periods: Preparation and planning time shall be teacher directed.

Teachers will not be required to attend meetings or professional learning or be given duties or assignments except in cases of emergencies or special circumstances.

1.6.1 Secondary unit members (classroom teachers) shall have one designated and consistent period, unless schedule change requires a different prep period.

1.6.2 Anything less than full time is not entitled to a paid prep period.

1.6.2.1 Dos Pueblos High School unit members who normally work 3 school days of 6 contiguous periods and 2 school days of 3 contiguous periods will have one period 4 days per week for planning and preparation. One of the 4 days will be within the 2 school days of 3 contiguous periods. Unit members will normally be provided with at least 264 minutes for planning and preparation weekly.

Should 70% of Dos Pueblos unit members vote to return to a traditional 6 contiguous periods for 5 days per week, the language in Article VI Section 1.6.2.1 shall revert to the language in Article VI Section 1.6.1

1.6.2.2 Wednesday late start mornings shall be teacher-directed prep time.

1.6.3 If a junior high school chooses to go on a different schedule (i.e. Block Schedule, etc.), the employee is entitled to the equivalent number of preparation periods per week as the employee in a regular track program.

1.6.3.1 Due to La Cumbre Junior High School's large and unduplicated pupil count percentage, on an isolated basis La Cumbre Junior High School unit members may volunteer to work a split shift consisting of 5 teaching periods, 1 preparation period, and 1 non-duty period. This language shall remain in effect as long as La Cumbre Junior High School's unduplicated pupil count percentage remains above the unduplicated pupil count percentages of the District's other junior high schools. This schedule does not set a precedent

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

1.7 Each elementary school shall be allocated time sufficient to provide each TK through third grade classroom teacher with no less than one hundred and forty-two (142) minutes of planning and preparation time, within the student day, in each month except June and August, and each fourth through sixth grade classroom teacher with no less than one hundred seventy (170) minutes of planning and preparation time, within the student day, in each month except June and August. In addition, each TK through sixth grade classroom teacher shall have the fourth early-release Wednesday of each month for planning and preparation time.

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

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

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

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

1.9.1 School psychologists and SLPs shall not be required to cover other psychologist/SLP's caseloads unless mutually agreed upon including compensation. Psychologists and SLPs shall be paid hourly for the extra work.

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

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

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

Section 2. Work Year

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

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

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

2.3 The regular work year for unit employees hired as School Psychologists shall be two hundred (200) days. The work calendar shall be coordinated in conjunction with the direct supervisor no later than 30 days prior to the start of the 185 day calendar. If an agreement cannot be reached on calendar, it can be appealed.

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

2.5 Teacher Work Day

One of the non-student days at the beginning of the school year shall be a self-directed teacher work day. The final non-student day of the school year shall be a self-directed teacher work day. The final work day may begin with a staff meeting of no more than 60 minutes.

Section 3. Work Day

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

3.1.1 Kindergarten: Two hundred (265) instructional minutes.

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

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

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

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

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

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

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

3.1.8 Dos Pueblos High School and Santa Barbara High School: shall have a daily average of three hundred sixty three (363) instructional minutes. Unit members' seminar assignments shall be mutually agreed upon.

3.1.9 San Marcos High School shall have a daily average of three hundred seventy seven (377) instructional minutes. Of these instructional minutes, one hundred (100) minutes per week shall be intervention instructional minutes. Unit members' intervention assignments shall be on a voluntary basis and mutually agreed upon. Should 70% of San Marcos unit members vote to return to a block schedule of 4 contiguous periods (Article VI Section 1.6.3.) the language in Article VI Section 3.1.9 shall revert to the language in Article VI Section 3.1.5.

Section 4. Kindergarten

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

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

Kindergarten shall have ten (10) student early release days for parent conferences that align with parent conferences/early release days in grades 1 through 6. In addition, Kindergarten shall have early release days during the first five (5) days of school to be used for individual parent conferences/orientations. This time shall not be used for conducting student assessments. These early release days will be consecutive except for early release days in which PLC work/staff meetings occur.

Section 5. Special Education Teachers

Special education teachers may have the equivalent of up to 4 days of release time per year to work on caseload management duties. If no sub is available, the release time shall be rescheduled.

Section 6. Calendar

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

Section 7. Work Load (Secondary)

Courses with the same title regardless of the level of students (such as English 10 vs. English 10 Honors) are considered one preparation. Advanced Placement (AP) and International Baccalaureate (IB) courses shall count as a different preparation than other courses of the same title. The District will make reasonable effort to assign no more than three (3) preparations based on this definition.

Section 8. Roving Teachers (Secondary)

Secondary school sites will keep roving teachers to a minimum. Volunteers will be solicited among the staff and no teacher shall have to rove for more than two consecutive years. The District will provide a cart for the roving teacher to transport their materials.

Section 9. The Instructional Council

The Instructional Council shall consist of an Elementary Instructional Council and a Secondary Instructional Council. The Instructional Council shall discuss matters relating to instruction and inform decision-making. Representatives shall disseminate the information to their colleagues.

9.1 Make up of the Councils

Elementary: The Council is chaired by the Assistant Superintendent of Elementary Education. The elementary council shall consist of 10 unit members from elementary (one from each site plus one from special education, one TOSA, and one PLC wheel teacher: Art/Music/PE).

Secondary: The Council is chaired by the Assistant Superintendent of Secondary Education. The elementary council shall consist of 13 unit members (one each from CTE, ELA, Health, math, PE, science, social studies, VAPA, world languages, special education, counselors, librarians, and one TOSA).

9.2 Nomination of Instructional Council members

Elementary: unit members at each site will select two (2) representatives, one from TK-3 and one 4-6 and forward the names to the principal. Principals retain the right to veto one of the nominees, in which case, the nominee shall be notified in writing of the reasons(s) for the veto. A new election shall take place and the new name will be

forwarded to the principal and the principal shall submit both names to the Instructional Council chairperson. Representatives shall serve based on the following schedule to ensure site and grade level balance. Each representative shall serve for one year. Elections shall take place every two years. In the event of a vacancy, the site shall forward a name of a newly elected representative to the Elementary Instructional Council chairperson for the remainder of the term.

School	TK-3	4-6
Adams	2021-2022	2022-2023
Cleveland	2022-2023	2021-2022
Franklin	2021-2022	2022-2023
Harding	2022-2023	2021-2022
McKinley	2021-2022	2022-2023
Monroe	2022-2023	2021-2022
Roosevelt	2021-2022	2022-2023
SBCA	2022-2023	2021-2022
Washington	2021-2022	2022-2023

Secondary: unit members from each subject will select two of their Department and/or District Leads and forward the names to the Assistant Superintendent of Secondary Education. Unit members who are Special Education teachers or counselors shall elect two of their Department Chairs and forward the names to the Assistant Superintendent of Secondary Education. The Assistant Superintendent will constitute the composition of the Instructional Council in order to ensure a balanced representation. Elections shall take place every two years. In the event of a vacancy, the subject will forward a name of a Department Lead to the Secondary Instructional Council chairpersons for the remainder of the term.

9.3 Communication

Elementary: The Instructional Council representatives serve as liaisons to their elementary sites, communicating instructional issues, questions, and concerns from sites to the Instructional Council and from the Council back to their sites.

Secondary: The Instructional Council representatives serve as liaisons to their district-wide subject area, communicating instructional issues, questions, and concerns from subjects to the Instructional Council and from the Council back to their subjects.

9.4 Meetings

The Elementary and Secondary Instructional councils shall meet separately on the second Monday of each month unless the second Monday is a holiday in which case the meeting shall be held on the first Monday of the month. Up to three times a year, the Elementary and Secondary Instructional Councils shall meet together with the Superintendent.

9.5 Teachers will be paid the contracted hourly non-instructional rate for their time attending the meetings.

Section 10: Site PLC Leads, District PLC Leads, and Department Leads, and School Leadership Team Representatives

10.1 The term of the Site PLC Leads, District PLC Leads, and Department Leads shall be defined as two years.

10.2 The Site PLC Lead must be a teacher, a majority of whose assignment is within the PLC or grade level. The Site PLC Lead must be selected by secret ballot at a regularly scheduled meeting of the PLC. The selection of the Site PLC Lead must be done in the fall by the end of the first week of school.

10.2.1 Teachers who have submitted in writing their resignation, intent to retire, or have accepted in writing a transfer to another school are not eligible to vote. Ballots shall be counted by the PLC members immediately. The name of the person who receives the most votes shall be forwarded to the principal.

10.2.2 Principals retain the right to veto the nominee, in which case, the nominee shall be notified in writing of the reason(s) for the veto. The veto shall not

preclude the initial designee from competing in any future election, including the election which resulted in the veto.

10.2.3 By majority secret ballot vote, the department may seek a new election and will present another nominee.

10.2.4 An election shall follow any vacancy. By majority secret ballot vote, a PLC or grade level may elect to forward no name to the principal. In such an event, the principal may designate a Site PLC Lead.

10.3 Elementary Site PLC Leads will facilitate two (2) PLC meetings monthly during the regularly scheduled PLC time. Responsibilities include: facilitate collaboration of grade-level PLC; serve as representative to SLT; organize and maintain PLC records and resources; articulate with counterparts at other school sites; serve as representative to ad-hoc district-wide meetings; and manage supplies. See Exhibit F.

10.4 Secondary Site PLC Leads will facilitate three (3) PLC meetings monthly during the monthly regularly scheduled PLC time. Responsibilities include: organize and maintain Site PLC records and resources; articulate with counterparts at other school sites. See Exhibit F.

10.5 Secondary District PLC Lead elections will follow the rules laid out in Section 10.2. Duties include: facilitate District PLC meetings; organize and maintain District PLC records and resources; facilitate vertical articulation; participate in Open House and Showcase events and coordinate awards as needed; and serve as representative to ad-hoc District meetings. Secondary District PLC Leads may serve as representative to SLT pending site-based elections. Except for CTE, individual elective teachers will order supplies individually.

10.6 PK District PLC Lead elections will follow the rules laid out in section 10.2. Duties include: facilitate monthly PLC meetings and organize and maintain PLC records and resources. See Exhibit F

10.7 Secondary Department Leads will be elected from among the Site PLC Leads in a given department. District Department Leads will be elected from all teachers within that District Department. Elections will follow the rules laid out in section 10.2. Duties include: serve as representative to Site Leadership Team (see Exhibit F); serve as representative

to ad hoc District meetings; provide input into Master Schedule; assist in development of Curriculum Course Catalogue; facilitate quarterly Department Meetings; facilitate vertical articulation; organize and maintain instructional resources; facilitate communication between administration and teachers; facilitate communication amongst teachers; coordinate department awards; order supplies and coordinate Open House participation.

10.7.1 District Department Leads shall not be part of any site SLT because they represent multiple schools. District Department Leads may be asked to engage in meetings with the community and the District office.

10.8. Members of the Site Leadership Team are listed in Exhibit F.

10.8.1 School Leadership Team Representatives participate in regularly scheduled meetings of the School Leadership Team, representing their respective curricular areas; prepare for and facilitate quarterly department meetings to address all aspects of curriculum, instruction and assessment. The principal may, after consulting with the team, provide release time for a meeting.

10.9 Special Education PK-6 District PLC Leads, Elementary/Secondary District PLC Leads, and Secondary District PLC Leads must be a Special Education certificated member. The term is for two years. Elections will be held following the rules laid out in section 10.2. Duties include: facilitate monthly PLC meetings, and organize and maintain PLC records and resources.

10.9.1 Psychologist and Speech Language Pathologist Leads facilitate monthly grade-span PLC meetings and co-facilitate monthly join PLC meetings.

