SIDE LETTER OF AGREEMENT (SLA)
BETWEEN THE
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND THE
SAN JUAN TEACHERS ASSOCIATION (Association)
Re: Innovative School Design Process and Workgroup
Updated April 11, 2023

Background:
The San Juan Unified School District, (District), San Juan Teachers Association (Association), and the San Juan Professional Educators Coalition (SJPEC) believe that providing schools with a variety of educational philosophies allows for families to exercise choice and determine which approach best meets the needs of their children. The parties recognize that utilizing best practices in District schools creates a strong educational foundation, while also understanding that innovative approaches lead to “next” practices in education. The parties believe in order to create a well-rounded approach, the process must include diversity in voice and perspective. This dynamic best occurs when the stakeholders work together in partnership.

Statement of Intent:
The parties agree to partner in the design of an innovative school, with an anticipated site selection in spring 2023 and launch in the 2024-2025 school year, that creates opportunities for students to learn in unique and different ways.

Agreement:
The District and Association mutually agree to the following:

1. Workgroup Makeup and Scope of Work:
   a. A workgroup of practitioners will spend the 2022-23 and 2023-24 school year and the summer of 2023:
      i. Engaging in design thinking professional development
      ii. Studying current innovative schools and their approaches
      iii. Reviewing existing research
      iv. Developing prototypes, possibilities, and variations
      v. Gathering feedback from community, families, students, and other stakeholders
      vi. Recommending an educational model for a San Juan Unified program
      vii. Engaging staff of selected site, during the 2023-24 school year, in the planning and implementation of recommended model, to launch in the 2024-25 school year
b. The workgroup will consist of up to eight (8) team members. Seven (7) team members will be SJTA members, and one (1) team member will be an SJPEC member.

   i. One (1) of these team members will be a workgroup lead.
      1. The one (1) workgroup lead shall be an SJTA member.
      2. The SJPEC workgroup member will provide administrative perspective on current and future design work.
      3. The workgroup lead will be responsible for:
         a. Meeting and collaborating as needed in addition to design team meetings
         b. Meeting with the Innovative Schools Leadership Team as needed to share progress
         c. Potentially working with a consultant or engaging in training related to design work

   ii. The Innovative Schools Leadership Team (a joint governance group composed of representatives from the District, SJPEC and SJTA) will jointly select the workgroup lead.
       1. The Innovative Schools Leadership Team, with input from the workgroup lead, will select the remaining seven (7) workgroup members.

2. Workgroup Timeline and Compensation

   a. Workgroup members will be expected to convene and perform duties and responsibilities outside of meetings during the:
      i. 2022-23 school year
      ii. Summer of 2023
      iii. 2023-24 school year
      iv. Summer of 2024
   b. All Workgroup members will receive:
      i. One (1) day a month of release time for the workgroup to convene.
      ii. A stipend of $10,000 per year.
   c. The workgroup lead who is an SJTA member will also receive:
      i. A full-time release from the classroom for the 2022-23 and 2023-24 school year to represent the anticipated additional workload.
      ii. An additional $8,000 stipend per year.
   d. If a workgroup member chooses to leave the team during the term of this agreement, they will receive a pro rata share of their stipend.
   e. All workgroup team members receiving additional compensation will be paid in quarterly installments beginning October 31, 2022 and through the end of this agreement.
3. **Selection Process:**
   
a. **Leads:** The District, SJPEC and SJTA will jointly develop an application process and will jointly select the lead for this workgroup.
   
      i. The Innovative Schools Leadership Team may reconsider lead assignments during the term of this agreement.
   
b. **Workgroup members:** The remaining seven (7) Workgroup members will be chosen by the Innovative Schools Leadership Team with input from the workgroup lead.
   
4. **Staffing Process for 2023-24:** Once a site is selected in spring 2023 and the design work begins, a process is necessary to begin staffing the selected site.

   a. **Existing site staff:** All permanent members, and probationary members eligible for permanency, currently assigned to the selected site who would like to move to a new site for the 2023-24 school year may voluntarily place themselves on the surplus list pursuant to Section 4.3 of the Collective Bargaining Agreement.
      
      i. Staff are to inform site administration by 4 p.m. April 17, 2023
      ii. Upon learning more about the potential design, staff who opted out may decide that they may now want to be included in the innovative work, and they may pull themselves off of the list by May 5, 2023
   
   b. **Hiring for new site staff for the 2023-24 School Year:**
      
      i. Open positions at the Innovative School will not be a part of the surplus vacancy list.
      ii. Available positions will be posted on EdJoin on May 9, 2023.
      iii. All current district certificated members who are qualified for open positions may apply
      iv. All SJTA members who wish to be considered for a new assignment at the Innovative School site in the 2023-24 school year will interview for open positions from May 15-May 18, 2023.
      v. Unfilled positions will be reposted to EdJoin and allow for external candidates.

5. **Staff Selection Process for 2024-25**

   a. **Existing site staff:** All permanent members, and probationary members eligible for permanency, currently assigned to the selected site who would like to move to a new site for the 2024-25 school year may voluntarily place themselves on the surplus list pursuant to Section 4.3 of the Collective Bargaining Agreement.
   
   b. **Hiring for new site staff for the 2024-25 school year:**
      
      i. Open positions at the Innovative School will not be a part of the surplus vacancy list.
ii. Available positions will be posted on EdJoin to be determined on district staffing timelines.

iii. All current district certificated members who are qualified for open positions may apply.

iv. All SJTA members who wish to be considered for a new assignment at the Innovative School site in the 2024-25 school year will interview for open positions during a timeline to be established.

v. Unfilled positions will be reposted to EdJoin and allow for external candidates.

6. Staff Supports: The parties agree that the staff’s ability to fully engage in the design work and planning during the 2023-24 school year is critical to the successful transformation of the school, and that additional resources will be needed to support practitioners. Those will include:

a. Speciality time: The district shall create and fund a one-time, temporary position (estimated at the time of agreement as 1.6 FTE) who will work with other TK-5 practitioners at the Innovative School to create a schedule that will allow for collaboration during the 2023-24 school year.

b. Release time: The district shall identify a dedicated guest teacher for the Innovative School for the 2023-24 school year whose primary focus will be to support grade 6-8 teachers as practitioners create a schedule that will allow for collaboration. This guest teacher may be utilized across all grade levels as needed.

c. Compensation: Each SJTA certificated staff member who is not a part of the design team shall receive a stipend of $2,000 in the 2023-24 school year only.

This Side Letter of Agreement is non-precedential and will sunset on August 10, 2024. This Side Letter may be revised and/or extended by mutual agreement between the District and Association.

Daniel Thigpen     Date 4-11-23
Executive Director
Labor Relations & Government Affairs
San Juan Unified School District

Barry Roth     Date 4-11-23
President
San Juan Teachers Association