

**SIDE LETTER OF AGREEMENT (SLA)
BETWEEN THE
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND THE
SAN JUAN TEACHERS ASSOCIATION (Association)
Updated August 13, 2025
Emergency Backup Practitioner
Secondary Division**

Background:

San Juan Unified, like most of the districts in Sacramento County, is experiencing a substitute and staffing shortage.

Statement of Intent:

It is a shared interest to ensure that schools have an appropriate number of staff available to supervise/instruct students. The parties recognize the need for creative problem solving during the ongoing health crisis. The parties value each member's role and contribution to our system, and are asking for voluntary support during the times that we may need additional support. This document represents an extension of the agreement between the District and Association for potential short term staffing shortages at school sites.

Agreement:

The District and Association mutually agree to create an opportunity for SJTA unit members to serve in the role of Emergency Backup Practitioner.

Staffing Shortage: Steps and Emergency Backup Practitioner (EBP)

We anticipate a potential staffing and substitute shortage. In order to mitigate this we may need staff to assist in classrooms daily. Practitioners will receive the following amounts payable monthly via a Special Assignment Rate card.

1. ***Emergency Backup Practitioner (EBP)*** will be paid at: \$70 per period of coverage.
 - a. Roles and Responsibilities of the Emergency Backup Practitioner include but are not limited to:
 - i. Unlocking classroom at the start of each period
 - ii. Assisting with:
 1. Classroom and school safety protocols
 2. Student behavior
 - iii. Following provided lesson plans (if applicable)
 - iv. Locking classroom at the end of each period
 - v. Leaving a brief written summary of the in-person period either as a note on the desk or in an email

Participation as an Emergency Backup Practitioner (EBP)

1. Participation is open to:
 - a. SJTA Bargaining Unit Members willing to serve as an EBP by providing coverage during their prep. Interested members will notify their site administration.
 - b. If no member is willing and a member has not given up three prep periods, then that member can be required to cover a class while on their prep.
 - i. Any member required to cover a class since the start of the 2023-24 school year is eligible to receive compensation
2. Eligibility: All bargaining unit members may serve in this role. If more practitioners are available than positions that need filling (ie: two practitioners only one sub needed) service will be determined in the following manner:
 - a. Priority will be given to the practitioner whose credential is most aligned with the class
 - b. If a member has a flexible prep (ie: Counselors, Social Workers, Teacher Librarians, etc.) and could cover the class at a different period the same day (a member may only cover one period per day) the member without flexibility will have priority
 - c. If neither a. nor b. of this section is applicable, assignment shall be on a rotating basis as equally as possible
3. Any member who agrees to act as an EBP will be compensated:
 - a. At the rate of \$70 for every period they cover (in addition to their regular pay).
 - b. If the period is attached to a "Flex Schedule" and results in additional coverage for that day, the practitioner shall receive an additional \$30 to compensate for the additional time (per instance).
 - c. The rationale for the additional pay is to recognize the impact this additional work has on a member's ability to complete their regular duties within a contractual day

This Side Letter of Agreement is non-precedential and will remain in effect until the parties reach Collective Bargaining Agreement language that supersedes this SLA. If the parties cannot reach agreement on whether to adopt the language in this SLA, or newly negotiated language, during the 2025-26 or 2026-27 bargaining cycles, this SLA expires **June 20, 2027**. This Side Letter may be revised and/or extended by mutual agreement between the District and Association.

 8-13-25

Daniel Thigpen Date
Chief of Human Resources
San Juan Unified School District

 8/13/2025

Dr. Edward F. Burgess IX Date
Associate Executive Director
San Juan Teachers Association