2025—2028

Contract of Agreement

Between

SIMI VALLEY UNIFIED SCHOOL DISTRICT

And

SIMI EDUCATORS ASSOCIATION



SIMI VALLEY UNIFIED SCHOOL DISTRICT
&
SIMI EDUCATORS ASSOCIATION
2025—2028 Contract of Agreement

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Article I

INTRODUCTION

This agreement is made and entered into between the Simi Valley Unified School District (hereinafter referred to as "District") and the Simi Educators Association, an affiliate of CTA/NEA (hereinafter referred to as "Association"). This agreement is entered into pursuant to Chapter 10.7, Sections 3540-3549 of the Government Code ("Act").

Article II

RECOGNITION

The District confirms its recognition of the Association as the exclusive representative for the following units of certificated employees:

> Adult Education Teachers; Non-Management, District funded Summer School, and Extended School Year Personnel; School Nurses; Regular Classroom Teachers; Speech and Language Specialists; Special Education Teachers; and other Categorically Funded Teachers.

Teachers on Job Shares and/or Teachers on Special Assignment are considered regular classroom teachers and as such are unit members.

It is understood that the unit excludes substitute employees, and certificated hourly employees working less than four (4) hours a day or twenty (20) hours a week during the regular school year and those positions herein designated as management or those who may be designated as management, confidential, or supervisory in the future.

Article III

ORGANIZATIONAL RIGHTS

The rights of the Association and the members of the bargaining unit represented by it are described in the various articles of this Contract. The Association, as the exclusive representative of the members of the unit it represents, shall also have the following rights:

Each year, the Association, when authorized by the President, may utilize up to a maximum of ninety (90) days of time with the Association paying for the substitute, for organizational business other than elections. Excepting the local President, national or state association elected or appointed positions, no one individual shall be excused under this clause for more than ten (10) days per school year. This time may not be used for electioneering or exclusive representation disputes. This time would be in addition to the reasonable time to be utilized for processing of grievances and negotiating under Education Employees Relations Act (EERA).

A. By mutual agreement between the District and the Association, the SEA President may be released from a portion of their regular duties in the District and classified as a Teacher-On-Special-Assignment. The District shall pay the SEA President the same salary and benefits they would have received on regular duty without loss of seniority or other rights and benefits. The SEA shall reimburse the District for the salary and other related costs of the lowest paid fully credentialed new teacher hired for the year of release to accommodate the sharing or replacing of the SEA President's regular assignment.

   As part of the release time assignment, the SEA President will make every reasonable effort to provide services of mutual interest and benefit to the Parties as jointly determined by the SEA President and the Superintendent or Designee. Such services may include conducting information meetings concerning professional growth, developing ways to assist non-permanent unit members, attempting to resolve reported conflicts of certificated employees, assisting with the recruitment of new teachers, representing the District and SEA at appropriate out-of-district functions, gathering data for the use of both parties in the negotiation/consultation process, developing and presenting in-services to certificated employees on agreed upon topics, contributing to the District's employee newsletter, assisting with the development and implementation of new programs, and providing representation on District committees.

   SEA and the District shall work cooperatively to ensure that continuity of instruction is maintained. The Parties recognize that it is to the advantage of the District, SEA and the community for the SEA President to take an active role to make a positive work environment for employees and a positive learning environment for students.

B. A District Directory shall be provided without cost to the Association and to each school office manager no later than December 1 of each school year. The directory will be placed on the District website, www.simivalleyusd.org, for all certificated employees.

C. To the extent the District receives reimbursement from the State, a copy of this contract shall be provided, without cost to the Association. The contract will also be available on the District website, www.simivalleyusd.org.

D. Any unit member attending Association meetings (general, representative council, or executive board) shall be excused from required and conflicting school and/or District meetings on the first and third Wednesday of the month. Any unit member attending special meetings authorized by the Association President (with reasonable notice to the building administrator) on the second or fourth Wednesday, will also be excused.

E. Upon the request of the Association President, the Association shall have the right to appoint a representative(s) to District committees which deal with issues affecting teachers. Committees made up exclusively of School Board members and the Superintendent are exempt from this provision.

F. New Bargaining Unit Member Orientation
Each time a person is newly employed in a position in the bargaining unit, the District shall inform them of their employment status, rights, benefits, duties and responsibilities, and other employment-related matters.

The District shall provide an annual new bargaining unit member orientation for all newly hired bargaining unit members to take place within seven (7) calendar days prior to the first day of classes, except when no new bargaining unit members are commencing employment at the start of a given year. Any bargaining unit member(s) hired after the start of the school year shall be provided an in-person orientation/onboarding meeting within twenty-one (21) contract days from the date of hire. New bargaining unit members shall be paid the unit member's daily rate for the duration of these required orientation/onboarding meetings when orientations occur outside the contract year and/or day.

G. Scheduling of Orientation
The District shall provide written notice of the date, time and location of all bargaining unit member orientations/onboarding meetings, by certified or electronic mail, to the Association President no later than twenty-one (21) calendar days in advance of the annual orientation meeting(s). The District will notify the Association of new employees who are hired after the annual orientation meeting that may occur throughout the year within thirty (30) calendar days of the hire.

H. Association Time Provided
The Association shall be provided no less than ninety (90) minutes of uninterrupted time to communicate with bargaining unit members at all new bargaining unit member orientations/onboarding meetings. District administration will excuse themselves during Association time.

1. The Association is entitled to invite California Teachers Association (CTA) endorsed vendors and CTA staff to the Association portion of new bargaining unit member

orientations/onboarding meetings and will have access to District audio visual equipment for Association presentations.

2. New Bargaining Unit Member Information
The following new bargaining unit member information shall be delivered to the Association President in an editable digital format and hard copy, sorted by seniority date, no later than 30 calendar days after the date of hire:
    1. Name
    2. Home Address
    3. Phone Numbers – work, home and cellular
    4. Personal (non-District) Email Addresses
    5. School Site
    6. Grade Level/Assignment
    7. Date of Hire
    8. Seniority Date
    9. Full time Equivalent (FTE) status
    10. Employment Status (i.e., Probationary, Permanent, Temporary, etc.)
    11. Type of Credential (i.e., Clear, Preliminary, Short-Term Staff Permit, Provisional Internship Permit "PIP" or College Internship, etc.)

I. Bargaining Unit Member Information
In addition, by Sept. 10, Jan. 10, and May 10 during every school year, the District shall deliver to the Association President the following information in an editable digital format for all bargaining unit members:
    1. Name
    2. Home Address
    3. Phone Numbers – work, home and cellular
    4. Personal (non-District) Email Addresses
    5. School Site
    6. Grade Level/Assignment
    7. Date of Hire
    8. Seniority Date
    9. Full time Equivalent (FTE) status
    10. Employment Status (i.e., Probationary, Permanent, Temporary, etc.)
    11. Type of Credential (i.e., Clear, Preliminary, Short-Term Staff Permit, Provisional Internship Permit "PIP" or College Internship, etc.)
    12. Indication of any Unit Member on Leave of Absence
    13. An indication of whether the District is deducting dues for membership

J. Promotion of Harmonious Public Employment Relations
To promote harmonious public employment relations, if requested, the Association shall be entitled to a minimum of ten (10) uninterrupted minutes during each faculty meeting at each school site to communicate with bargaining unit members. This Association time shall be for bargaining unit members only. District and/or school site administration will excuse themselves during Association time.

Article IV

WAGES K-12

A. **The stipend** for an earned Doctorate in the field of Education will be included as part of the Salary Schedule.

B. **Unit members** shall be eligible for a degree stipend only if it has been granted by an accredited college or university, or program approved by the California Superintendent of Public Instruction, at the time the degree was earned.

C. **Placement** on the salary schedule will be based on the unit member's individual records of experience and training on file in the Certificated Personnel Office.

Responsibility for providing the Certificated Personnel Office with up-to-date records of teaching experience, transcripts of completed college work, credentials and/or degrees, rests entirely with the unit member.

D. **Initial Salary Schedule Placement (Years of Service)**

Pursuant to Ed. Code Section 45028 (b), for purposes of initial salary schedule placement only, creditable years of prior public school teaching and/or accredited private school teaching, while holding a Clear or Preliminary Credential, will be recognized as follows:

Maximum Number of Years of Service Accepted is Nine (9).

Experience for fractional parts of years will be added together to determine full year equivalents. Such experience must be full-time service. Any final fraction of seventy-five percent (75%) or more will count as one (1) year. This experience must be within the last fifteen (15) years. College teaching, not including teaching assistants, may be included as teaching experience for salary placement purposes, providing that it was at least a half-time assignment, based on the college's definition of a full-time assignment. Only upper division and graduate units will be counted beyond the BA for initial salary placement.

For recruitment purposes, school nurses will be placed on Column VI of the salary schedule. The maximum number of years of service accepted in the nursing industry is nine (9).

E. **Advancement** within the schedule is considered a professional promotion. A unit member will qualify for a step interval advancement in the following school year if they complete the equivalent of at least 50% of a school year at full-time service.

For unit members who are job sharing: see Article XV, Section K, Number 10.

F. **Reclassification** on the salary schedule may be initiated by completing a regular petition form and placing it on file in the Certificated Personnel Office no later than April 15. The

verification of work completed must be in the form of an official transcript and filed in the Certificated Personnel Office by October 15. Any exceptions to the deadline dates which are deemed justifiable will be approved by the Assistant Superintendent, Personnel Services.

G. **An Evaluation Committee** consisting of two (2) representatives appointed by the SEA President and two (2) representatives appointed by the Superintendent or designee acting in an advisory capacity is charged with the responsibility for the evaluation of units beyond the BA degree (or equivalent) that do not appear to meet the standards adopted by the Board of Education. The Committee will hear appeals from the individual unit members when there is dissatisfaction with an administrative decision in matters of reclassification.

H. **Established Classifications:**

Unit members, including school nurses, special education teachers, and any other special assignment teacher are eligible for placement within the schedule according to training completed. The following classifications are established:

Group I	BA Degree from approved institution.
Group II	BA Degree from approved institution plus fifteen (15) semester hours earned subsequent to the degree.
Group III	BA Degree from approved institution plus thirty (30) semester hours earned subsequent to the degree. In the event that a unit member earns a credential within a bachelors program, the credential shall be counted as thirty (30) post-bachelors units.
Group IV	BA Degree from approved institution plus forty-five (45) semester hours earned subsequent to the degree.
Group V	BA Degree from approved institution plus sixty (60) semester hours earned subsequent to the degree
Group VI	Master's Degree from an approved institution or seventy-five (75) semester hours earned subsequent to the degree

I. Whenever a unit member is reclassified to a higher group on the schedule, the unit member shall be placed upon the step which is equivalent to their years of credited service.

1. Reclassification on the basis of college units:

   Graduate credits from a non-accredited institution are accepted if they appear on a transcript of a separate accredited university or college.

   A semester hour of college or university work at lower or upper division level is acceptable for credit on the salary schedule, provided it is needed for meeting credential, degree or district-sponsored in-service requirements. Approval for taking lower division courses, not required for credential or a degree, must be obtained from the principal and the Assistant Superintendent, Personnel Services, prior to registering for the course if credit is desired. Quarter units are converted to semester units by applying the factor two-thirds.

The standards for recognition of additional units are:

a. Upper division or graduate units related to respective teaching fields and /or educational topics.
b. Lower division units, when approved by the principal and/or Assistant Superintendent, Personnel Services, because of a specific relationship to a teaching assignment or fulfillment of a credential requirement.

2. Reclassification on account of professional development courses:

Credit for salary advancement will be granted under the following circumstances for professional development not paid by the district:

a. Each participant will be eligible for credit at the rate of one unit for each sixteen (16) hours of class or workshop instruction. Eighty-five percent (85%) attendance is mandatory and participation in each session on a full-time basis is expected.

b. Professional development, when approved by the principal and/or Assistant Superintendent, Personnel Services, because of a specific relationship to a teaching assignment or fulfillment of a credential requirement.

3. Reclassification on the basis of continuing education units will be granted under the following circumstances:

a. Continuing education units shall be computed in the same manner as professional development units (1 unit for 16 hours of instruction), when not granted by institutions of higher education.

b. Whenever a college or university grants the continuing education units, they shall be accepted as designated by the college or university transcripts.

c. Continuing education courses required for licensure will be accepted toward reclassification.

d. When approved by the principal and/or Assistant Superintendent, Personnel Services, because of a specific relationship to a teaching assignment or fulfillment of a credential requirement.

4. Reclassification on the basis of educational travel:

Credit for salary advancement will be granted under the following circumstances for travel experience. Each participant will be eligible for credit at the rate of one-half unit for each three weeks of educational travel, not to exceed a total of one (1) unit credit per school year. Requests for such credit need to be made in advance with the approval of the Superintendent or their designee, identifying the value of such travel

to the unit member and School District, and shall be verified by a report from the unit member upon their return, and submitted to the Certificated Personnel Office.

J. **Unit members on leave of absence** for study shall advance on the salary schedule at the same rate as those in active service, providing a study plan has been approved by the Superintendent. Sabbatical leave counts as active service.

K. **When a unit member is fulfilling military obligations**, they will progress on the salary schedule as if they were on active district service.

L. **Special Assignment Provisions**

1. Rate of pay for Teachers of Home Hospital Students, shall be six (6) hours of pay per student weekly [five hours of in-person instruction (if the student's health condition allows) with one hour of preparation], paid based on the Certificated Hourly Schedule found on the bottom of the Teacher's Salary Schedule.
    a. A teacher of record will be offered the assignment first. If the teacher of record chooses not to accept, then the district will offer assignments on a rotational basis (appropriate credential/experience with grade level will have higher priority) to those who have submitted their name to Student Services.

2. Rate of pay for District-funded summer school and long-term Independent Study is based on the bargaining unit members' appropriate column of the Certificated Hourly Schedule found on the bottom of the Teacher's Salary Schedule.

3. Completion of Secondary Class Schedule - If excess enrollment in secondary courses requires the formation of additional class sections, as determined by the Principal and approved by the Personnel Department, unit members may be offered the option of teaching an additional period. Full time permanent teachers with the appropriate credential or legal authorization will be eligible for an extra period assignment.
   If more than one unit member desires the assignment, the principal will consider the following factors:

    a. The recency of teaching experience in the subject
    b. The number of teacher preparations
    c. The master schedule
    d. The equitable opportunity for participation from year to year

    The decision of the principal is final with no right to appeal.
    If no full-time permanent teacher accepts the extra period assignment, it may be offered to probationary or temp teachers.

    If a regular classroom teacher accepts an assignment to teach a sixth instructional period, they shall be compensated at one-sixth of their per diem for each extra period of service divided evenly over eleven (11) months. There shall be no additional compensation for time spent in preparation for this extra period of teaching. This

compensation shall be considered extra compensation and not part of the unit member's base salary for STRS reporting purposes. The length of each assignment will be stated at the time of agreement (for one semester or for the academic year). Monthly time sheets will not be required.

