

**TENTATIVE AGREEMENT
BETWEEN**

**SALINAS CITY ELEMENTARY SCHOOL DISTRICT (SCESD)
AND
SALINAS CITY ELEMENTARY TEACHERS COUNCIL (SETC)
FOR REOPENER NEGOTIATIONS FOR 2025-2026**

JANUARY 20, 2026

This Tentative Agreement is entered into between the Salinas City Elementary School District (“District” or “SCESD”) and Salinas Elementary Teachers’ Council (“SETC”) in settlement of negotiations for their 2025-26 reopener negotiations. The subjects mentioned below include all matters the District and SETC have agreed to during their negotiations affecting the 2025-2026 reopener negotiated agreement.

This concludes negotiations between the parties for the 2025-2026 reopener year as defined in the Duration Article. Both parties agree that subjects that were proposed and/or discussed during bargaining but which are not included herein are considered withdrawn and given no force or effect.

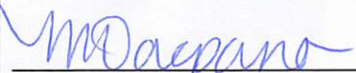
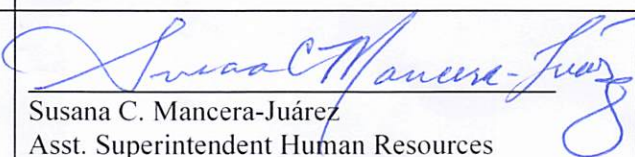
The Parties’ agreements for specific articles of the successor agreement are attached hereto as follows:

Article X	Evaluation
Article XII	Employee Benefits
Article XV	Salary

The District will process retroactive salary increases for the 2025-2026 school year within two payroll cycles after the SETC Ratification and Board Approval of this Tentative Agreement.

This Tentative Agreement shall not be final and binding until ratified by the SETC Members and approved by the Governing Board of the Salinas City Elementary School District.

The signatures below acknowledge that this Tentative Agreement was prepared, reviewed, and reached by the Parties’ representatives on January 20, 2026, and that their respective representatives agree to submit this to their respective members and Board in support of its ratification and approval.

FOR SETC	FOR SCESD
 <hr/> Merissa Dacpaho SETC Negotiations Chair	 <hr/> Susana C. Mancera-Juárez Asst. Superintendent Human Resources
Date <u>1/20/2026</u>	Date <u>1/20/2026</u>

**ARTICLE X
CERTIFICATED EMPLOYEE
EVALUATION & OBSERVATION PROCEDURES**

1. Evaluation Philosophy

The purpose of our evaluation process is to inform and support educators through meaningful and constructive feedback around their performance. The intent is to establish a collegial atmosphere between educator and evaluator focused on student academic and behavioral objectives, as well as the continued growth of the educator as a professional.

2. Definition of Terms

- A. Evaluation Conference: A meeting between an evaluatee and their evaluator(s) to complete evaluation forms.
- B. District Based Instructional Bargaining Unit Members: Bargaining unit members who engage in daily student direct instruction, assigned to the District Office, and travel to different sites.
- C. District Based Non-Instructional Bargaining Unit Members: Bargaining unit members who do not engage in daily student direct instruction, assigned to the District Office, and travel to different sites.
- D. Immediate Supervisor: The administrator responsible for the site, department, or services to whom the unit member is assigned to report to and receive direction from.
- E. Short-Term Performance Objectives: Measurable objectives that a unit member is expected to achieve within a set period of time. These objectives relate to the tasks and/or duties required to be performed that align with their job description.
- F. Student Learning Objectives: Student growth goals set by the unit member to help them plan for instruction and interventions that support student learning and achievement throughout the year.
- G. Site-Based Instructional Bargaining Unit Members: Bargaining unit members who engage in daily student direct instruction and are assigned to a specific site.
- H. Site-Based Non-Instructional Bargaining Unit Members: Bargaining unit members who do not engage in daily student direct instruction and are assigned to a specific site.
- I. Conference/Meeting: A meeting between an evaluatee and evaluator to discuss and/or complete forms or processes during the evaluation year. All Conferences/meetings between the evaluatee and evaluator will be held during the

unit member's work hours. By mutual agreement, the evaluatee and the evaluator may be scheduled to meet before or after the evaluatee's workday.

