AGREEMENT BETWEEN

CURTIS CREEK SCHOOL DISTRICT

AND

CURTIS CREEK FACULTY ASSOCIATION
A CHAPTER OF THE CALIFORNIA TEACHERS' ASSOCIATION

July 1, 2026 – June 30, 2029

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CURTIS CREEK CERTIFICATED CONTRACT

ARTICLE I: INTRODUCTION

This Agreement is made by and between the CURTIS CREEK SCHOOL DISTRICT (hereinafter referred to as "District" or "Governing Board"), and the CURTIS CREEK FACULTY ASSOCIATION, a Chapter of the California Teachers Association/National Education Association (CTA/NEA), (hereinafter referred to as the "Association").

ARTICLE II: RECOGNITION

The District hereby recognizes the Association as the exclusive bargaining representative of all the certificated employees in the bargaining unit agreed upon by the District for the purpose of meeting and negotiating, for the purpose of processing grievances, and, further, pursuant to Chapter 10.7, Sections 3540-3549, of the Government Code (hereinafter referred to as the "Act").

ARTICLE III: MEMBERSHIP AND PAYROLL DEDUCTIONS

3.1 Employees in the bargaining unit shall have the right to join or refrain from joining the Association for their professional or economic improvement and the advancement of public education, but membership in the Association upon payment of initiation fees or monthly dues or other financial sums thereto shall not be a condition of employment.

3.2 Beginning with the first payroll period after the effective date of this Article, the District shall honor written payroll deduction authorization signed by the individual employees of the bargaining unit. Pursuant to such authorization, the amount to be deducted shall be one tenth (1/10) of such dues from the employee's monthly salary check for ten (10) months. Deductions for employees who sign such authorizations after the commencement of the school year shall be prorated to complete payments to the Association by the end of the school year.

3.3 All sums withheld by the District shall be transmitted to the Association no later than five (5) school days after the monthly checks from which the withholdings are made are issued to the employee.

3.4 Such authorized deductions shall continue in effect from year to year, unless revoked in writing by the employee between June 1st and September 1st of each contract year.

3.5 The Association shall indemnify and hold the District harmless from any claims or liability arising from the District relying upon payroll deduction authorizations submitted by the Association or their employee members and which have not been revoked in writing.

3.6 The District shall provide one CCFA representative release time at the beginning of the school year to “onboard” new teachers regarding CTA. District will reimburse CCFA representatives providing onboarding for actual time spent onboarding new teachers if onboarding occurs outside of contracted time.

For employees hired after the “onboarding” date, the District will immediately notify CCFA of the new hire and provide release time so “onboarding” may occur at another time.

ARTICLE IV: NON-DISCRIMINATION

The District shall not unlawfully discriminate against any employee of the bargaining unit on the basis of race, color, creed, age, sex, national origin, political affiliation, domicile, marital status, sexual orientation, physical handicap, membership or non-membership in the Association, or participation by any employee of the bargaining unit in the activities of the Association.

ARTICLE V: NEGOTIATION PROCEDURES

5.1 No later than the month of April of the year in which this Agreement expires, the Association and District shall submit their initial proposals to each other for a successor Agreement. The District shall give proper public notice of such proposals at the first school board meeting following the submission of the proposals.

5.2 No later than the month of April of the non-expiration year of this Agreement, the parties shall submit their initial proposals to each other. Salary and Health Benefits will be automatic reopeners, and the parties may open two (2) additional Articles each year for the purposes of reopeners. The District shall give proper public notice of such proposals at the first school board meeting following the submission of the proposals.

5.3 Within thirty (30) days of ratification of the Agreement by both parties herein, the District shall have enough hard copies prepared and delivered to the Association for distribution to each unit member in the District. The District shall give a hard copy of the Agreement within 5 days to any new employee(s) it hires during the term of the Agreement. The District shall provide a digital copy of the contract to all employees.

ARTICLE VI: MAINTENANCE OF BENEFITS

6.1 The Association shall have the right to use school facilities to the extent feasible. The Association may call meetings of its members or transact official

Association business on school property, provided that said activities will not interfere with the instructional day. Arrangements shall be made for the time and place of the meeting and any use of school facilities through the Superintendent or his/her designee. Any cost incurred by the District shall be paid for by the Association.

6.2 Space on the bulletin board shall be provided for in a school building frequented by teachers and will be reserved for the exclusive use of the Association for the purpose of posting material dealing with Association business. The Association will be solely responsible for such material and for the removal thereof when such material becomes out of date.

6.3 The Association shall have use of teachers' mailboxes including electronic mailboxes for the purpose of distributing Association material; provided, of course, that such material is not against the best interests of the District.

6.4 Teachers shall report within one (1) working day, in writing, to the Superintendent's office all incidents of intentional damage, malicious destruction, or theft of teachers' personal property, excluding cash, providing that such teacher at the time of said intentional damage, malicious destruction, or theft of the teacher's personal property was acting in the discharge of his/her duties, under the direction of the Board and/or the Superintendent or his/her designee.

6.5 Such report shall be forwarded, through the office of the Superintendent, to the Board, which will consider said teacher's request for reimbursement for intentional damage, malicious destruction, or theft and award reasonable compensation, providing such teacher, at the time of the incident, was acting in the discharge of his/her duties.

6.6 As used in this Article, "was acting in the discharge of his/her duties" shall include any activities approved by the Superintendent or his/ her designee, such as a field trip which involves student contact.

6.7 Teachers will have access to their classroom and teacher's rooms during all off-duty hours.

6.8 Curtis Creek summer school positions will first be offered to existing qualified staff. Salaries will be paid from the Appendix A schedule prorated on an hourly student contact basis.

6.9 The District shall consider input from the staff during the planning of any summer school session.

ARTICLE VII: SALARIES

7.1 Certificated employees shall receive the rate of pay, whether hourly, monthly, annual, or otherwise as set forth in the salary schedule agreed upon by the Association and the District. The salary schedule and stipends as set forth in Appendices A and B, respectively, as attached.

7.2 A certificated employee serving in a certificated position with an annual salary who serves less than a complete school year, as that term is defined by the Education Code, shall receive as salary only an amount that bears the same ratio to the established annual salary for the position as the number of working days in the school year. If such employee serves a complete semester, he/she shall receive one-half of the established annual salary.

7.2.1 Computation for salary shall be the same for such employed in a part-time basis for the school year at an annual salary.

7.2.2 This does not affect the payment of compensation to such employee while on leave of absence, where such payment is required by law.

7.2.3 If such an employee dies during the school year, his/her estate shall receive the salary due him/her.

7.3 Certificated employees shall be paid on the last working day for the Tuolumne County Superintendent of Schools Office of each month, beginning with the month of August and ending with the month of July, unless otherwise agreed upon or required by law.

7.4 All certificated employees required by law to be members of the California State Teachers Retirement System shall have deductions made from their salaries in accordance with the rate schedule established by the System.

7.5 When required by law or by the provisions of a written bargaining agreement, and upon written authorization of the certificated employee, other deductions shall be made from such employee's salary.

7.6 Shared contracts and benefits may not exceed the total cost of one (1) full contract.

7.7 SALARY CREDITS – UNITS, EXPERIENCE, EDUCATION

7.7.1 Out-of-district experience may be granted on a year-for-year credit for service where the employee held a valid California Teaching Credential or Administrative Services Credential (or appropriate out-of-state credential for teachers coming from another state), Certificate or Permit. For the purpose of

this Article, experience shall not include substitute work (except for a long-term assignment where the employee worked over 75% of the school year in the same assignment), student teaching, day-care providing or similar situation. Credit may be given for a charter or private school ONLY if the employee held a valid California Teaching Credential, Certificate or Permit or California Administrative Services Credential that would allow the employee to teach in a public school for the school year.

7.7.1.1 A teacher entering the District for the First time must present a transcript of record and have prior service verified and evaluated by the District to be properly placed on the schedule.

7.7.2 Credit for professional growth will be given only for work completed which is related to education or is required to maintain a unit member's credential. The Pre Approval Request Form must be submitted to the District Superintendent by June 1st to initiate the application process by the Units Committee in order for the unit member to qualify for credit for the following school year. (See Appendix E). The Units Committee will consist of the Superintendent and two certificated representatives. Official transcripts, grade cards, or other approved verification of professional growth credit must be received by the district not later than October 1st of the current school year in order that credit may be given for the current school year. Only units from accredited colleges or universities will be accepted. A course grade of at least a "C" or "P" (in a pass/ fail grading system) shall be achieved in all classes taken for salary credit.

7.7.3 Upon advance approval by the Units Committee, credit may be granted for workshops and conferences related to education, or is required to maintain a unit member's credential with fifteen hours equaling 1 semester unit. Hours of credit from workshops or conferences may be cumulative and applicable as whole units. A certification of attendance will be required from each workshop or conference attended. No hours of credit will be given on the salary schedule for workshops or conferences attended during school hours or those that are paid for by the district.

7.7.3.1 Notwithstanding provisions in Article 7.7.3, credit will be given for any units obtained as part of a required and accredited induction program or obtained as part of obtaining a professional clear credential, even if awarded units were paid for, in whole or in part, by the district. Nothing in this paragraph shall be construed to imply that the District has a contractual obligation to pay for an employee's induction program.

7.7.4 $1,500 added to the salary for a Master's Degree.

7.7.5 Teachers will be paid a signing bonus stipend of $4,000 during their first year in permanent status.

7.7.6 The District will pay the program cost (as required by state), mileage for travel outside of Tuolumne County, and the sub cost for the inductee to participate in the induction program.

7.7.7 Employees who take on the role of Induction Support Provider will be offered a $1,500 stipend, and will be reimbursed mileage at the District's mileage rate.