4. Co-Curricular Supervision – Please see stipend schedule

5. Extended School Year (ESY) Summer School Employees - Hourly rate is based on their appropriate column of the Certificated Hourly Schedule found on the bottom of the Teacher's Salary Schedule.

6. Summer Curriculum Development - Hourly rate is Certificated Hourly Schedule of Group I, Step 1 on the Teacher's Salary Schedule.

7. Additional Short-term Assignment - Hourly rate is Certificated Hourly Schedule of Group I, Step 1 on the Teacher's Salary Schedule.

    a. In the event a special education unit member assumes the non-teaching responsibilities of a special education unit member on leave, they will be compensated $50.00 per pupil, per month.
        1. In addition, attendance at after school IEP meetings related to (6.a) above, will be compensated at the hourly rate of the Certificated Hourly Schedule of Group I, Step 1 on the Teacher's Salary Schedule
    b. School nurses assigned to an additional school(s), due to another school nurse being on leave, a lack of substitute school nurses, or a nursing vacancy will be compensated one hour at their per diem hourly rate per day they cover school(s) not on their assigned caseload.

8. Staff Stipend - Unit members who attend staff development training on a non-school day shall be paid a stipend for a minimum of a half day of training.
   Please see the stipend chart in the appendix.

9. Dual Language Immersion Program BCLAD Credential Stipend
    a. Only teachers actively teaching in the District's Dual Language Immersion Program who possess a confirmed (CTC clearance) BCLAD credential shall qualify for this stipend.
    b. The stipend will be paid eleventhly.

M. Elementary Stipend Schedule (See Stipend Schedule in Appendix B)

1. Lead Teacher. The Lead Teacher shall receive an annual stipend based upon the Teacher's contract year (185 days). In the event a school chooses to select two Co-Lead Teachers, the stipend will be split equally. Additional Lead Teacher guidelines are in the Appendix. (Signed MOU dated 8-11-2026)

a. Each spring, the position will be opened to each elementary staff. Interested educators shall submit their qualifications and reasons for applying. The principal will interview all interested applicants and make the final selection by May 15th.

2. Leadership Team Representatives. Each elementary school will allocate the budgeted funds for leadership team representatives equally. The Stipend Schedule may be found in Appendix.

3. The teacher of record of combination classes shall receive an annual stipend based upon the Teacher's contract year (185 days).

4. Extra-Curricular Program. An available stipend per site shall be used for extra-curricular programs and will not preclude any bargaining unit member. This stipend shall be divided into units.

   a. Category A. These activities are long-term and/or high intensity. Each activity equals one full unit.

   b. Category B. These activities are less intensive for a short duration. Each activity equals .5 unit or .25 unit depending upon the outcome of the approval process.

   c. Category C. Bargaining unit members approved to participate in an approved activity under this agreement who are not coordinating the activity will receive the current Co-Curricular Supervision hourly rate.

   d. Site Approval Process. Individual teachers may express an interest in sponsoring a club or holding an activity by completing the interest form distributed in the first two weeks of the new school year. The Grade Level Chair/Leadership Team will review teacher requests and shall recommend activities/position and appropriate category designation to receive a stipend. A committee composed of the Principal, SEA Representative, and a member of the Grade Level Chair/Leadership team will review the recommendations and approve the stipend and hourly allotments prior to October 15. The results will be communicated to staff. The committee will meet each semester or as needed to review the program.

5. If TK/K teachers conduct student orientation during the designated prep day, unit members will be provided with compensation of up to two (2) hours of paid prep time to be completed outside of the work year or workday at the start of the school year. The compensation will be at the hourly rate of the Certificated Hourly Schedule of Group 1, Step 1 on the Teacher's Salary Schedule.

N. Extracurricular Activities Stipend Schedule (See Stipend Schedule in Appendix C)

1. Student Orientation
   a. Unit members shall be paid up to two (2) hours to attend orientations that occur

outside the work year or workday at the start of the school year. The compensation will be at the hourly rate of the Certificated Hourly Schedule of Group 1, Step 1 on the Teacher's Salary Schedule. Participation is voluntary and may not be required of a unit member.

2. Middle School

   a. Each Middle School will divide extracurricular stipends in the following way:

*Leadership Advisor	1.5 stipend
*Activity Director/Intramural Coordinator	1.5 stipend
*Choral Music Productions	1.5 stipend
*Instrumental Music Productions	1.5 stipend
*Yearbook Advisor	1.5 stipend
*Drama Productions	1.5 stipend
*Technology Coordinator	1.0 stipend
*Mock Trial Advisor	1.0 stipend
*Volleyball Coach- Boys	1.0 stipend
*Volleyball Coach – Girls	1.0 stipend
*Basketball Coach - Boys	1.0 stipend
*Basketball Coach – Girls	1.0 stipend
*Flag Football Coach - Boys	1.0 stipend
*Flag Football Coach – Girls	1.0 stipend

*To be used as needed at each school site. Any unused stipend money will be added to the remainder for club sponsorship.

The remaining funds (or more) can be used at each school site for club sponsorship, activities or duties to be distributed at increments of .25, .50, .75, 1.0 as decided by the Extracurricular Stipend Committee consisting of the Principal or designee, Activity Director and SEA representative. The committee will review the requests and approve the stipend and hourly allotments prior to September 30. The committee will meet each semester or as needed to review the program.

   b. There will be no steps for middle school stipends.

3. Senior High

   a. The Extracurricular Activities Stipend Schedule may be found in Appendix C. Coaches/advisors new to the high school (9-12 grade) level sport/activities or new to the sport/activity would begin on Step 1. Each succeeding year of experience in the same sport/activity would result in the coach/advisor moving over one step to a maximum of 8 years as long as they remain in the same sport. To receive credit towards placement for experience on the stipend schedule, experience coaching the sport/activity must be within the last three years. This experience must have been

paid experience on the Stipend Schedule in the Simi Valley Unified School District.

b. Flexible site-determined stipends will be decided by the Extracurricular Stipend Committee consisting of two site administrators, leadership advisor, and SEA Representative. The committee will review the requests and approve the stipend prior to September 30. The committee will meet annually or as needed to review the program.

O. Department Chairpersons

The parties agree to establish Department Chairs at the secondary school level. Guidelines relating to the job description and selection procedures are outlined in the Appendix.

Department Chairs shall be determined by the last day of the preceding school year. A stipend will be determined for each Department Chair by the last working day of October.

Each comprehensive secondary school will allocate the budgeted funds for secondary department chair stipends based on a three-tier funding model. Department Chairs will be designated into one of the following three categories:

Category A	**Category B**	**Category C**
English/Language Arts	World Language	Any other Department Chair established at the site.
Math	Physical Education	
Science	Visual & Performing Arts	
Social Studies	Career Technical Education	
Special Education	Curriculum Lead - Apollo (2)	
	Curriculum Lead - M.V. (2)	

The base stipend for each category are found in the Stipend Schedule in Appendix B

Additional funds remaining from the budgeted amount after all Category A, B, and C funds are allocated will be equally divided based on the number of total department chairs and distributed to each school based on the number of departments.

To add or eliminate a department Chair stipend not reflected in Category C the recommendation must be approved by the principal and SEA representation, discussed at a faculty meeting and approved by a majority of the certificated staff. This process is to be completed in the spring for implementation in the following year.

P. Speech and Language Specialist Stipends

1. Bilingual Speech and Language Specialist (Spanish) Stipend is based on district needs and found in the Stipend Schedule in the Appendix B.

2. Clinical Hour Fellowship Mentor Stipend is found in the Stipend Schedule in the Appendix B.
3. District will reimburse Speech and Language Specialist licensing fee for the Certificate of Clinical Competence annually.

Q. School Nurse Stipend

1. School Nursing Mentor Stipend is found in the Stipend Schedule in the Appendix B.
2. A stipend will be provided for the school nurse mentor(s) for every new school nurse mentee.
3. This stipend is intended to support school nurses in their first school assignment.

R. Summer Pay Warrants

Unit members on twelve (12) month pay shall receive their July warrants on the last business day of the corresponding month.

Article V

HEALTH AND WELFARE BENEFITS

The District and Association have agreed upon health and welfare benefit coverages. Benefits coverage shall consist of a medical benefit (HMO or PPO) plan, dental plan, vision plan and life insurance policy.

Vision coverage for non-Kaiser plans is through VSP, and includes exams and materials allowance. The Kaiser plan includes eye exams, but materials are covered by VSP. Dental coverage for all HMO and PPO plans is provided through Delta Dental. All plans will include coverages for the unit member and their eligible dependents.

Booklets and Summaries for all HMO and PPO/dental/vision plans are available at the District website: www.simivalleyusd.org under Benefits Information

Unit members who work at least 0.5 FTE are eligible for these benefits unless they are in a position that specifically excludes benefits.

Retirees and dependents shall have the opportunity to take part in the Health & Welfare benefit area as the law allows. (See Article IX)

1. Bargaining Unit Members may be charged a monthly fee (11 months/year) toward the cost of medical benefits.

2. Spouses/Domestic Partners of Bargaining Unit Members who are eligible for medical coverage through the employer of the Spouse/Domestic Partners and/or a retirement plan, at a cost less than or equal to $250 per month, will not be provided primary medical benefits through our District. However, they may remain on our plan for secondary coverage and be charged the Spouse rate (see chart).

3. Legacy Clause: Spouses/Domestic partners may continue with one medical plan if they were both SVUSD employees and were enrolled in CalPERS for the 2021 plan year and currently remain eligible for benefits. If one medical plan is chosen, the District agrees to waive the employee monthly medical contribution for medical benefits and the deductible. Married SVUSD employees may submit office visit co-pay receipts and other receipts toward meeting their deductible on an ongoing basis throughout the fiscal year OR may submit the Year Summary Page OR associated Explanation of Benefits (EOB) spreadsheet for reimbursement by the District no later than July 31st for the previous plan year. Reimbursements must be paid out in alignment with the fiscal year not the Benefits plan year. Per SISC policy if the Spouse/Domestic Partner ever has a break in the medical plan coverage, they cannot return to this benefit.

4. Per SISC policy, employees enrolling after Open Enrollment 2021, Spouses/Domestic Partners who are both employees of the District must have their own separate medical plan.

5. SVUSD uses the language from the California Secretary of State for domestic partners. Couples who have a Domestic Partnership registered with the State of California qualify for all of our medical plans.

6. Open Enrollment will occur each year. Employees will have the opportunity to evaluate the offered plans and be able to change coverage with an effective date of October 1.

7. A monthly medical contribution structure will be in effect, and shall be re-evaluated on an annual basis. The current structure can be found on the District website: www.simivalleyusd.org under Benefits Information.

When the cost of certificated HMO and PPO benefits to the District equals 18% of certificated monthly salaries, the two parties shall utilize a formula to negotiate a solution, with an equitable impact on employees for medical benefit cost containment for the District. The parties may modify the previous year's formula, plan offerings, and employee contributions with an annual MOU. Upon the annual release of insurance rates, the parties will evaluate the impact of HMO and PPO benefit costs for the subsequent year based on:

Prior year's unaudited actuals.
Prior year's HMO and PPO benefit increase.

(i.e. In September 2017 the two parties will convene to determine if the 18% threshold has been or will be met in 2018/2019 using the 2016/2017 unaudited actuals and the 2017 benefit year increase.)

When the threshold has been met or appears that it will be met in the subsequent year, the parties will come back to the table by May 1. If a resolution is not reached the District and SEA will go to impasse. If progress is being made, both parties may agree to add additional sessions before impasse is declared.

SEA and the District commit to returning to the bargaining table after each rate increase in order to ascertain the impact of increases to the offered HMO and PPO plans. SEA and the District also commit to exploring cost-containment ideas including "fair-share", plan design, and a 50/50 soft cap. Lastly, SEA and the District commit to communicating the pressures facing future increase in total compensation (increasing STRS, declining enrollment, increasing medical, etc.)

If a decision is made to change health trusts, the parties agree to negotiate the change and the impact.

Compensation Bargaining Language

The District and Association (SEA) recognize that certificated employees are compensated by the District for service by way of salary, health and welfare benefits, and statutory benefits that include STRS (retirement), Medicare and life insurance. The District and Association also recognize that any future compensation percentage increase impacts all compensation mentioned above.

Article VI

ADULT EDUCATION

A. Contract Coverage of Adult Education Teachers

All full-time certificated Adult Education employees are members of the bargaining unit. Adult Education unit members shall be covered by all of the Articles of this Agreement, including this Adult Education Article, but excluding the following Articles:

Article IV	Wages (except Section J)
Article VII	Transfers (Reference Section J of this article)
Article XII	Class Size
Article XV	Professionalism & Hours

When language in this Article (Article VI) is different from language in another Article, this Article has precedent.

B. Full-Time Work Year

1. The number of days in the unit member's work year for adult education certificated hourly employees is specified in each unit member's assignment letter (generated each semester) and corresponds to the FTE Hours listed in this section.

   Each unit member will have their FTE calendar submitted to the principal or designee for approval by the last contract day of May. The principal or designee will determine approval by June 10th.

   The work year for adult education certificated hourly employees is defined by the following categories of adult education teaching positions and full-time equivalent hours.

   The following FTE hours may comprise duties including, but not limited to, teaching, curriculum preparation, preparation, staff collaboration, and department/staff meetings.

PERS/STRS Adult Education Teaching FTE Classifications Full-Time Equivalent

1680 FTE	= Respiratory Tech, Machine and Welder Training (12 month program)
1600 FTE	= Cosmetology (12 month program)
1440 FTE	= Surgical Tech (12 month program),
1260 FTE	= ESL, Academic Studies, (10 month Program, summer programs beyond STRS work year)
1080 FTE	= Medical Assistant/Allied Health, Other Adult Ed and Career Technical Education Programs (10 month program, summer programs are beyond the STRS/PERS work year)

2. Additional Hours: Additional hours within the regular academic school year, will not exceed 10% of each program's designated STRS/PERS year. Additional hours need prior mutual agreement between the instructors and Principal, based upon the needs of the program.

    a. STRS: Any work hours beyond the STRS FTE work year will go into the employee's Defined Benefit Supplemental Account.
    b. PERS: Per PERS program rules, the employee will not have any portion taken out by PERS for any additional work hours beyond the PERS FTE work year.

3. Summer programs are beyond the STRS/PERS FTE work year. Summer School is a separate assignment, not part of the STRS/PERS FTE work year and is only offered on a limited basis, based on student and community interest, and with administrative approval. Priority for teaching assignments will be given to full-time instructors within the department based on District seniority on a rotating basis.