10.10 Secondary Head Counselor. Each secondary site shall elect, by secret ballot at a meeting prior to the first day of instruction, a Head Counselor.

10.10.1 Duties of Head Counselor. The duties of the Secondary Head Counselor include: serve as a liaison to the District Head Counselor meetings through attendance at regular meetings, facilitate weekly site Counseling department meetings, serve as a representative of the Counseling department to the school's leadership team, serve as supply manager for the Counseling department and provide leadership in the development of the master schedule.

10.10.2 Elections of Head Counselor. The term of the Head Counselor shall be defined as two years. The Head Counselor must be a certificated employee who

is a member of the Counseling department and may be a shared position at each school site.

Counselors shall have one vote per 0.2 FTE assigned within the Counseling department when voting for the Head Counselor. Counselors on paid leave are eligible to vote. Counselors who have submitted in writing their resignation or intent to retire, or who have accepted in writing a transfer to another school, are not eligible to vote.

Ballots shall be counted immediately and in a fair and open manner. No part of the election procedure shall take place in the presence of an administrator. The name of the person receiving the most votes shall be forwarded to the principal. Principals retain the right to veto the nominee, in which case, the nominee shall be notified in writing of the reason(s) for the veto. The veto shall not preclude the initial nominee from running in any future election.

By majority secret ballot vote, a department may seek a new election prior to the end of the Head Counselor's term. An election shall follow any vacancy in the role of Head Counselor. By majority secret ballot vote, a department may elect to forward no name to the principal. In such event, the principal may designate a Head Counselor.

10.11 Secondary Special Education Department Chair. Each secondary site shall elect, by secret ballot at a meeting prior to the first day of instruction, a Special Education Department Chair.

10.11.1 Duties of Secondary Special Education Department Chair. The duties of the Secondary Special Education Department Chair include: serve as a liaison to the District Special Education department through attendance at regular meetings, facilitate monthly site Special Education department PLC meetings, serve as a representative of the Special Education department to the school's leadership team, serve as supply manager for the Special Education department and provide input in the development of the master schedule. In partnership with site administration, further duties include: facilitate transitional IEPs, support the

effective utilization of paraeducators, monitor caseload distribution, and participate in site SSEPAC meetings.

10.11.2 Elections of Secondary Special Education Department Chair. The term of the Secondary Special Education Department Chair shall be defined as two years. The Chair must be a certificated teacher who is a member of the Special Education department and may be a shared position at each school site.

Special Education teachers shall have one vote per period assigned within the Special Education department when voting for the Department Chair. Teachers on paid leave are eligible to vote. Teachers who have submitted in writing their resignation or intent to retire, or who have accepted in writing a transfer to another school, are not eligible to vote.

Ballots shall be counted immediately and in a fair and open manner. No part of the election procedure shall take place in the presence of an administrator. The name of the person receiving the most votes shall be forwarded to the principal. Principals retain the right to veto the nominee, in which case the nominee shall be notified in writing of the reason(s) for the veto. The veto shall not preclude the initial nominee from running in a future election.

By majority secret ballot vote, a department may seek a new election prior to the end of the Chair's term. An election shall follow any vacancy in the role of Special Education Department Chair. By majority secret vote, a department may elect to forward no name to the principal. In such an event, the principal may designate a Special Education Department Chair.

Section 11. PLC Participation/Special Area Teacher PLC Participation

11.1 Collaboration shall take place in Professional Learning Communities (PLCs). PLCs may be organized into site and District-level content-specific, interdisciplinary, vertical, and/or grade-level teams. Special Education teachers may meet as a site-based special education PLC during one week of each month during regular PLC meeting time in consultation between special education PLC members and site administration. Site admin shall make final determination.

11.2 Elementary school staff will meet 4 days a month during the scheduled early release time in the following types of meetings, except on regularly scheduled board and federal holidays and during parent conference weeks. A meeting calendar will be created prior to the first day of school.

- One (1) Staff meeting - 75 minutes
- One (1) District PLC (may include meeting virtual, and not to exceed five (5) meetings per year) - 75 minutes. In the months when a District PLC is not held, there will be a 60-minute site PLC.
- One (1) Site PLC - 60 minutes
- One (1) Teacher Directed On-Site Time - 60 minutes
- In the months with five (5) early release days, there will be one (1) additional Teacher Directed On-Site Time

If a site principal needs to extend the length of the faculty meeting or site PLC meetings, they shall consult with the site leadership team at least 24 hours prior to the meeting for approval. Either party may reopen this section from the time of ratification until the expiration of the next contract.

11.3 Secondary school staff will meet 4 days a month for at least 200 minutes a month during the regularly scheduled PLC time. These meetings will occur on Thursdays, except on regularly scheduled board and federal holidays, and the first Thursday (work day) of the month will be a faculty meeting.

11.3.1 Employees in a secondary singleton PLC may request to meet virtually with out-of-district colleagues who teach the same course.

11.4 Special Education Teachers.

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

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

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

11.4.4 Full-time Secondary Special Education Teachers: Will participate in PLCs in the core content areas (English, Mathematics, Science, and Social Science). The principal/designee will consult with special education teachers to assure they are assigned across all core content areas when possible. The principal/designee will place the special education teachers in the core area PLCs. Certificated Staff members assigned to transition programs for students 18-22 will form their own PLC. This will also include staff in the Transition Partnership Program (TPP). A PLC lead for this group is authorized.

Certificated staff members assigned to regional and district operated programs serving students with Emotional Disturbance (ED) will form their own PLC. A PLC lead for this group is authorized. Certificated staff members assigned to special day classes serving students with moderate/severe disabilities will form their own PLC. A PLC lead for this group is authorized.

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

11.4.6 Special Education Itinerant Staff. Definition of Itinerant Special Education Staff: Itinerant staff may include speech language pathologists, school psychologists, behavior specialist(s), adaptive physical education specialists, teachers of the visually impaired, teachers of the deaf/hard of hearing, orientation and mobility specialist, and vocational counselors (through the Bridges program). Itinerant staff who do not spend the majority of their work week at any one site will be assigned to a PLC that shall be determined by special education administration in collaboration with school site principals and the itinerant staff.

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

The elementary school psychologist PLC Lead will work with the psychologists to schedule the meeting locations. The PLC Lead will be selected by the PLC members. Psychologist PLC Leads should work together to schedule joint PLCs with elementary and secondary psychologists in attendance.

11.4.8 Secondary School Psychologists: Will form two PLCs. One PLC will consist of Dos Pueblos High School, Goleta Valley Junior High School, San Marcos High School and La Colina Junior High School. The other PLC will consist of Santa Barbara High School, Santa Barbara Junior High School, La Cuesta/Alta Vista and La Cumbre Junior High School. Will be subject to District level professional learning once a month as directed by the Special Education Department. The secondary psychologist PLC leads will work with the psychologists to schedule the meeting locations. Psychologist PLC leads will be selected by the Psychologist PLC members. Psychologist PLC leads should work together to schedule joint PLCs with elementary and secondary psychologists in attendance.

11.4.9 Elementary Speech Language Pathologists (SLP) will form one PLC. Will be subject to District level professional learning once a month as directed by the Special Education Department. If an SLP serves multiple grade levels, the

District Special Education Department will provide direction regarding which PLC to attend. The SLP PLC lead will work with the SLPs to schedule the meeting locations. PLC lead will be selected by the PLC members. The SLP PLC lead should work together to schedule joint PLCs with the elementary and secondary SLPs in attendance.

11.4.10 Secondary Speech Language Pathologists (SLP) will form one PLC. Will be subject to District level professional learning once a month as directed by the Special Education Department. If an SLP serves multiple grade levels, the District Special Education Department will provide direction regarding which PLC to attend. The SLP PLC leads will work with the SLPs to schedule the meeting locations. SLP PLC leads will be selected by the SLP members. SLP leads should work together to schedule joint PLCs with elementary and secondary SLPs in attendance.

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

11.6 Secondary Counselors: Will form their own PLC. See Article VI, Section 8.

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

11.8 Elementary Music/PE/Art: Elementary PE, Art, and Music will attend district wide PLCs on the second Wednesday PLC meeting of each month. Minutes spent during each meeting will be equivalent to the time stated in ARTICLE VI, Section 11.2 (Elementary PLCs). Individuals with split assignments between elementary and secondary sites are to attend the PLC at the school where they are assigned the majority of the time.

Section 12. Split Assignment

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

Section 13. Co-Teaching

For General Education and Mild-Moderate teachers assigned to co-teaching assignments in support of the inclusion of students with disabilities within the Gen Ed setting, administration shall make every reasonable effort to provide common preparation time. Collaboration time may be provided in the form of a common prep period, release days, or after-hours compensation at the contracted hourly non-instructional rate. In addition, every reasonable effort shall be made to limit the number of general education teachers with whom each special education teacher co-teaches. Teacher input will be sought and considered in making teaching assignments to support inclusion. The District will make every effort to place special education teachers and paraeducators in the general education classes with the greatest needs for additional special education support.

Section 14. Job Sharing

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

14.2 Application Process

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

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

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

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

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

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

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

14.3 Work Assignments

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

14.3.2 Both job-sharing unit members are eligible to attend the staff development days.

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

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

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

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

14.4 Compensation and Benefits

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

14.4.2 Job-sharing teachers shall receive salary schedule increments on a prorated basis, provided that no movement on the salary schedule shall occur until the teacher has accrued at least one year's worth of credit (e.g., has worked fifty percent (50%) for two (2) years. STRS credit shall be governed by applicable statutory provisions.

14.5 Evaluation

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

ARTICLE VII - TRANSFER AND REASSIGNMENT POLICY

Section 1. Definitions

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

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

Section 2. Voluntary Transfers

2.1 Applications for specific openings may be made within ten (10) working days. The District will consider applications for specific openings from January 1 until March 30 of each school year. The announcement will include reference to special qualifications for any opening and will be posted through District email announcements. An email copy of such postings shall be provided to the Association.

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

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

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

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

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

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

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

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

Section 3. Involuntary Transfers

3.1 Reasons for involuntary transfers may include:

3.1.1 Decline in student enrollment

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

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

3.1.4 Balance in class loads or class size

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

3.1.6 School reorganization or closure

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

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

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

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

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

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

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

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

3.5 Any unit member who is involuntarily transferred shall not be involuntarily transferred again for a period of two (2) school years. Any unit employee involuntarily transferred prior to the beginning of the school year shall be assisted by the District in the movement of the employee's materials and supplies.

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

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

Section 4. Reassignment

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

Reassignment is a change of teaching assignments at the same worksite, such as grade level or subject matter. Unit members of district-based programs (e.g. special education, DIS services) assigned full-time to a specific school site shall be considered site staff for the purposes of reassignment to a vacancy occurring at that site.

4.1.1 Types of reassignment

4.1.1.1 Voluntary reassignment. Voluntary reassignment shall be requested in writing.

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

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

4.2 Posting of Positions For Site Reassignment

4.2.1 A vacancy that occurs after the school year begins and prior to May 1, will not be posted internally. If the position is to remain permanent for the following

year, it will be opened for voluntary reassignment. (Applicable only to Elementary.)

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

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

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

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

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

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

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

4.4 Combination grade level classes at the elementary sites shall be kept at a minimum. Teachers of combination grade level classes shall be chosen on a voluntary basis. If there are insufficient volunteers, a unit member may be assigned to teach the combination class for one year. Grade level staff would not be subject to reassignment of combination classes until combinations were rotated through all staff at that grade level.

Teachers with combination grade levels shall receive 30 minutes extra of planning and preparation time per month. Teachers assigned to combination grade level classes shall be compensated \$400 per trimester.