7.8 Individual fractional contracts should not exceed the total cost of one (1) full contract.

7.9 Professional stipend: Stipends shall be paid in two equal installments – one in December and the second in June unless otherwise indicated.

All stipends will require prior approval. A stipend request form must be submitted and approved by the Superintendent before activity or event occurs.

Stipend Table provided in Appendix B

7.9.1 Unit members whose normal schedule includes a preparation period may, for the convenience of the District, voluntarily agree to relinquish the preparation period and teach an additional daily class. Such teachers will be paid 1/7 of their base salary, or a proration thereof for service less than a full school year.

7.9.2 Teachers who are asked to take on additional students when a sub cannot be provided, shall be compensated after the first hour at the half (½) day substitute rate. If more than (3) three hours, the teacher shall be compensated at the full day substitute rate.

If the class is divided among multiple teachers, compensation will be shared equally between the teachers.

The purpose of this payment is to compensate teachers for having to adjust their teaching/classroom plans due to an unfilled substitute position that would normally be filled. Combining classes on days where a significant portion of the class is on a field trip or staff and student attendance is light due to inclement weather does not qualify for this stipend.

7.10 COACHING STIPENDS

See Appendix B

7.11 All certificated staff whose first date of paid service as either a temporary or probationary employee is on or after July 1, 2008 will not be eligible for the CLAD ELL certificated stipend of $650.00 per year.

7.12 Any extra pay that is submitted on monthly timecards must be submitted for payment within 90 days of services rendered.

ARTICLE VIII: EMPLOYEE BENEFITS

8.1 The District shall contribute $13,000 annually towards each full-time certificated employee's health, dental and vision health benefits. Part-time certificated employees shall receive a pro rata share of health, dental, and vision health benefits. Employees who are in paid status for less than 75% of the school year shall receive a prorated annual contribution equal to the percentage of workdays in paid status divided by the number of days in the work year.

8.1.1 District employees who select medical, dental, and vision coverage and whose combined cost of plans is less than the amount of the Health and Welfare benefit cap may elect to receive their cap differential in either a 403b contribution program, 529 program, HSA, or may elect to have their differential paid out in cash every month through payroll. The 529 program will need to be set up by the employee and worked through with the District.

8.1.2 Part time employees who would like to receive their prorated share of the cap differential in 403b contribution program, a HSA, or a 529 program must enroll in all medical, dental and vision plans. The 403b program and 529 program must be set up by the employee and worked through with the District.

8.2 Any improvements in teacher's fringe benefits mandated by statutory guarantees in California or by Federal law shall be incorporated into this Agreement.

8.3 Any teachers' fringe benefits which may be reduced or eliminated by amendment or statute In California or by Federal law shall be incorporated into this Agreement.

8.4 RETIREE HEALTH BENEFIT

The District will provide a medical insurance health benefit to a retiree in the amount of the cap that he/she was receiving at the time of his/her resignation

from the District. The District shall provide this amount until the month in which the retiree reaches age 65.

For employees after July 1, 2018, The District shall provide this amount until the month in which the retiree reaches age 65, or for a period of five years, whichever occurs first.

8.4.1 The employee shall be between 55 and 65 years of age and be retired under the State Teachers' Retirement System/Public Employee Retirement System.

8.4.2 Employees must have served at least fifteen (15) years of full-time service with the district. Employees with less than fifteen years of full-time service are eligible if they have served at least ten (10) years full-time and the sum of this and any part-time service is at least fifteen years. Employees with only part-time service will receive a prorated share of the district benefit.

8.4.3 Leaves will not count as part of the fifteen (15) years.

8.4.4 Employees must have reached at least Step 15, Column E (75 units) in the certificated employee salary schedule.

8.4.5 The amount applied toward the health benefit in any given year will not exceed the annual district contribution.

8.4.6 A retiree may purchase his/her own health insurance and receive reimbursement for the premiums not to exceed the amount of the district contribution. Reimbursement will be paid on a monthly basis. Proof of insurance must be provided to the district by September 1, annually, in order to continue to receive the benefit. If the employee becomes uninsured, the district benefit will immediately end.

8.4.7 If a retiree is covered by another health insurance, he/she may elect to receive 50% of the district annual benefit. Proof of insurance must be provided to the district as described above. If the employee becomes uninsured, the district benefit will immediately end.

8.4.8 In the event of the retiree's death prior to age 65 the retiree benefit will be provided to his/her spouse until the retiree would have reached age 65 or until the spouse reaches age 65, whichever occurs first.

For employees hired after July 1, 2018, the retiree benefit will be provided to his/her spouse until the retiree would have reached age 65, or for the remaining period of the five (5) years, whichever occurs first.

8.4.9 Dependents may not be added, at district expense, after retirement has begun.

8.4.10 Beginning the 2007-08 school year, employees shall serve notice of retirement by February 1 of the final year of employment in order to receive the retiree health benefit.

8.5 STRS EMPLOYER PICKUP

At the direction of the Certificated Unit, and by majority vote of STRS, members have elected to participate in the STRS Employer Pick-Up Program effective with the beginning of the fiscal year July 1, 1992.

8.6 COMMITTEE TO SURVEY INSURANCE OPTIONS

8.6.1 At the discretion of CCFA, a committee may be formed to investigate insurance options or changes to existing insurance contracts.

8.6.2 An invitation to Curtis Creek Chapter of CSEA shall be extended for their representatives to join the committee with equal representation as CCFA.

8.6.3 The committee shall comprise of no more than 3 members each from CCFA and CSEA; and no more than 2 members from management.

8.6.4 CCFA and/or CSEA will chair/co-chair the committee and be responsible for setting all meeting agendas.

8.6.5 The District shall realize no burden of cost associated with release time for CCFA members attending committee meetings or time needed to make recommendations to the School Board.

8.6.6 The committee shall be charged only to investigate and make recommendations to the health benefit options.

8.7 EMPLOYEE OPT-OUT OPTIONS

8.7.1 Subject to the terms of the contract with the insurance provider, whereas the terms of the insurance provider as provided for in section 8.5 herein (“insurance provider”), allows for a specific number of employees to opt-out of the mandated insurance, the following shall determine which employees may elect to opt-out of receiving medical insurance.

8.7.1.1 The district shall meet and confer with CCFA to establish the number of certificated employees who may opt-out of insurance. This number will be established by multiplying the rate provided by the “insurance provider” by the number of

Full-Time Equivalents that are in the affected insurance group. Herein the availability to opt-out of receiving medical insurance is referred to as an “opt-out option.”

8.7.1.2 The district and CCFA will meet and agree upon a seniority chart that ranks each employee from most senior to least senior. In case of the same seniority dates, seniority will be determined by random draw.

8.7.1.3 For the initial allocation of opt-out options, the opportunity to opt-out shall be offered in the order of seniority with the most senior being offered the first opt-out option and continuing until all opt-out options are filled.

8.7.1.4 When a new opt-out option becomes available, either through an employee who is opting out who decides to begin receiving medical benefits, or through the addition of another opt-out option through insurance policy change or position growth within the district, the available opt-out option shall be offered to the most employee with the most seniority who is not currently opting-out of medical benefits and continue until all opt-out options are filled or until all employees have been offered the opt-out option.

8.7.1.5 Available opt-out options shall be offered beginning August 1 of each school year. The first series of opt-out options shall occur no later than sixty (60) days after the ratification of this agreement.

8.7.1.6 Employees who are offered an opt-out shall have seventy-two (72) hours to respond to the opt-out option or their default answer will be considered “status quo” and the next senior employee will be offered the position. (This clause is to allow for the offering of the opt-out option to the most number of employees).

8.7.1.7 Regardless of an employee's opt-out option, all employees must take the offered dental and vision policies.

8.7.1.8 Employees opting-out of medical coverage are still responsible for any “opt-out premium” the district may be billed by the insurance provider.

8.7.1.9 Employees who opt-out of receiving medical insurance remain eligible only for the 403b/529 options provided for in section 8.1.1 herein. The cash-out option is not available for employees who opt out of the mandatory insurance coverage.

8.7.1.10 At any time, if the insurance provider’s contract with the district changes that alters the availability for employees to opt-out, clause 8.7 shall be immediately stricken from this Agreement and the District and CCFA shall meet to negotiate new terms to address the opt-out clause. The remainder of this Agreement shall remain if full force and effect.

8.7.1.11 Employees who chose to opt-out of receiving medical insurance must provide to the District proof of qualifying medical coverage through another source.

8.7.1.12 Nothing in the section shall be construed to allow an employee to “bump” another employee from their opt-out status based on seniority. Employees may only be removed from their opt-out status by voluntarily taking medical benefits or due to a reduction of opt-out availability due to a reduction in the number of employees in the insurance group or a change in the contract with the insurance provider.

ARTICLE IX: PAYROLL DEDUCTIONS

Upon appropriate written authorization from the teachers, the District agrees to cause to be deducted from the monthly paycheck of any eligible employee of the bargaining unit, and make appropriate remittance for annuities, credit union, savings bonds, charitable donations, insurance or any other plan or programs approved by the District during the period of this Agreement.

ARTICLE X: LEAVES

10.1 SICK LEAVE

10.1.1 Each Certificated employee employed for five (5) days a week shall receive eleven (11) days leave for accident or illness, including pregnancy and the recovery there from, with pay. Each certificated employee employed for less than five (5) days a week shall receive that proportion of eleven (11) days leave as the number of days he/she is employed per week bears to five (5), with pay.

10.1.2 Unused portions of such leave are cumulative and transferable to another district should an employee move.

10.1.3 Each such employee shall sign a verification upon returning, as to the number of days and the reason for the absence.