4. Pay & Service Credit:
    a. STRS: Any full-time teacher, who is in STRS, will be paid hourly based on annualized B.1. hours in equalized monthly paychecks. If the STRS FTE work year (defined in B.1. is completed, then a full year of service credit will be reported to STRS.
    b. PERS: Any full-time teacher who elects to remain in CalPERS must be switched to assignment pay (equalized monthly paychecks) due to CalPERS rules on service years. If the PERS FTE work year (defined in B.1.) is completed, then a full year of service credit will be reported to PERS.

C. Permanency

Adult Education employees who are members of the unit gain permanency through the Adult Education program:

1. Adult Education programs in all categories will vary in the number of hours required for permanency. This is due to the fact that teachers achieve permanency based upon their classification and defined work year. A unit member must teach more than sixty (60) percent of the hours in the FTE category in which the unit member is assigned to teach, and must work seventy-five (75) percent of the FTE category's annual hours during a fiscal year in order to gain credit for one (1) year of service credit.(Ed Code 44908 & 44929.25). Each year, the FTE category in which a unit member's hours are recorded, would be in the category in which the teacher works the most hours during the fiscal year. Unpaid absences do not count toward completing the seventy-five (75) percent requirement.

2. A unit member who has been employed by adult education in a position or positions requiring certification for two complete consecutive school years as defined in (1) above and is then rehired for the next succeeding school year shall become a permanent employee in the adult education program at the beginning of the third year for the average number of hours worked. In no case shall the employee be classified as permanent for more than one full-time assignment within their STRS/PERS work year

3. Defined work year:

Full Time Equivalent	Full Time Hours/Week	75% FTE Hours*	60% Hours/Week
1080	30	810	17+
1260	35	945	21+
1440	40	1080	24+
1600	40	1200	24+
1680	40	1260	24+

* Days per year converted to hours.

D. Reduction of Hours

1. Involuntary Reduction of Hours
    a. When there is a reduction in Adult Education classes, preference will be given to maintaining those classes which in the judgment of administration serve the needs of Adult Education and the community. Teachers of classes that need to be reduced due to declining student enrollment will be retained on the basis of seniority and their credentialed area. If the need arises to reduce teachers, or hours, initial notice will be given no later than March 15. Due process procedures will be followed with the opportunity for an administrative hearing to be requested by the employee affected. Final notice of reduction of services will be given no later than May 15.

2. Voluntary Reduction of Hours
    a. All requests for reduction in hours shall be reviewed by the site and district administration.
    b. The administration shall approve or deny the request. The decision of the site and district administration shall be final. The primary criteria for approving shared contracts shall be successfully meeting the educational needs of the students.

3. Unit members on a reduced assignment who work at least 50% of a school year shall receive one (1) year of salary schedule increment. Unit members on a reduced assignment who work less than 50% of a school year shall receive one (1) year of salary schedule increment every two (2) years.

4. Unit members on a reduced assignment are expected to create a work calendar in collaboration with their administrator to include (if appropriate) these elements before any requested schedule will be approved:
    a. Work schedule
    b. Attendance at contracted pupil free work days
    c. A plan to attend/access information from staff meetings
    d. Attendance at program orientations

5. Unit members on a reduced assignment shall receive a pro-rated amount of sick leave in correlation with the amount of time worked.

6. Health benefits shall be provided per Article V.

7. STRS/PERS credit shall be reported on a proportional basis as governed by applicable statutory provisions and is not affected by this provision.

E. Adult Education Classes

1. Openings at Adult Education

   When openings occur in Adult Education, consideration will be given to qualified unit members from within Adult Education provided their training and/or industry/educational experience equals or exceeds that of the qualified candidates who apply for the position from outside Adult Education. In the event the applicant is not selected, they shall be informed upon request, as to why they was not selected. Announcements of openings shall be sent to the Certificated Personnel Office to be advertised via the District website and emailed to all certificated personnel.

2. Scheduling of Classes

   The Adult Education academic year shall follow the same holiday and break (excluding summer) schedule as the SVUSD TK-12 School Calendar.

3. Online class protection –Online classes offered by Adult Education through an outside organization will not cause instructors to have hours reduced due to declining enrollment as a result of the online course registrations. A report showing an analysis of online class enrollment will be provided to SEA and SICE staff twice a year. The reports will be provided no later than January 31st and August 30th. The report will highlight courses similar to the in-person courses offered at SICE.

4. A report showing every full-time teacher's case load shall be provided to the SEA President no later than the third week of September and the third week of January.

F. Full-Time Teacher Substitute Pay

On a rotating basis, full-time teachers will have the first right of refusal at their regular Adult Education rate of pay. Hours spent substituting do not apply to either permanency nor to the 10% cap of additional hours. A full time Certificated District Employee who works for Adult Education part-time and subs in their department receives their regular adult education rate of pay.

G. Adult Education Wages

Salary Schedule Placement: New full time employees with no experience will be placed in Step 1 (appropriate column). New employees with one year of experience will be place on Step 2 (appropriate column). New employees with 2 or more years of experience will be placed on Step 3

(appropriate column).

Adult Education teacher salary schedule adjustments shall be the same percentage increase as the K-12 certificated unit members.

The unit member is responsible for holding, renewing, and maintaining a valid State of California teaching credential.

Advancement within the Adult Education unit member salary schedule is considered a professional promotion. To gain credit for one (1) year of service, the unit member must complete at least seventy-five (75) percent of the full-time equivalent hours of their full-time equivalent category during a school year. Unpaid absences are excluded in the determination for advancement. Salary schedule adjustments resulting from raises or, step and column advancement on the salary schedule shall be effective the first day of the fall semester of each fiscal year.

Official meetings, professional development, and trainings shall be compensated as follows:

* Mandatory on calendar-regular rate, part of the FTE
* Mandatory off calendar- regular rate. If during the school year, part of the 10%
* Voluntary on calendar with administrative approval – regular rate, part of FTE
* Voluntary off calendar with administrative approval – regular rate, not part of FTE or 10%

Unit members are eligible for placement within the schedule according to a valid BA/BS degree and post-graduate degree upper division units from an accredited college or university.
The following classifications are established:

Group I	BA Degree from approved institution, or a Standard Designated Subject Credential or other valid K-12 teaching credential.
Group II	BA Degree from approved institution plus 15 Semester hours earned subsequent* to the Degree
Group III	BA Degree from approved institution plus 30 Semester hours earned subsequent* to the Degree. In the event that a member earns a credential within a Bachelors program, the credential shall be counted as 30 post-bachelors units.
Group IV	BA Degree from an approved institution plus 45 Semester hours earned subsequent* to the Degree
Group V	BA Degree from an approved institution plus 60 Semester hours earned subsequent* to the Degree
Group VI	Master's Degree from an approved institution or 75 Semester hours earned subsequent* to the Degree

* Units completed concurrently with the final semester, quarter or summer session in which the BA Degree was awarded and not required for the Degree, may count toward salary advancement, pursuant to these provisions.

Reclassification on the salary schedule may be initiated by completing a regular petition form and placing it on file in the Certificated Personnel Office no later than April 15. The verification of

work completed must be in the form of an official transcript and filed in the Certificated Personnel Office by October 15. Any exceptions to the deadline dates are subject to approval by the Assistant Superintendent, Certificated Personnel. See Article IV, Section 'J' for information regarding reclassification.

H. Leaves

1. Adult Education unit members earn sick leave in proportion to the time they work.-Article VIII, Leaves, in the Certificated Contract between SEA and the District will be in effect for all Adult Education unit members. Unit members may use 70% of their annual earned leave hours for personal necessity per fiscal year. Unit members may designate up to 30% of their annual earned personal leave as "no tell" leave. These hours will be deducted from their annual personal necessity leave. See exclusions outlined in Article VIII.A.2

Leave Hours:

1680 FTE = 96 hours (8 hours x 12 months)
1600 FTE = 84 hours (7 hours x 12 months)
1440 FTE = 72 hours (6 hours x 12 months)
1260 FTE = 50 hours (5 hours x 10 months)
1080 FTE = 37 hours (4 hours x 10 months)

2. Per Ed Code 44023.5 Section D, if an Adult Education unit member donates to the catastrophic leave bank, eight (8) hours will be deducted from accrued sick leave.
    a. In the event an Adult Education unit member qualifies, they will receive full pay for the hours they were scheduled during this time.
    b. If the unit member qualifies, they are entitled up to four hundred (400) hours of catastrophic leave (fifty (50) days from the poll at eight (8) hours per day).

3. See structure of catastrophic leave in Article VIII.H.

I. Salary Schedule Placement /Reclassification

When a unit member currently working in either the Adult Education program or the K-12 program applies for and is selected to the other program, years of credentialed service credit will be granted.

J. Transfers

1. Voluntary Transfers to Adult Education
   Unit members who are appropriately credentialed and desire to transfer to SICE shall be notified of the wage, hours, and responsibility differences between SICE and the regular K-12 setting. Transfers shall follow the Transfer- Article VII, Section C.

2. Voluntary Transfer from Adult Education
   Unit members who teach at SICE and are appropriately credentialed, who desire to transfer to a K-12 campus shall follow the Transfer – Article VII, Section C.

3. Involuntary transfers between SICE and K-12 will not occur.

4. Unit members who are involuntarily relocated on campus due to facility upgrade and/or maintenance will receive release time for a total of two (2) days at seven (7) hours per day based on the member's FTE.

K. Program Chair - Adult Education

1. Purpose

The purpose of this stipend is to recognize and compensate instructors who perform leadership functions in the coordination of programs within the department, organization and planning of instructional activities, grant proposals, WASC accreditation, etc.

2. Definitions

Provides organizational, educational and leadership of professional staff and students under the direction of Adult Education Administration. Performs those duties as described in this Program Chair job description.

3. Subject Areas Qualifying for a Program Chair

Only unit members from subject areas that employ a minimum of two staff members, qualify to have a Program Chair if the subject area needs coordination due to:

- The complexity of the instructional program,
- The frequency of grant applications involving the subject area,
- The need to have a teacher perform additional managerial duties in addition to performing the teaching duties and responsibilities described in the Adult Education Teacher Job Description.

4. Responsibilities

The Adult Education Principal and Administrators will assess site needs, establish criteria for Program Chair designations, select Program Chairs and develop a plan with each Program Chair delineating the specific responsibilities for the school year. The plan will be completed by the Program Chair and Administration no later than the start of the respective program's academic year.

The Program Chair's primary responsibility is to serve in the assigned teaching capacity. Other responsibilities may include, but are not limited to, the following:

General Duties and Responsibilities

1. Assists the program in developing goals, objectives, curriculum, and data analysis.
2. Conducts meetings of the members of the program.
3. Administers the program supply and textbook budgets.
4. Manages the use of program materials and equipment.
5. Represents the program in school leadership, advisory, and community meetings.
6. Assists in the development of the program schedule, catalog, and other marketing

material.

7. Assists administrators with coordinating work schedules of instructional staff including teachers, instructional aides and student helpers.
8. Assists with developing and maintaining a list of appropriate substitute teachers.
9. Assists with induction of new teachers in the program.
10. Serves as a liaison between members of the program and the administration, counseling, and special services within the school in instructional matters related to the program.
11. Coordinates the program's policies, procedures, and accreditation of the program, school, and district.

If there are additional duties outside this list, the Principal and the program lead will develop an implementation plan inside the regular workday as much as possible. Elements of the plan that occur outside the unit member's workday will be applied to the Program Chair's 10% overage.

5. Stipend

The stipend for the position of Program Chair - Adult Education shall be delineated on Adult Education Teacher Hourly Pay Salary Schedule. This stipend shall be paid in two installments, half at the end of the first semester and half at the end of the school year.

Article VII

TRANSFERS

A. Superintendent's Authority

The Superintendent is vested with the responsibility and the right to transfer a unit member from one school to another school at which the unit member is certificated to serve within the District when the Superintendent concludes that such transfer is in the best interest of the District, notwithstanding other provisions of this Article. The Superintendent, however, will exercise this authority only in rare and unusual situations, and such exercise of authority on their part is subject to the provisions of the grievance procedure.

B. Seniority

Seniority is based on the unit member's district seniority, which is based on the first date of paid probationary service.

C. Voluntary Transfer

1. All transfer opportunities will be posted until two (2) weeks before the newly hired certificated orientation. Any openings that occur within the two (2) weeks of newly hired certificated orientation will not be eligible for transfer.

2. The Certificated Personnel Office will be responsible to announce specific job openings, written and on the District website, indicating the school, the grade, the type of program, and any specific needs. Such requirements and qualifications must reasonably relate to the needs of the position. This shall take place initially in early spring and thereafter whenever it is determined a position will continue in the following year. Transfer opportunities will be posted on the District website, and sent out to all certificated unit members' district email. The window of opportunity for transfer will be at least five (5) calendar days.

3. Application – Unit members requesting a transfer must apply in writing for specific opening(s). Any unit member may apply for a regular or temporary position within the time frame as indicated in Section C.1.

   Probationary and permanent unit members who apply for a transfer shall be interviewed prior to outside applicants.

   A transferred teacher will be placed in the position as advertised unless unforeseen enrollment factors mandate a change of assignment at the receiving school site within credential authorizations.

4. Involvement of Receiving School - The following criteria, as they relate to the specific requirements and qualifications of the position, shall be utilized when selecting the

candidate.

The following criteria (listed in unranked order) will be considered first:

Credential(s) and authorization(s)
Demonstrated commitment to school philosophy and program
Experience in Grade Level (Elementary)
Experience in Subject(s) (Secondary)
Seniority
Training and/or special abilities

The following criteria (listed in unranked order) will be considered next:

Administrative evaluations and/or observations
Human Relation Skills
Interview
Recommendations
Willingness to perform adjunct duties and/or extracurricular activities

Applicants may be selected or rejected in the best interest of the school's instructional program as determined by the principal utilizing the criteria listed above.

5. Transfer Exchange - Any two (2) unit members may apply through the Certificated Personnel Office to exchange positions for a one-year or longer period of time provided:

   a. Both unit members have achieved permanent status in the District.

   b. The assignments are within the credentialed field of each unit member.

   c. Each receiving principal is in agreement with the request.

D. Involuntary Transfer

1. Determination of Unit Members to be Transferred Other Than for Enrollment Reductions/Program Requirements:

   The decision to make transfers of unit members will be verified by the Superintendent at the earliest practical date prior to the next school year in which such transfers will be effective. Specific assignments and transfer determinations will be the responsibility of the Superintendent upon information assembled by the Assistant Superintendent, Certificated Personnel. Involuntary transfers shall be made only in the best interests of the school system as determined by the Superintendent. Bargaining Unit members who are subject to an involuntary transfer will be afforded the opportunity, prior to the final decision, to a conference with management that may include a representative of the Association.