3. Evaluation Timelines

A. General (Instructional and Non-Instructional)

- 1) September 1: Notification of evaluation year
- 2) September 15: Selection of evaluator
- 3) Last Friday in September: Evaluation Orientation Meeting
- 4) October 15: Set goals and objectives
- 5) January 31: Checkpoint for Student Progress Objectives
- 6) Second Friday in February: Evaluation of Probationary II bargaining unit members
- 7) First Friday in May: Evaluation Completion date conferences for Temporary, Probationary I, and Permanent unit members

B. Reduced Workload Program

- 1) Working 1st Half of The Year
 - a. September 1: Notification of evaluation year
 - b. September 15: Selection of evaluator
 - c. September 30: Evaluation orientation meeting
 - d. October 15: Set goals and objectives
 - e. November 15: Checkpoint for student progress objectives
 - f. Members last workday: Evaluation Conference
- 2) Working 2nd Half of The Year
 - a. January 15: Notification of evaluation year
 - b. February 1: Selection of evaluator
 - c. February 15: Evaluation orientation meetings
 - d. February 28: Set goals and objectives
 - e. March 31: Checkpoint for student progress objectives
 - f. May 1: Evaluation Conference

C. All deadlines included within this evaluation provision, except statutory deadlines, may be extended by written mutual agreement by the evaluator and unit member.

4. Evaluation Criteria

A. Areas of Evaluation for Instructional Unit Members

- 1) The California Standards for the Teaching Profession (CSTP)
- 2) Student Learning Objectives

B. Areas of Evaluation for Non-Instructional Unit Members

- 1) Unit Members' performance will be evaluated based on the duties of their assignment and related professional standards. The criteria by which non-instructional unit members will be evaluated will reasonably relate to:
 - a. Providing services to student, parents, and teachers to promote cooperative efforts and/or student academic growth, emotional and/or behavioral improvement.
 - b. Establishing and maintaining a suitable environment in which techniques, strategies, and interpersonal skills are used effectively.
- C. Evaluation Forms: The District will create evaluation forms to record unit members performance, based on evaluation criteria including their assigned duties and professional performance standards.
- D. Evaluations will be timely, accurate, relevant, and complete. No information will be used for the purpose of evaluations if such information is based solely on rumor and innuendo.

5. Observations

A. Informal Observation

- 1) Drop-In Observation: an observation of up to ten minutes of a unit member. No follow-up response by the administrator is necessary. However, if they choose to leave feedback, the Informal Observation Form will be used.
- 2) Extended Informal Observation: A ten-to-thirty-minute observation of a unit member. Written feedback on the Informal Observation Form will be provided to the unit member as soon as possible, but no later than three (3) days following the observation.

B. Formal Observation:

- 1) A thirty-to-sixty-minute scheduled observation by the chosen evaluator that is a component of the Formal Evaluation Procedures.
- 2) A formal observation may be rescheduled with three (3) days notice without affecting the evaluation timeline. If the evaluator cancels a scheduled observation with less than 3 days notice, the formal evaluation will be rescheduled only once. If the evaluator is then unable to attend the rescheduled observation, the evaluatee may elect to continue with their evaluation cycle, and reschedule another formal observation, or restart their evaluation process the following school year.

6. Frequency of Evaluation

- A. According to the Education Code the frequency of evaluations will be as following:
- 1) At least once each school year for probationary and temporary personnel,
 - 2) the first year of permanent status