10.1.3.1 Following any absence of fifteen (15) consecutive school days or more, an employee, before he or she can return to work, must submit a statement from the employee's physician indicating whether the employee, in the physician's opinion can safely perform the essential functions of his or her position.

10.1.4 Up to eleven (11) days of accumulated sick leave may be used for the following cases of personal and/or family necessity.

10.1.4.1 No advance permission required:

10.1.4.1.1 Personal or family emergency.

10.1.4.2 Personal Necessity Leave may be taken for the following reasons. And when possible, such employee shall file a written request at least one (1) week in advance with the Superintendent or his/her designee, who shall notify whether or not such request is approved:

10.1.4.2.1 Appearance in court as a litigant, or as a witness under official order;
10.1.4.2.2 Professional conventions, meetings, workshops;
10.1.4.2.3 College Registration;
10.1.4.2.4 Educational Political Activities;
10.1.4.2.5 Unforeseen circumstances, which cannot be expected to be disregarded, which necessitate immediate attention and which cannot be dealt with during off duty hours.

10.1.4.3 Discretionary Days – Five (5)of the eleven (11) Personal Necessity leave days may be taken as leave at the discretion of the employee for personal or family reasons

to include family gatherings and events. (e.g. weddings, graduations) Seventy-two (72) hours' notice will be required.

10.1.4.3.1 Discretionary Leave may not be taken on days scheduled for staff development without prior permission from the Superintendent or designee.

10.1.4.3.2 Discretionary leave may not be taken on days calendared for parent conferences, Back to School Night, Open House, nor the first/last day of school. No more than three (3) staff members may take discretionary leave on any given day.

10.2 BEREAVEMENT LEAVE

Each certificated employee is entitled to three (3) days bereavement leave, or five (5) days if out-of-state travel is required, with pay, upon the death of any member of his/her immediate family or relative living in his/her household (employee's mother, father, grandmother, grandfather or grandchild; the employee's spouse, son, son-in-law, daughter, daughter in-law, brother, sister, or any relative living in the employee's household-see California Education Code 44985).

10.3 MATERNITY LEAVE

10.3.1 Maternity leave shall be granted to any certificated employee who is an expectant mother.

10.3.2 The date of the beginning of the leave shall be determined as follows: By the employee and her physician, who may determine that the employee is not capable of fully performing her duties and that continued employment would result in possible detriment to the welfare of the students or the health of the employee.

10.3.3 The date of the resumption of duties by the employee shall be determined upon the presentation by the employee of written evidence from her physician that she is fully capable of performing her duties.

10.3.4 Such an employee may use all of her sick leave, including accumulated sick leave, for such absence.

10.3.5 After the female employee has exhausted all of her current and accumulated sick leave, the employee is entitled to five (5) months

of differential leave pursuant to Education Code section 44977, for maternity leave. During the period of the employee's five (5) months of differential leave, the employee shall receive her daily compensation minus the amount that was paid to a substitute had a substitute been employed.

10.3.6 A female employee, who is absent from work due to complications caused by her pregnancy, is also entitled to unpaid leave as provided for by the California Pregnancy Disabilities Act and the Family Medical Leave Act. These two unpaid leave entitlements shall run concurrently with an employee's paid leave entitlements as set forth in Section 10.3.

10.4 PATERNITY LEAVE

10.4.1 Paternity leave shall be granted to any certificated employee who is an expectant father.

10.4.2 Such employee may receive pay for such leave to the extent such employee has sick leave, including accumulated sick leave.

10.4.3 If the expectant father exhausts all of his current and accrued sick leave, the employee may request to have additional paid or unpaid leave to care for his immediate family. The male employee has the right to use his FMLA/CFRA leave to care for his immediate family. However, such leave is without pay. The Governing Board, upon the recommendation of the Superintendent, shall have the right to determine, based upon the individual circumstances involved, whether to authorize the employee to have additional paid or unpaid leave to care for his family. The Board's decision as to the employee's right to use his additional paid or unpaid leave shall not affect the employee's right to use his FMLA/CFRA leave.

10.5 CHILD REARING LEAVE

10.5.1 After the birth of the child, the female certificated employee shall be entitled to use any of her remaining current and accrued sick leave, as well as differential leave until such time as the doctor releases the employee to return to work.

10.5.2 After the birth of the child, the male certificated employee may use the remainder of his current or accrued sick leave to care for the needs of the immediate family.

10.5.3 Once the doctor releases the female certificated employee to return to work, the employee may:

10.5.3.1 Use sick leave authorized by Labor Code Section 233 and the remainder of her personal necessity leave to care for the needs of her immediate family.

10.5.3.2 The female employee has the right to use her CFRA leave to care for her immediate family after the birth of the child. However, such leave is without pay.

10.5.4 After the male certificated employee has exhausted all of his current and accrued sick leave, the male certificated employee may request to take an additional paid or unpaid leave of absence to care for his immediate family. The male employee has the right to use his Family Medical Leave Act / California Family Rights Act (FMLA/CFRA) leave to care for his immediate family. However, such leave is without pay. The Governing Board, upon the recommendation of the Superintendent, shall have the right to determine, based upon the individual circumstances involved, whether to authorize the male certificated employee to take additional paid or unpaid leave of absence for this purpose. The Board's decision as to the employee's right to take additional paid or unpaid leave shall not affect the employee's right to use his FMLA/CFRA leave.

10.6 INDUSTRIAL ACCIDENT LEAVES

The rules and regulations governing industrial accident and illness leave of absence for certificated employees shall be as set forth in 44984 of the Education Code.

10.7 DIFFERENTIAL LEAVE

10.7.1 During each school year, when a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from his or her duties on account of illness or accident for an additional period of five school months, whether or not the absence arises out of or in the course of the employment of the employee, the amount deducted from the salary due him or her for any of the additional five months in which the absence occurs shall not exceed the sum that is actually paid a substitute employee employed to fill his or her position during his or her absence or, if no substitute employee was employed, the amount that would have been paid to the substitute had he or she been employed. The school district shall make reasonable effort to secure the services of a substitute employee.

10.7.1.1 The sick leave, including accumulated sick leave, and the five-month period shall run consecutively.

10.7.1.2 An employee shall not be provided more than one five-month period per illness or accident. However, if a school year terminates before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year.

10.8 OTHER LEAVES

10.8.1 Other requests for leaves shall be considered on an individual basis by the Superintendent, who shall make his/her recommendations for or against such leaves to the Board, who shall have the final decision thereon.

10.8.2 All such requests shall be submitted in writing to the Superintendent at least one (1) week in advance of the next board meeting where it will be considered, and such employee shall be informed by the Superintendent, in writing, whether the request is approved or disapproved.

10.8.3 Professional days shall be allowed at the rate of two (2) days per year, to observe other certificated staff on or off campus for professional development. All professional days are approved by the administration. Additional professional days must be pre-approved by the administration.

10.8.4 Jury Duty: The employee must submit a copy of summons with the absence request form. In order to receive his/her regular pay, the employee must provide the District with the Certificate of Jury Duty Service once jury duty is complete and the employee shall submit any juror compensation to the District. The employee is not required to submit mileage compensation.

10.8.5 If a certificated employee employed on a school year basis is absent on account of illness or accident for a period of five months or less, such employee shall be paid:

10.8.5.1 His/her full salary for such absence, if such period does not exceed the unused portion of his/her current and accumulated sick/leave benefits.

10.8.5.2 The difference between his/her pay and that paid a substitute, or which would have been paid a substitute

had such been employed, for five (5) months after his/her accumulative sick leave is used up.

10.8.6 If any absence, excluding sick leave, results in such employee's failure to be employed for a complete school year, as that term is defined by the Education Code, that employee shall not be entitled to any benefits which are based upon such employee performing his/her duties for a complete school year. The Superintendent shall require certification from a regularly licensed physician verifying illness, accident, or pregnancy or recovery therefrom for such extended period of time.

10.9 CATASTROPHIC LEAVE

Curtis Creek School District Administrative Regulation 4161.9 provides for employee catastrophic leave.

10.10 Each unit member may use the amount of paid sick leave (not differential leave) authorized in Labor Code Section 233 and Personal Necessity Leave (Education Code 44981) to care for those defined by these two sections (each section defines a different group of individuals for which the employee may use paid sick leave).

10.11 Family Care and Medical Leave

District provides Family Care and Medical Leave (including child bonding leave for purpose of adoption) as provided in Board Policy and accompanying administrative regulation 4161.8 and compliant with state and federal law.

ARTICLE XI: EVALUATION PROCEDURES

11.1 NOTIFICATION

11.1.1 Employees who are on the current year's evaluation cycle shall be notified by the Superintendent or designee that they will be evaluated and of their assigned evaluator no later than thirty calendar days after the first day of their first day of contracted work.

11.2 EVALUATION PROCESS

11.2.1 All official evaluations shall be in writing, on a form approved by the Superintendent and certificated employees (Ed Code 44661). The evaluation shall include, but not be limited to, the following:

11.2.1.1 Engaging and Supporting All Students in Learning

11.2.1.2 Creating and Maintaining Effective Environments for Student Learning

11.2.1.3 Understanding and Organizing Learning Experiences for All Students

11.2.1.4 Planning, Instruction, and Designing Learning Experiences for All Students

11.2.1.5 Assessing Students for Learning

11.2.1.6 Developing as a Professional Educator

11.2.2 PRE-EVALUATION MEETING

11.2.2.1 No later than thirty (30) calendar days after the beginning of the instructional year, the evaluator shall meet with the employee to review the evaluation process and set and review yearly evaluation goals.