2. Transfers Due to Enrollment Reductions/Program Requirements:

   Unit members who must be involuntarily transferred because of reduced enrollment or program requirements will be chosen on the basis of least district seniority unless another unit member volunteers for the transfer, or the employee transfer would jeopardize the program of that school as determined by the Superintendent. The Assistant Superintendent, Personnel Services has the authority to reject a volunteer if they have specialized training critical to the integrity of a program. If an existing program (e.g. TK, SDC, etc.) is moved to another site, the affected teacher(s) will have the first opportunity to move with the program.

   Unit members who are involuntarily transferred due to enrollment reductions and/or program requirements will be given the opportunity to select their preference of available positions, based on seniority.

3. The District shall provide two (2) days release time or two (2) days of substitute pay for all unit members involuntarily transferred. Unit members who are involuntarily relocated on campus due to facility upgrades and/or maintenance will receive current substitute pay for a total of two (2) days.

4. See Appendix E for information about seniority tiebreaker criteria

E. Return to Assignment

Involuntary Transfers Due to Enrollment Reduction and/or Program Requirements:

Unit members who were involuntarily transferred because of enrollment reductions and/or program requirements can return to their prior school for up to one school year. Their request will be granted if openings exist prior to the end of the second week of instruction, or at the beginning of the next school year.

F. Transfers Due to Longevity

Unit members who have been at a school for ten (10) consecutive years may be transferred by the District upon request by the unit member to the Assistant Superintendent, Personnel Services.

G. Program Changes

In the event of a major program change (i.e., school opening or closing, reconfiguration), SEA and the District will meet and develop criteria and procedures for assignment and reassignment of personnel.

H. Non-Selection for Transfer

All applicants who are not selected for transfer, upon written request, shall receive a letter from and/or conference with the principal explaining the reasons for non-selection, based on the

criteria listed in Section C-4.

Article VIII

LEAVES

Employee requirements for the following leaves are covered in this article:

A. Personal Necessity Leave
B. Bereavement Leave
C. Funeral Attendance Leave
D. Maternity Disability Leave
E. Parental Leave
F. Child Rearing Leave
G. Family Care Leave - (Family Medical Leave Act [FMLA]/California Family Rights Act [CFRA])
H. Catastrophic Leave
I. Personal Illness Leave
J. Personal Leave
K. Industrial Accident and Illness Leave
L. Legal Commitments, Transactions, and Jury Duty
M. Military Leave
N. Employee Exchange
O. Sabbatical Leave
P. Victim of Violence Leave

Definitions

Immediate Family: Immediate family includes mother, mother-in-law, father, father-in-law, spouse, son, son-in-law, daughter, daughter-in-law, grandparent, brother, brother-in-law, sister, sister-in-law, guardian, grandchild, anyone who served in the capacity as parent, or any person living in the immediate household of the unit member.

Child: A biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis as long as the child is under 18 years of age, or an adult dependent child.

Parent: A biological, foster or adoptive parent, a stepparent or grandparent who raised or helped raise an employee as a child, a legal guardian, or another person who the unit member has medical power of attorney.

Spouse: A husband or wife; it does not include persons who are only cohabiting.

Registered domestic partners: Same-sex partners at least 18 years of age sharing a common residence or same or opposite sex partners sharing a common residence where one or both of the partners are eligible for Social Security and if they are of opposite sexes, at least one is age 62 or older. In order to qualify as registered domestic partners, the partners must file a Declaration of Domestic Partnership with the California Secretary of State pursuant to Family Code Section 297.

Half-Day Sub
Three and a half (3.5) hour time block figured from either the start of the bargaining unit member's instructional day or subtracted from the end of their instructional day regardless of lunch.

Return Rights After Leave
At the expiration of the leave of absence, for one academic year or less, the unit member will return to the previously assigned school site prior to the leave. For leaves that extend beyond the first academic year, the unit member will have the option to return to their previously assigned school site only if a position is available for which they are credentialed or legally authorized.

A. Personal Necessity Leave

Unit members may elect to use up to seven (7) days of earned and accumulated sick leave annually. In claiming personal necessity, the member is certifying that such absence was used for reasons of compelling personal importance. Such use shall be at the discretion of the unit member. With just cause, the School District has the power and duty to review the determination of the unit member.

For the purpose of this section, "just cause" means that if there is an objectively demonstrable cause (that is, beyond a mere unsupported suspicion) to doubt that a compelling personal reason exists, the District has the "power and duty" to "review the determination" by requesting the reason for having taken the leave. If it is determined that no such reason or insufficient reason existed, the District may deny the pay for such leave time.

In the interest of establishing guidelines for utilization, the parties have further agreed that:

1. Whenever such utilization of leave time under Section A is anticipated in advance, reasonable advance notification of intent to take the leave shall be given.

2. Section A, Personal Necessity Leave, (absent for a compelling reason), should not be taken for the following reasons:

    a. Vacation

    b. Recreational pursuits

    c. Political Activities (including strikes, demonstrations, picketing and lobbying)

    d. Social Events (except for weddings, graduations, child's school events and religious ceremonies)

    e. Seeking or engaging in remunerative employment/business

    The parties further recognize that on relatively rare occasions the reason for the leave may be of such a highly personal and private nature that the unit member should not

be expected to divulge the reason. In this event, the District shall accept the unit member's assertion of a compelling personal need, unless there is still cause for doubt. In that event, the matter will be referred to the Assistant Superintendent, Personnel Services, for determination in a private meeting between the unit member and the Assistant Superintendent of Personnel Services. Matters discussed in the meeting will not be recorded and will be kept in the strictest confidence.

Discretionary Personal Leave ("No Tell - PNT")

During any school year a unit member may use up to three (3) days of accumulated sick leave as personal necessity days without stipulating the reason for the leave, to be herein referred to as discretionary personal necessity days, when possible, providing the District at least twenty-four (24) hours advanced notice. These days may not be used on staff development days nor the day before or after long weekends and/or holidays.

B. Bereavement Leave

1. Each unit member shall be allowed a leave of absence, with pay, for a period not to exceed up to five (5) days (not necessarily consecutive, within one year from the date of death) when such absence is occasioned by reason of a death in the immediate family. If additional days are necessary, personal necessity days may be used.

2. Reproductive Loss Leave
    a. Unit members who have been employed by their employer for at least thirty (30) days prior to the commencement of the leave are entitled to take paid reproductive loss leave.
    b. Reproductive loss leave includes but is not limited to, failed adoption, failed surrogacy, miscarriage, stillbirth, and/or unsuccessful assisted reproduction.
    c. Unit members are entitled to take up to five (5) days following the loss. The five (5) days do not need to be taken consecutively, but the leave must be completed within three (3) months of the reproductive loss. Unit members can take up to five (5) days for each qualifying reproductive loss, but no more than twenty (20) days of reproductive loss leave within a 12-month period.
    d. A unit member can take leave following their own reproductive loss, or that of a person who would have been the parent of the child born or adopted.

C. Funeral Attendance Leave

Leave to attend the funeral of a close friend or a relative, must be approved in advance by the unit member's immediate supervisor. If the immediate supervisor denies such leave, the unit member may appeal the denial to the Superintendent and/or their designee. Time for the attendance is up to two (2) full days. This leave is independent of sick leave. For immediate family members, a unit member is granted five (5) days of Bereavement Leave as well as two (2) days for funeral attendance.

D. Pregnancy Disability Leave

Pregnancy disability leave of absence shall be granted to any unit member who is required to be absent from duty because of pregnancy, miscarriage, childbirth, and recovery therefrom under the following conditions:

1. The length of the pregnancy disability leave, including the date on which the leave should commence and the date on which the unit member shall resume duties, shall be determined by the unit member and the physician, to coincide if feasible, with the beginning of a term or other appropriate break.

2. The unit member is entitled to use accumulated sick leave when physically disabled or otherwise incapacitated from performing duties because of pregnancy, miscarriage, childbirth, and recovery therefrom. Use of sick leave benefits, under these circumstances, is restricted to cases of disability or related incapacity and must be verified by medical certification.

3. That period of leave when the unit member is not physically disabled or otherwise incapacitated from performing duties shall be without compensation unless otherwise provided for under Parental Leave.

4. A certificate of good health from the attending physician must be submitted prior to reinstatement following leave for pregnancy disability.

E. Parental (Child Bonding) Leave:

In accordance with AB375, a unit member who has been employed with SVUSD for at least one year, and has exhausted all available sick leave and continues to be absent while taking maternity or paternity leave under California Family Rights Act (CFRA) shall be eligible to receive paid leave for up to a total of 12 school weeks (60 contracted days).

a. The 12 week period for Parental Leave shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of maternity or paternity leave pursuant to Section 12945.2 of the Government Code.
b. During the period of Parental Leave, the unit member is entitled to no less than fifty percent (50%) of the regular salary.
c. An employee shall not be provided more than one 12-week period per maternity or paternity leave per school year. However, if a school year terminates before the 12-week period is exhausted, the employee may take the balance of the 12-week period in the subsequent school year, within one calendar year of the birth or adoption of the child.
d. Parental Leave may begin once or after the mother has been released from pregnancy disability and cleared by her doctor to return to work. For the non-birthing parent, Parental Leave may begin on or after the date of the birth or adoption of the child.

F. **Child Rearing Leave**

An unpaid child rearing leave of absence may be granted to a unit member for the purpose of child rearing under the following conditions:

1. Once a unit member has exhausted Parental Leave (Section E) they shall have the right to apply for a leave without compensation for child rearing purposes.

2. A unit member on a child rearing leave may not attend school full time or be gainfully employed outside the School District full time during the hours that the unit member would have been working for the District. Such a leave shall not deprive a unit member of the opportunity to substitute in the School District.

3. The length of the leave, including the date on which the leave should commence and the date on which the unit member shall resume duties, will be arranged through coordination of the Assistant Superintendent, Personnel Services and the unit member, to coincide, if feasible, with the beginning of a semester.

4. The Board of Education, upon recommendation of the Superintendent, and in the best interest of the School District and unit members, may under special circumstances, use discretion in applying extensions of time as deemed necessary.

G. Family Care Leave

The Family and Medical Leave Act of 1993 (FMLA) and the California Family Rights Act (CFRA) provide up to twelve (12) weeks of unpaid, job-protected leave to eligible unit members for specified family (Gov. Code 12945.2) and medical reasons. Employees may be eligible for an additional twelve (12) weeks [up to twenty-six (26) weeks total] to care for a covered service member as defined in the Military Caregiver Leave under FMLA.

Eligibility
Unit Members are eligible if they have worked for Simi Valley Unified School District for at least one year, and for 1,250 hours over the previous twelve (12) months.

1. **Qualifying Reasons for FMLA/CRFA Eligibility**

   a. To care for the unit member's immediate family member (defined in Section A) with a serious health condition;
   b. For the birth, adoption or placement of a child, within the first twelve (12) months
   c. For the unit member's own health condition
   d. To bond with a newborn, foster child or adopted child with the twelve (12) months of birth or placement
   e. For certain qualifying exigencies when a unit member's child, parent, spouse or domestic partner is on or called to active military duty
   f. To care for a spouse, child, parent or next of kin who is a covered servicemember with a

serious injury or illness

g. For a unit member's Pregnancy Disability Leave (PDL) when they are disabled by pregnancy, childbirth or other related medical condition

2. **Terms of Leave for FMLA/CFRA**

   a. Family Care Leave shall not exceed twelve (12) work weeks [sixty (60) contract days] during any 12-month period.
      i. The 12-month period shall begin with the date the employee's first Family Care Leave begins.
   b. Family Care Leave under Federal Family Care and Medical Leave Act (FMLA) and California Family Rights Act (CFRA) shall run concurrently except when leave is for pregnancy-related disability.
   c. At the end of FMLA Leave due to pregnancy or PDL Leave, the unit member may request up to twelve (12) weeks of unpaid California Family Rights Act (CFRA) leave to bond or care for the child (refer to Section E).
      i. Bonding Leave under CFRA must be used within one year of birth or placement of child (refer to Section E).

3. Pay & Benefits During Leave

   a. Accrued sick leave can be taken pursuant to bargaining unit agreements and/or Board policy.
   b. During Family Care Leave, the unit member is entitled to participate in the District's medical, dental and vision plans with the current employee contribution rate.
   c. Upon expiration of the Family Care Leave entitlement, if additional unpaid leave is authorized, continuation of health care benefits coverage shall be allowed with the unit member paying all costs of coverage.

4. Requesting Leave

   a. The unit member is required to provide medical certification from a health care provider, which includes:
      i. The date on which the serious health condition began.
      ii. An estimate of the amount of time the health care provider believes the employee needs to care for the family member.
      iii. A statement that the serious health condition warrants the participation of the employee to provide care for the family member.
   b. The unit member must provide thirty (30) days advance notice when the leave is foreseeable.
   c. If leave is for planned medical treatment or supervision, the unit member shall make a reasonable effort to schedule leave to avoid disruption of District operations.
   d. If additional leave is needed when time estimated expires, the unit member must provide re-certification to include the above items.

5. **Intermittent / Reduced Work Schedule Leave**

Family Care Leave may be taken intermittently or on a reduced work schedule when medically necessary and in such a case, the unit member may be required to:

a. take the leave for defined periods that do not exceed the duration of the planned medical treatment.
b. transfer temporarily to a different job with equivalent pay and benefits that can better accommodate recurring periods of leave.

If the unit member requests leave for more than 20% of the total number of working days during the period of medical treatment, the District may require the employee to choose one of the two options above.

6. **Recovery of Benefits**

If the unit member fails to return from leave, they shall reimburse the District for the cost of medical benefits, except when the failure to return is due to the continuation, recurrence or onset of a serious health condition qualifying for family care and medical leave, or other circumstances beyond the unit member's control.

7. **Maintenance of Status**

The unit member shall retain their employment status with the District during the leave period. The leave shall not constitute a break in service for purposes of longevity or seniority. For purposes of layoff, recall, promotion, job assignment and seniority related benefits, the unit member returning from Family Care Leave shall return with no less seniority than the unit member had when the leave started.

If the District reduces its work force during the leave period and the unit member is laid off, the unit member is subject to the reduction in force process.

A unit member who takes leave has no greater right to reinstatement than if they had been continuously employed.

The District shall not discipline, discriminate or retaliate against any unit member for exercising the right to Family Care Leave for themselves or another person.

8. **Reinstatement**

If the Family Care Leave was due to the unit member's own serious health condition, the unit member shall provide Personnel Services a health care provider’s release verifying they are able to perform their essential duties. The release shall be submitted with as much advance notice as possible prior to the date of return.

If the verification includes work restrictions, an Interactive Process meeting shall be held prior to the unit member returning to work.