- 3) at least every other year for personnel with permanent status, and
 - 4) at least every five years for personnel with permanent status who have been employed at least ten years with the school district, are highly qualified, and whose previous evaluation rated the employee as meeting standards, if the evaluator and the certificated employee being evaluated agree. The certificated evaluator or certificated employee may withdraw consent at any time.
- B. Preschool Bargaining Unit Members: Preschool unit members who have been employed by the District for at least three years will be evaluated at least every other year. Preschool unit members who have been employed less than three years will be evaluated annually.
- C. In the event of a change in assignment after September 15, the unit member will consult with the new immediate supervisor and they will select new evaluator(s), objectives, assessment techniques and checkpoints as necessary or nullify the current evaluation and be evaluated the following year.
- D. Bargaining unit members hired after forty-five (45) instructional days will meet with their immediate supervisor within fifteen (15) instructional days to set objectives, assessment techniques, checkpoint and completion dates, as appropriate to the bargaining unit member's job description, and the time remaining in each school year. Certificated unit members whose first day of paid employment is in January, will not be evaluated that year.
- E. In an evaluation year, upon request, permanent unit members assigned to a combination class will be allowed to postpone their evaluation for one (1) year.
- F. In an evaluation year, permanent unit members who have notified the District by October 15 that they will be retiring during that current school year, will, upon request, be exempt from being evaluated.
- G. In the event that the evaluation process is interrupted due to an evaluatee's or evaluator's leaves of absence, the evaluatee and evaluator will meet and modify the evaluation timelines to assure the evaluation will be completed in that school year. When a modified schedule cannot be agreed upon, the Assistant Superintendent of Human Resources will determine a timeline for completion or that the evaluation will be carried over to the next school year.
- H. The evaluation process cannot be repeated in the subsequent year if the observations were complete but due to paperwork problems, or the final evaluation was not timely completed by the administrator and/or received by the unit members.

7. Selection of Evaluator

- A. The evaluatee will select an evaluator(s) from the table below. The evaluator will not be changed during the year except in extenuating circumstances.

Evaluator Options	1. Principal/ Supervisor	2. Vice Principal	3. District Administrator	4. Principal and District Administrator
Site-Based Instructional Bargaining Unit Members	*	*	*	*
Temporary and Probationary Bargaining Unit Members	*	*		
Site Based Non-Instructional Bargaining Unit Members	*	*	*	*
District Based Instructional Bargaining Unit Members			*	*
District Based Non-Instructional Bargaining Unit Members	*		*	*

- B. The evaluator will be responsible for carrying out all arrangements for evaluation to occur.
- C. In cases where option 4 is selected, one evaluator will assume the role of chairperson. The chairperson will be solely responsible for conducting all formal observations and determining whether the final evaluation is deemed overall satisfactory or unsatisfactory. This determination will be made after consultation with the other evaluators.
- D. Unit members who do not select and confirm an evaluator(s) by September 15 forfeit their right of choice in the selection of an evaluator. They will have their evaluator chosen for them by their immediate supervisor.
- E. Nothing in this evaluation process will preclude observations by supervisors. The immediate supervisor in every case bears responsibility for supervising, observing, and assisting personnel assigned to them.
- F. A supervisor/administrator may deny a request to act as an evaluator if they are already evaluating as many people as they deem feasible.

8. Evaluation Year Process

- A. Notification of Evaluation Year: By September 1 the immediate supervisor will notify the unit member that it is their evaluation year.
- B. Selection of Evaluator: By September 15
- C. Evaluation Orientation Meeting: By the last Friday in September, the evaluator will meet with evaluatee, as a group or individually, to explain the practices, procedures, explanation of evaluation application (presently "Evaluat'd"), timelines, and documents related to the evaluation process. All forms used to implement the evaluation process will be provided by the evaluator at this meeting.
- D. Student Learning Objectives: The bargaining unit member will write and be evaluated on three (3) learning objectives to measure student progress in three (3) different areas.
- E. Pre-Observation Conference A pre-observation Conference will be held five (5) days before the formal observation. At this conference the evaluator and evaluatee will mutually agree to the date and time of the observation and the post-observation conference. They will confer over the lesson/session to be observed, including the anticipated lesson/session objectives, student goals and assessments. The evaluatee will submit the lesson plan for the observation to the evaluator no later than one (1) day before the scheduled observation.
- F. Formal Observation
 - 1) Temporary Bargaining Unit Members:

Temporary unit members will have a minimum of two (2) formal observations. The first observation will occur no later than forty (40) workdays after the 1st day of student attendance of each school year. The second observation must occur by the third Friday in April.
 - 2) Probationary Bargaining Unit Members:

Probationary unit members will have a minimum of one formal observation as part of their formal evaluation. This observation must occur by the last Friday of January.
 - 3) Permanent Bargaining Unit Members:

Permanent unit members will have one (1) formal observation as part of their formal evaluation. This observation must occur by the third Friday in April.
- G. Post Observation Conference
 - 1) A post observation conference will be held within two (2) days after a formal observation. Form 134A will be utilized at the post observation conference. The completed copy of form 134A will be provided to the unit

member within ten (10) workdays. Unit members have ten (10) workdays from receipt of this document to make any signed written comments. A copy of Form 134A along with any bargaining unit member's comments will be placed in the unit member's personnel file.