11.2.3 FORMAL OBSERVATIONS

11.2.3.1 Each employee on the evaluation cycle shall receive a minimum of two formal observations.

11.2.3.2 The first formal observation of the evaluation cycle shall be scheduled and the date shall be agreed upon by the evaluator and employee. The first observation shall occur no earlier than three (3) weeks after the Pre-Evaluation Meeting and no later than six (6) weeks. This should occur by approximately mid-October.

11.2.3.3 The second formal observation shall occur by mid-February.

Informal observations may be unannounced.

11.2.3.4 Formal Observation Process

11.2.3.4.1 PRE-OBSERVATION PROCESS

a. At least a week prior to a scheduled formal observation, the evaluator will schedule and

hold a pre-observation conference with the employee at a mutually agreed upon time.

b. During the pre-observation conference, the evaluator and the employee will discuss components of the lesson being observed, classroom management plans, any recommendations made on a previous observation, and any other areas that the employee may wish to have the evaluator provide guidance.

c. The evaluator will share the formal observation form with the employee and discuss how the observation will occur.

11.2.3.4.2 FORMAL OBSERVATION

a. The evaluator will complete the formal observation form noting recommendations and commendations for items observed during the observation.

b. While the district maintains that the formal observation form is a management document, the district shall submit any changes to the document to CCFA for review and suggestions.

c. Unless mutually agreed upon by the evaluator and teacher, at least twenty-two (22) teaching days must elapse between all formal observations. If during this time serious weaknesses are observed in a teaching situation, these shall be brought to the evaluatee's attention by the Superintendent or his/her designee in a written report of the observation, a copy of which shall be given to the evaluatee within five (5) school days of the date of the observation.

d. The Superintendent, or his/her designee, shall make specific suggestions for improvement of weak areas and allow

sufficient time prior to a formal observation for improvement by the teacher.

e. The final evaluation should not contain any new recommendations or areas of concern that were not addressed either in a formal observation or part of additional documentation (meeting summary memos, letters of reprimand, etc.).

f. A formal observation will not be required on any teacher assigned to a school or department after the students' year has begun, until a period of at least forty-five (45) school days has elapsed. The formal observation should be completed within ten (10) working days after the completion of the above period or by the particular formal observation deadline date, whichever is later.

11.2.3.4.3 POST-OBSERVATION CONFERENCE

a. Within five work days of the formal observation, the evaluator shall meet with the employee to review the observation notes.

b. This timeline may be extended by mutual consent of both the evaluator and the employee.

c. The evaluator shall make two copies of the formal observation form. One completed form will be given to the employee and one form will be retained by the evaluator.

11.2.4 EVALUATION MEETING

11.2.4.1 No later than 30 days prior to the end of the school year, the evaluator will meet with the employee to review the completed evaluation.

11.2.4.2 The evaluation will include information from the formal observations, any documentation that occurred during the school year (disciplinary or otherwise), the employee's involvement in extracurricular or co-curricular activities, and any other information that is pertinent to the evaluation. While complaints against the teacher shall not be used against a teacher in an evaluation, findings and disciplinary documentation resulting from complaints may be used. Teachers will not be evaluated based on student performance, as the evaluation should focus on the instructional practices, not the outcomes.

Whereas CSTP#6: Developing as a professional educator should be reflective in nature or used to document efforts teachers have pursued to further their professional craft.

11.2.4.3 The evaluator shall attach both formal observations as well as any relevant supporting documentation to the final evaluation.

11.2.4.4 The formal evaluation shall contain the evaluator's recommendations for improvement as well as commendations on practices that are exemplary. The evaluation will also memorialize the goals that the evaluator and teacher mutually established for the next evaluation cycle. For the next evaluation cycle, the teacher shall establish a goal and the administrator shall establish a goal. Nothing in the section prevents the teacher and the evaluator from having decided on the same goal, however, in no instance will there be more than two goals established for the interim period of evaluations.

11.2.4.4.1 A teacher shall have the right to initiate a written objection to the official evaluation, which shall become a permanent part of his/her personnel file.

11.2.4.4.2 The evaluation will not be filed until fifteen (15) days after the employee is given notice and the opportunity to review and comment thereon.

11.2.5 SPECIAL NOTIFICATION OF PROBATIONARY EMPLOYEES

11.2.5.1 Before March 15th of each year of service, a probationary certificated employee shall be evaluated and suggestions for improvement shall be made. The information resulting therefrom shall not bind the District to the same decision at the end of the second year of employment as a probationary certificated employee.

11.3 TERMS OF EVALUATION

11.3.1 Probationary employees shall be evaluated every school year.

11.3.2 Permanent employees shall be evaluated at least once every two years.

11.3.3 Five Year Option: Certificated employees with at least ten (10) years of District service who are highly qualified pursuant to ESEA/NCLB, and whose most recent evaluation met or exceeded all the standards, may mutually agree in writing with his/her evaluator to be evaluated at least every five (5) years. The certificated employee or the evaluator may rescind this agreement at any time. (Ref. Education Code section 44664)

11.3.4 A formal evaluation may not be required for any teacher whose resignation has been accepted by the Board prior to the required evaluation date.

11.3.5 Any permanent teacher who, on an official evaluation, is given an overall rating below the District standard required to obtain permanent status shall be evaluated each year thereafter until his/her level of performance reaches the District standard.

11.4 PROBATIONARY EMPLOYEES

11.4.1 It shall be the policy of the Board to grant permanent status to probationary certificated employees who are evaluated as being superior or above average; those whose work is evaluated as average or unsatisfactory or whose professional conduct, as weighed against the code of ethics prescribed by law and District policy, is in any way questionable shall not be granted permanent status.

11.5 NOTICE OF POSSIBLE UNSATISFACTORY EVALUATION

11.5.1 Should the evaluator suspect that an employee is in danger of receiving an unsatisfactory evaluation, the evaluator shall meet with the employee prior to December 31 or as soon as the evaluator suspects the employee is in danger of an unsatisfactory evaluation, whichever date is later in the school year, and notify the employee in writing that the employee is in danger of receiving an unsatisfactory evaluation along with recommendations for improvement in the area(s) of concern.

11.5.2 If any employee does not receive a notification of possible unsatisfactory evaluation, no evidence or documentation gathered prior to December 31 of that school year, may be used as stand alone evidence in an unsatisfactory evaluation.

11.5.3 Nothing in section 11.5.1 shall be construed to disallow documentation obtained prior to a notice of possible unsatisfactory evaluation to be attached as evidence to a future disciplinary document or action which may be used in an unsatisfactory evaluation, provided that the employee is notified in accordance with Section 11.5.1.

11.6 PURPOSE OF INFORMATION (DROP-IN) OBSERVATIONS WITHIN THE EVALUATION PROCESS

11.6.1 The Association and the District recognize the importance of informal or drop in observations to monitor the effectiveness of professional development and establish the needs of future training. Drop-In observations should be utilized for that purpose only.

Employees at their request, shall receive a copy of the notes for any informal observation.

Should an administrator become concerned about an area of an employee's performance as a result of a drop-in or informal observation that may affect the annual evaluation rating of the employee, the administrator shall have a conference with the employee within five (5) days of informal observation to make the employee aware of the concern. The conference shall be followed by a written summary which must include the area of concern and suggestions to make improvement.

ARTICLE XII: PUBLIC CHARGES – SPECIAL COMPLAINTS

12.1 Every effort shall be made to resolve any complaint at the earliest possible step in the complaint procedure.

12.1.1 Any complaint must be discussed with the teacher or staff involved.

12.1.2 If not resolved in an informal way, the complaint must be in writing on established District form and filed with the principal within three (3) months of the date of events giving rise to the complaint.

12.1.3 The principal will respond in writing within ten (10) calendar days from the date of receipt.

12.1.4 Appeal may be made to the Superintendent within fifteen (15) calendar days, who will review the matter and respond in writing within ten (10) calendar days.

12.1.5 Appeal may be made to the Board of Education within fifteen (15) calendar days of the Superintendent's decision.

12.2 School policy should set forth the rights of the employee affected by the complaint.

12.2.1 Employee shall be expediently notified at each step of the complaint.

12.2.2 Employee and the administrator shall have the right to meet with the complainant and question him/her regarding the accuracy of the complaint.

12.2.3 Employee and administration shall be allowed to have a representative present in the meeting with the complainant.

12.2.4 If the complaint is not resolved in the informal procedure and there is a written complaint, the employee must respond in writing.

12.2.5 Complaint filed by a parent or guardian will not be used in the evaluation of an employee or placed in an employee's personnel file unless the procedural steps described above have been followed.

ARTICLE XIII: WORK YEAR

13.1.1 Full-time for the purpose of this Agreement is defined as working five days a week, seven hours per day as defined by 13.4 below. Certificated staff who are in paid status for at least 75% of their 183 day work year (138 days based on 183 work days) will receive full benefits and leave allotments. Certificated staff who are in paid status for less than 75% of their 183 day work year (137 days or fewer based on 183 work days) shall receive an allotment of benefits and leave days pro-rated based on the number of days in paid status.

13.1.2 The District shall be allowed to provide additional day(s) beyond the contract days, so long as the following conditions are met:

1. Attendance by any Certificated Staff at the additional day(s) shall not be required by the district, and;
2. Non-attendance on additional day(s) shall not be grounds for any derogatory evaluation nor employee disciplinary action, and;
3. Certificated Staff who attend the event or training held on additional day(s) shall be compensated at their annual contracted pay divided by their number of contracted days (regular daily rate), and;
4. The District may set a requirement that the certificated staff member be in attendance for the complete day, and that partial days will not be compensated, and;
5. The additional day(s) shall be within the normal certificated staff work day hours, and;
6. The additional day(s) shall include a forty (40) minute lunch, unless the district provides lunch for the day, then it may be shortened to no less than thirty (30) minutes.

