SIDE LETTER OF AGREEMENT (SLA)
BETWEEN
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
and the
SAN JUAN PROFESSIONAL EDUCATORS COALITION (Coalition)
Re: Temporary Strategies to Address Special Education Case Management Needs
Updated: October 29, 2026

Background:
San Juan Unified, like many public school systems, faces persistent shortages of special education services providers.

Statement of Intent:
The District and Coalition mutually agree that it must continue to explore creative strategies to address staffing shortages.

Agreement:
The District and Coalition agree to the following:

1. **Definition of case management:** "Case management" means responsibility for managing and coordinating a student's IEP, including but not limited to preparing IEP documents, scheduling and attending IEP meetings, monitoring timelines, communicating with parents or guardians, and coordinating with service providers.

2. **Eligibility and Selection:** The District will solicit volunteers from among Coalition members who have special education credentials, or whose credentials allow them to support specific special education program activities, to assist with special education case management where allowable by law.
    a. Special Education directors will be responsible for assigning case management to eligible Coalition members who have volunteered to provide support.

3. **Compensation and Supports:** Eligible Coalition members who volunteer to assist with case management and who are selected shall be paid as follows:
    a. For any case management support provided between the first instructional day of 2026-27 through September 16, members shall be paid at the following rate:
        i. up to 40 hours at the Additional Assignment Rate of Pay listed on the SJPEC Salary Schedule, and
        ii. up to an additional 20 hours if the member is supporting case management for students with moderate/severe disabilities.
    b. For any case management support provided after Sept. 16, 2026, the following pay rate shall apply:
        i. Mild/Mod: $1,000 for September-December and/or $1,000 for January-June, not to exceed $2,000 per student per year.
        ii. Mod/Severe: $2,000 for September -December and/or $2,000 for January-June, not to exceed $4,000 per student per year.

c. The Special Education Department shall provide training to Coalition members who volunteer and are selected to assist with special education case management.

4. **Length of Service:** Eligible Coalition members who are selected may continue their additional assignment until the special education staff vacancy they are supporting is filled, **or** until the member gives notice to their direct supervisor that they will opt out of assisting with case management (whichever occurs first).
   a. The commitment for case management additional assignment work is month-to-month.
   b. Members can opt out of their additional assignment on the first school day of any given month given they provide at least five (5) school days' notice before the last day of the preceding month.

Term:
This Side Letter of Agreement is non-precedential and will sunset on **June 30, 2027**. This Side Letter may be revised and/or extended by mutual agreement between the District and the Coalition.

10/29/2026

Daniel Thigpen Date
Executive Director
Labor and Government Relations
San Juan Unified School District

11/2/26

_____ Kirk Bebout
Date President
San Juan Professional Educators Coalition