- 2) If the original formal observation is less than satisfactory, the evaluatee may request a second formal observation, with five (5) days of receiving the report. There will be a minimum of ten (10) days between formal observations, provided it does not extend beyond deadlines for completing the evaluation process.

H. Evaluation Conference: By first Friday in May

9. Evaluation Results

A. The evaluator will be solely responsible for conducting all formal observations and determining whether the final evaluation is deemed overall satisfactory or unsatisfactory. At the Evaluation Conference, one of the following evaluation ratings will be assigned:

- 1) Unit member achieves a satisfactory overall evaluation; or
- 2) Unit member receives an unsatisfactory overall evaluation.

B. The District will annually evaluate the unit member with an overall unsatisfactory evaluation each year until a satisfactory overall evaluation is achieved. In addition, the unit member may be given Short-Term Performance Objectives for the following year.

C. Reporting Evaluation Results

- 1) The final evaluation will be signed by the unit member, to acknowledge receipt, and not necessarily agreement with the evaluation. Copies of the final evaluation report will be distributed as follows:
 - a. One (1) copy given to the unit member
 - b. One (1) copy retained by the evaluator only until the completion of the evaluation year
 - c. One (1) copy retained by immediate supervisor only until the completion of the evaluation year
 - d. One (1) copy sent to the Human Resource Office

10. Short-Term Performance Objectives

A. At any time during the school year or after an unsatisfactory evaluation, the immediate supervisor may require that short-term objectives be accomplished, if the supervisor feels there is need for improvement. Before short-term performance objectives are assigned, the supervisor will meet with the unit member to discuss their concerns about improvement being needed. The unit member will have twenty (20) days to make improvements before being assigned performance objectives unless they had an unsatisfactory evaluation the previous

year. A maximum of five (5) short-term objectives may be given in one school year. A maximum of three (3) short-term objectives may be given to bargaining unit members in a formal evaluation year. The Short-Term Performance Objectives form is identified as "CSD 138" (see Appendix) and will include:

- 1) A description of the performance objective to be attained
- 2) Forms of assessment to determine that the performance objective is attained
- 3) Recommendations and assistance that will be given to the unit member within the constraints of the evaluator's authority and budgetary resources. The primary purpose of bargaining unit member assistance is to improve the quality of instruction and promote higher student achievement
- 4) Anticipated completion date and attainment of performance objectives, not to exceed ninety (90) days.

B. Review of Attainment of Performance Objectives

- 1) By the completion date, the supervisor will make one of the following determinations:
 - a. Objective(s) achieved.
 - b. Objective(s) not yet achieved.

C. If objectives are achieved by the completion date, the supervisor will note that the objective(s) were attained on the CSD 138 form. It will then be placed in the personnel file within ten (10) workdays of the completion conference. The unit member may include a response and have it attached to their CSD 138 form.

D. If objectives are not achieved by the completion date:

- 1) The supervisor will note which objective(s) were not attained on the CSD 138 form. It will then be placed in the personnel file within ten (10) workdays of the completion conference. The unit member may include a response and have it attached to their CSD 138 form.
- 2) The supervisor may further recommend:
 - a. Extending the Short-Term Performance Objectives completion date.
 - b. Modifying the Short-Term Performance Objectives.
 - c. Require the bargaining unit member to be evaluated the following year.

ALL INFORMATION ON EVALUATION FORMS WILL BE KEPT CONFIDENTIAL.