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

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 their 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. Regardless of who completes the formal evaluation, the building principal shall provide input to Human Resources related to permanency.

2.2 Regular unit employees shall be evaluated using the following process:

2.2.1 Probationary and Temporary Teachers: At least two formal observations and a minimum of two drop-ins are to be held during the school year. The timeline for completion shall be in accordance with EXHIBIT G. The final written evaluation is to be completed and submitted by February 15.

2.2.2 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 Education Code 44664. The timeline for completion shall be in accordance with EXHIBIT G. 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 been evaluated the prior year or received an unsatisfactory evaluation the prior year.

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

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

Section 3. Administrative Procedure (see EXHIBIT G)

3.1 All unit employees who are to be evaluated will be notified by September 1 of the year in which they are to be evaluated. Unit members to be evaluated during a particular year shall be notified of the identity of their evaluator prior to the evaluation planning conference. Any unit employee hired after 25% of the school year is over shall not be formally evaluated during that year.

3.2 The Planning Phase shall be executed in accordance with EXHIBIT G. An evaluation planning conference shall be held between the unit member and the evaluator. The unit member shall have the right to identify any constraints which the unit member believes may inhibit their ability to meet the objectives and standards established.

3.3 The Observation Phase shall be executed in accordance with EXHIBIT G. In-depth observations shall be for a period of no less than forty (40) minutes; shall be made known to the unit member at least five (5) school days prior to the scheduled observation. Pre- and post- observation meetings/feedback shall be in accordance with EXHIBIT G and no later than fifteen (15) working days of the observation. For permanent members, if either the evaluator or the unit member so requests, a pre- or post-observation meeting shall take place.

3.3.1 Any written feedback on an in-depth observation shall be made accessible to the unit member. Written feedback on an in-depth observation shall include space for the unit member to add comments that will be included in the report.

3.4 The Evaluation Phase shall be after all in-depth observations have been conducted. An evaluation conference shall be held between the evaluator and unit member in accordance with the timeline in EXHIBIT G. A summative written evaluation report shall be prepared, which will allow for the inclusion of any comments the unit member may wish to add. The evaluation report shall include a determination that the unit member's performance is satisfactory, needs improvement, or unsatisfactory. A copy of the evaluation report shall be placed in the unit member's personnel file.

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

Section 4. Unsatisfactory Performance

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

4.1.1 Year of Unsatisfactory Evaluation: Unit member will receive the Performance Improvement Plan (PIP) by June 1. Failure to receive the

Performance Improvement Plan does not negate the need for the employee to be on an improvement plan.

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

1. Areas where improvement is needed
2. Suggestions for improvement
3. Additional resources to be utilized to assist with improvement
4. Time schedule for monitoring of improvement
5. Any additional role of the evaluator in assisting the teacher
6. Peer Assistance Review (PAR) to assist the unit member in the improvement of their teaching skills and knowledge

4.1.2 Year of Performance Improvement Plan: evaluator and unit member shall meet to discuss the Performance Improvement Plan and the objectives of the evaluation process, i.e., areas of needed improvements, expected levels of performance, and how performance will be assessed.

4.1.2.1 Procedures for the evaluation process shall follow EXHIBIT G: Evaluation Types: Permanent Teacher - Improvement Plan Evaluation.

4.1.2.2 Any written feedback on an in-depth observation shall be made accessible to the unit member. Written feedback on an in-depth observation shall include a space for the unit member to add comments that will be included in the report.

4.1.2.3 A summative written evaluation shall be completed and an evaluation conference shall be held between the evaluator and the unit member in accordance with the timeline in EXHIBIT G. The evaluation report shall include a determination that the unit member's performance is satisfactory, needs improvement, or is unsatisfactory. A copy of the evaluation report shall be placed in the unit member's personnel file.

4.1.2.4 The unit member may file a response to be attached to the evaluation. In addition, the unit member may request a conference which shall be granted within ten (10) working days of the request.

4.1.2.5 This procedure will continue until the evaluator deems the unit member's performance to be satisfactory or until termination procedures begin.

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

Section 5. Evaluation (Non-Classroom Employees)

5.1 Any evaluation reports, hereunder, shall be completed by the immediate Supervisor or their designee. The designee may include one or more of the following: Assistant Principals, Directors, District Program Specialists, Supervisors, Assistant Superintendents, or the Superintendent. The recommendation for permanency, however, must be made by the immediate Supervisor. District administration shall evaluate all regular unit employees in writing as follows. Regardless of who completes the formal evaluation, the immediate supervisor shall provide input to Human Resources related to permanency. The timeline for completion shall be in accordance with EXHIBIT G.

5.2 First Year Probationary and Temporary Certificated Employees: The final written evaluation is to be completed and submitted by February 15.

5.3 Second Year Probationary Certificated Employees: The final written evaluation is to be completed and submitted by February 15.

5.4 Permanent Certificated Employees: 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.

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

Section 6. Unsatisfactory Performance (Non-Classroom Employees)

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

6.1.1 Year of Unsatisfactory Evaluation: Unit member shall receive the Performance Improvement Plan (PIP) by June 1. Failure to receive the Performance Improvement Plan by June 1, does not negate the need for the employee to be on an improvement plan.

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

1. Areas where improvement is needed
2. Suggestions for improvement
3. Additional resources to be utilized to assist with improvement
4. Time schedule for monitoring of improvement
5. Any additional role of the evaluator in assisting the teacher
6. Peer Assistance Review (PAR) to assist the unit member in the improvement of their teaching skills and knowledge

6.1.2 Year of Performance Improvement Plan: The evaluator and the unit member shall meet to discuss the Performance Improvement Plan and the objectives of the evaluation process, i.e., the areas of needed improvements, expected levels of performance, and how performance will be assessed.

6.1.2.1 Procedures for the evaluation process shall follow EXHIBIT G, Evaluation Type: Non-Classroom Certificated Evaluation Plan.

6.1.2.2 A summative written evaluation shall be completed and an evaluation conference shall be held between the evaluator and unit member in accordance with the timeline in EXHIBIT G. The evaluation report shall include a determination that the unit member's performance is satisfactory, needs improvement, or unsatisfactory. A copy of the evaluation report shall be placed in the unit member's personnel file.

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

6.1.2.4 This procedure will continue until the evaluator deems the unit member's performance to be satisfactory or until termination procedures begin.

Section 8. Peer Assistance and Review Program

8.1 PAR Joint Committee

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

8.2 Responsibilities of PAR Joint Committee

- Establish its own rules and procedures.
- Select panel of consulting teachers.
- Consulting teachers shall be selected by a majority vote of the joint committee after one or more representatives of the committee have conducted a site visitation including a classroom observation of all final candidates.
- Select training and trainers for the Joint Committee and Consulting Teachers
- Each consulting teacher will be trained to both offer peer assistance and to understand the specific functions of the PAR program.
- Provide written notification to Referred Teacher, Consulting Teacher and Site Principal upon initiation of Peer Review Cycle.
- Notify the participating teacher of assigned consulting teacher.
- Distribute adopted rules and regulations to all employees.
- Establish the application procedure for consulting teacher.

- A notice of vacancy for consulting teachers will be posted at all sites and in the District office. In addition to submitting an application form, each applicant is required to submit at least three (3) references from individuals who have direct knowledge of the applicant's ability to be a consulting teacher.
- Administer the committee's budget and recommend the annual budget to the Board of Education.
- Establish professional development.
- Review documentation and reports submitted by the consulting teachers.
- Develop a format for the consulting teachers final report.
- Develop and enforce timelines for the committee, consulting teachers and referred teachers.
- Report to the Board the number of referred and self-referred teachers, dates, times and topics of meetings.

8.3 Consulting Teachers. The joint committee will appoint Consulting teachers. The consulting teacher will

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

8.3.1 Duties of the Consulting Teacher:

- Act as a peer coach.
- Confer regularly with the referred teacher's evaluating administrator.
- Work with the referred teacher on those goals and objectives found to be unsatisfactory by the evaluating administrator and on other goals and objectives mutually agreed to.

- Set and discuss performance goals with the referred teacher.
- Determine and acquire or arrange the materials and resources needed to assist the referred teacher.
- Multiple observations of the referred teacher during periods of classroom Instruction.
- Demonstrate good practice to the referred teacher.
- Monitor the progress of the referred teacher and maintain a written record.
- Report the duties, times, and topics of meetings of the referred teacher quarterly and issue a final report to the joint committee no later than the last working day in April.
- No observation forms or notes or other anecdotal material from the consulting teacher shall be placed in a teacher's file except as specifically referenced in the consulting teacher's final report to the joint committee.

8.4 Participants

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

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

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

Section 9. General

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

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

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

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

ARTICLE IX - SPECIAL NEEDS STUDENTS

Section 1. Specialized Health Service

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

Section 2. Adequate Prior Notice/Training

Any unit member who is to receive a student with an IEP, and who is placed full-time in a regular education classroom at parent request, will be provided enough prior notice to adequately prepare for the introduction of the student into the class. Any unit member with such a student will receive the specialized training needed to service the student. The training will be arranged to suit the schedule of the unit member, and to the extent practical, will take place during normal

duty time. Any training which falls outside the unit member's normal duty time will be compensated at the amount approved in the Agreement for curriculum development.

ARTICLE X - CLASS SIZE

Section 1. Class Size Averages - Secondary

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.

1.3.1 Intervention students at San Marcos High School shall not be used in the average calculation of students per teacher referred to in Section 1.3

1.3.2 Intervention classes at San Marcos High School shall not exceed 36 students per teacher.

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. Class Size Average - Elementary

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.

TK-3 class size will be a site average of 25:1. Due to the nature of Montessori, class size is not to exceed 30.

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.

Section 3. Assignment of Non Classroom Teachers

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

Section 4. Class Size Analysis Timeline

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

4.1 For San Marcos High School, the analysis shall be completed on or before the 15th working day of each term, as long as SMHS remains on the current (as of 9/2005) block schedule.

Section 5. Class Size Physical Education

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

Section 6. Class Size Industrial Technology & Culinary

The District will make a reasonable effort to assure Industrial Technology classes and Culinary classes will not exceed twenty eight (28) students per teaching period in grades 7 through 12.

Section 7. Special Education Caseload

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

Section 8. Unreasonable Class Size

If a teacher feels that an unreasonable number of students have been assigned to their class, the teacher may file a report with the principal, with a copy to Human Resources. The teacher may request that the principal's response be in writing. The teacher may thereafter discuss their continuing objection with the Superintendent.

ARTICLE XI - LEAVES

Section 1. Personal Illness and Injury Leave

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

- 10 work days for 10 school-month/10 calendar time assignments (185-187 contract days)
- 10-1/2 work days for 10-1/2 calendar-month time assignments (190-194 contract days)
- 11 work days for 11 calendar-month time assignments (200-215 contract days)
- 12 work days for 12 calendar-month time assignments (220 contract days)

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

1.2 An employee's sick leave shall be exclusive of all days they are not required to render service to the District.

1.3 During each school year, if a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from their duties on account of illness or accident for

an additional period of five school months, whether or not the absence arises out of or in the course of the employment of the employee, the employee will receive differential pay.

The differential pay due to the employee will be the salary minus the cost of the substitute employee for any of the additional five months in which the absence occurs.

If no substitute employee was employed, the differential pay to the employee will be reduced by the amount that would have been paid to the substitute had that substitute been employed.

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

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

Catastrophic Leave Bank

All regular unit members may participate in the Universal Catastrophic Leave Bank as provided for in the following Board policies and Administrative Regulations:

- BP 4261.9 Catastrophic Leave Program
- AR 4261.9 Catastrophic Leave Program
- Exh 4261.9 Universal Catastrophic Leave Bank Program

No changes or alterations to these policies will be made without prior consultation with SBTA.

