

Santa Maria-Bonita School District

And the California School Employee Association and its Chapter 129

Tentative Agreement Regarding Article 15 - Promotion

On May 9, 2024, the District and CSEA Negotiations Team met to jointly discuss Article 15 - Promotion and the parties agreed to the following:

ARTICLE 15 - PROMOTION

15.1 Posting of Notice

15.1.1 Notice of all Bargaining Unit job vacancies other than temporary of substitute shall be posted electronically to all classified employees' district email, as well as posted on bulletin boards designated for that purpose at each District job site.

15.1.2 The job vacancy notice shall normally remain posted for a period of five (5) full working days, during which time the Bargaining Unit Member shall apply for the vacant position if they desire to be considered.

15.2 Filing

Bargaining Unit Members must meet the minimum qualification of the job description of the position applied for without written testing unless required by law. The Bargaining Unit Member must notify the District of their interest in the position in accordance with District application procedures. Any Bargaining Unit Member may file for the vacancy by submitting a classified application form to the District Human Resources Department within the filing period.

15.3 Eligibility

15.3.1 An evaluation containing a combination of all "Satisfactory" or "Exceeds Expectations" qualifies the employee for consideration of promotions.

15.3.1.1 An evaluation of at least one "Needs Improvement" shall disqualify the employee from consideration for promotions until corrected.

15.3.1.2 An evaluation of at least one "Unsatisfactory" shall disqualify the employee from consideration for promotions until corrected.

15.4 Promotion Process

Human Resources will document a consistent promotion process. The Parties will follow said promotion process, which will be posted for all current and prospective employees on the District HR website. The District will maintain an HR procedural website, including said Promotion Process, and will meet and confer/negotiate with CSEA, as appropriate, prior to any revisions of said Promotion Process.

15.5 First Consideration

Bargaining Unit Members shall be given first consideration in filing any Bargaining Unit job vacancy which would represent a promotion. For these purposes, the first consideration shall mean:

- A. That Bargaining Unit Members' applications will be paper screened pursuant to the hiring process outline on the HR website to determine if minimum qualifications are met.
- B. An interview for all who meet minimum qualifications prior to interviewing of outside candidates, **but after transfer candidates as referenced by 11.5.2**
- C. The district ~~having~~ **has the** discretion to make **a** selection(s) at the conclusion of the Bargaining Unit Members' interviews.

A Bargaining Unit Member also has the option of taking the written test for the position applied for, when their skills and qualifications for the position aren't reflected in the experience portion of the application. The District shall take into consideration seniority

when all else is equal. (Reference Article 3, Evaluation Procedures, 3.7 for additional information.)



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Rep