11. Personnel Files

- A. There will only be one formal personnel file. All personnel records shall be maintained in the unit member's personnel file in the Human Resources department.
- B. Before the District places any evaluation or documentation regarding performance or conduct, consistent with Education Code section 44031, the unit member will be informed that the documentation will be placed in their personnel file after 10 days and that they have a right to prepare a written response and have it attached.

**ARTICLE XII
EMPLOYEE BENEFITS**

1. Medical Insurance:

A. Medical benefits will be made available to all bargaining unit members through Municipalities, Colleges, Schools Insurance Group (MCSIG). Members may choose any of MCSIG’s available plans according to MCSIG’s enrollment procedures. The District’s monthly contribution toward the chosen plan shall not exceed the amounts on the schedule below. Any premium cost above the district’s obligation will be paid by the bargaining unit member.

	10-Monthly District Contribution	11-Monthly District Contribution	Annual District Contribution
Employee	Up to \$1104.00	\$1003.64	Up to \$11,040.00
Employee + 1	Up to \$1626.00	\$1478.18	Up to \$16,260.00
Employee + Family	Up to \$2112.00	\$1920.00	Up to \$21,120.00

B. Effective June 30 of each year, all certificated bargaining unit members who currently receive benefits, retire with at least fifteen (15) years credited service with the District, and who are fifty-five (55) years of age or older by July 1 of that year, will receive medical insurance benefits until the age of sixty-five (65) (or until they are Medicare eligible whichever comes first) in the same manner as full-time bargaining unit members.

- 1) At age sixty-five (65), retirees, spouses, or dependents receiving benefits through a retiree’s coverage will not be eligible for the District contribution for medical benefits.
- 2) When the retiree reaches age sixty-five (65), none of his/her dependents are eligible for the District contribution for medical benefits.
- 3) Retirees, their spouses, or their dependents who become Medicare eligible will no longer receive District medical benefits.

C. Bargaining unit members not covered under Paragraph 1B above who retire from regular employment with the District and are covered by medical insurance at the time of retirement have the option of purchasing medical insurance coverage per MCSIG eligibility rules with the full premium cost to be borne by the retiree.

2. **Vision Insurance:**

A. The District agrees to pay the premium of the Vision Service Plan (Plan C) rate, \$10 deductible, for each employee plus eligible dependents beginning July 1, 2025, at the following rates. Any rate increase in 2025-2026 will be covered by the District.

	Monthly District Contribution	11-Monthly District Contribution	Annual District Contribution
Employee	\$14.40	\$13.09	\$144.00
Employee + 1	\$24.00	\$21.82	\$240.00
Employee + Family	\$42.00	\$38.18	\$420.00

B. Bargaining unit members who retire from regular employment with the District and are covered by vision insurance at the time of retirement have the option of purchasing the district's group insurance coverage following the carrier's policies with the full premium cost to be borne by the retiree.

3. **Dental Insurance:**

A. The District agrees to pay the premium of the Delta Dental, Low Option rate for each employee plus eligible dependents beginning July 1, 2025, at the following rates. Any rate increases in 2025-2026 will be covered by the District.

	Monthly District Contribution	11-Monthly District Contribution	Annual District Contribution
Employee	\$62.40	\$56.73	\$624.00
Employee + 1	\$114.00	\$103.64	\$1140.00
Employee + Family	\$183.60	\$166.91	\$1836.00

B. Bargaining unit members may pay the difference between the District-provided plan and a higher level plan. MCSIG procedures and timelines may restrict bargaining unit members' movement from one plan to another.

C. Bargaining unit members who retire from regular employment with the District and are covered by dental insurance at the time of retirement have the option of purchasing the district's group insurance coverage following the carrier's policies with the full premium cost to be borne by the retiree.

4. **Duration of Benefits:**

A. All bargaining unit members whose contract was effective before September 1st and who provide a full year of service but are no longer employed by the

District at the end of the school year will continue to receive all benefits through August 31 of that year.

B. Retired bargaining unit members will no longer receive nor be charged for life insurance benefits through the district.

5. **Payments by Resigned/Retired Bargaining Unit Members**

Quarterly premium payments will be due on September 1, December 1, March 1 and June 1 of each year of coverage, or retirees may elect an annual payment due on September 1 or semi-annual payments due on September 1 and March 1.