Section 2. Personal Necessity Leave

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

2.1.1 Death, serious illness, serious injury of a member of their “immediate family” as such a member is defined in Section 5.3.

2.1.2 Accident, involving their person or property, or the person or property of a member of their “immediate family” as defined in Section 5.3.

2.1.3 Death of a close personal friend or of a member of their family not defined as “immediate member of family” as defined in Section 5.3.

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

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

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

Section 3. Personal Absence Leave (PAL)

A regular unit employee entitled to personal illness leave may use a maximum of four (4) days per year of such sick leave for personal use for which no alternative other than absence is available to the unit member. PAL leave shall not be used for work stoppage, other concerted activities, nor for gainful employment: these are specifically excluded as reasons for Personal Absence Leave. The particular date(s) on which days may be

taken requires advanced approval by the appropriate administrator. The unit member will make every reasonable effort to inform the supervisor five (5) working days in advance. Site administration will make an effort to approve PAL day requests within two (2) work days. If need for approval is urgent, unit member may connect in person with site admin to request approval. Unless there is, or reason to believe there may be, a shortage of substitutes, no other restrictions may apply. Work days on either side of holidays and weekends may be presumed as days with a shortage of substitutes. Once a PAL day has been approved, it cannot be rescinded by administration. Unit members shall not show a pattern of using sick leave or PAL days to extend holidays or school breaks.

Section 4. Contagious Disease Quarantine Leave

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

Section 5. Bereavement Leave

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

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

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

Section 6. Family Illness Leave

6.1 Whenever a unit employee is compelled to absent him/herself from assigned duty to care for an ill or injured member of the employee's immediate family, as defined in

Section 5.3, the employee shall be allowed full compensation for up to a total of five (5) days per school year. Verification of the illness may be required. Allowable leave shall not be accumulated from year to year.

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

Section 7. Industrial Accident or Illness Leave

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

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

7.1.2 The number of days of industrial accident or illness leave during the assigned period of service in any one school year shall not exceed sixty (60) days for the same accident or illness, exclusive of Saturdays, Sundays, and legal holidays, excepting that when an industrial accident or illness leave overlaps into the contract period of service for the next fiscal year, the employee shall be entitled to only the amount of unused leave due to him or her for the same illness or injury.

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

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

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

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

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

7.1.8 Any employee receiving benefits under this Section shall, during periods of injury or illness, remain within the State of California unless the District authorizes travel outside the State. Any employee who violates the provisions of this paragraph shall be required to reimburse the District for benefits received on the days during which said employee was outside the State on unauthorized travel.

Section 8. Judicial and Official Appearances Leave

8.1 Whenever a unit employee is necessarily absent in order to appear as a witness in court other than as a litigant, or to respond to an official order from another

governmental jurisdiction for reasons not brought about through the connivance or misconduct of the employee, or to answer a call for jury duty, said call having been served in the manner provided by law, the employee shall receive the difference between their regular salary and any amount they receive as witness or juror fees, excepting, however, that time spent in answer to a federal subpoena outside the State of California is subject to approval by the District. In a case where acceptance of regular jury duty by a unit employee would tend to disrupt materially the Districts' operations, the Superintendent or his designated representative may confer with the affected employee and/or the County Jury Commissioner; provided, however, that an employee shall neither be encouraged nor solicited to request exemption from jury duty nor discriminated against on account of leaves taken pursuant to this Section.

Section 9. Military Leave

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

9.2 A permanent unit employee shall be entitled to return to the position held by him/her at the time of their entrance into such service, provided such return is within six (6) months after they honorably leave such service or has been placed on inactive duty. A probationary unit employee who has been employed in excess of one year in a position in which they have not become a permanent employee shall be entitled to return to such position for the period their employment contract had to run at the time of entry into such service, provided such return is within six (6) months after they honorably leave such service or has been placed on inactive duty.

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

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

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

Section 10. Sabbatical Leave

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

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

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

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

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

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

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

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

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

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

Section 11. New Parent Leave

11.1 New parent of absence shall be granted to any employee who is required to be absent from duty because of adoption, foster care, pregnancy, miscarriage, childbirth, and recover therefrom pursuant to Education Code 44977.5. The length of new parent leave, including the date on which the leave should commence and the date on which the employee shall resume duties, shall be determined by the employee and their physician.

11.2 The employee is entitled to use accumulated sick leave, including extended sick leave when physically disabled or otherwise incapacitated from performing duties because of pregnancy, miscarriage, childbirth, and recovery there from. Per California Family Rights Act (CFRA), after the exhaustion of all paid leave, the employee will be

entitled to differential pay as specified in Section 1.3. A certificate of good health from the attending physician shall be submitted prior to reinstatement from maternity leave.

Section 12. Health/Family Hardship Leave

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

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

12.2.1 Length of satisfactory service with the District.

12.2.2 Previous absence and leave record of the employee.

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

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

12.2.5 The reasonableness of the request.

12.2.6 Reasonable expectation that the employee will return to duty.

Section 13. Professional Leave

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

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

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

Section 14. Personal Leave

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

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

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

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

Section 15. Association Leaves

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

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

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

15.1.3 The employee will not accrue leave benefits while absent from their normal District assignment.

15.2 When and to the extent that such will not, in the judgment of the District, interfere with the educational programs of the District or a school or department, representatives of the Association shall be granted a cumulative unit total of up to ten (10) days leave

per school year to be taken in units of no less than one (1) work day. The Association shall reimburse the District the costs incurred for a substitute.

15.3 The leaves authorized by this Section shall be used for normal and usual Association activities that are in compliance with law and this Agreement.

Section 16. Family and Medical Care Leave

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

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

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

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

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

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

16.7 Not entitled to salary benefits while on this leave.

Section 17. Disability Leave

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

Section 18. General

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

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

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

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

ARTICLE XII - GRIEVANCE PROCEDURE

Section 1. Definitions

1.1 A "grievance" is a formal written allegation by a unit employee or the Association that they/it has been affected by a violation of the specific provisions of this Agreement.

Actions to challenge or change the policies of the District as set forth in the rules and regulations or administrative regulations and procedures, so long as these are consistent with the terms of this Agreement, must be undertaken under separate legal processes. Other matters for which a specified method of review is provided by law are not within the scope of this procedure.

1.2 A “day” is a day in which the central administrative office of the District is open for business.

1.3 The “immediate supervisor” is the lowest level administrator having immediate jurisdiction over the grievant who has been designated by the District to adjust grievances.

Section 2. Informal Level

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

Section 3. Formal Level

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

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

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

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

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

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

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.

5.1 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. Collective Responsibility

Safety is a collective responsibility.

Section 2. Safe Working Conditions

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

2.1 Under natural disaster or pandemic conditions, the District shall, when there is time, negotiate with SBTA to ensure safe working conditions for unit members. In the event that there is no time for negotiations, the District will consult with SBTA.

2.2 Non-Compliance Physical Restraining Training, Deescalation Training, Crisis Prevention Intervention Training shall be made available for all unit members who teach or interact with students in the Therapeutic Learning Program (TLP) or mod-severe program. If a unit member is injured due to the actions of a student they must follow the established workplace injury protocols.

Section 3. Reporting Unsafe Conditions

A current employee has an obligation to report any unsafe working conditions to their direct supervisor. If the unsafe working condition is not resolved by the direct supervisor then the employee may file a formal statement reporting the perceived unsafe working condition with the Director of Human Resources or the Assistant Superintendent of Human Resources, who shall, within ten (10) working days, advise the reporting employee of any follow-up action taken or to be taken.

Section 4: Notification to Teachers of Pupils Whose Actions Are Grounds For Suspension or Expulsion

District shall notify unit members in accordance with Education Code Section 49079.

ARTICLE XIV - PUBLIC CHARGES

Section 1. Complaints

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

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

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

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

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

Section 2. Anonymous Complaints

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

Section 3. Criminal Conduct

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

ARTICLE XV - PERSONNEL FILES

Section 1. Review of Personnel File

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

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

1.2 Information of a derogatory nature, except material mentioned in 1.1 above, shall not be entered or filed in the personnel file of a member of the Bargaining Unit until the member is given written notice an opportunity to respond. The derogatory material will be placed into the personnel file ten (10) days after the unit member has received the written notice.

Section 2. Unfounded Derogatory Material

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

Section 3. Singular Personnel File

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

ARTICLE XVI - RESIGNATIONS

Section 1. Resignation From Contract

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

ARTICLE XVII - TERM AND EFFECT OF AGREEMENT

Section 1. Term

This Agreement applies to employees who are unit employees on and after the date of this Agreement legally goes into effect. This Agreement shall remain in full force and effect through June 30, 2024. For the 2022-2023 and 2023-2024 school years, the parties agree to reopen salary, employee benefits and two other items each.

Section 2. Applicability to Law

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

Section 3. No Reduction In Wages

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

Section 4. Right to Reopen

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

Section 5. Total Agreement

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

Section 6. Prevailing Authority

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

Section 7. Fidelity to Agreement

The Parties agree to support this Agreement, and, apart from any legal restrictions on concerted activities, the Association recognizes its contractual duty to induce unit employees to faithfully, efficiently, and uninterruptedly render service during its term. The Association shall be liable for its contractual obligations under this Section until it has fully complied with its statutory negotiation and impasse obligations in connection with the negotiation of a successor agreement after the completion of the term hereof. It is understood and agreed that the provisions of this Section do not affect the Districts' rights and remedies other than its remedies at law for breach of contract.

Section 8. Single Plan for Student Achievement

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

ARTICLE XVIII - SAVINGS CLAUSE

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



John Becchio, Asst. Superintendent, HR



Joyce Adriansen, SBTA President

EXHIBIT A

UNIT DESCRIPTION

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

SHALL EXCLUDE:

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

EXHIBIT B

“B”, “B-1”, “B-2”, “B-3”, “B-4”, “B-5”, “B-6”, “B-7”, “B-8”, “B-9”, “B-10”, “B-11”,
“B-12”, “B-13”, “B-14”, “B-15”, “B-16”, “B-17”, “C” and “C-1”
SALARY SCHEDULES FOR CERTIFICATED PERSONNEL

Exhibit B

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

What Units Count?

TRAINING CLASSES:

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

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

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

EXPERIENCE CREDIT: Experience credit for initial placement on the basic salary schedule shall be limited to 10 years with placement on Step 11. Experience credit may consist of:

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

For Hard to Fill Positions (this includes School Psychologists, Special Education Teachers (mod/severe) and Speech Language Pathologists) years of experience credit for initial placement on the basic salary schedule shall be limited to ten (10) years for identified 'hard-to-fill' positions with placement at step 11.

** Experience Credit --Approved teaching experience shall include service performed in District Children's Centers. Counselors and other guidance personnel: Credit for initial placement on the salary schedule shall be limited to a maximum of 10 years with placement at Step 11, and may consist of approved full-time psychological or social work experience in conjunction with children.

Exhibit B-1 - ADVANCED DEGREES

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

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

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

Bilingual Stipend: The District shall pay bargaining unit members who currently have a BCC, BCLAD, or score Advanced or higher on the ACTFL assessment based on the following categories. Unit members earn this stipend for work normally performed as part of their teaching assignment.