13.2 The District will provide an instructional aide during core academic time in all combination classes.

13.2.1 In accordance with California Code of Regulations(CCR), Title 5, Section 3100(d)(2), when a Special Education Teacher has a caseload that exceeds 28, the District shall schedule at least 5 hours of Instructional Aide time daily assigned to the affected Special Education classroom.

The purpose of this section is to have five hours of classroom coverage during a regular school day. Having two aides in the room during the same 2.5 hour period would not satisfy this agreement; however, having two aides working 2.5 hour shifts consecutively would satisfy the intent of this agreement.

13.3 Checkout Day – Teachers must arrange a mutually agreed upon date and time to check out with a site level administrator within five (5) working days of the last instructional day of the school year.

13.4 Certificated staff's work day is seven (7) hours inclusive of a forty (40) minute duty-free lunch. If all Fridays are minimum days, the 1st and 3rd Fridays of each month are identified as District initiated staff development days or for staff meetings. These days can switch from the 1st and 3rd Fridays to the 2nd and 4th Fridays due to holidays, parent conferences, etc, subject to agreement between the District and CCFA. The agreed upon calendar will be provided to staff with the days outlined at the start of the school year. The Faculty Association is encouraged to provide input to the District Administration on the material and topics to be discussed during Staff Development Days. Teachers may leave when the last bus departs on Fridays/minimum days before Thanksgiving Break, Winter Break, and Spring Break.

13.4.1 Lunch Period: Lunch period will not be less than forty (40) minutes and shall be duty free except on those days when a minimum day schedule necessitates the adjustment of the teacher's lunch period time; then it shall not be reduced to less than thirty (30) minutes.

13.4.2 Supervision Duty: In order to facilitate a safe campus, the district may require before school supervision for playground/cafeteria coverage. Before school supervision shall not exceed 20 minutes one time per week. Duties will be filled on a voluntary basis. In the event of a staffing shortage, the district may ask teachers to supervise after school drop-off. If the supervision duties encroach on a member's daily preparation time pursuant to Article 13.5, employees will be compensated at the rate of pay of $40 per hour.

13.4.2.1 On inclement weather days, all teachers shall receive their students no later than ten minutes prior to the start of the student day.

13.4.2.2 Any unfilled or vacant slots, or openings resulting from absenteeism will be assigned by the Superintendent or designee on a rotating and equitable basis.

13.4.2.3 The superintendent or designee shall maintain a list of employees willing to serve after-school pickup supervision. In the event of needed coverage, the superintendent or designee shall fill the needed coverage on a rotating and equitable basis.

13.4.3 Adjunct Duty: Each employee shall serve five (5) hours of "Adjunct Duty" during the school year. For teachers assigned less than 1.0 FTE, the required hours shall be prorated to their contracted equivalent.

13.4.3.1 Adjunct duty shall be duties outside of the contracted time (and reimbursed time) where the unit member is on campus or at a school event as a representative of the school. Examples include, but are not limited to, attendance at an evening performance, event, or student activity; chaperoning a dance, participation in School Site Council; attendance or participation at a CCPA event. Back to School and Open House are addressed separately in the contract and are not subject to this provision.

13.4.3.1.1 Events do not include: Board Meetings, or activities during the normal school duty day. IEPs, 504s, and SSTs are not included in this section.

13.4.3.2 Superintendent, or designee, shall compose a schedule and monitor teacher compliance.

13.4.3.3 No teacher shall be disciplined for not complying with the adjunct duty requirements without having a minimum of two conferences with Superintendent or designee with the purpose of the meeting to bring employees to compliance with requirement.

13.5 All full-time TK-8 teachers shall be assigned a preparation period within the work day. The preparation period shall be a minimum of forty-five (45) minutes per day. All part-time teachers shall qualify for a prorated preparation period. However, the District may schedule a part-time teacher's preparation period before the commencement of or after the conclusion of his or her work day.

All full-time teachers will be provided a duty-free prep period to be used at the individual teacher's discretion in the preparation for and discharge of instructional and professional responsibilities. For part-time teachers, who teach on half time or more, the prep period shall be prorated. Staff meetings will not be scheduled during the prep period without the Faculty Association's approval. There is also an understanding that the scheduling of IEPs and SSTs will occur at the convenience of the team and every effort will be made to not schedule those meetings during the prep period.

13.5.1 Prep periods are to be used for professional preparation.

13.5.2 To the extent possible, there will be a single start time and end time for the instructional day for all District students.

13.5.3 In compensation for the ten (10) parent conference days that prep time is lost, teachers may leave 40 minutes early on ten (10) days of your choice as long as there are no District/School obligations such as Spec. Ed. meetings, staff meetings or staff development meetings arranged. Teachers will provide administration with a schedule of parent conferences. The calendar shall be negotiated and established at the start of the work year indicating when staff meetings and staff development meetings will take place. Days chosen by teachers to exercise this right/privilege shall consider the aforementioned calendar. The teacher must give the sub caller prior notice.

13.6 Staff meetings may be scheduled once a calendar month and will commence no earlier than the end of the instructional day unless agreed upon by the faculty. Staff meetings shall not exceed one hour and will be completed by 3:30.

13.6.1 "New Teacher" Meetings shall be held no more than one hour and no more than once per month ending no later than 3:30 pm. Certificated Employees may timecard up to one hour at their hourly rate. All employees "new" to the Curtis Creek school district must attend their first year of employment only unless specified in an employee's evaluation. At Superintendent discretion, unit members may be directed to attend meetings that contain a topic specific to that member's need.

13.7 Teachers will be required to participate in two (2) evening school events each year, designated as Back to School Night and Open House. Back to School Night and Open House shall not exceed one hour in length.

13.8 District will grant one "Teacher in Charge" a release from their other

teaching duties to provide coverage if both the Superintendent and Site Administrator are off-campus on the same day. In all other instances an Administrator will provide support for Curtis Creek Elementary School. The "Teacher in Charge" will be compensated $100 per day of coverage.

13.9 Curtis Creek summer school positions will first be offered to existing qualified staff. Salaries will be paid from the Appendices A and B schedule prorated on an hourly student contact basis.

13.10 The District shall consider input from the staff during the planning of any summer school session.

13.11 Cancelled School Day: A certificated employee who receives their salary for contracted days/hours on a cancelled school day, shall be available to the District if the need arises during contractual time. The District will notify the employees of the need at the time of the school cancellation.

13.11.1 A certificated employee will not be harmed of their contractual days/hours due to cancelled school days. Employees who were paid on the cancelled school days/hours shall work the make-up days/hours without additional compensation.

A certificated employee who worked additional days/hours above and beyond their contracted days/hours on cancelled school days, shall receive additional compensation **if** he/she worked on the cancelled school days/hours.

13.12 In the event of a late start, certificated employees are expected to arrive 30 minutes prior to student arrival. Certificated employees who arrive later than 30 minutes prior to student arrival will inform the District of their anticipated arrival time to the work site. Certificated employees who arrive after the student start time may be docked personal leave proportionately.

13.13 In reference to the Local Control Funding Formula (LCFF) Kindergarten through Third Grade Span Adjustment Class Limits: when class size enrollment reaches student number 25; on the 4th day of attendance, the teacher will receive $20 per number of students per day for each student above the twenty-four students ceiling. As this stipend is purposed to compensate for the extra work placed on the classroom teacher for having more than 24 students in a classroom, this stipend is earned only on days with the teacher in attendance in the classroom.
13.13.1 Special Ed students count if they are in the General Education classroom over 50% of their day as stated in their I.E.P.

13.14 When a grade level is 10 students over the accepted Grade Span Adjustment, CCSD will open a new classroom if space and teaching staff are available.

13.15 The district may offer compensation for certificated employees to complete mandatory safety training outside the normal working day. If offered, the district shall compensate certificated employees who complete the annual mandatory safety training modules outside the normal working day compensation equal to one day at the Employees per diem rate. Employees electing not to do this will be provided time to complete the training during the work day. This offer will be on a year by year basis.

13.15.1 Employees successfully completing CPR/First Aid training on campus shall be compensated pro rata for two hours at the Employee's per diem rate.

ARTICLE XIV: GRIEVANCE – PROCEDURE

14.1 DEFINITIONS

14.1.1 A "Grievance" means a claim by one or more employees of the bargaining unit alleging a violation, misinterpretation or misapplication of a provision of this Agreement.

14.1.2 An "Aggrieved Person" means the person or persons making the claim.

14.2 PURPOSE

14.2.1 The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may, from time to time, arise affecting the welfare of working conditions of teachers (employees). These proceedings will be kept informal and confidential at any level of the procedure.

14.2.2 It is completely understood and agreed that nothing contained herein will be construed as limiting the right of any teacher of having a grievance, to discuss the matter informally with the Superintendent or his/her designee, and to have the grievance adjusted without intervention by the Association, provided that the adjustment is not inconsistent with the terms of this Agreement and that the Association has been given an opportunity to be present at such adjustment and to state its views.

14.3 PROCEDURE

14.3.1 Since it is important that grievances be processed as rapidly as possible, the time table specified at each level hereinafter followed should be considered as a maximum and every effort should be

made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

14.3.2 In the event a grievance is filed at such a time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, the time limits set forth herein will be reduced so that the procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

14.3.3 LEVEL ONE

A teacher (employee) having a grievance will first discuss it with the Superintendent, or his/her designee, either directly or through the Association's designated representative, with the objective of resolving the matter informally.