H. Catastrophic Leave

A "catastrophic illness" or "injury" is an illness or injury that is expected to incapacitate the participant* for an extended period of time, or that incapacitates a member of the participant's immediate family** which requires the participants to take time off from work for an extended period of time to care for that family member, and taking extended time off work creates a financial hardship for the participant because they have exhausted all of their sick leave and other paid time off. Any leave for which the member has applied for workers' compensation shall be excluded from the definition of catastrophic leave.

*A participant is any certificated employee in the district who has donated to the current bank.

**Definition of immediate family is outlined in the Leaves Article of the Contract.

Whenever possible, a unit member must submit a request for the additional days to Certificated Personnel Services at least fifteen working days before they expect to exhaust all available sick leave. The unit member is required to submit a physician's verification to the Personnel office which clearly states the unit member is incapable of meeting the responsibilities of their normal work assignment due to devastating health circumstances of the employee or immediate family member, along with the anticipated length of time absent from work. If an employee is incapacitated, applications may be submitted on behalf of the employee to the District by the employee's agent or member of the employee's family. The Assistant Superintendent, Personnel Services shall determine if the illness or injury meets the appropriate criteria and shall then inform the SEA President that an employee has requested catastrophic leave. The Assistant Superintendent, Personnel Services shall arrange for a meeting of the Catastrophic Review Committee which will evaluate the request and make a recommendation to the Superintendent.

The Catastrophic Review Committee shall consist of two (2) representatives appointed by the SEA President and two (2) members appointed by the Superintendent or designee. If the committee unanimously determines the employee qualifies for a catastrophic leave, the employee will receive up to 50 sick leave credits (days), or up to 100 half day sick leave credits, depending on the amount of days needed to fulfill the catastrophic leave request. A unit member may only request these additional days, under this provision, once every five years. Requested days may be used intermittently, but must be used within a period of twelve (12) consecutive months. Any unused days from the designated amount will be returned to the bank after twelve (12) months.

If the request is denied, the committee will indicate the basis of the denial for the request. Members of the committee shall keep the nature of the catastrophic illness or injury confidential.

Donation of Sick Leave Credit

The District and SEA have created a Catastrophic Sick Leave Bank to alleviate a financial hardship for the certificated employee who qualifies for a Catastrophic Leave and has exhausted all of their available sick leave.

The enrollment period for the Catastrophic Leave Bank will occur from September 1 to September 30 each school year. The District will send a Leave Bank Donation Form to all certificated employees requesting a donation of one sick leave day to the catastrophic bank. Certificated employees are only eligible to participate in the Catastrophic Leave Program if they donate a day to the leave bank. (One day donation is equivalent to eight (8) hours for Adult

Education per EC 44043.5.)

All donated sick days must be for full days and thereafter are irrevocable.

Transfer of donated sick leave credits will be honored only upon written authorization of the donor via the Donation Form. The written authorization shall acknowledge that the donor understands the transfer authorization is irrevocable and that the leave credits will not be available for certification to the retirement system and will therefore result in a reduction of the retirement service credit that would otherwise have been available at the time of retirement. The accrued leave credits shall be held in a "bank" available for approved participants for a catastrophic leave.

The Catastrophic Leave Committee shall continuously review the remaining days in the leave bank. If the number of days drops below 50, the Leave Bank Donation Form will be sent to all permanent certificated employees. Re-enrollment will be necessary for eligibility.

The intent of this particular leave is to provide unit members economic relief for devastating personal health circumstances. Catastrophic leave may not be used for:

1. Elective Surgery
2. Personal necessity leave
3. Normal pregnancy
4. Substance Abuse Rehabilitation
5. Bereavement

I. Personal Illness

Each full-time unit member is entitled to ten (10) days for personal illness or injury per school year, including full-time unit members on paid leave. A unit member who is employed less than full time is entitled to a proportionate amount of sick leave, in accordance with their contract.

Unit members may accumulate unused sick leave without limitation. Sick leave may be used to care for an immediate family member as referenced at the beginning of this article.

Certification of transferable sick leave by new District unit members coming from other California districts shall be made in accordance with Education Code Section 44979.

Total salary received from sick leave benefits and/or worker's compensation benefits shall not exceed the regular salary of a unit member.

Absence due to illness and/or injury for twenty (20) or more days will be considered a health leave requiring a doctor's statement certifying the unit member's fitness for duty.

Normally, verification will not be required for short term illnesses. Verification may be required however, for absences of five (5) days or more, situations where there is a doubt as to the

employee's fitness to return to work, or where the site administrator (or other applicable administrator) has reason to believe that there may be an abuse of sick leave.

Differential Sick Pay

During each year of contracted service, when a unit member is absent on account of personal illness, they shall be allowed full salary for that period of time equal to the balance of their accumulated sick leave. Compensation for continued absence beyond the expiration of accumulated sick leave within the school year shall be fifty percent (50%) of the regular salary, irrespective of substitute replacement for a period of time not to exceed a five-month period (100 days of differential sick pay) or return to duty, whichever occurs first.

Written certification from a physician or health advisor must be sent to the District at the beginning of the five-month period at half pay, along with a Request for Leave form where the absence is expected to be of extended duration. Upon return to duty, a unit member must provide their supervisor with an affidavit from a licensed provider per California Code of Regulations 11605, such as but not limited to a physician, chiropractor or church practitioner, certifying the unit member's fitness for duty.

A unit member is eligible for only one five-month period (100 days of differential sick pay) per illness or injury per year and if a five-month period is not completed by the end of the school year, the balance of days continue into the next school year. A new five-month period does not begin with the start of the next school year.

After a unit member has exhausted the five months of leave and is unable to return to work, the unit member shall be placed on a re-employment list for twenty-four (24) months if probationary and thirty-nine (39) months if permanent. If, during the re-employment period, a unit member is able to return to work, they shall be reinstated in a position for which the unit member is credentialed and legally authorized to serve. (Ed. Code 44978.1)

Should current law governing five-month leave provisions change, either party may reopen this section of the Leaves Article.

J. Personal Leave

After five (5) years of service, excluding leaves, a unit member may apply for a leave of absence without pay. Employees shall make every reasonable effort to submit a request for personal leave on or before March 1 of the school year immediately preceding the school year in which the leave will occur.

The request for leave shall be evaluated on the basis of the instructional requirements and best interests of the school system as determined by the Board of Education.

Personal leaves may be for a period of up to one (1) year, with the option of requesting renewal for one (1) additional year. Renewal requests shall be evaluated using the same criteria set forth above.

A unit member may elect to continue all District health and welfare benefits at their own expense, and to the extent permitted by the applicable health care provider, at the active employees' premium rate.

Employees shall make every reasonable effort to notify the District on or before March 1 of each year whether or not the employee is contemplating resigning/retiring, seeking a renewal of a leave, or will be returning from leave.

K. Industrial Accident and Illness

In accordance with Education Code Section 44984, industrial accident and illness leave shall be in effect for all unit members of the District according to the following provisions:

1. Allowable leave shall not exceed sixty (60) days during which the schools of the District are required to be in session or when the unit member would otherwise have been performing work for the District in any one fiscal year for the same accident.

2. Allowable leave shall not be accumulated from year to year.

3. Industrial accident or illness leave shall commence on the first day of absence.

4. When a person employed in a position requiring certification qualifications is absent from their duties on account of an industrial accident or illness, they shall be paid such portion of the salary due them for any month in which the absence occurs as, when added to their temporary disability indemnity under Division 4 or Division 4.5 of the Labor Code, will result in a payment to them of not more than their full salary.

5. Industrial accident or illness leave shall be reduced by one (1) day for each day of authorized absence regardless of a temporary disability indemnity award.

6. When an industrial accident or illness leave overlaps into the next fiscal year, the unit member shall be entitled to only the amount of unused sick leave due them for the same illness or injury. Accumulated sick leave deduction will commence upon depletion of Industrial Leave. When all accumulated sick leave has been exhausted, the unit member will be granted one set of one hundred (100) days of fifty (50) percent pay.

7. Upon termination of the industrial accident or illness leave, the unit member shall be entitled to the benefits provided in Education Code Sections 44977, 44978 and 44983, and for the purposes of each of these sections, the unit member's absence shall be deemed to have commenced on the date of termination of the industrial accident or illness leave, provided that if the unit member continues to receive temporary disability indemnity, they may elect to take as much of their accumulated sick leave which, when added to their temporary disability indemnity, will result in a payment of not more than their full salary.

8. During any paid leave of absence, the unit member may endorse to the District the temporary disability indemnity checks received on account of their industrial accident or illness. The District, in turn, shall issue the unit member's appropriate salary warrants for payment of the unit member's salary and shall deduct normal retirement and other authorized contributions.

9. Any unit member receiving benefits as a result of this section shall, during periods of injury or illness, may travel outside of California but must continue to be available for authorized medical treatment and appointments.

10. The District reserves the right to secure proof of industrial injury or illness of a unit member. Before salary payments will be made to a unit member absent because of industrial injury or illness, a report of such an accident or illness, in the form required by the State Compensation Insurance Fund, must be on file in the Office of the Assistant Superintendent, Certificated Personnel.

L. Legal Commitments, Transactions, and Jury Duty

1. A unit member receiving a summons to appear in court as a witness will notify their principal or immediate supervisor. Appropriate arrangements will be made for covering their assignment during their absence.

   A unit member entitled to leave without loss of salary will refund any pay, other than expense allowances, received for such appearances to the Payroll Department upon receipt. The unit member's regular earnings will remain the same as though they had not been absent from work.

   A unit member who is granted a leave without salary in order to appear as a litigant or a witness not under official order may elect to use sick leave for salary replacement providing they can demonstrate that their request meets the requirements of personal necessity leave. Two (2) days of advance notice must be given to the immediate supervisor.

2. Jury Duty

   The District agrees to grant to unit members called for jury duty the standard required by law which is paid leave of absence for one day or one trial. Unit members selected for a jury shall notify their school administrator by the next contractual workday. The District shall pay the unit member the salary and the unit member is to remit to the District the amount received for jury duty, less the amount awarded by the Court for mileage and expenses. Unit members shall report to work during any day or portion thereof in which jury duty services are not required. When jury service is less than a half-day, unit members shall consult their administrators to factor in travel time, duty-free time, and sub coverage for returning to work that day.

A unit member who receives notice to appear for jury duty during the school year may voluntarily postpone jury duty to non-contract days (i.e. during summer, winter break and spring break) and shall be compensated at the current daily substitute rate for each non-contract day of actual jury duty served. The procedure for such postponement and compensation is as follows:

a. Attach a copy of the original jury duty notice, written statement concerning postponement, and signed official court validation for each day of jury duty served. Evidence of actual jury service, rather than telephone availability, must be submitted to the District.
b. Forward these documents to the school office manager or department administrative assistant.
c. For purposes of this article, unit members contracted to teach summer school are not eligible for jury duty compensation.
d. The District may require further verification of any/all of the above mentioned documentation.

M. Military Leave

1. Applicants for military leave shall make every effort to prevent their military obligations from conflicting with school duties.

2. Such absence shall not affect in any way the classification of such unit member with regard to District seniority. However, in the case of a probationary unit member, the period of absence shall not count as part of the service required as a condition precedent to the classification of such unit member as a permanent unit member of the District.

3. Within six (6) months after such unit member honorably leaves such service or has been placed on inactive duty, they will normally return to the school attended immediately prior to their leave in accordance with their seniority rights.

4. Compensation shall be paid as provided by Administrative Regulation 4161.5 Military Leave.

N. Employee Exchange Leave

1. The Board of Education, upon the recommendation of the Superintendent, may grant a leave of absence of one school year, with option to renew for one additional year, in order to allow unit members to take part in exchange arrangements.

2. The applicant shall submit and have approved in advance by the Superintendent, a plan for an exchange of teaching service. Criteria for granting an exchange leave shall be based on the following:

a. Value of the leave to the individual

b. Benefit of the leave to the District

c. Specific needs of the District

d. Consent of administrator affected by the exchange

e. Personal and professional characteristics of applicants as they are reflected as a representative of this School District, state, and country.

3. Eligibility:

To be eligible for an Exchange Employee Leave in the Simi Valley Unified School District, a unit member must meet the following requirements:

a. They must have been employed as a regular full-time certificated employee in the District for a period of three years prior to commencement of the exchange assignment. Service of at least seventy-five percent (75%) of the teaching days in each year will count as a full school year.

b. A unit member, upon completion of an exchange teaching assignment, shall agree to return to the service of the Board of Education and to continue in such service for a period of at least two (2) years, unless released by the Board of Education.

c. The total number of unit members on exchange leave at any given time shall not exceed one percent (1%) of the total number of full-time unit members in the District during the same period of time. Should the number of applicants exceed the one percent (1%) limitation, an appropriate committee of representative unit members will be established by the Superintendent to screen and recommend candidates.

4. Compensation

a. The salary for exchange leave will be paid to the unit member while on leave in the same manner as if working in the District. The unit member must furnish a suitable bond indemnifying the District against loss in the event that the unit member fails to render at least two (2) years of service to the District, following return from leave. Such bond will be exonerated in the event of failure to return and render such two years of service caused by death or physical or mental disablement of the unit member.

b. Absence on exchange leave shall count as a regular period of service and shall not interrupt the unit member's progress on the Teacher's Salary Schedule.

c. Exchange leave shall count toward retirement, with retirement and annuity contributions to be deducted from payroll warrants in the usual manner.

d. Health and welfare benefits authorized for regular District unit members will be provided to unit members while on exchange leave in the same manner as though they were regular full-time unit members.

e. Deductions in salary payment, as requested by the unit member on exchange leave will continue in effect as though the unit member were on regular full-time service.

f. Absence from duty by a unit member will be handled in the same manner as if the unit member were working in the District. Paid sick leave will be earned while on exchange leave. The District will reimburse the substitute employed to take the place of such unit member and shall deduct the amount so paid the substitute from the accumulated sick leave or compensation of the unit member where no sick leave allowance exists.

5. Return to Duty:

a. A final report shall be filed with the Superintendent upon return from leave of absence for exchange teaching.

b. A unit member upon return from an exchange of teaching service shall be assigned to their former teaching position, or to a position of comparable status.

O. Sabbatical Leaves

The provision of a paid Sabbatical Leave of Absence is suspended for the duration of this Contract of Agreement.

P. Victim of Violence Leave

Unit members who are victims of domestic violence, sexual assault, stalking, or a crime that results in physical or mental injury are eligible to use accrued leave. This leave may also be used if an immediate family member dies as a direct result of a crime. Accrued leave can be used to seek legal protection, attend court proceedings, obtain medical or psychological care, relocate, or support a family member affected by violence.

Article IX

RETIREMENT PROGRAM

To be eligible for one of the Retirement Program options the unit member must qualify with the requirements outlined below.

A. Medical Benefit Retirement Program Options

A unit member may only qualify for one medical benefit option below and cannot switch to another option.