- Level A (\$3,200/year)
 - Elementary Dual Language Immersion program teachers
 - Secondary Educators teaching a core subject area in Spanish (not world languages) (prorated by section)
- Level B (\$2,000/year)
 - Classroom teachers in TK-3 with a BCC, BCLAD, or who score Advanced or Superior
- Level C (\$1,000/year)
 - Classroom teachers in grades 4-12 with a BCC, BCLAD, or score Advanced or Superior

Exhibit B-2 - SPLIT ASSIGNMENT

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

Exhibit B-3 - SALARY RATES FOR HOURLY CERTIFICATED PERSONNEL

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

Exhibit B-4 - SALARY DIFFERENTIALS FOR SPECIAL CERTIFICATED ASSIGNMENTS

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

Exhibit B-5 - Additional Days – Time Factors on Base Pay:

All certificated personnel who work beyond the number of days regular teachers are required to be on duty shall be paid by using the following time factor times their salary:

1.025 - 5 days	1.10 - 18 days
1.050 - 9 days	1.15 - 27 days
1.075 - 14 days	1.20 - 36 days
1.081 - 15 days	1.25 - 48 days

Exhibit B-6 - 186 TEACHER DAYS

Exhibit B-7 - 200 DAYS TOSAs

Exhibit B-8 - 210 DAYS TEACHER SOCIAL WORKER (TSW)

Exhibit B-9 - 215 DAYS TEACHER PROGRAM SPECIALIST (TPS)

Exhibit B-10 - HEAD COUNSELOR

Exhibit B-10 reflects 203 days.

Exhibit B-11 - COUNSELOR

Exhibit B-11 reflects 194 days.

Exhibit B-12 - ATHLETIC DIRECTORS

Exhibit B-12 reflects 200 days.

Exhibit B-13 - TRAINING CLASSES FOR SCHOOL NURSES:

CLASS I: Nurses with B.S., R.N., or P.H.N.

CLASS II: Nurses with B.S., R.N., or P.H.N. and a California School Nurse credential.

CLASS III: Nurses with B.S., R.N., or P.H.N. and a California School Nurse credential, and at least 15 continuing education semester hours in nursing, earned subsequent to the Bachelor's Degree or a Master's Degree.

EXPERIENCE CREDIT FOR SCHOOL NURSES: Experience credit for initial placement on the basic salary schedule shall be limited to 10 years with placement at Step 11. Experience credit may consist of:

1. Approved nursing experience (public health, pediatric, school nurse).
2. One year of credit for each full twenty-four calendar months of active military service, to a maximum of three years' credit (for six years of service.) Nursing experience in military service that appears to be relevant to school nursing may be credited as nursing experience rather than as military service.

Exhibit B-14 - SCHOOL LIBRARIANS

Exhibit B-14 reflects 190 days.

Exhibit B-15 - CERTIFICATED SPEECH LANGUAGE PATHOLOGIST & BOARD CERTIFIED BEHAVIOR ANALYST

Exhibit B-15 reflect the Speech Language Pathologist and Board Certified Behavior Analyst Base Pay Salary based on # of work days. All Speech Language Pathologists and Board Certified Behavior Analysts hired after July 1, 2013 are on the 200 day work calendar.

TRAINING CLASSES:

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

CLASS II: Certificated personnel with between 45 and 59 semester units (67-1/2 to 89-1/2 quarter units) of upper division or graduate work after completion of the Bachelor's Degree, said work to be in accordance with a plan developed by the Class

Transfer and Leave Committee; and with Bachelor's Degree plus regular Class A Vocational Arts Credentials.

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

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

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

EXPERIENCE CREDIT: Experience credit for initial placement on the basic salary schedule shall be limited to ten years with placement at Step 11. Experience credit may consist of:

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

For Hard to Fill Positions (this includes School Psychologists, Special Education Teachers (mod/severe) and Speech Language Pathologists) years of experience credit for initial placement on the basic salary schedule shall be limited to ten (10) years for identified 'hard-to-fill' positions with placement at Step 11.

** Experience Credit -- Credit for initial placement on the basic salary schedule shall be limited to 10 years, with placement at Step 11. Experience credit may consist of approved full-time speech-language pathologist experience in conjunction with children.

Exhibit B-16 -

CERTIFICATED PSYCHOLOGIST

Exhibit B-16 reflects the School Psychologist Base Pay Salary based on 200 work days.

TRAINING CLASSES:

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

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

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

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

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

EXPERIENCE CREDIT: Experience credit for initial placement on the basic salary schedule shall be limited to 10 years with placement at Step 11. Experience credit may consist of:

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

For Hard to Fill Positions (this includes School Psychologists, Special Education Teachers (mod/severe) and Speech Language Pathologists) years of experience credit for initial placement on the basic salary schedule shall be limited to ten (10) years for identified 'hard-to-fill' positions with placement at Step 11.

** Experience Credit -- Credit for initial placement on the salary schedule shall be limited to a maximum of 10 years with placement at Step 11. Experience credit may consist of approved full-time psychologist experience in conjunction with children.

Exhibit B-17 (Eff. July 1, 2019) - Career Technical Education (CTE)

Column movement on certificated salary schedule for Career Technical Education (CTE) Designated Subject credential holders.

CLASS I: Preliminary CTE DS credential

CLASS II: BA and Preliminary CTE DS credential and 15 units OR Clear CTE DS credential and 143 units.

CLASS III: BA and Clear CTE DS credential and 30 units OR Clear CTE DS credential and 158 units.

Notes:

- For CTE DS credential holders, 1 unit = 15 hours of applicable training or 1 college (semester) unit.

- For initial step placement, years of relevant work experience (equivalent to 75% of the days of the school year) or teaching may be counted.
- For schedule advancement, any combination of teaching and/or work experience equaling 75% of the days of the school year may be counted.

Exhibit C & Exhibit C-1

SCHEDULE II: EARLY CHILDHOOD EDUCATION CERTIFICATED PERSONNEL PROGRAMS

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

Early Childhood Education/Preschool Teachers based on 185 Working Days

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

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

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

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

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

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

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

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

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

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

Exhibit D

CO-CURRICULAR ACTIVITIES

These are stipends paid annually for co-curricular activities.

THE FOLLOWING INFORMATION APPLIES TO ALL SALARY SCHEDULES.

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

1. Their application toward a plan developed by the Class Transfer and Leave Committee, said plan to be filed with the Committee by March 1 of the school year preceding the effective date of transfer (the following July 1).
2. Full credit for allowable units earned after employment and/or within five years immediately preceding employment in the school system.
3. One-half credit for allowable units earned more than five years prior to employment in the school system.
4. One semester unit allowed for each 15 hours attendance in in-service courses set up under the Santa Barbara School Districts. (Not more than 2/3 of the units for any transfer may be in-service courses.)
5. For Physical Education teachers, EMT certification shall be considered for class transfer.
6. For elementary teachers who are teaching TK prior to and up until 2020, Early Childhood units from a city college will be accepted as units for movement across the salary schedule.

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

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

1. In order to be granted an annual increment, the principal or department head shall certify to the Human Resources Administrator that the employee's services for the year have been satisfactory.
2. A person who serves less than 75% of the number of days in the contract year for his position shall not be granted an increment for the following year.
3. An employee who works less than a 60% time assignment shall not be granted an increment for the following year. (For employees who continue on part-time assignments over a period of years, this may be interpreted in relation to the current time assignment as compared to the previous years' time assignments.)

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

SALARY FOR INDIVIDUAL SEMESTER CLASS:

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

PAYMENTS: Salary warrants are generally issued on the last workday of the calendar month.

There are two choices of payment plan for certificated staff in year two or later of employment:

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

2. 10-payment plan: 10 equal payments, September through June.

There are four choices of payment plan for certificated staff in their first year of employment. Before the second year of employment begins, unit members will be asked to choose one of the payment options listed above.

1. **13-payment plan:** 15.311% will be withheld each month (August-June) from your net pay. Prior to the 13.311% being withheld, you pay taxes and retirement on 1/10 of your gross salary each month. The withholding will be paid in two equal payments in July and August.
2. **12-payment plan:** 16.67% will be withheld each month (September-June) from your net pay. Prior to the 16.67% being withheld, you pay taxes and retirement on 1/10 of your gross salary each month. The withholding will be paid in two equal payments in July and August.
3. **11-payment plan:** 11 equal payments, August through June.
4. **10-payment plan:** 10 equal payments, September through June.

SALARY

Salary is defined as the (Position on Basic Schedule + Appropriate Position Differential) + Master's Degree Stipend (Exhibit B-1) + Doctor's Degree Stipend (Exhibit B-1) + Special Assignment Differential (Exhibit 4).

SALARY FOR PARTIAL YEAR:

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

Exhibit E

REQUEST FOR A CONTRACT WAIVER:

This is not grievable and is informational only. These are SBTA bylaws.

- A. All waivers will be presented to the Representative Council for Council's consideration.
- B. No waiver shall be granted for more than the term of the school year in which the waiver is granted.
- C. Action on a waiver request shall not take place at the Representative Council meeting at which a request is first presented.
- D. The Representative Council will act on a written waiver request within 35 days of its receipt by the Association, except that a waiver request presented at the last Representative council meeting of the school year will be held over until the next Representative Council meeting.
- E. Where appropriate, waivers approved by the Representative Council will be presented to the District Board of Trustees for the Trustees' consideration.
- F. Any unit member may bring forward a request for a waiver of the contract, or an agent of the District acting as representative of the District may bring forward a request for a waiver of the contract.
- G. Where a site or program would be impacted by a waiver request or is making a waiver request, the request shall be approved by 70% of the unit, i.e. union members and fee payers at the site or in the program, as determined by a secret ballot vote conducted by the Association. A petition from 30% of the membership at a site or program presented to the Association will trigger a secret ballot vote.

Exhibit F

PLC/Dept. Lead

Elementary		
	Site PLC Lead TK-6	District PLC Lead PK and Art/Music/PE
Duties	<ul style="list-style-type: none"> ● Facilitate collaboration of grade-level PLC ● Serve as representative to SLT ● Facilitate PLC meeting ● Organize and maintain PLC records and resources ● Articulate with counterparts at other school sites ● Serve as representative to ad-hoc district-wide meetings ● Manage supplies 	<p>In collaboration with the Coordinator:</p> <ul style="list-style-type: none"> ● Facilitate monthly PLC meeting ● Organize and maintain PLC records and resources

Secondary			
	Site PLC Lead	District PLC Lead	Department Lead
High School	<ul style="list-style-type: none"> ● English: 9, 10, 11, 12 ● Math: I, II, III ● Science: Physics, Chemistry, Biology ● Social Science: World, US, Econ/Gov ● PE: 9/12 ● Spanish ● Visual Arts ● ELD (if 2+ teachers) with future adjustments ● CTE: variable by school/pathway 	<ul style="list-style-type: none"> ● Spanish Native Speakers ● Theater Arts, Instrumental Music, Choral Music ● CTE Programs: Culinary Arts, Video Production, Computer Science, Sports Medicine ● Health ● CTE: variable by school/pathway 	<p>Category A:</p> <ul style="list-style-type: none"> ● English ● Math ● Science ● Social Science ● PE ● Visual Arts <p>Category B (District PLC, but Site Department):</p> <ul style="list-style-type: none"> ● Visual Arts ● Performing Arts <p>Category C (District Department, not a representative to a site SLT):</p>

