

NON-TEACHING HOURS

In addition to the duties and responsibilities outlined in the teacher job description, teachers shall be paid for hours indirectly associated with their teaching responsibilities. Examples of paid non-teaching hours include, but are not limited to the following:

1. Course outlines/competency lists development and revisions
2. Subject area meetings
3. Community training site procurement and maintenance

If unable to do during visitation time (depends on class time, number of sites, number of students enrolled, and location sites).
4. Committee meetings called by Baldy View Regional Occupational Program (ROP)
5. Representing the ROP on special committees (Participation in professional organizations is not included.)
6. Student recruitment, career fairs, and public relation presentations
7. Teacher in-services
8. Certificate ceremonies
9. Advisory meetings
10. Articulation meetings

Payment for such hours must be approved in advance and in writing by the immediate supervisor and the Assistant Superintendent of Educational Services, and teachers will be paid at a flat rate equal to Column 1, Step 1 of the Certificated Hourly Salary Schedule.