14.3.4 LEVEL TWO

14.3.4.1 If the aggrieved person is not satisfied with the disposition of his/her grievance at LEVEL ONE, or if no decision has been rendered within ten (10) school (working) days after presentation of the grievance, he/she may file the grievance in writing simultaneously with the President of the Association and the Superintendent's office within five (5) school days after the decision at LEVEL ONE or fifteen (15) school days after the grievance was presented, whichever is sooner.

14.3.4.2 Within ten (10) school days after receipt of the written grievance by the Superintendent's office, he/she or his/her designee will meet with the aggrieved person and a representative of the Association in an effort to resolve it.

14.3.5 LEVEL THREE

14.3.5.1 If the aggrieved person is not satisfied with the disposition of his/her grievance at LEVEL TWO, or if no written decision has been rendered within ten (10) school days after he/she first met with the Superintendent or his/her designee, he/she may, within five (5) school days after he/she has first met with the Superintendent or his/her designee, whichever is sooner, request in writing that the Association submit his/her grievance to arbitration. If the Association determines that the grievance involves the interpretation, meaning or application of any of the provisions or any provision of this Agreement, it may, by written notice to the Superintendent or his/her designee,

within fifteen (15) school days after receipt of the request from the aggrieved person, submit the grievance to arbitration. If any question arises as to whether a particular dispute involves the interpretation, meaning or application of any of the provisions or any provision of this Agreement, such questions will first be ruled upon by the arbitrator selected to hear the dispute.

14.3.5.2 The parties shall select a mutually acceptable impartial arbitrator. If the parties signatory hereto are unable to agree upon an arbitrator within ten (10) school days of submission of the grievance to arbitration, a request for a list of arbitrators shall be made to the American Arbitration Association by either party and the parties will then be bound by the A.A.A. rules in the selection of an impartial arbitrator.

14.3.5.3 The parties shall mutually agree upon the issue or issues to be submitted to the selected Arbitrator. If the parties cannot agree upon the submission agreement, each party may submit its own arbitrator's submission agreement, and the Arbitrator shall then determine the issue or issues by referring to the grievance and the answers thereto at each step.

14.3.5.4 The Arbitrator so selected will confer with the representative of the District and the Association, and will hold hearings promptly, and will issue his/her advisory opinion not later than thirty (30) school days from the date of the close of the hearings or, if oral hearings have been waived, then from the date the final statements and proofs were submitted to him/her. The Arbitrator's advisory opinion will be in writing and will set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The Arbitrator will be without power or authority to add to, subtract from, or modify the terms of this Agreement or the written policies, rules and regulations and procedures of an act prohibited by law, or which is a violation of the terms of this Agreement.

14.3.5.5 The costs for the services of the Arbitrator, including per diem expenses, if any, and his/her travel and subsistence expenses and the costs of any hearing room will be borne equally by the District and the Association. All other costs will be borne by the party incurring them.

14.3.6 BINDING DETERMINATION

14.3.6.1 The Board alone has the sole power to render final and binding determination of a grievance. The recommendation of the impartial arbitrator shall only be advisory; and if, upon review, the Board determines that they, as a body, are unable to render a final determination on the record, they may reopen the record for the taking of additional evidence.

14.3.6.2 If the Board decides against the recommendation of the impartial arbitrator, the Board will assume total responsibility for costs of the arbitrator.

14.3.7 SOLE AND EXCLUSIVE METHOD
In consideration of the foregoing arrangement for adjustment of grievances or settlement of disputes, both parties to this Agreement accept this procedure as the sole and exclusive method of seeking adjustment or redress prior to instituting any proceedings in court.

ARTICLE XV: PEER ASSISTANCE REVIEW PROGRAM – P.A.R. INDUCTION SUPPORT PROVIDER

15.1 The District will maintain a PAR Program as required by law so long as funding is provided by the State.

15.2 In the event that the State reestablishes funding for the PAR Program, the parties will reinstate the language that was in effect in Article XV at the time of adoption and ratification of this Tentative Agreement.

ARTICLE XVI: TRANSFER / ASSIGNMENT / REASSIGNMENT

16.1 VOLUNTARY TRANSFER/REASSIGNMENT

16.1.1 A transfer is the movement of a unit member from one work location to another work location that does not result in a change of the unit member's assignment. A transfer may also constitute a reassignment if the transfer results in a change in the unit member's assignment.

16.1.2 A reassignment is the movement of a unit member from one subject area to another subject area, one grade level to another grade level, restructuring, or from one configuration to another, such as, team teaching within the same worksite.

16.1.3 A unit member may submit a request for a transfer or a reassignment to the District at any time, whether or not a vacancy exists. A unit member

may also submit a request for a transfer or reassignment in response to the posting procedure of this Article.

16.1.4 A unit member who is given notice of a transfer to another classroom at the same school site or different school that requires moving shall be compensated for up to three (3) days at the unit member's per diem rate.

16.1.5 A transfer request shall not be denied arbitrarily, capriciously, or without basis in fact.

16.1.6 If a unit member's request for a voluntary transfer is denied, the unit member, upon request, shall be granted a meeting with the administrator who denied the request to discuss the reasons for the denial.

16.1.7 Unit members returning from leave shall be afforded all rights provided under this section.

16.2 INVOLUNTARY TRANSFER/REASSIGNMENT

16.2.1 The District retains the right to involuntary transfer or reassign unit members based upon the needs of the District. The site administrator will meet and discuss an involuntary transfer or reassignment with the unit member prior to taking action.

16.2.2 If the District determines it is necessary to involuntarily transfer/reassign a unit member during the school year, the District shall grant the unit member five (5) day(s) of release time to prepare for the reassignment/transfer. The District shall provide assistance in moving a unit member's material whenever a unit member is transferred/assigned.

16.2.3 A unit member who is given notice of a transfer to another classroom at the same school site or different school that requires moving shall be compensated for up to two (2) days at the unit member's per diem rate. The District shall not compensate for multiple relocations due to catastrophic factors such as molds, fire, water damage, or other acts of nature. Unless, the District is eligible to receive reimbursement compensation.

16.2.4 If a decrease in the number of pupils or the elimination of program(s) and/or funding occurs, the District shall seek volunteers prior to making any involuntary transfer/reassignment.

16.2.5 Unit members returning from leave shall be afforded all rights provided under this section.

16.3 VACANCIES

16.3.1 A vacancy is any certificated teaching position that does not have a unit member assigned that includes any vacated, promotional, or newly created position, position(s) created by reconfiguration or restructuring and any supplemental instructional programs offered by the District.

16.3.2 When the Board accepts a resignation or creates a new bargaining unit position after the last day of the instructional year and prior to the commencement of the new school year, the District shall mail a copy of the vacancy to the Association President and to the last known address of any unit member that has submitted a request pursuant to section 16.1.3. The District may simultaneously advertise notice of the vacancy outside the District.

16.3.3 The closing date for a unit member to apply for the vacancy shall be at least five (5) District Office business days after the District either posts notice (on the date the district is posted) or mails notice pursuant to section 16.3.1 or 16.3.2.

16.3.4 The District shall not fill the vacancy until after the closing date.

16.3.5 The Superintendent or his/her designee shall upon the approval of the District Board assign temporary teachers to vacant positions and shall assign temporary teachers probationary status when the position was vacated by a termination other than leave or established as new position and when the temporary teacher possesses the appropriate credential and has demonstrated the knowledge and skill necessary to successfully perform the title of the vacant position. [Transferred from 7.6]

16.3.6 This section governing vacancies shall not apply if the District has a unit member on the reemployment list and that unit member is credentialed and competent to fill the vacancy.

16.4 NOTIFICATION OF ASSIGNMENT

16.4.1 The Administration shall give each unit member written notice of his or her assignment for the following school year not later than the last student school day. Such notice shall specify the site, building, grade or grade levels, and subject area to which the Administration has assigned the unit member. The District reserves the right to modify a unit member’s assignment after the June date if it determines such a

change is in the best interest of the District. The District shall immediately notify the affected staff member(s) of those assignment changes.

16.4.1.1 Assignment Limitations

16.4.1.1.1 Unit member shall be assigned only to positions for which they hold a valid California credential and for which they are qualified.

16.4.1.1.2 At a unit member's sole discretion, the unit member may agree to an assignment outside the unit member's credential authorization(s), providing that the District shall secure all the necessary waivers and emergency credentials.

ARTICLE XVII: SAVINGS CLAUSE

If any provision of this Agreement or any application thereof to any teacher is held by the court of competent jurisdiction of the State or by a Federal court to be contrary to law, then such provision or application will be deemed to be invalid to the extent required by such court decision, but all other provisions or applications shall continue in full force and effect.

ARTICLE XVIII: ZIPPER CLAUSE

18.1 The parties agree that all negotiable items have been discussed during the negotiations leading to this Agreement and, therefore, agree that negotiations will not be reopened on any item, unless otherwise specified herein, during the life of this Agreement.

18.2 All terms and conditions of employment not covered nor abridged by this Agreement shall continue to be subject to the Boards' exclusive direction and control and shall not be subjects of negotiations during the life of this Agreement.

ARTICLE XIX: HEALTH AND SAFETY

19.1 SAFE WORKING CONDITIONS

The District, Association and all employees and all employees are expected to conform to and comply with health, safety and sanitation requirements.

No District employee shall be in any way discriminated against as a result of reporting any condition perceived to be a safety violation.

19.2 Toileting and Personal Hygiene

19.2.1 When toileting or personal hygiene accommodations are needed for a student, the district shall ensure that two employees provide the needed services.

ARTICLE XX: TERM OF AGREEMENT

July 1, 2026 - June 30, 2029.

The contract is closed for the term. Reopeners are provided for herein Article V: Negotiation Procedures.