			<ul style="list-style-type: none"> Ethnic Studies (cadres count as PLCs for stipend level)
HS & JHS		<ul style="list-style-type: none"> French Librarians CTE: Construction Technology 	
	Site PLC Lead	District PLC Lead	Department Lead
Junior High	<ul style="list-style-type: none"> English: 7, 8 Math: 7, 8 Science: 7, 8 Social Science: 7, 8 PE: 7/8 	<ul style="list-style-type: none"> Spanish VAPA Programs: Visual Arts, Theater Arts, Instrumental Music, Choral Music 	<ul style="list-style-type: none"> English Math Science Social Science PE <p>Category B (District PLC, but Site Department):</p> <ul style="list-style-type: none"> VAPA
Alternative Ed	<ul style="list-style-type: none"> AV: Middle College AV: AVIS/SPP AV: Quetzal LC: English LC: Math LC: Science LC: Social Science 		<ul style="list-style-type: none"> AV: Middle College AV: AVIS/SPP AV: Quetzal LC: English LC: Math LC: Science LC: Social Science
Duties	<ul style="list-style-type: none"> Facilitate Site PLC meeting Organize and maintain Site PLC records and resources Articulate with counterparts at other school sites Potentially serve as a lead learner in support of--and/or facilitate--district-wide professional learning 	<ul style="list-style-type: none"> Facilitate District PLC meeting Organize and maintain District PLC records and resources May serve as representative to SLT pending site-based elections Serve as representative to District meetings (ad hoc) Facilitate vertical articulation Potentially serve as a lead learner in support of--and/or 	<ul style="list-style-type: none"> Serve as representative to Site Leadership Team (SLT) *Note--see SLT table Serve as representative to District meetings (ad hoc) Instructional leadership duties include: <ul style="list-style-type: none"> Provide input into Master Schedule

		<p>facilitate--district-wide professional learning</p> <p>*Participate in Open House and Showcase events and coordinate awards as needed.</p> <p>**Except for CTE, individual elective teachers order supplies independently.</p>	<ul style="list-style-type: none"> o Assist in development of Curriculum Course Catalogue o Facilitate quarterly Department Meetings o Facilitate vertical articulation o Organize and maintain instructional resources
District Cadres		<p>District cadres--no PLC Lead, but cadre members paid hourly</p> <ul style="list-style-type: none"> • ELD • Ethnic Studies (English) • Ethnic Studies (Social Studies) 	
Site PLC Lead	District PLC Lead	Department Lead	
		<p>Administrative duties include:</p> <ul style="list-style-type: none"> • Facilitate communication between administrative and teachers • Facilitate communication amongst teachers • Coordinate awards • Order supplies • Coordinate Open House participation 	

Special Education

	District PLC Lead (PK-6)	Elementary/Secondary District PLC Lead		Secondary District PLC Lead
Who	<ul style="list-style-type: none"> Mild/Mod Mod/Severe PK Joint Mild-Mod & Mod/Sev (in addition to monthly PK District PLC Meeting) 	<ul style="list-style-type: none"> TLP Teachers Nurses 	<ul style="list-style-type: none"> Psychologists (2 PLC Leads: elementary and secondary) Speech and Language Pathologists 	<ul style="list-style-type: none"> Mod/Severe (Mild/Mod teachers participate in Gen Ed PLCs)
	Other itinerant certificated service providers (DHH/VI/APE/Career Counselors) work independently, participate in ad hoc meetings.			
Duties	<ul style="list-style-type: none"> Facilitate monthly PLC meeting For Psychologists and Speech and Language Pathologists Leads: facilitate monthly grade-span PLC meeting; co-facilitate monthly joint PLC meeting Organize and maintain PLC records and resources 			

Other Secondary Leadership Positions

	Special Education Department Chair	Head Counselor
Duties	See contract	See contract

Site Leadership Team (SLT)			
Elementary	Junior High	High School	Alternative Ed
<ol style="list-style-type: none"> 1. All Site PLC Leads 2. Representative from Special Education Representative from PK (site-dependent) 3. Representative from Art/Music/PE 	<ol style="list-style-type: none"> 1. English 2. Math 3. Science 4. Social Science 5. PE 6. Special Ed Department Chair 7. World Languages 8. VAPA 9. Head Counselor 10. Librarian 11. Other (optional) 	<ol style="list-style-type: none"> 1. English 2. Math 3. Science 4. Social Science 5. PE 6. Special Ed Department Chair 7. World Languages 8. Visual Arts 9. Performing Arts 10. CTE 11. Head Counselor 12. Librarian 13. Other (optional) 14. Other (optional) 15. Other (optional) <p>*Principal discretion, electives can vote, or choose to have no optional</p>	<ol style="list-style-type: none"> 1. AV: Middle College 2. AV: AVIS/SPP 3. AV: Quetzal 4. LC: English 5. LC: Math 6. LC: Science 7. LC: Social Science 8. Head Counselor 9. Special Ed Department Chair
	SLT Stipend only because they are not a Department Lead <ul style="list-style-type: none"> ● Librarian ● World Languages ● VAPA ● Other 	SLT Stipend only because they are not a Department Lead <ul style="list-style-type: none"> ● Librarian ● World Languages ● CTE ● VAPA ● Other 	

EXHIBIT G

Evaluation Plan Timelines

Evaluation Type	Permanent Teacher Evaluation Plan				
Phase	Frontline Component	Frontline Form	Task	Responsibility	Due Date
Planning Phase (Aug - Oct)			Notify teachers that they are being evaluated this year	Site Admin	Sept 1
			Group process meeting	Site Admin	Sept 30
	Teacher Self-Assessment	Form A	Domain Self-Reflection	Teacher	Sept 30
		Event	Evaluation Planning Conference	Evaluator & Teacher	Oct 30
Observation Phase (Nov - Feb)	Teacher Drop-in Observation	Drop-In Observation Form	Conduct Drop in Observation(s)	Evaluator	March 1
	Teacher In-depth Observation	Form B	Conduct In-Depth Observation	Evaluator	March 1
		<i>Event</i>	<i>Coaching Sessions (Optional)</i>	<i>Evaluator/Teacher</i>	<i>March 1</i>
		Event	Teacher uploads optional Domain 4 evidence	Teacher	March 1
Evaluation Phase	Teacher Final Evaluation	Form C	Complete Final Evaluation	Evaluator	April 15

Evaluation Type	Permanent Teacher - Improvement Plan Evaluation				
Phase	Frontline Component	Frontline Form	Task	Responsibility	Due Date
Planning Phase (June - Aug)	Teacher Performance Improvement Plan	Form D	Complete and present Performance Improvement Plan (PIP)	Evaluator	June 1 (year of Unsat)
			Group process meeting	Site Admin	Sept 30
	Teacher Self-Assessment	Form A	Complete Domain Self-Reflection	Teacher	Sept 30
Observation Phase (Sept - March)	Teacher In-Depth Observation (1)	Form B (1)	Conduct In-Depth Observation 1 (with pre and post obs. conf)	Evaluator	Nov 30
	Teacher Drop-in Observation (1)	Drop-in Observation Form	Conduct Drop in Observation(s)	Evaluator	
	Teacher In-Depth Observation (2)	Form B (2)	Conduct In-Depth Observation 2 (with pre and post obs. conf)	Evaluator	Feb 15
	Teacher Drop-in Observation (2)	Drop-in Observation Form	Conduct Drop in Observation(s)	Evaluator	
	Teacher In-Depth Observation (3)	Form B (3)	Conduct In-Depth Observation 3 (with pre and post obs. conf)	Evaluator	Mar 30
	Teacher Drop-in Observation (3)	Drop-in Observation Form	Conduct Drop in Observation(s)	Evaluator	
		Event(s)	Coaching Sessions (as prescribed by PIP)	Evaluator/Teacher	

Evaluation Phase	Teacher Final Evaluation	Form C	Final Evaluation	Evaluator	April 15
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Evaluation Type	Probationary/Temporary Teacher Evaluation Plan				
Year 1					
Phase	Frontline Component	Frontline Form	Task	Responsibility	Due Date
Planning Phase (Aug - Oct)			Notify teachers that they are being evaluated this year	Site Admin	Sept 1
			Group process meeting	Site Admin	Sept 30
	Teacher Self-Assessment	Form A	Domain Self-Reflection	Teacher	Sept 30
		Event	Evaluation Planning Conference	Evaluator/ Teacher	Oct 30
Observation Phase (Oct - Jan)	Teacher In-Depth Observation (1)	Form B (1)	Conduct In-Depth Observation 1 (with pre and post obs. conf)	Evaluator	Nov 30
	Teacher Drop-in Observation	Drop-in Observation Form	Conduct Drop-in Observation(s)	Evaluator	
	Teacher In-Depth Observation (2)	Form B (2)	Conduct In-Depth Observation 2 (with pre and post obs. conf)	Evaluator	Feb 1
	Teacher Drop-in Observation	Drop-in Observation Form	Conduct Drop-in Observation(s)	Evaluator	
Evaluation Phase	Teacher Final Evaluation	Form C	Final Evaluation	Evaluator	Feb 15

Year 2					
Planning Phase (Aug - Oct)			Notify teachers that they are being evaluated this year	Site Admin	Sept 1
			Group process meeting	Site Admin	Sept 30
	Teacher Self-Assessment	Form A	Domain Self-Reflection	Teacher	Sept 30
		Event	Evaluation Planning Conference	Evaluator/ Teacher	Oct 30
Observation Phase (Oct - Jan)	Teacher In-Depth Observation (3)	Form B (3)	Conduct In-Depth Observation 3 (with pre and post obs. conf)	Evaluator	Nov 30
	Teacher Drop-in Observation	Drop-in Observation Form	Conduct Drop-in Observation(s)	Evaluator	
	Teacher In-Depth Observation (4)	Form B (4)	Conduct In-Depth Observation 4 (with pre and post obs. conf)	Evaluator	Feb 1
	Teacher Drop-in Observation	Drop-in Observation Form	Conduct Drop-in Observation(s)	Evaluator	
Evaluation Phase	Teacher Final Evaluation	Form C	Final Evaluation	Evaluator	Feb 15

Evaluation Type	Non-Classroom Certificated Evaluation Plan				
Phase	Frontline Component	Frontline Form	Task	Responsibility	Due Date
Planning Phase (Aug - Oct)			Notify non-classroom certificated that they are being evaluated this year	Site Admin	Sept 1
	Self-Assessment	Form A	Domain Self-Reflection *Using appropriate classification rubric	Non-classroom certificated	Sept 30
		Event	Evaluation Planning Conference	Evaluator & Non-classroom certificated	Oct 30
Observation Phase (Nov - Feb)	Drop-in Observation	Drop-In Observation Form	Conduct Drop in Observation(s)	Evaluator	
		<i>Event</i>	<i>Coaching Sessions</i> <i>(Optional, recommended for Probationary/Temporary)</i>	<i>Evaluator/Non-classroom certificated</i>	
		Event	Non-classroom certificated uploads optional Domains 4 evidence	Non-classroom certificated	
Evaluation Phase	Non-classroom certificated Final Evaluation	Form C	Complete Final Evaluation	Evaluator	Probationary/Temporary: February 15 Permanent: April 15

EXHIBIT H

Insurance Rates & Contributions

2021-22 CERTIFICATED INSURANCE RATES AND CONTRIBUTIONS (Tenthly Rates)

Anthem Blue Cross 80-E PPO 1

Employee Only	Employee cost \$ 675.27	District contribution \$ 374.73	Total cost: \$1050.00
Employee + 1 Dependent	Employee cost \$1263.80	District contribution \$ 796.60	Total cost: \$2060.40
Employee + 2 or More Dependents	Employee cost \$1679.49	District contribution \$1220.91	Total cost: \$2900.40

Anthem Blue Cross 80-G PPO 2

Employee Only	Employee cost \$ 604.95	District contribution \$ 373.05	Total cost: \$ 978.00
Employee + 1 Dependent	Employee cost \$1124.00	District contribution \$ 792.40	Total cost: \$1916.40
Employee + 2 or More Dependents	Employee cost \$1479.33	District contribution \$1215.87	Total cost: \$2695.20