6. **Part-Time Bargaining Unit Members**

Bargaining unit members on a part-time basis whose total salary is at least half the regular rate required of full-time bargaining unit members will receive all benefits that accrue to full-time bargaining unit members on a pro-rata share except medical, vision, and dental benefits which will be paid in full.

A. Exceptions

- 1) Bargaining unit members participating in Job Share Leave, Article VIII, Paragraph 10 are not considered part time bargaining unit members. Bargaining unit members who are participating in Job Share Leave who work at least 50% of a regular full-time contracted position will receive the same benefits as full time bargaining unit members on a pro-rated basis.
- 2) Preschool bargaining unit members who are hired specifically for a 50% position will receive the same benefits as full-time bargaining unit members on a pro-rated basis. If a preschool teacher is given a full-time assignment and is subsequently reduced to part-time, they will continue with full benefits for the duration of the school year.
- 3) Categorically funded bargaining unit members working more than 50% and less than 75% of the work year will receive benefits on a pro-rata share. Those bargaining unit members working 75% or more of the work year will receive full benefits.

B. Special Education bargaining unit members are not subject to 5.A.3 above.

7. **Interdistrict/ Intradistricts Transfers**

Bargaining Unit Members who request an interdistrict or intradistrict transfer for their dependent children (biological, adopted, or under legal guardianship) shall be granted priority

consideration under the District's transfer policies, procedures, and legal requirements, as follows:

- a) When the transfer request is for attendance at the school site where the Bargaining Unit Member is assigned, the transfer shall be approved based on the date received and before any other requests received on that same date contingent on space availability, and in accordance with District transfer policies, procedures, and legal requirements.
- b) When the transfer request is for attendance at a school site other than the Bargaining Unit Member's assigned site, the request shall receive priority consideration for approval, contingent on space availability, and in accordance with District transfer policies, procedures, and legal requirements.

**ARTICLE XV
SALARY**

1. Total Salary Compensation for 2025-2026 school year:

- A. The agreed to 2024-2025 salary schedules will receive a 3%, effective July 1, 2025, to create the 2025-2026 salary schedules.
- B. The Parties agree not to adjust the current rate of any other stipends or hourly rates not specifically adjusted here, including but not limited to the current hourly rates and stipends for Additional Assignment, Teacher-in-Charge, Class Size Stipend, Administrator's Designee and Bilingual Authorization and Special Education Stipend above of the original 2024-2025 salary schedule.
- C. The 2025-2026 Certificated Salary Schedules are found in the following appendices:

Salary Schedule	Appendix
Certificated	A-1
Psychologist & Speech Language Pathologist	A-2
Counselor	A-3
Preschool	A-4
Stipends for Units Earned Beyond Column VI & Administrator Designee	A-5

- D. Newly hired unit members who attend the 3 days of Employee Orientation will be paid for the hours worked at the additional Assignment Rate of Pay.

2. **INITIAL PLACEMENT OF CERTIFICATED BARGAINING UNIT MEMBERS**

- A. Incoming bargaining unit members will be placed on the salary schedule based upon (1) step for each year of public or accredited private elementary school teaching experience up to a maximum total of fifteen (15) years prior service credit.
 - 1. "Steps" refer to years of paid teaching experience.
 - 2. A year of experience will be defined as having served a full workday for 75% of the adopted workdays for the school year for which credit will be applied.

3. Experience will have been in a public or accredited private elementary school in the United States of America or a United States Dependents' School.
4. The Board of Education reserves the right to evaluate experience outside the elementary teaching profession for placement on the schedule.
5. Effective, July 1, 2025, when an individual graduates from a program in which a teaching credential is conferred with a BA, the units/credits labeled on official transcripts as post baccalaureate courses will be used toward column placement.
 - a. For individuals who graduated from a program prior to July 1, 2025, in which a teaching credential was conferred with a BA, the units/credits labeled on official transcripts as post-baccalaureate courses will have their column placements on the salary schedule adjusted effective July 1, 2025.