This concludes bargaining for the duration of the term of the agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Curtis Creek School District	**Date**	**Curtis Creek Faculty Association**	**Date**
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Appendix A.

Appendix A: Certificated Salary Schedule

2026/2027

2.75% Increase to 25/26 Salary Schedule

Years	A BA-no credential	B Credential	C BA + 45	D BA + 60	E BA + 75	F BA + 90
1	$53,484	$55,104	$56,723	$58,342	$59,961	$61,760
2	$55,286	$56,905	$58,524	$60,143	$61,763	$63,615
3	$57,087	$58,706	$60,325	$61,944	$63,564	$65,471
4	$58,888	$60,507	$62,126	$63,746	$65,365	$67,326
5	$60,689	$62,308	$63,927	$65,547	$67,166	$69,181
6	$62,490	$64,109	$65,729	$67,348	$68,967	$71,036
7	$64,291	$65,910	$67,530	$69,149	$70,768	$72,891
8		$67,712	$69,331	$70,950	$72,569	$74,746
9		$69,513	$71,132	$72,751	$74,370	$76,601
10		$71,314	$72,933	$74,552	$76,171	$78,457
11		$73,115	$74,734	$76,353	$77,973	$80,312
12		$74,916	$76,535	$78,154	$79,774	$82,167
13			$78,336	$79,956	$81,575	$84,022
14			$80,137	$81,757	$83,376	$85,877
15			$81,939	$83,558	$85,177	$87,732
16			$83,740	$85,359	$86,978	$89,588
17			$85,541	$87,160	$88,779	$91,443
18				$88,961	$90,580	$93,298
19				$90,762	$92,382	$95,153
20				$92,563	$93,947	$101,805

LONGEVITY BASED ON YEARS OF SERVICE TO CURTIS CREEK ESD AND AT LEAST 75 UNITS	
20	$500
23	$1,500
26	$3,000
29	$5,000
33	$7,500
35	$10,000
Master's Degree $1,500	

Historical Information on Salary Increases		
2020/21	1% Increase	
2021/22	4% Increase and Unit increase to $75.00	
2022/23	5% Increase	
2023/24	5% Increase	
2024/25	Restructure + 3% Increase	
2025/26	2% Increase	
2026/27	2.75% Increase	
Board Approve	Pending	

APPENDIX B: STIPENDS					
Title	Responsibilities	Stipend	Term	To Be Paid	# of installments
(SELECT A STIPEND DUTY)	(SELECT A STIPEND DUTY FROM ABOVE)				
Athletic Director	- Secures all facility requests for home games - Secures all transportation requests for all away games - Works with other schools Athletic Directors in schedule making for the teams - Supervises all home sporting events - Verifies student eligibility and reports ineligibility to site administration - Maintains current sports schedules on district webpage. - Must complete mandated coaching training	$2,734	Annual (Stipend is 5.2% of Certificated Cell B-1)	December and June	2
Choir	- Hold regular practices after the normal contracted hours and have a minimum of two performances per school year (performances may be combined with other stipend musical performances).	$1,000	Annual	After event	2
CLAD (employed prior to 7/1/2008)	- For teachers employed with the district prior to July 1, 2008 who have their CLAD	$650	Annual	December and June	2

	certification.				
Coaching: Basketball	- Holds regularly scheduled practices Monday thru Thursday. - Assumes coaching responsibilities during all games. - Partcipates in the pre-season and post-season tournaments. - Must complete mandated coaching training	$1,840	Annual (Stipend is 3.5% of Certificated Cell B-1)	End of Season	1
Coaching: Volleyball	- Holds regularly scheduled practices Monday thru Thursday. - Assumes coaching responsibilities during all games. - Partcipates in the pre-season and post-season tournaments. - Must complete mandated coaching training	$1,840	Annual (Stipend is 3.5% of Certificated Cell B-1)	End of Season	1
Coaching: Wrestling	- Holds regularly scheduled practices Monday thru Thursday. - Assumes coaching responsibilities during all games. - Partcipates in the post-season tournaments. - Must complete mandated coaching training	$1,840	Annual (Stipend is 3.5% of Certificated Cell B-1)	End of Season	1
Coaching: Track and Field	- Holds regularly scheduled practices a minimum of three days a week. - Assumes coaching responsibilities during all meets.	$1,157	Annual (Stipend is 2.2% of Certificated	End of Season	1

	- Partcipates in a minimum of one track meet. - Must complete mandated coaching training		Cell B-1)		
Coaching: Cross Country	- Holds regularly scheduled practices a minimum of three days a week. - Assumes coaching responsibilities during all games. - Partcipates in a minimum of two meets. - Must complete mandated coaching training	$1,157	Annual (Stipend is 2.2% of Certificated Cell B-1)	End of Season	1
Combo Class	- Teacher must teach two different grade levels with curriculum unique to each grade level.	$4,000	Annual	December and June	2
Concert Band	- Hold regular practices after the normal contracted hours and have a minimum of two performances per school year (performances may be combined with other stipend musical performances).	$1,000	Annual	December and June	2
Curriciulum Coordinator - ELA	- Responsible for the maintainence, inventory, preparation for distribution and collection of the district's ELA curriculum. - Works with district office personel to order replenishing stock of ELA curriculum - Assist all teachers with ELA Curriculum needs	$3,500	Annual	December and June	2

	- Develops scope of content, pacing calendars (including multiyear outcome planning), oversses the adoption process for new curriculum and identifies needed professional development of the district's ELA curriculum needs.				
Curriciulum Coordinator - Mathematics	- Responsible for the maintainence, inventory, preparation for distribution and collection of the district's Mathematics curriculum. - Works with district office personel to order replenishing stock of Mathematics curriculum - Assist all teachers with Mathematics Curriculum needs - Develops scope of content, pacing calendars (including multiyear outcome planning), oversses the adoption process for new curriculum and identifies needed professional development of the district's Mathematics curriculum needs.	$3,500	Annual	December and June	2

Curriciulum Coordinator - Science	- Responsible for the maintainence, inventory, preparation for distribution and collection of the district's Science curriculum. - Works with district office personel to order replenishing stock of Science curriculum - Assist all teachers with Science Curriculum needs -- Develops scope of content, pacing calendars (including multiyear outcome planning), oversses the adoption process for new curriculum and identifies needed professional development of the district's Science curriculum needs.	$3,500	Annual	December and June	2
Curriciulum Coordinator - Social Science	- Responsible for the maintainence, inventory, preparation for distribution and collection of the district's Social Science curriculum. - Works with district office personel to order replenishing stock of Social Science curriculum - Assist all teachers with Social Science Curriculum needs	$3,500	Annual	December and June	2

	- Develops scope of content, pacing calendars (including multiyear outcome planning), oversses the adoption process for new curriculum and identifies needed professional development of the district's Social Science curriculum needs.				
Curriculum Coordinator - Other (SEL, PE, etc.)	- Responsible for the maintainence, inventory, preparation for distribution and collection of the discipline's curriculum. - Works with district office personel to order replenishing stock of discipline's curriculum - Assist all teachers with specific disipline's Curriculum needs -- Develops scope of content, pacing calendars (including multiyear outcome planning), oversses the adoption process for new curriculum and identifies needed professional development of the district's specific discipline's curriculum needs.	$3,500	Annual	December and June	2

Data / Assessment Lead	- Manages testing operations including cordinating the logistics of testing (calendar, scheduling, access to materials, maintaining staff database). - Input accomodations in T.O.M.S. for students with IEPs. - Monitors STAIRs. - Provides training and support to all teachers on proctoring the state and federally required assessment. - Monitors progress during testing window and cooridinates make-up testing. - Oversees site fidelity to testing procedures. - Maintains user access to the Test Operations Managment System (T.O.M.S.) - Provides guidance and input on managing the needs of Special Education test takers. -Oversees the parent distribution of the student's assessment results. - Inputs assessment scores into Student Information System and cum folders. - Collaborates with district technology department to verify that district technology supports assessment needs.	$3,000	Annual	December and June	2

Department Head / Instructional Leadership Team	- Responsible for attending department chair / instructional leadership meetings - Acts as a liason between department and site/district leadership - Oversees implementation of grade level/department requests from administration -Creates, distributes (including to the site administrator) the weekly yard duty schedule.	$1,500	Annual	December and June	2
Drumline	- Hold regular practices after the normal contracted hours and have a minimum of two performances per school year (performances may be combined with other stipend musical performances).	$1,000	Annual	December and June	2

ELOP Coordinator - During School Year	-Oversees the Extended Learning Opportunities for the district programs operating during the school year. -Extended Learning Opportunities include programs that students may participate in to recover attendance credit in accordance with California Education Code, to earn this stipend the member would need to monitor and track student participation and work with the Chief Business Official and Attendance Clerk to recover students attendance. -Programs and Schedules the Districts school year ELOP program. -Examples would include, but not limited to, an extended summer school program, intersession planning, after school club programming, marketing and scheduling, etc.	$5,000	Annual	December and June	2