Anthem Blue Cross 80-M PPO 3

Employee Only	Employee cost \$323.43	District contribution \$ 448.17	Total cost: \$ 771.60
Employee + 1 Dependent	Employee cost \$725.84	District contribution \$ 778.96	Total cost: \$1504.80
Employee + 2 or More Dependents	Employee cost \$911.49	District contribution \$1195.71	Total cost: \$2107.20

Kaiser Permanente HMO

Employee Only	Employee cost \$406.59	District contribution \$ 347.01	Total cost: \$ 753.60
Employee + 1 Dependent	Employee cost \$736.88	District contribution \$ 731.92	Total cost: \$1468.80
Employee + 2 or More Dependents	Employee cost \$924.21	District contribution \$1146.99	Total cost: \$2071.20

Anthem Blue Cross HDHP* (HSA)

Employee Only	Employee cost \$ 417.63	District contribution \$ 367.17	Total cost: \$ 784.80
Employee + 1 Dependent	Employee cost \$ 786.44	District contribution \$ 783.16	Total cost: \$1569.60
Employee + 2 or More Dependents	Employee cost \$1031.01	District contribution \$1205.79	Total cost: \$2236.80

Vision Service Plan (VSP)

Employee Only	Employee cost \$ -0-	District contribution \$ 11.04	Total cost: \$11.04
Employee + 1 Dependent	Employee cost \$ 7.76	District contribution \$ 14.32	Total cost: \$22.08
Employee + 2 or More Dependents	Employee cost \$ 18.80	District contribution \$ 14.32	Total cost: \$33.12

Delta Dental Premier PPO

Employee Only	Employee cost \$ 17.12	District contribution \$ 41.68	Total cost: \$ 58.80
Employee + 1 Dependent	Employee cost \$ 80.96	District contribution \$ 41.68	Total cost: \$122.64
Employee + 2 or More Dependents	Employee cost \$138.80	District contribution \$ 41.68	Total cost: \$180.48

*High Deductible Health Plan

Exhibit I

ALL SALARY SCHEDULES

B-1

EXHIBIT B-1	2021-22
<i>Advance Degrees</i>	
Degree	
Master's/CPA	927.46
Doctor's	1,756.85
Child Development Master's	870.96
Bilingual Stipend Level I	3,200.00
Bilingual Stipend Level II	2,000.00
Bilingual Stipend Level III	1,000.00
Additional Stipend in subject areas	517.50

B-2 & B-3

EXHIBIT B-2		2021-22
Semester Stipend: other than itinerant by definition		
Zones		
Zone 1		
SBJHS to SBHS		627.90
LaCumbre to SBHS		
Zone 2		
LaColina to LaCumbre		780.35
SBJHS to LaCumbre		
SMHS to LaColina		
LaColina to GVJHS		
SMHS to LaCumbre		
GVJHS to DPHS		
Zone 3		
LaColina to DPHS		1,003.15
GVJRHS to LaCumbre		
LaColina to SBJRHS		
SMHS to SBJRHS		
DPHS to SMHS		
LaColina to SBHS		
SMHS to SBHS		
Zone 4		
DPHS to LaCumbre		1,191.84
GVJRHS SBHS		
GVJRHS to SBJRHS		
Zone 5		
DPHS to SBJRHS		1,381.60
DPHS to SBHS		

EXHIBIT B-3		2021-22
Certificated - Hourly		
With Students		55.54
Without Students		46.25
Child Development		
Curriculum Workshop/Hourly Teaching		35.80

B-4

EXHIBIT B-4	
Independent Study Jr High (1-10)	1,317.64
Independent Study Jr High (11-20)	2,635.28
Independent Study Jr High (21+)	3,952.91
Head Counselors/Chairprsn Sp Ed 1-14	1,309.11
Head Counselors/Chairprsn Sp Ed 15-29	2,618.22
Head Counselors/Chairprsn Sp Ed 30-54	3,269.58
Head Counselors/Chairprsn Sp Ed 55+	3,931.59
G.A.T.E. Site Coordinator Sec.	2,618.22
G.A.T.E. Site Coordinator Elem.	1,035.00
Head Teacher Altern/Continuation	5,428.33
Teacher-in-Charge Elem.	1,772.96
District Library Master Plan Coord.	2,800.51
Teacher Induction (first candidate)	1,552.50
Teacher Induction (each additional candidate)	1,345.50
504 Coordinator	1,712.93
AVID Site Coordinator	1,279.26

EXHIBIT B-4 Continued	
Instructional Leadership	
Elementary Site PLC Leads	2,063.79
Elementary District PLC Leads	828.00
Secondary Site PLC Leads	659.30
Secondary District PLC Leads	828.00
Secondary Department Lead	330.17
Secondary Department Lead (1)	1,682.91
Secondary Department Lead (2)	2,096.91
Secondary Department Lead (3)	2,510.91
Secondary Department (4)	2,594.75
Special Education District Lead PK-6	828.00
Special Education Elem/Sec Dist Lead	828.00
Special Ed Secondary District Lead	828.00
Secondary Site Leadership Team	1,352.75
Voluntary Student Study Team Mem	
Max of 3 for schools 0-449 enrollment	1,231.29
Max of 4 for schools 450-600	1,231.29
Max of 5 for schools 601+	1,231.29
Counselor	
Year 1	2,376.23
Year 2	3,168.30
Year 3	3,960.38

Exhibit B-5 Additional Days is on page 70.

B-6

EXHIBIT B-6			
2021-22	Certificated Base Pay: 186 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	54,664.71	57,356.82	60,940.39
2	56,911.07	59,597.28	63,632.48
3	59,149.58	61,833.82	66,318.69
4	61,390.04	64,074.30	69,012.75
5	63,632.48	66,318.69	71,691.11
6	66,318.69	69,002.93	74,377.31
7	69,012.75	71,689.14	77,067.44
8	71,691.11	74,377.31	80,213.15
9	74,377.31	77,067.44	83,343.12
10	77,829.34	80,523.40	86,482.93
11	77,829.34	80,523.40	90,376.75
12	77,829.34	80,523.40	90,376.75
13	79,355.04	82,051.07	91,900.50
14	79,355.04	82,051.07	91,900.50
15	81,636.76	84,328.85	94,182.20
16	81,968.60	84,770.65	94,845.90
17	82,078.56	84,882.59	95,065.83
18	82,188.53	84,992.55	95,287.71
19	87,126.98	89,834.80	99,735.26

B-7

EXHIBIT B-7			
2021-22	TOSA Base Salary: 200 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	58,779.46	61,673.92	65,527.18
2	61,193.90	64,083.18	68,421.66
3	63,601.86	66,487.22	71,310.90
4	66,009.80	68,897.78	74,206.68
5	68,421.66	71,310.90	77,088.20
6	71,310.90	74,196.34	79,974.90
7	74,206.68	77,085.60	82,868.08
8	77,088.20	79,974.90	86,250.36
9	79,974.90	82,868.08	89,615.78
10	83,688.00	86,585.08	92,991.56
11	83,688.00	86,585.08	97,179.54
12	83,688.00	86,585.08	97,179.54
13	85,327.88	88,226.28	98,816.84
14	85,327.88	88,226.28	98,816.84
15	87,781.26	90,677.04	101,271.48
16	88,110.78	91,116.40	101,930.52
17	88,220.60	91,226.22	102,150.20
18	88,330.44	91,336.06	102,369.86
19	93,684.72	96,596.28	107,242.42

B-8

EXHIBIT B-8			
2021-22	Teacher Social Worker (TSW) Base Salary: 210 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	61,718.22	64,757.70	68,803.67
2	64,254.44	67,287.26	71,843.12
3	66,781.79	69,812.38	74,875.94
4	69,311.34	72,341.96	77,917.62
5	71,843.12	74,875.94	80,941.58
6	74,875.94	77,906.54	83,974.38
7	77,917.62	80,939.36	87,011.63
8	80,941.58	83,974.38	90,563.24
9	83,974.38	87,011.63	94,097.07
10	87,871.83	90,913.52	97,642.02
11	87,871.83	90,913.52	102,038.27
12	87,871.83	90,913.52	102,038.27
13	89,594.40	92,638.31	103,758.63
14	89,594.40	92,638.31	103,758.63
15	92,170.53	95,209.99	106,334.74
16	92,500.86	95,651.18	106,993.19
17	92,609.50	95,759.81	107,212.67
18	92,720.33	95,870.65	107,434.36
19	98,369.17	101,426.39	112,604.33

B-9

EXHIBIT B-9			
2021-22	Teacher Prg Specialist (TSA) Base Salary: 215 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	63,187.70	66,299.55	70,441.85
2	65,784.30	68,889.33	73,553.67
3	68,371.83	71,474.58	76,658.70
4	70,961.61	74,064.38	79,772.80
5	73,553.67	76,658.70	82,868.76
6	76,658.70	79,761.45	85,973.77
7	79,772.80	82,866.48	89,083.34
8	82,868.76	85,973.77	92,719.50
9	85,973.77	89,083.34	96,337.48
10	89,964.02	93,078.12	99,966.83
11	89,964.02	93,078.12	104,467.75
12	89,964.02	93,078.12	104,467.75
13	91,727.60	94,843.98	106,229.07
14	91,727.60	94,843.98	106,229.07
15	94,365.07	97,476.89	108,866.52
16	94,694.17	97,917.24	109,527.02
17	94,803.13	98,026.18	109,744.92
18	94,914.35	98,137.40	109,965.08
19	100,711.29	103,841.30	115,285.39

B-10

EXHIBIT B-10			
2021-22	Head Counselors Base Salary: 203 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	59,660.60	62,598.45	66,510.19
2	62,111.54	65,043.95	69,448.06
3	64,555.67	67,484.05	72,380.49
4	66,999.85	69,930.91	75,319.72
5	69,448.06	72,380.49	78,244.02
6	72,380.49	75,308.85	81,175.09
7	75,319.72	78,241.30	84,111.60
8	78,244.02	81,175.09	87,544.53
9	81,175.09	84,111.60	90,959.84
10	84,943.04	87,883.63	94,385.99
11	84,943.04	87,883.63	98,636.78
12	84,943.04	87,883.63	98,636.78
13	86,607.29	89,549.22	100,299.70
14	86,607.29	89,549.22	100,299.70
15	89,097.56	92,036.79	102,789.94
16	89,427.07	92,476.12	103,448.95
17	89,536.91	92,585.96	103,668.62
18	89,646.74	92,695.79	103,888.29
19	95,089.63	98,044.93	108,850.51

B-11

EXHIBIT B-11			
2021-22	Counselors Base Salary: 194 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	57,015.56	59,823.16	63,561.46
2	59,357.80	62,160.24	66,369.07
3	61,693.61	64,492.15	69,171.50
4	64,029.40	66,830.52	71,980.40
5	66,369.09	69,171.50	74,775.07
6	69,171.50	71,970.05	77,576.19
7	71,980.41	74,772.47	80,382.53
8	74,775.08	77,576.19	83,663.23
9	77,576.19	80,382.53	86,927.14
10	81,177.09	83,987.30	90,201.39
11	81,177.09	83,987.30	94,263.73
12	81,177.09	83,987.30	94,263.73
13	82,767.57	85,579.06	95,852.90
14	82,767.57	85,579.06	95,852.90
15	85,147.42	87,956.32	98,232.76
16	85,476.92	88,395.67	98,891.77
17	85,586.77	88,505.50	99,111.43
18	85,696.60	88,615.33	99,331.11
19	90,873.85	93,698.09	104,024.61