- B. Excess units earned prior to the granting of any college degree will not apply as credits earned following the granting of any college degree, nor will credit be allowed for lower division courses taken after the granting of said degree.
 1. Creditable units will have been taken at an institution approved by Superintendent of Public Instruction or regionally accredited in the current edition of Education Directory of Higher Education, "Part 3", U.S. Department of Health, Education and Welfare--Office of Education. Not more than twelve (12) semester units of credit for coursework taken, or to be taken, in areas unrelated to the elementary curriculum (i.e., theology, architecture) will be accepted for initial placement or advancement on the salary schedule.
 2. No salary payments will be made until official transcripts of record and verification of teaching experience are placed on file in the Human Resources Office.

3. INITIAL PLACEMENT OF PRESCHOOL TEACHERS

- A. Incoming bargaining unit members will be credited with a maximum of three (3) years of experience.
 1. "Steps" refer to years of paid teaching experience.
 2. A year of experience will be defined as having served a full workday for 75% of the adopted workdays for the school year for which credit will be applied.
 3. Experience will have been in a public or accredited private elementary school in the United States of America or a United States Dependents' School.
 4. The Board of Education reserves the right to evaluate experience outside the elementary teaching profession for placement on the schedule.
- B. Excess units earned prior to the granting of any college degree will not apply as credits earned following the granting of any college degree nor will credit be allowed for lower division courses taken after the granting of said degree.

1. Creditable units will have been taken at an institution approved by Superintendent of Public Instruction or regionally accredited in the current edition of Education Directory of Higher Education, "Part 3", U.S. Department of Health, Education and Welfare--Office of Education. Not more than twelve (12) semester units of credit for coursework taken, or to be taken, in areas unrelated to the elementary curriculum (i.e. theology, architecture) will be accepted for initial placement or advancement on the salary schedule. No salary payments will be made until official transcripts of record and verification of teaching experience are placed on file with the Human Resources Office.
2. No salary payments will be made until official transcripts of record and verification of teaching experience are placed on file in the Superintendent's Office.

4. **CERTIFICATED STIPENDS**

A. Administrator's Designee (annual stipend)

- | | |
|---|------------|
| 1. Base Stipend (11 days) | \$2,500.00 |
| a. Additional days | \$250/day |
| b. Substitute Administrator's Designee | \$250/day |
| 2. Two Years Experience or More | 1 point |
| 3. Administrative Credential | 1 point |
| 4. Each point would add \$169.52 to the base stipend. | |

B. **Bilingual Authorization and Special Education Stipends**

1. To qualify, the unit member must hold the credential type listed below (preliminary or clear credential)
 - a.—Bilingual Authorization: The District will pay an annual stipend of \$5,000 to each bargaining unit member who holds and uses a BCLAD, BCC, or BASP (bilingual authorization service permit) in an assignment that requires such certification.
 - b.—Special Education: The District will pay an annual stipend of \$5,000 to each bargaining unit member who is assigned to a Resource Specialist Program (RSP), Special Day Class position (SDC), TOSA, Speech Language Pathologist (SLP) position, or Psychologist. The units member must hold the proper Educational Specialist Instruction Credential, Speech-Language Pathology Services Credential, or Pupil Personnel Services Credential that fully qualifies the employee for their assigned position.
2. The \$5,000 stipend will be paid half in January and half in July. If bargaining unit members do not work the full year, the stipend will be pro-rata.

5. **PART-TIME BARGAINING UNIT MEMBERS**

- A. Bargaining unit members who work under a part-time contract will receive pro-rata, per-diem rate, where they would normally be placed on the appropriate salary schedule. Any exceptions are specifically enumerated within this Master Agreement.
- B. Part-time bargaining unit members will be eligible for a salary step increase at the rate of one step credit for each year they serve 75% or more of the work year.
- C. Bargaining unit members working less than 75% of a work year will receive a percentage of credit towards movement on the salary schedule equal to the percentage of their contract. Movement to the next step will take place at the beginning of the following year after they have earned the equivalent of 75% of a work year.