1. Unit members who retire between the ages of fifty-five (55) and up to sixty-one and a half (61.5) years old and have ten (10) years of cumulative service and are benefit-eligible at the time of retirement in the District immediately prior to the effective date of retirement, the District shall reimburse up to $300 per month toward employee only health insurance premiums as allowed under the District provided Medical Health Plan (medical, dental, vision) up to Medicare eligibility.
    a. If the premium of the plan selected by the retiree exceeds three hundred dollars ($300) per month, the retiree shall be responsible for paying the difference.
    b. The retiree may also at their option, and subject to the conditions set by the insurance provider, purchase additional insurance for their spouse/dependents at their own cost.
    c. If the retiree purchases their own medical insurance or in the event of relocation to an area not serviced by the selected District provided Health Plan, the District will pay the individual retiree's retirement benefit as outlined above upon receipt of evidence of coverage.

2. If the unit member with ten (10) or more years of cumulative paid active service and are benefit-eligible at the time of retirement with SVUSD retires at age sixty-one and a half (61.5) up to Medicare eligibility the District shall reimburse up to nine hundred ($900) per month toward employee-only health insurance premiums as allowed under the District provided Medical Health Plan (medical, dental, vision) up to Medicare eligibility.
    a. If the premium of the plan selected by the retiree exceeds nine hundred ($900) dollars per month, the retiree shall be responsible for paying the difference.
    b. The retiree may also at their option, and subject to the conditions set by the insurance provider, purchase additional insurance for their spouse/dependents at their own cost.
    c. If the retiree purchases their own medical insurance or in the event of relocation to an area not serviced by the selected District provided Health Plan, the District will pay the individual retiree's retirement benefit as outlined above upon receipt of evidence of coverage.
    d. If an employee elects to obtain coverage outside of the SVUSD plan options, the employee must submit proof of payment to be reimbursed by the District

no later than July 31 for the previous year.

3. Unit members with ten (10) or more years of cumulative active service and are benefit-eligible at the time of retirement with SVUSD who are already Medicare eligible at the time of retirement shall receive a reimbursement of up to three percent (3%) of their final base salary for two years to supplement their employee-only coverage for Medicare costs, if they submit their retirement/resignation form before the February 1 "early-tell" deadline. The retiree must submit proof of their Medicare payments to the District Benefits Coordinator no later than ninety (90) days after their current coverage termination date or their last working day.

4. Combination Retirement Benefit. If the unit member ages into Medicare within one (1) year after retiring from SVUSD and STRS/PERS, then they can take advantage of the monthly allotted amount when they are sixty-three (63) and one month up to sixty-five (65) outlined in A.2. Then when the unit member is of Medicare age, they will receive the proportional amount towards Medicare outlined in A.3. The total timespan will not exceed twenty-four (24) months.

B. Additional Requirements

1. The unit member must submit the District retirement /resignation form. Bargaining unit members are expected to fulfill their contractual obligations.
2. The unit member must retire from regular employment with the District and be officially accepted into the State Teachers Retirement System (STRS)/Public Employee Retirement System (PERS) prior to receiving the benefit. Acceptance shall be defined as monthly receipt of retirement income from STRS/PERS. Verification to the District Office shall be the responsibility of the retiree.
3. Retirees may elect to postpone the Retirement Program benefit to a later date. If a unit member ages into a different tier of medical benefits during the summer, then the unit member may delay filing STRS/PERS Retirement Paperwork to qualify for the next tier of medical benefits. In order to qualify for postponement, the employee's last STRS-eligible employer must be SVUSD.
   a. A unit member may postpone their retirement date with STRS/PERS and qualify for SVUSD retiree medical benefits if they turn sixty-one and a half (61.5) by September 30th of the year they retire.
4. This Retirement Program benefit may not be used if the retiree elects COBRA.

C. February 1st "Early-Tell" Signing Bonus

1. Unit members who retire between the ages of fifty-five (55) and sixty-one and a half (61.5) years old and notify the district by February 1 of their retirement, effective the end of the current school year, will receive a $1000 signing bonus. This bonus shall also apply to unit members sixty-one and a half (61.5) years old or older who are not eligible for the retirement signing bonus described in C.2.

2. Upon retirement, unit members who are 61.5 years of age or older and have fifteen (15)

or more years of cumulative service with SVUSD shall receive a signing bonus equal to three percent (3%) of their annual base salary. This provision is only for unit members who provide signed resignation papers by February 1. Unit members eligible for this bonus shall not be eligible for the signing bonus described in C.1.

3. The Early-Tell Signing Bonus will be paid within the fiscal quarter of their retirement.

D. **Emergency Circumstance**

1. Notwithstanding any stated eligibility, notice, or application deadlines contained in this Article, the District may consider and approve exceptions to such deadlines when a unit member is unable to comply due to verified emergency circumstances beyond the unit member's reasonable control. Requests for consideration under this provision shall be submitted as soon as practicable following the emergency and shall include reasonable supporting documentation as appropriate.

Article X

SAFETY

The District is committed to maintaining a safe working environment, as provided by law. Unit members are expected to report safety hazards to their immediate supervisor no later than the next workday. Upon notification to the appropriate administrator, the District will attempt to eliminate or correct any unsafe or hazardous condition with utmost expediency. A status report identifying the nature of the problem and an approximate timeline for the solution will be provided to the affected unit members.

A. Weather/Temperature
    1. In the event that temperatures fall below 60 degrees F or rise above 85 degrees F for more than one (1) day, in the workstations assigned to a unit member, every reasonable effort shall be taken to rectify the problem and/or make provisions for alternative facilities on that school campus.
    2. In compliance with California Code of Regulations, Title 8, Section 3396, the Indoor Heat Illness Prevention Plan applies to all indoor work areas where temperatures meet or exceed 82°F. Details of the District's procedures, responsibilities, and compliance measures are outlined in the Indoor Heat Illness Prevention Plan, which is maintained by the Risk Management Department and can be found on the District website.
    3. When planning an outdoor event that cannot reasonably be moved indoors, supervisors will reference the established heat index guidelines and exercise professional judgment to respond to the weather conditions.

B. Hazardous Condition(s)
    1. The District shall notify the Association of all incidents where a unit member is injured in the workplace that triggers a leave under Article VIII.K.
    2. Workplace Violence Reporting records submitted through the designated reporting platform shall be provided to employees and their representatives within fifteen (15) calendar days of a request.

C. Safety Standards and Procedures
    1. It is mutually agreed that safety standards and procedures for enforcement are adequately cared for by other portions of governmental code and so shall not be duplicated within this Agreement.

D. Specialized Health Care
    1. Unit members shall not be expected to perform any specialized health care procedure for which they have not been trained or which falls outside of the scope of Education Code and Board policy.

2. Unit members who perform specialized health care pursuant to Education Code Section 49423.5 shall be provided training in the particular procedure.

Article XI

PERSONAL PROPERTY PROTECTION

The District assumes liability for personal property that has been inspected, logged and approved for educational use and verified annually by the site administrator. Only those items that have been formally approved and logged on the District's official form shall be covered under this Article. Such liability shall not exceed $1000 per incident and shall only occur in the event of accidental damage (excluding careless use or normal wear and tear), theft, or vandalism of said property (as confirmed by a documented investigation report). Employees shall notify the site administrator of loss and/or damage within five (5) working days following discovery of the loss/damage to initiate the procedure for processing the claim.

Reimbursement will be limited to the actual repair or replacement cost of the property, less any amounts recoverable, through the employee's personal insurance, if applicable, and shall not exceed the confirmed value logged at the time of approval.

The District agrees to make every reasonable effort to find and seek prosecution against persons who violate a unit member's person and/or property.

Article XII
CLASS SIZE

A. **Elementary Class Size**

The District shall maintain the following certificated staffing ratios:

Transitional Kindergarten (TK)	24:1 (Ratio follows State requirements)
Title Schools, Grades K-3	22:1
Grades 4-5	29:1
Grades K-3	24:1 with an annual average class enrollment not to exceed 27 for each school site
Grades 4-5	31:1

As required by law and based on continued funding, a 10:1 student-to-adult ratio will be maintained by assigning one credentialed teacher and one general education para educator per Transitional Kindergarten (TK) class.

The District and SEA agree to closely monitor class sizes at all grade levels and make appropriate changes to keep class sizes, as much as possible, aligned with the staffing ratios above. The two parties agree to work toward the criteria provided in the LCFF regarding Grade Span Adjustment.

Every reasonable effort shall be made to not exceed thirty-four (34) students in grades 4-5.

Efforts will be made to have a volunteer take the class with an overage/split. If there are no volunteers, an administrator can appoint a teacher. Efforts are to be made when an administrator must make the appointment to balance the class size issues from year to year.

When a school has a K/1 split class, every effort will be made to provide 3.75 hours of non-certificated daily classroom support.

Title Schools – Class overage stipend
If a K-3 unit member's class size exceeds 25 from August to May in the school year, they shall be compensated $50 per pupil per month for any month the class is over 25.

If a 4-5unit member's class size exceeds 32 from August to May in the school year, they shall be compensated $50 per pupil per month for any month the class is over 32.

Class overage stipend:
If a K-3 unit member's class size exceeds 27 from August to May in the school year, they shall be compensated $50 per pupil per month for any month the class is over 27.

If a 4-5 unit member's class size exceeds 34 from August to May in the school year, they shall be compensated $50 per pupil per month for any month the class is over 34.

B. Secondary Class Size

1. The District shall maintain the following staffing ratio to staff high schools and middle schools: [Enrollment x 6 (periods)/180=Teacher FTE]

2. Secondary teachers will be assigned no more than 180 daily student contacts. No teacher at the secondary level may be assigned more than 185 daily student contacts. Teachers whose course loads are not subject to this limit include: PE, performing arts, study hall, bowling, computer based courses (limited to student stations available), ASB, work experience, and co-curricular courses.

3. A principal or designee shall consult with each department to determine the number of sections of each course to be offered. Decisions will be based on the following prioritized criteria:

   a. Assuring adequate core curriculum offerings which adhere to adopted state curricular standards.
   b. Meeting District graduation requirements.
   c. Addressing college preparatory requirements.
   d. Other criteria determined by the department or principal as appropriate.

4. Every reasonable effort shall be made to not exceed thirty-six (36) students in subject areas as designated in number two (2) of this article, with the exception of alternative agreements for specific courses based on department consensus as outlined in number three (3) of this article. The principal shall make final assignment decisions.

   A report showing every secondary classroom's class size shall be given to the SEA president no later than the third week of classes after the start of each semester. Core classes not meeting the above requirement after the fourth week of each semester shall be reported to the Superintendent with a copy to SEA explaining the circumstances of the assignment pattern. Classes in subject areas as designated in number two (2) of this article with forty (40) or more students will require the principal to discuss with SEA and the affected teacher the circumstances of the assignment. The teacher has the right to refuse a class of more than 40.

The District and SEA agree to closely monitor class sizes at all grade levels and make appropriate changes to keep class sizes, as much as possible, aligned with the staffing ratios above.

C. Alternative Education

1. Monte Vista School: Each teacher assignment consists of 23 student appointment hours, two (2) hours of academic labs for student support, five (5) hours of program enhancement (curriculum enhancement, group activities, enrichment, seminar classes, etc.) and five (5) hours of teacher prep time per week. Teacher/student contracts can be adjusted based on utilization of time and school needs.

2. The District and Association agree that when 50% or more of the full-time Monte Vista teachers reach 23 students, the District and Association shall meet to discuss additional staffing options.

D. Special Education Programs

1. Self-contained Special Education Classrooms (SDC)
   The District and Association agree that when caseloads approach 11 (moderate-severe) and/or 13 (mild-moderate), the district and association shall meet to discuss plans for a variety of options that may be available to mitigate the possibility of increased class size demands.

   1A. Class Overage Stipend

   If a mod/severe class size exceeds 13 from August to May in the school year, the unit member shall be compensated $50 per pupil per month for any month the class is over 13.

   If a mild/mod class size exceeds 15 from August to May in the school year, the unit member shall be compensated $50 per pupil per month for any month the class is over 15.

   1B. Grade Span Combo Stipend

   The goal will be to assign SDC teachers no more than three grade spans. If the SDC teacher is assigned four or more grade spans, they will receive the combo stipend.

2. Paraeducator Support
   The District and Association share a goal of assigning one program paraeducator per mild-moderate classroom, and two program paraeducators per moderate-severe classroom. Additional paraeducators may be added depending on student or program needs.

E. Certificated Support Personnel

The District shall maintain employment hiring ratios for support personnel as follows if the positions are retained by the School District:

School Nurses	1 per 3000 ADA (Elementary) 1 per 3 schools (Middle & Sr. High) 1 per District (Special Ed)

Speech and Language Specialists

The District will staff Speech and Language Specialists in conformance with the Education Code and the Ventura SELPA local plan.

Input from bargaining unit members on assignments will be sought annually. When one or more Speech and Language Specialists are assigned to a site, if there are no volunteers to move, then district seniority and relevant specialties will be factors in any assignment changes. The District will, to the best of their ability, announce assignments for the following academic year prior to the first day of the last week of school.

Speech and Language Specialists will be consulted in regards to their caseloads if adjustments are needed.

All unit members responsible for preparing and conducting IEPs and 504s will be provided with a confidential workspace for testing and conferences. The workspace shall include a desk and locked space for confidential documents.

Every reasonable effort will be made to ensure adequate space to provide services.

District and Association will consult on equalization of special education class sizes across the District, if requested by the Association. The District and SEA agree to closely monitor caseloads at all grade levels and meet and confer to discuss options.

Schools will be allotted a 1.0 augmentation for an Athletic Director at schools with full CIF participation.

SEA and SVUSD will monitor on a yearly basis the need for an Induction Program based on the needs of the District and available funding for the continuation of the program.

Article XIII

GRIEVANCES

The District and the Association have a shared interest to resolve concerns through open communication and collaborative problem-solving to reach resolution prior to initiating the formal grievance procedures. Issues not directly related to the Agreement ("contract") shall be addressed through other established District complaint procedures and policies.

13.1 Definitions

13.1.1 A "grievance" is a formal written allegation by the Association or an employee that there has been a misinterpretation, misapplication, or violation of one or more of the specific provisions of this Agreement.

13.1.2 A "grievant" may be the Association or any employee of the District covered by the terms of this Agreement.

13.1.2.1 If more than one employee share in the same allegation, the Association may consolidate the grievance at the appropriate level, and thereafter process such grievance on behalf of the grievants.

13.1.3 A "day" is any day during the student school year in which the unit member is scheduled for duty excluding Extended Summer School. Either party may postpone the processing of a grievance for the duration of a non-contract period.

13.1.4 The "immediate supervisor" is the lowest level administrator having immediate jurisdiction over the grievant and the authority to grant the requested remedy.