B-12

EXHIBIT B-12			
2021-22	Athletic Directors Base Salary : 200 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	72,358.60	75,252.70	79,106.60
2	74,774.04	77,662.06	82,001.08
3	77,181.04	80,066.10	84,890.08
4	79,590.14	82,476.76	87,785.94
5	82,001.36	84,890.16	90,667.04
6	84,889.76	87,775.26	93,554.80
7	87,786.60	90,664.36	96,447.90
8	90,666.56	93,554.80	99,830.12
9	93,554.94	96,447.90	103,194.94
10	97,266.80	100,164.22	106,570.44
11	97,266.80	100,164.22	110,758.46
12	97,266.80	100,164.22	110,758.46
13	98,907.34	101,805.16	112,396.76
14	98,907.34	101,805.16	112,396.76
15	101,360.80	104,255.96	114,850.24
16	101,717.62	104,706.58	115,526.14
17	101,835.86	104,819.22	115,751.44
18	101,954.10	104,931.88	115,976.74
19	107,264.26	110,175.32	120,821.22

B-13/14

EXHIBIT B-13/B-14			
2021-22	Librarians/Nurses Base Salary: 190 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	55,840.30	58,590.30	62,250.94
2	58,134.97	60,878.95	65,000.92
3	60,421.62	63,163.58	67,744.90
4	62,708.27	65,452.25	70,496.90
5	65,000.92	67,744.90	73,232.86
6	67,744.90	70,484.87	75,976.82
7	70,496.90	73,230.85	78,724.81
8	73,232.86	75,976.82	81,938.17
9	75,976.82	78,724.81	85,135.45
10	79,503.09	82,257.08	88,342.78
11	79,503.09	82,257.08	92,320.34
12	79,503.09	82,257.08	92,320.34
13	81,061.60	83,815.61	93,876.85
14	81,061.60	83,815.61	93,876.85
15	83,392.39	86,142.37	96,207.62
16	83,721.33	86,581.65	96,865.53
17	83,831.67	86,691.97	97,086.18
18	83,939.97	86,802.30	97,304.81
19	89,000.67	91,766.73	101,880.11

EXHIBIT B-15			
2021-22	Speech-Language Pathologist Base Salary: 200 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	74,132.78	76,727.36	80,562.84
2	75,614.86	78,261.06	82,174.52
3	77,127.00	79,827.16	83,818.66
4	78,670.28	81,423.28	85,493.96
5	80,243.62	83,051.80	87,204.12
6	81,848.14	84,712.72	88,949.02
7	83,485.02	86,407.22	90,727.56
8	85,154.36	88,135.34	92,542.08
9	86,858.48	89,898.28	94,392.58
10	88,594.98	91,696.00	96,280.32
11	88,594.98	91,696.00	97,243.98
12	88,594.98	91,696.00	97,243.98
13	90,666.36	93,767.36	99,315.32
14	90,666.36	93,767.36	99,315.32
15	93,758.98	96,858.78	102,406.80
16	94,088.50	97,298.14	103,065.80
17	94,198.34	97,407.96	103,285.46
18	94,308.16	97,517.80	103,505.14
19	101,116.92	104,233.42	109,809.14

EXHIBIT B-16			
2021-22	Psychologist Base Salary: 200 Days		
STEP	CLASS I	CLASS II	CLASS III
	BA < 45 units	BA + 45 units	BA + 60 units
1	75,337.72	79,072.32	83,025.42
2	77,597.42	81,444.90	85,516.82
3	79,925.60	83,888.26	88,082.56
4	82,323.36	86,404.84	90,725.14
5	84,793.10	88,997.02	93,446.94
6	87,337.32	91,666.02	96,250.32
7	89,957.10	94,416.62	99,137.76
8	92,656.04	97,248.82	102,111.52
9	95,435.46	100,166.20	105,175.36
10	98,298.90	103,171.22	108,330.38
11	98,298.90	103,171.22	113,699.60
12	98,298.90	103,171.22	113,699.60
13	100,403.82	105,276.14	115,804.54
14	100,403.82	105,276.14	115,804.54
15	103,545.62	108,419.18	118,947.52
16	103,875.14	108,858.52	119,606.52
17	103,984.98	108,968.36	119,826.20
18	104,094.82	109,078.20	120,045.86
19	111,065.90	115,962.60	126,543.58

C

2021-22	EXHIBIT C			
Child Development/Childre's Centers/School Age (TCC) Base Salary: 225 Days				
STEP	CLASS I	CLASS II	CLASS III	CLASS IV
	BA	BA + 15 units	BA + 30 units	BA + 40 units
1	42,627.58	45,185.81	47,744.03	50,297.51
2	45,024.28	47,318.85	49,877.08	52,440.05
3	46,888.92	49,449.51	52,010.12	54,565.97
4	49,024.33	51,577.81	54,143.17	56,696.63
5	51,152.63	53,710.85	56,273.83	58,829.67
6	52,943.63	55,841.51	58,402.13	60,957.97
7	55,418.72	57,976.94	60,537.53	63,088.63
8	57,976.94	60,537.53	63,088.63	65,646.86
9	60,537.53	63,088.63	65,646.86	68,207.47
10	63,813.11	66,368.95	68,207.47	70,768.06
11	63,813.11	66,368.95	74,048.38	76,589.98
12	63,813.11	66,368.95	74,048.38	76,589.98
13	65,266.81	67,825.04	75,502.08	78,046.04
14	65,266.81	67,825.04	75,502.08	78,046.04
15	67,440.22	69,998.45	77,675.51	80,219.48
16	67,770.41	70,326.25	78,114.94	80,877.44
17	67,879.67	70,435.51	78,226.58	81,095.96
18	67,991.31	70,547.15	78,335.84	81,316.87
19	71,936.71	74,506.82	82,224.25	84,777.73

C-1

2021-22	EXHIBIT C-1			
Child Development/State Preschool/CALSE Program Base Salary: 186 Days				
STEP	CLASS I	CLASS II	CLASS III	CLASS IV
	BA	BA + 15 units	BA + 30 units	BA + 40 units
1	35,236.84	37,353.60	39,468.40	41,579.28
2	37,355.57	39,114.94	41,231.72	43,344.55
3	38,765.43	40,880.23	42,993.06	45,109.84
4	40,526.78	42,633.73	44,756.38	46,867.26
5	42,286.17	44,400.97	46,592.35	48,636.45
6	44,047.52	46,160.36	48,279.09	50,391.92
7	45,808.88	47,925.63	50,040.44	52,153.27
8	47,925.63	50,040.44	52,153.27	54,270.04
9	50,040.44	52,153.27	54,268.07	56,384.84
10	52,877.85	54,994.60	56,384.84	58,499.62
11	52,877.85	54,994.60	63,063.04	63,447.91
12	52,877.85	54,994.60	63,063.04	63,447.91
13	54,342.69	56,459.44	64,527.88	64,912.75
14	54,342.69	56,459.44	64,527.88	64,912.75
15	56,528.17	58,644.94	66,713.38	66,901.88
16	56,860.01	58,974.82	67,155.19	67,759.99
17	56,969.98	59,086.75	67,265.15	67,979.89
18	57,079.94	59,196.71	67,375.11	68,201.79
19	60,991.45	63,118.02	71,227.70	71,614.52

C-2

2021-22	EXHIBIT C-2		
Child Development/State Preschool/CALSE Program Base Salary: 225 Days			
STEP	CLASS I	CLASS II	CLASS III
	BA	BA + 15 units	BA + 30 units
1	66,126.67	69,383.25	73,718.21
2	68,844.04	72,093.49	76,974.77
3	71,551.91	74,798.98	80,224.22
4	74,262.15	77,509.24	83,483.17
5	76,974.77	80,224.22	86,723.12
6	80,224.22	83,471.29	89,972.55
7	83,483.17	86,720.74	93,226.75
8	86,723.12	89,972.55	97,032.04
9	89,972.55	93,226.75	100,818.29
10	94,148.39	97,407.34	104,616.45
11	94,148.39	97,407.34	109,326.71
12	94,148.39	97,407.34	109,326.71
13	95,994.00	99,255.33	111,169.96
14	95,994.00	99,255.33	111,169.96
15	98,754.14	102,010.70	113,930.08
16	99,155.57	102,545.15	114,732.95
17	99,288.59	102,680.55	114,998.99
18	99,421.61	102,813.57	115,267.39
19	105,395.54	108,671.13	120,647.50

D - Annual Co-Curricular

EXHIBIT D	2021-22
Annual Co-Curricular	
Academic Decathlon	1,756.85
Academy Director (Large)*	6,727.50
Academy Director (Small)**	3,363.75
Activity Director (High School)	3,295.16
Activity Director Jr	1,682.23
After School Coach JRHS	1,317.64
After School Sports Coord JRHS	2,745.08
After School Sports Coord. JRHS District	2,665.13
A-OK/ASES Academic Liaison	1,976.46
ASB Jr. High Advisor	1,240.88
AVID District (Elem only)	4,526.45
Band Sr. High	4,385.73
Band Sr. High Assist	3,071.29
Band Jr. High	3,295.16
Band Jr. High Assist	2,193.93
Baseball (Head)	3,727.98
Baseball (Asst)	2,193.93
Basketball (Head)	3,947.58
Basketball (Asst)	2,415.67
Cheerleaders	3,295.16
Competitive Cheer Head Coach (HS)	3,073.42
Competitive Cheer (Asst) Coach (HS)	1,537.24
Choir Sr. High (Choral)	4,385.73
Choir Sr. High (Assist)	1,974.32
Choir Jr. High (Choral)	3,295.16
Choir Jr. High (Asst)	1,974.32
Choir Musical Accompanist (Choral)	1,916.76
Cross Country (Head)	3,073.42
Cross Country (Asst)	1,756.85
Dance	2,854.88
Drill Team	3,073.42
Drill Team Jr High	1,756.85
Economics Coach	1,756.85
Football (Head)	4,385.73
Football (Head Freshman)	1,756.85
Football (Asst)	3,073.42
Football (Soph)	3,073.42
Football (Freshman Asst)	1,240.88
Football Flag Jr High	1,317.64

Annual Co-Curricular	
Football Tackle Jr High	1,317.64
Freshman Sports (Head Coach)	1,317.64
Golf (Head)	2,628.88
Golf (Asst)	1,317.64
Lacrosse Varsity	3,512.63
Lacrosse Jr Varsity (Assist)	1,980.72
Lacrosse Frosh/Soph	1,317.64
Math Team	1,756.85
Mock Trial	3,294.09
Newspaper SRHS	3,073.42
Newspaper JRHS	2,918.84
Noon Supervision: Jr HS La Cuesta: Alta Vista	3,006.26
PAR Chair	1,098.03
PAR Panel Member	549.02
PAR Consulting Teacher	2,635.28
Robotics	3,512.63
Robotics (Asst)	1,537.24
Science Fair Advisor JRHS	1,756.85
Soccer (Head)	3,512.63
Soccer (Asst)	1,980.72
Softball (Head)	3,727.98
Softball (Asst)	2,193.93
Speech	2,854.88
Stage, Choreographer	2,632.08
Stage, Musical Director	2,632.08
Stage, Technical Director	2,632.08
Swimming (Head)	3,512.63
Swimming (Asst)	1,980.72
Tall Flags	1,240.88
Tech Mentor	2,794.50
Tennis (Head)	2,854.88
Tennis (Asst)	1,317.64
Theater HS	4,385.73
Theater JRHS	3,295.16
Track (Head)	3,947.58
Track (Asst)	2,417.80
Volleyball (Head)	3,073.42
Volleyball (Asst)	1,537.24
Water Polo (Head)	3,073.42
Water Polo (Asst)	1,756.85
Wrestling (Head)	3,727.98
Wrestling (Asst)	1,756.85

Annual Co-Curricular	
Sr. High Yearbook	2,854.88
Jr. High Yearbook	1,756.85