6. PROFESSIONAL GROWTH

- A. A stipend of \$408.39, for units earned beyond Column VI, will be paid for every twelve (12) approved units. One such stipend may be earned every three (3) years up to a maximum of three (3).
- B. The course work will be taken at an accredited college, community college, approved inservice programs, or any combination thereof.
- C. When total costs of courses, workshops, or institutes are paid for by the District, bargaining unit members are not eligible for professional growth increments.
- D. It will be the responsibility of the bargaining unit member to apply for approved professional growth units and verify completion of the course.
- E. Official transcripts will be required and must be on file with the Human Resources Office. Bargaining Unit Members who qualify for a salary increase will be paid from the date that transcripts are verified and date stamped and no later than three regular pay periods after their receipt. (Ed Code 45048)
- F. Application
 - 1. Continuing credit beyond Column VI, lower division college courses, and other activities for district salary credit will be granted only for course work or other activities which began on or following the bargaining unit member's date of hire.
 - 2. The District application form will be submitted to the Assistant Superintendent, Human Resources for approval prior to taking the courses or participating in the activities.
 - 3. This form and all of its copies will be date stamped upon receipt.
 - 4. Within five (5) work days, the Assistant Superintendent, Human Resources will respond to the individual making the request with either approval or a written rationale for the refusal.
- G. Professional Growth Committee
 - 1. This committee will be comprised of three (3) members chosen by the SETC and two (2) members chosen by the District. A chairperson will be elected by the Committee for a one

(1) year period beginning January 1. The name of the chairperson will be reported in writing to the Human Resources Office immediately following his/her election.

2. The committee will hear appeals filed by bargaining unit members according to the procedure outlined in Section H below.

H. Appeal

1. If approval is denied, the bargaining unit member may appeal the decision to the Professional Growth Committee.
2. Appeals must be filed within ten (10) workdays of the date of notification of the decision on the acceptability of the application.
3. Upon appeal, the Assistant Superintendent, Human Resources will call a meeting of the Committee at the earliest possible date.
4. The decision rendered will be retroactive to the date stamped on the original application form.
5. If the appeal is rejected by the committee, the bargaining unit member may submit the appeal to the Superintendent or their designee within ten (10) workdays from the receipt of the rejection.
6. The Superintendent or their designee will render a written decision with accompanying rationale within ten (10) workdays.

I. Psychologist and Speech and Language Pathologist Career Increments

Career Increment: #1 -- 4% of the last step
Earned by a psychologist or a speech and language pathologist who has eight (8) years of credited service as a school psychologist or speech and language pathologist; i.e., those years served in SCESD plus additional years of service outside SCESD consistent with the initial placement of bargaining unit members, as per Article XV, Section IIA.

Career Increment: #2 -- 4% of the last step
Earned by a psychologist or a speech and language pathologist who has twelve (12) years of credited service as a school psychologist or speech and language pathologist; i.e., those years served in SCESD plus additional years of service outside SCESD consistent with the initial placement of bargaining unit members, as per Article XV, Section IIA.

Career Increment: #3 -- 4% of the last step
Earned by a psychologist or a speech and language pathologist who has sixteen (16) years of credited service as a school psychologist or speech and language pathologist; i.e., those years served in SCESD plus additional years of service outside SCESD consistent with the

initial placement of bargaining unit members, as per Article XV, Section IIA.

Career Increment: #4 -- 2.75% of the last step
Earned by a psychologist or a speech and language pathologist who has twenty (20) years of credited service as a school psychologist or speech and language pathologist; i.e., those years served in SCESD plus additional years of service outside SCESD consistent with the initial placement of bargaining unit members, as per Article XV, Section IIA.

Bargaining unit members placed on Speech and Language Pathologists' schedule must possess a Masters in Speech and Language Pathology and a valid credential allowing the member to provide speech and language services to students who qualify for those services.

1. Stipend for units earned beyond Column VI.

\$344 stipend will be paid for every twelve (12) approved units earned over Column VI. One such stipend may be earned every three (3) years up to a maximum of three (3).

2. Each bargaining unit member who is required to attend an in-service and/or workshop on a non-working day will be compensated with the Additional Assignment Rate of Pay. Teachers who attend required summer workshops will be given the choice of either receiving units for District credit or receiving the Additional Assignment Rate of Pay.