ELOP Coordinator - During the Summer	-Oversees the Extended Learning Opportunities for the district programs operating between the last day of school and the first day of the next school year. -Programs and Schedules the District's summer ELOP program, in compliance with State regulations. -Serves as administrator in charge of the district Summer ELOP Program. -Must attend every student day of summer school. -Will be responsible to teach one class or program during summer school.	$2000 + $300 per day worked of Summe r School	Annual	December and June	2
ELPAC Coordinator	-Attend ELPAC training (this may be outside of contracted time and often takes multiple days) -Successfully complete any ELPAC required training (an example might be calibration training) -Input Data for ELPAC results -Send Letters to families notifying them of ELPAC results -Work with site administration on any	$2,000	Annual	December and June	2

	reclassification ceremony for RFEP students				
Enrichment Classes (Level I)	-Teaches a series of no less than eight hours of Enrichment classes (examples could be Nature Bowl, Spelling Bee, Academic Decathlon, STEAM classes, Robotics).	$500	Annual	Paid after event	1
Enrichment Classes (Level II)	-Teaches a series of no less than eight hours of Enrichment classes (examples could be Nature Bowl, Spelling Bee, Academic Decathlon, STEAM classes, Robotics). - Level II stipend is paid for Enrichment Classes which have at least four hours of preparation and/or clean-up in total for the eight classes.	$800	Annual	Paid after event.	1
Event Chaperone (Science/History Fair, Spelling Bee)	-Assist the Event Coordinator on the day of the event (examples include: Science Fair, History Day, Spelling Bee)	$50.00	Per Event	Paid after event	1
Event Coordinator (Science/History Fair)	-Coordinates the school's participation including student recruitment and training for academic events (examples include: Science Fair and History Day)	$400.00	Per Event	Paid after event	1

G.A.T.E. Coordinator	-Coordinates the district's Gifted and Talented Program -Assessess students for qualification in the district's GATE program -Designs and facilitates the districts GATE lessons and activites (minimum of two classes per month). -Works with Superintendent or designee in the development of the GATE curriculum, GATE Budget, scope of curriculum and pacing schedule -Assess students for GATE qualification no later than September 30 of each school year; GATE classes begin no later than October 15. -Teachers a minimum of twelve (12) GATE class sessioins per school year.	$1,500	Annual	December and June	2

Grant Writer	With prior approval of Superintendent or designee, writes grants for Curtis Creek School District. Oversees the implementation of the Grant, including creating and submitting all reports required during the duration of the grant. This stipend only applies to grants that allow for a percentage of the award to be used for Grant Writer Salary.	Varies	TBD	TBD	TBD
Home and Hospital	- Provides at least one hour of home instruction for each day the district offers regular student instruction. ~~*Effective July 1, 2023 the stipend rate for Tutoring/Home Hospital teachers shall be $65 per hour. Continuation of this rate is subject to the ongoing Expanded Learning Opportunities Program (ELOP) funding in the amount equal to or greater than the 2023-2024 school year state allocation to Curtis Creek School District. Reduction in ELOP funding triggers a reduction to $45/hour rate for these services.~~	$65	Per Hour	On Monthly Timecard	0
Jazz Band	Hold regular practices after the normal contracted hours and have a minimum of two performances per school year (performances	$1,000	Annual	December and June	2

	may be combined with other stipend musical performances).				
Individual Music Lesson	Provide ½ hour private or semi-private music lesson for students of Curtis Creek School. Lessons must be after the regular contracted work day.	$30	Per Lesson	After Event	1
Induction Support Provider	- Serves as an Induction Support Provider for a district teacher who is completing an Induction Program. - Satifies all aspects of the Induction Program's requirements/expectations for a Support Provider. - May not receive Mentor Teacher Stipend and Induction Support Provider for services provided to the same employee.	$2,000	Annual	December and June	2
Intramural/Noon Sports	-Oversees and facilitates an Intramural / Noon Sports program for a minimum of a nine week program.	$600	Annual	Pay After Event	1
Lead Teacher / Teacher in Charge	-Serves as the Teacher in Charge for a day in the absense of site and district administration.	$100	Per Instance	On Monthly Timecard	0

Mentor Teacher	- Serves as a Mentor teacher for a new teacher to the district. - Meets with Mentee a minimum of twice per month to provide guidance and support. - Is available when mentee needs support or guidance. - May not receive Mentor Teacher Stipend and Induction Support Provider for services provided to the same employee.	$1,500	Annual	December and June	2
Music Event Coordinator (Music, Band, &/or Choir Evening Event, Marching Band/Band Review/Parade, Honor Band-if CC has participating students)	-Secure venue/date/time with facility usage form -Produce advertisements to promote the event -Communicate with all staff regarding practices & performances -Provide any necessary practice sessions, outside of contracted hours, for qualifying events - Hold a minimum of two evening performances during the school year	$1500 +$500 per off site event beyond the minimum of one; prior approval from Superin	Annual	May	1

	- Participate in a minimum of one off site event (such as marching band/parade review; or performance) on a non-contract day	tendent required for addition al stipend.			
Newspaper / Newsletter	- Produces a newpaper/digital content which is distributed to students at least twice monthly. - Responsible for meeting all Deadlines associated with the Newspaper publication. - Responsible for the marketing, sales, and accounting for the newspaper publication. *- May teach a Newspaper class as an elective while also receiving this stipend.*	$300	Per Trimester	At end of Trimester	1
Outdoor Education (Science Camp) (per night)	- Chaperones sixth grade students on their Outdoor Education program (overnight stay required).	$100	Per Night	paid after attending	1

P.B.I.S. Committee	-Meets with committee to develop and plan implementation of Positive Behavior Intervention and Support programs at Curtis Creek - Trains staff during professional development / staff meetings on PBIS programming - May require meeting on non-contract days for training and/or program development.	$1,500.00	Annual	December and June	2
Saturday School Teacher	- Facilitates the district's Saturday School - Takes attendance and provides support for students during Saturday School. - Work will be without direct supervision of an administrator	$210.00	Per Four Hour Session	On Monthly Timecard	0
School Connectedness Coordinator	- Produces, markets, and oversees the district's School Connectedness events - Minimum of one evening event per month designed to bring parents on campus to strengthen the student, parent, district relationship. - Attends all events or have Superintendent	$5,000	Annual	December and June	2

	approval for absence. - Works with Superintendent to establish School Connectedness Budget.				
School Connectedness Guest Speaker	- Develops presentation and attendee handouts for one evening of the District's School Connectedness Session. - Presents for one evening at a school Connectedness event.	$100	Per oocurance.	After event	1
Outdoor Education (Science Camp) Organizer	- Organizes and oversees the sixth grade participation in Science Camp (Outdoor Education) - Collects payments and permission slips from students/parents. - Recruits and assigns needed staff to chaperone. (Includes student counselors and nurses) - Attends Science Campus with Students (Receives the additional $100 per night for Chaperoning) - Coordinates and produces any needed Fund Raisers for the event.	$1,000	Annual	December and June	2

Special Education Lead	- Serves as the Department Chair for the Special Education Department and oversees all documentation for the Special Education Department.	$1,500	Annual	December and June	2
Special Education Teacher	- Serves as a Special Education Teacher with the school including being responsible for a caseload of IEPs.	$10,000	Annual	December and June	2
Student Body / Leadership	- Teacher oversees the Middle School Associated Student Body Officers - Oversees all fiduciary responsibilities of the ASB - Works with the Chief Business Officer to assure that ASB monies are accounted for in accordance with state guidelines - Supervise evening events including school dances - Produces monthly school assemblies *- May teach Leadership class as an elective while also receiving this stipend*	$2,000	Annual	December and June	2
Summer School Teacher Pay	- Serves as a summer school teacher, provided that ELO monies are renewed by State of California; otherwise $45.00 hour.	$65.00	hour	On Monthly Timecard	0

Teacher taking on additional students because a sub can not be provided (3 or more hours)	- This stipend is a teacher option and may not be delegated to a teacher without teacher consent. - Serves as teacher of record when covering addtional students for longer than three hours. -The purpose of this stipend is to compensate teachers for having to adjust their teaching/classroom plans due to an unfilled substitute position that would normally be filled. Combining classes on days where a significant portion of the class is on a field trip or staff and student attendance is light due to inclement weather does not qualify for this stipend.	Current Sub Pay (full day)	per event / If the class is divided among multiple teachers, compensation will be shared equally between the teachers.	On Monthly Timecard	0
Teacher taking on additional students because a sub can not be provided (after first hour and a half, not more than 3 hours)	- This stipend is a teacher option and may not be delegated to a teacher without teacher consent. - Serves as teacher of record when covering additional students for more than 90 minutes, but less than 3 hours. -The purpose of this stipend is to compensate teachers for having to adjust	Current Sub Pay (1/2 Day)	per event / If the class is divided among multiple teachers, compensation will be shared equally	On Monthly Timecard	0

	their teaching/classroom plans due to an unfilled substitute position that would normally be filled. Combining classes on days where a significant portion of the class is on a field trip or staff and student attendance is light due to inclement weather does not qualify for this stipend.		between the teachers.		
Teaching in lieu of Preparation Period		1/7 of total pay, prorata for number of days perform ed	Annual	December and June	2
Teaching Signing Bonus	- $4000 dollar signing stipend paid at the begining of the teachers first year at permanent status.	$4,000	Annual	paid at first year of permanent status	1

Tutoring	- Provides tutoring services for students before or after school on a regularly scheduled basis *Tutoring sessions may be cancelled if attendance drops below six students. *Effective July 1, 2023 the stipend rate for Tutoring~~/Home Hospital~~ teachers shall be $65 per hour. Continuation of this rate is subject to the ongoing Expanded Learning Opportunities Program (ELOP) funding in the amount equal to or greater than the 2023-2024 school year state allocation to Curtis Creek School District. Reduction in ELOP funding triggers a reduction to $45/hour rate for these services.	$65	Per Hour	On Monthly Timecard	0

Yearbook Publication Class	- Produces a yearbook which is distributed to students prior to the end of the school year. - Responsible for meeting all Deadlines associated with the Yearbook publication. - Responsible for the marketing, sales, and accounting for the Yearbook publication. - Works with the Chief Business Official to ensure all monies are properly accounted for and received in compliance with state guidelines. *- May teach a Yearbook class as an elective while also receiving this stipend.*	$1,500	Annual	December and June	2