13.2 Informal Level

13.2.1 Within ten (10) days of the occurrence or when the unit member became aware of the occurrence, the grievant shall report the matter to their immediate supervisor and/or the management, who then has five (5) days after the informal conference to attempt a resolution.

13.2.2 The grievant shall have a right to representation by the Association at this and all subsequent levels of the grievance procedure.

13.2.3 The Association will be provided written notification by the District of anyone who wishes to use the grievance process without representation by the Association.

13.2.4 The Association will have the opportunity to review and comment on the District's proposed final resolution in all cases covered in Section 13.2.3.

13.3 Formal Level

13.3.1 Level 1: Within fifteen (15) days after the occurrence of the act or omission giving rise to the grievance or awareness of the occurrence, and an attempt at informal resolution has been sought, the grievant must present their grievance in writing to their immediate supervisor. All grievances must be submitted in writing and must include the following: date of alleged violation, name(s) of unit members and administrators involved, article violated, attempt(s) at informal resolution, and remedy sought.

Should the time for filing a grievance extend beyond the employee's work year, the parties may mutually agree to continue to resolve the grievance during non-contract days.

The supervisor shall communicate their decision to the employee in writing within fifteen (15) days after receiving the grievance. If the supervisor does not respond within the time limits, the grievant may appeal to the next level.

Within the above time limits, either party may request a personal conference to mediate a resolution.

13.3.2 Level 2: In the event the grievant is not satisfied with the decision at Level 1, they may appeal the decision on the appropriate form to the superintendent or their designee within ten (10) days of receiving the response. This statement shall include a copy of the original grievance, the decision rendered, and a clear, concise statement of the reasons for appeal.

The superintendent or their designee shall communicate their decision within ten (10) days after receiving the appeal. Either the grievant or the superintendent or their designee may request a personal conference within the above time limits. If a conference is held, the decision shall be tendered within ten (10) days following the conference. If the superintendent or his designee does not respond within the time limits, the grievant may appeal to the next level.

13.3.3 Level 3: If the grievant is not satisfied with the decision at Level 2, they may, within five (5) days and with the concurrence of the Association, submit a request in writing to the Association and superintendent for arbitration. The Association and the District shall attempt to agree upon an arbitrator. If no agreement can be reached within five (5) days, they shall request the State Conciliation Service to supply a panel of five (5) names of persons experienced in hearing grievances in public schools. Each party shall alternately strike a name until only one name remains. The striking shall be determined by lot, and shall be completed within five (5) days of receipt of the list by the parties.

Except under extraordinary circumstances, prior to notifying the arbitrator of their selection, the parties shall attempt to resolve their differences through mediation. Any findings of the mediator are not binding. In the event mediation does not resolve the dispute, the parties shall notify the arbitrator and continue to proceed

to arbitration.

A request for a mediator will be made to the State Conciliation Service and/or a state mediator on or about the same time as the request for a panel of five (5) arbitrators is made. This procedure (the concurrent request for mediation) should minimize the amount of time needed to implement the mediation step. The intent of this provision is to attempt a mediated settlement while arbitration is being arranged.

The fees and expenses of the arbitrator and the hearing shall be borne equally by the District and the Association. All other expenses shall be borne by the party incurring them.

If the parties cannot agree upon a submission agreement, the arbitrator shall determine the issues by referring to the written grievance and the answers thereto at each step.

The arbitrator will have no power to add to, subtract from, or modify the terms of this Agreement or the written policies, rules, regulations, and procedures of the District.

After a hearing and after both parties have had an opportunity to make written arguments, the arbitrator shall submit in writing to all parties their decision, which shall be binding on the District, the grievant, and the Association.

13.4 Miscellaneous Provisions

13.4.1 Should the grievant fail to adhere to the time provisions for appealing a grievance, the last decision rendered shall be final.

13.4.2 Issues arising out of the exercise by the Board and administration of it its authority and responsibilities under Article 20, Management Rights, shall not be subject to the procedures set forth in Article 13, Grievances.

13.4.3 Every effort will be made to schedule meetings for the processing of grievances at times which will not interfere with the regular work day of the participants. However, when it is necessary for a representative designated by the Association to investigate a grievance or attend a grievance meeting during the day, they shall, upon notice to their principal, or immediate superior, by the President of the Association, be released for a reasonable period of time without loss of pay or accumulated sick leave in order to permit participation in the foregoing activities. Any unit member who is required to appear in such investigations, meetings, or hearings as a witness shall be accorded the same right.

13.4.4 Time limits for appeals at each level shall begin the day following the receipt of the written decision.

13.4.5 No reprisals of any kind shall be taken by the District or t h e Association

against the aggrieved person or other participant(s) in the grievance procedure by reasons of such participation or non-participation.

13.4.6 All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and will not be kept in the personnel file of any of the participants. Access to the grievance file shall be limited to the grievant, authorized Association representative(s) and the District personnel charged with the processing of the grievance.

13.4.7 Forms for filing grievances, serving notice, making appeals, making reports and recommendations and other necessary documents shall be prepared jointly by designees of the superintendent and the Association and given distribution by the Association so as to facilitate the operation of the grievance procedure. The costs of printing such forms shall be borne by the District.

13.4.7.1 If a violation of this contract is alleged to have occurred during the summer break between school years, the time for filing a grievance shall commence on the first day unit members are scheduled to return to work for the fall semester. However, nothing herein shall prevent a grievant from filing the grievance during the summer months.

13.4.7.2 The grievant has the right to have a representative present at any or all steps of the grievance procedure. The grievant, however, must be present at each step of the procedure unless they have designated a representative from the Association. If the grievant is unable to be present due to absence from duty caused by illness, injury or other emergency, the processing of the grievance shall be deferred until the unit member returns to duty. The time limits set forth in the Article shall also be extended by the number of days of absence of the grievant.

13.4.7.3 If a unit member is not represented by the Association or its representative, the Association shall be informed of the grievance and shall have the right to be present and to state its views through its representative(s) at all stages of the grievance procedure

13.4.7.4 Until final disposition of the grievance takes place, the aggrieved unit member is required to conform to the original direction of their supervisor.

Article XIV

DISCIPLINE

The District retains the right to discipline unit members for just cause. If appropriate, progressive discipline shall be followed in cases of disciplinary action. The following steps will be utilized in sequential order; however, the process may be initiated at any level if, in the opinion of the supervisor, such action is warranted:

1. Verbal Warning: The bargaining unit member shall be verbally notified by their supervisor of a deficiency in their job performance and/or conduct.

2. Written Warning (Conference Summary): A meeting with the administrator and the unit member followed by a written Conference Summary to memorialize the meeting. The Conference Summary shall be given to the unit member and shall not be placed in the personnel file unless further disciplinary action is required.

3. Letter of Reprimand: A letter of reprimand will be placed in the personnel file with notice of future possibility of appropriate discipline.

4. Further Action: Appropriate additional discipline may be issued which may include, but is not limited to, suspension with or without pay for a period of time not to exceed that which is specified in Education Code 44932.

A written recommendation for suspension, a copy of which will be forwarded to the Superintendent or their designee, will be given or sent by Certified Mail to the employee by the Personnel Office. The written statement shall contain a description of the events which necessitated the recommendation, a statement of the charges, notification that the employee may review or make copies of available materials leading to the suspension, and the right of the employee to meet with the supervisor and to submit, in writing, their response to the proposed action within five (5) contract days.

The suspension of an employee shall not be implemented for five (5) contract days pending the employee's written response.

If, within the five (5) contract days response period, the employee involved does not file a response, the action of the supervisor shall be implemented upon the approval of the Superintendent or their designee.

Within the five (5) contract days response period, the employee may choose to file a response, they shall do so by the option of filing a written response to the Superintendent, or by requesting a hearing with the Superintendent, or their designee. The hearing shall be conducted as expeditiously as possible, but no later than ten (10) contract days after receipt of the written response. The written response by the Superintendent or their designee shall be rendered within ten (10) contract days after the hearing, which shall either sustain, reject, or modify the suspension action against the employee.

In the event the unit member is dissatisfied with the outcome of the hearing, they may submit a written request within ten (10) contract days to proceed to binding arbitration, with or

without the approval of the Association. The procedure for selection of an arbitrator shall follow Level III of the grievance procedure, except that the employee shall assume responsibility for costs should there be no support by the Association.

Article XV

PROFESSIONALISM AND HOURS

A. Professional Work Day and Responsibilities

1. It is recognized that the varying nature of a unit member's day to day responsibilities does not lend itself to a specific enumeration of duties or to a working day of rigidly established length. Unit members must arrive at their assigned work site a minimum of fifteen (15) minutes prior to the start of their scheduled day. This time is to be used at the discretion of the unit member.

   Unit members will remain on duty until school dismissal, working on school-related activities. In addition, appropriate time after the school dismissal will be used to fulfill the duties and responsibilities described below.

   Unit members require a flexible period of time for fulfillment of professional obligations and adjunct duties. Activities considered part of a unit member's professional day include:

   - Staff Meetings/Collaboration/Professional Development
   - Department Meetings/Grade Level Meetings/Leadership Meetings
   - Parent Conferences and/or Parent Communications
   - Back to School Night and Open House
   - Adjunct Duties (see #2 below)
   - Appearance and Dress as established in the 2016/17 Certificated Employee Handbook. See Appendix D.
   - Individualized Education Program (IEP), Sections 504 Plan, and Student Study Team (SST) meetings
     - Meeting schedules shall be provided at least ten (10) school days in advance, with shorter notice permitted only when required to meet legal requirements or to accommodate parent/guardian availability.
     - Participation by unit members is required, and may not be declined. If a unit member has a pre-scheduled, unavoidable obligation, they are expected to communicate with an administrator by the next work day immediately following the meeting notice.
       - When special education students are enrolled in full day SDC programs, every effort shall be made to ensure equitable IEP team meeting participation among site general education unit members who have knowledge of the student, subject area, and/or curriculum.
     - If an IEP, 504 or SST team meeting is scheduled after the school day, the district will make a good faith effort to schedule it as soon as possible after the end of the school day.
     - IEP, 504 or SST meetings are not to be held on teacher prep/professional development days.

The above list is intended as examples of professional responsibilities and is not intended to be a complete list of those responsibilities. It is understood that these duties may be

completed outside a unit member's instructional day. Administrators are responsible for providing adequate notice for such meetings.

2. In assigning required adjunct duties, the principal will seek volunteers. In the event that required adjunct duties cannot be fulfilled by volunteers, the Principal will assign the duty(ies) in an equitable manner.

    Required Adjunct Duties

    a. School Site Council Representative(s) (elected positions)
    b. Student Study Team Representative(s)
    c. Member District Curriculum Committee(s)
    d. PTA Representative
    e. Disaster Preparedness/EOP/Safety Team(s)
    f. Identified Positions for State and Federal Requirements such as FPM or WASC
    g. SEA Site Representative (elected position)

    Other committees/functions/special programs will be filled by volunteers.

3. Co-curricular or extracurricular duties are voluntary, paid school service (as listed in Appendix C).

4. Communication
    a. Teachers of record will maintain communication with parents/guardians regarding student academic progress every two weeks. Specialized courses working on extended projects/assignments may require more than two weeks for a final grade, yet progress should be reported into Aeries at least every two weeks.
    b. The parties recognize that teachers of record shall use District-provided tools (i.e. Aeries, SIRAS, and UNIQUE) for documenting student academic progress for parents/guardians.
    c. Teachers of record are responsible for reporting student daily attendance within 30 minutes of the start of the school day or each class period with the provided attendance system.

B. Staff Meetings/Collaboration/Professional Development

Required site-based monthly meetings will be scheduled as follows: one (1) staff meeting; one (1) grade level/department meeting; and two (2) district-directed professional development/collaboration meetings. Meetings will be scheduled to occur on different weeks of each month so as not to have two meetings scheduled within one week. The content of the above meetings shall pertain to the elements related to supporting students as defined by the foundations of Professional Learning Communities. A yearly meeting schedule will be established with input from the leadership team and communicated prior to the first student day. If a unit member is unable to attend any of the required meetings, they will need to confirm their absence with the site administrator prior to the scheduled meeting.

Staff meetings will be scheduled monthly with a maximum of fifty (50) minutes in duration. Staff meetings will not be scheduled on the same day as other district-defined professional development/collaboration meetings. Staff meetings will not be held on unit member preparation days.

Grade level/department meetings will be scheduled no less than once a month. All members of the grade level/department are required to attend the mutually agreed upon meeting time each month. If a grade level/department meeting is specified within an adopted early release/late start schedule, these meetings shall be scheduled accordingly on the designated early release/late start day. Grade level/department meetings days/times will be established and communicated for the year and shared with site administration.

In addition to staff meetings, twelve (12) hours of district-directed professional development/ collaboration were added to the school year. This equated to an additional 1% added to the salary schedule commencing with the 2019/2020 school year.

Unit members will be required to attend twelve (12) hours of district-defined professional development/collaboration meetings outside of their staff meetings. These will be scheduled in 18 (eighteen) forty-minute sessions throughout the year.

Meetings held outside of the school day shall commence no later than fifteen (15) minutes after the end of the student day or no earlier than sixty (60) minutes prior to the beginning of the school day.

A district-defined meeting could include but is not limited to cooperative work by groups of teachers on curricular and instructional strategies relevant to District and school curricular initiatives, school improvement planning and goals, and review and utilization of student achievement data. The composition of the meeting group will be determined by consultation with staff and approval by the administrator. These groups may include grade level, multiple grade level teams, department, interdepartmental teams, etc.

The parties recognize that there are State/District Compliance requirements that must be met, and that there must be time provided to meet those requirements outside of staff meetings. In order to meet that need, site administration may schedule no more than four 60 minute meetings per year for the purpose of meeting compliance requirements. These meetings will be scheduled and communicated to staffs prior to September 15 of each year.

Examples of compliance meetings are (but not limited to):

- Suicide Prevention (K—12th grades)
- Mandated Reporter
- Armatus
- Blood Borne Pathogens
- Pesticide/cleansing wipes
- Sexual Harassment Prevention
- State Mandated Testing Training
- Other topics as mutually agreed upon by the Association and the District

C. Special Education Preschool

The preschool teaching responsibility will be a two hundred forty (240) instructional minutes per day preschool session inclusive of a twenty (20) minute duty free recess and exclusive of a forty (40) minute lunch

In the morning session, each SDC classroom will be staffed with a minimum of three (3) paraeducators, each scheduled at a minimum of 3.75 hours per day. Once the three-year old students leave for the day, the ratio in each classroom will be at minimum of one (1) adult to three (3) students. At a minimum, there will be one (1) paraeducator per SDC classroom to support students once the three-year old students leave for the day. Additional paraeducators may be added depending on student need.

When caseloads reach thirteen (13), the district and association shall meet to discuss plans for implementing an additional class if the caseloads reach fifteen (15). An additional class will be added once caseloads reach fifteen (15).

Preschool SDC teachers shall receive assessment/case management time for IEP management, assessment and consultation to support student achievement. Assessment time/management time shall be up to five (5) sub days per academic year.

D. Elementary

The Transitional Kindergarten through fifth grade school day shall consist of three hundred nine (309) instructional minutes.

Elementary teachers shall have an hour duty free each day consisting of morning recess and lunch.

There shall be eleven (11) minimum days at the elementary level. The minimum day at the elementary level (Grades TK-5) shall be two hundred thirty-five (235) minutes. With input from leadership, individual schools may determine how the eleven (11) days may be utilized (for the purpose of back-to-school night, open house, fall and spring conferencing, structured collaboration or professional development and other uses) as approved using the contractual site-based decision-making process. Additional minimum days may be requested for educational purposes and have prior approval by the Director of Elementary Education. Unit members teaching classes in grades four (4) and five (5) shall be given one (1) day of release time to conduct the larger number of mandatory conferences required in the fall. Also, on an as needed basis, these same teachers will be eligible for up to one (1) additional day of release time as outlined above for spring conferencing, depending on the number of conferences held.

If a unit member teaching classes in grades TK-3 is unable to accommodate the number of spring conferences scheduled, they may provide the rationale for the request of additional time to the site administrator.

Elementary SDC teachers shall receive assessment/case management time for IEP management, assessment and consultation to support student achievement. Assessment time/management time shall be up to five (5) sub days per academic year.

E. Secondary

1. Middle School

The middle school day shall consist of a minimum of three hundred twenty-five (325) instructional minutes inclusive of periods 1-6 [including no more than forty (40) minutes for passing periods] averaged over a five-day week with a target of three hundred twenty-five (325) minutes per day. This includes six (6) class periods, one of which is a preparation period. No more than an average of thirty (30) minutes of the six (6) class periods shall be used for ancillary purposes as determined by the schedule modification process outlined in Article XV, Section J. This adjustment shall be implemented no later than the start of the 2025-2026 school year.

Minimum days for middle school shall not exceed five (5) days (including but not limited to back-to-school night, open house, testing, conferencing, or staff development); additional minimum days may be requested for educational purposes and have prior approval by the Director of Secondary Education. The minimum day at the middle school shall be two hundred forty (240) minutes. With input from leadership, individual schools may determine how the five (5) days may be utilized.

2. High School

The comprehensive high school day shall consist of a minimum of three hundred sixty-five (365) instructional minutes [including no more than forty (40) minutes for passing periods]. This includes six (6) class periods, one of which is a preparation period. No more than thirty (30) minutes of the six (6) class periods shall be used for ancillary purposes as determined by the majority of the certificated staff.

Minimum days for high school shall not exceed nine (9) days (including but not limited to back-to-school night, open house, testing, conferencing, or staff development); additional minimum days may be requested for educational purposes and have prior approval by the Director of Secondary Education. The minimum day at the high school shall be a minimum of two hundred forty (240) minutes. With input from leadership, individual schools may determine how the nine (9) days may be utilized.

The alternative high school unit members' instructional day shall consist of a minimum of one hundred eighty (180) minutes and a maximum of two hundred fifty-five (255) minutes.

3. Teaching Before/After School Classes

Secondary master schedules may include classes that occur before the start and/or after the regular school day. The staffing of these classes must be done on a voluntary basis. If a teacher chooses to teach a before or after school class it will be included in their regular contract day and not result in having two (2) preparation periods, unless mutually agreed upon. When offering a before/after school class the principal must inform the member that they will be required to attend all regularly scheduled meetings.

F. Elementary Class Coverage

It is agreed that no elementary teacher will be assigned students from other classrooms when the District would normally assign a substitute to cover a teacher absence. In the event that no substitute is available, the District will compensate the unit member one hour at the established hourly rate if the unit member takes on additional students in their class.

G. Elementary Preparation Period

The preparation period is intended to enhance the accomplishment of duties and responsibilities of the unit member by providing a block of time on campus during the school day for school-related matters.

If a District program is in place providing elementary preparation time that will be the only accepted program.

Unit members who are involuntarily assigned to utilize their preparation period for either emergency and/or non-emergency purposes shall be compensated from the first day at the established hourly rate.

H. Preparation Period - Secondary Level

The preparation period is intended to enhance the accomplishment of duties and responsibilities of the unit member by providing a block of time on campus during the school day for school-related matters. While the preparation period is normally utilized on campus, it is recognized that obligations may occur which necessitate being off campus during this time. When such obligations arise, the unit member shall notify the principal's office of the absence. When such obligations are personal in nature, the unit member shall have the prior approval of the principal.

It is recognized that emergencies may arise from time to time for which a unit member on their preparation period may be required to substitute for another unit member. Such an emergency is defined as occurrences which cannot be planned ahead of time, or when after a good faith effort, the district office is unable to secure a substitute. The declaration and administration of such an emergency is the responsibility of the principal.

In such an emergency, every effort will be made to secure volunteers for substitution. If necessary, unit members will be assigned in a fair and equitable manner. Use of the preparation period may be directed from time to time by the principal for non-emergency situations, such as extra-curricular coverage. Every effort will be made to distribute prep periods equitably throughout the master schedule at each school site.

Unit members who are involuntarily assigned to utilize their preparation period for either emergency and/or non-emergency purposes shall be compensated from the first day at the established hourly rate for an additional assignment as stipulated in the Contract.

Volunteers will be sought to co-teach and not be assigned without written prior agreement from both unit members. The partnered co-teachers will be assigned the same preparation

period. Both unit members will have access to the curriculum (including district-provided online materials), and district-provided tools (i.e. Aeries, SIRAS, and UNIQUE) for documenting student academic progress for parents/guardians. Every effort shall be made to ensure that no more than thirty-three percent (33%) of the students enrolled in a co-teaching course have an Individualized Education Program (IEP). For purposes of calculating this percentage, students with "speech-only" IEPs will not be factored into the percentage.

I. School Calendar

For the duration of the contract the calendar will include one hundred eighty-five (185) days of service for returning unit members and one hundred eighty-five (185) days of service plus two (2) days for orientation for newly employed unit members. (See Appendix F).

a. School Nurses may choose to work either the regular school calendar, or a flex one hundred eighty-five (185) day calendar. If a flex schedule is chosen, they will work with the Assistant Superintendent of Student Support Services to mutually develop a calendar.

The Simi Educators Association will be able to have a meeting on the day scheduled for new and returning unit member orientation.

J. Schedule Modifications

A schedule modification is the adjustment of required daily instructional time that alters the starting and ending time of the school day and requires Board of Education approval. Reasons may include, but are not limited to:

a. Staff Meetings
b. Grade Level/Department articulation
c. Leadership/Department Chair Meetings
d. On-site Committee Meetings
e. Instructional Preparation and Planning
f. Teacher Collaboration
g. Elementary parent conferencing
h. Additional course offerings
i. Student support and intervention time

The following factors should be considered when schools propose to modify their schedules:

a. Compelling reasons for the schedule modification
b. Instructional minutes as defined in section C and D of this article
c. Individualized Education Program (IEP) minutes for students
d. Changes in classified staffing assignments
e. Scheduling needs of itinerant staff, including the sharing of bargaining unit members between sites
f. Impacts on transportation schedules to ensure minimal disruption

No schedule modifications will be implemented during the school year except in response to emergency situations (e.g., safety concerns, compliance mandates, or unforeseen operational disruptions).

All plans for schedule modifications need to be submitted to SEA and the District before a final vote is taken by the staff. The guidelines for schedule modifications are listed below. Schedule modifications include but are not limited to: block schedules, modified days, non-traditional schedules, etc.

Schools who submit a plan for a modified schedule must first secure the approval of no less than seventy percent (70%) of the ballots cast by certificated staff. For the purposes of this section "certificated staff" shall be defined to include school nurses, bargaining unit members, job sharers (get one full vote), literacy coaches (teachers), resource teachers (one vote at home site) and site administration that are expected to regularly attend staff meetings. This list excludes teachers on special assignment located at the District Office, school psychologists, and long-term substitutes. All eligible staff shall receive ballots. A vote of 70% of the ballots cast are needed to effect a change. All modified plans shall be in place for the ensuing school year.

A modified schedule, once implemented at a school site, becomes the official schedule for that site. As such, it will remain in place unless changed through the schedule modification process described above.

If a modified schedule provides for a non-traditional option of more than 6 periods a teacher shall not be expected to have a teaching schedule of more than 6 continuous periods including prep. Opportunities to teach before or after a normal schedule shall be agreed upon by administration and the bargaining unit member. The number of teaching minutes must be equitable for all teachers.

A suggested timeline for a schedule modification will involve the development, discussion, approval and finalization phases as follows:

Development - In order for the staff to consider a schedule modification, the SEA Rep(s) will ensure that at least 20% of the staff supports bringing the issue forward at some point during the first quarter.

Discussion - During the first quarter, the staff will explore and develop options for schedule modifications.

Approval - Prior to Thanksgiving recess, the proposal along with options and associated calendar must be submitted to District and SEA for approval. After review and authorization, the use of a modified schedule, intended purpose, and staff activities must be approved by a vote of no less than seventy percent (70%) of the votes cast at the site prior to the start of winter recess.

Voting Process - Prior to the start of winter recess, all eligible staff shall receive ballots and be allowed two days to return the ballot to an agreed upon location. The ballots will be counted in the presence of the Principal, the SEA Representative and other interested parties. A vote of at least 70% of the ballots cast is needed to effect a change; if the vote is less than 70%, the default is the existing schedule.

Finalization - The final vote for the selected option and calendar must be completed and submitted in time for Board of Education approval at the regularly scheduled meeting in February.

A modified schedule, once implemented at a school site, becomes the official schedule for that site and will remain in place unless changed through the schedule modification process described above. The staff will review their traditional or modified calendar each year to identify the dates for staff meetings, grade level/department meetings, leadership/department chair meetings, on site committee meetings, instructional preparation and planning, state testing preparation meetings, etc.

For schedule modifications that do not require changing the start or ending time of school, a required vote of at least 70% of the staff is still necessary but the modification does not have to be sent to the District and SEA for review. For example, the use of 30 minutes of ancillary time at the secondary schools does not affect the start and ending time of the school day, but requires at least a 70% vote of the staff to effect a change.

K. Job Share

1. Definition: Job Sharing shall refer to two (2) full-time permanent teachers sharing one teaching assignment.

2. Two teachers shall share an assignment for a minimum of one year. The job share shall be either a 50/50 or 60/40 split, unless prior approval is granted by the Superintendent or designee. It is understood that for the purposes of this section, a 50/50 or 60/40 split refers to instructional days when students are present.

3. Both members of a job share are expected to work the five (5) contracted pupil free work days.
4. Only full-time permanent teachers shall be eligible to apply for job sharing.
5. Applications for a job sharing assignment for the following school year shall be filed with the District no later than March 15.

6. All requests for job sharing shall be reviewed by the principal and the Superintendent or Designee.

7. The Superintendent or Designee shall approve or deny the request. The decision of the Superintendent or Designee shall be final. The primary criteria for approving shared contracts shall be successfully meeting the educational needs of students.

8. If the request for job sharing is denied, and if the affected employee(s) request, the reasons for the denial shall be provided.

9. A shared contract shall be considered a partial leave of absence for the portion of a full contract vacated to facilitate the shared agreement. Notwithstanding other provisions of the Teachers Contract, job sharing teachers' wages, benefits, and paid

leaves shall be prorated relative to the actual time worked. In no event shall the total amount of health and welfare benefits for the job sharers exceed the amount the District would have paid if the position had not been shared. Both teachers shall file a calendar of anticipated work days for the school year by June 30 of the previous school year.

10. Job share teachers who work at least 50% of a school year shall receive one (1) year of salary schedule increment. Job share teachers who work less than 50% of a school year shall receive one year of salary schedule increment every two (2) years. STRS/PERS credit shall be reported on a proportional basis as governed by applicable statutory provisions and is not affected by this provision.

11. All partial leaves of absence shall be considered as one year positions with no automatic right to an extension. Upon request of the two teachers, a job-sharing assignment may be renewed provided the two teachers notify the Principal and District in writing prior to March 15. In the event the two teachers fail to notify the District in a timely basis of their desire to continue the job-sharing assignment or in the event the District does not approve the continuance of the assignment, the teachers shall be returned to full-time assignments. Both the Principal and the Superintendent or Designee shall have full discretion to decline to extend the leave.

12. If a teacher in a job-sharing assignment returns to full-time teaching following their first year of job sharing, the teacher shall be returned to their original school. If a teacher in a job-sharing assignment returns to full-time teaching following more than one year of job sharing, they will be assigned to their original school if a vacancy exists, otherwise the teacher will be assigned to the first available position for which they are credentialed or legally authorized.
    a. If a job share dissolves, and there is only one open position at this site, the teacher with the most site seniority would remain at the school. If both teachers have equal site seniority, the current District seniority protocol would apply.

13. If one teacher is absent, the other teacher may assume the responsibility of covering the class. The teacher shall be paid the regular substitute salary for the days taught.
14. When one partner to a shared contract is unable by reason of disability or other circumstance to continue under the shared contract agreement, the other partner is responsible to return to full time at their regular rate of pay. Should such return be blocked by personal circumstance, the partner shall be responsible for temporarily becoming full time while other arrangements are made.

15. Responsibilities of the job sharing assignment shall be allocated according to a plan designed by the job sharers, with the concurrence of their immediate supervisor. The plan shall include, but not be limited to, the following:

    a. Both job sharers being present for the first and last days of school.
    b. Both members of a job share are expected to work the five (5) contracted pupil free work days.
    c. Both job sharers shall be responsible for information disseminated at faculty meetings; at least one job sharer shall attend the faculty meetings.
    d. Both job sharers attending Back-To-School Night and Open House.
    e. Both job sharers using the same discipline techniques, thus presenting united

front to both parents and students.

f. Both job sharers collaborating on all grading.
g. Both job sharers will be present at parent conferences when requested by the Principal or parent in the best interest of the student.
h. Both job sharers will collaborate on the bulletin boards.

i. Both job sharers will work together on weekly curriculum and homework planning.
j. Both job sharers will communicate with each other on a regular basis.
k. Both job sharers will maintain regular communication with parents.
l. Both job sharers will develop an anticipated work year calendar.

16. Copies of all job share agreements shall be provided to the Association on an annual basis.

L. Part-time Unit Members

1. Definition: Part-time unit members shall refer to unit members who are not in a job share and are contracted to work less than one (1) FTE (full-time equivalent).

2. Part-time unit members who work at least 50% of a school year shall receive one (1) year of salary schedule increment. Part-time unit members who work less than 50% of a school year shall receive one (1) year of salary schedule increment every two (2) years.

3. Part-time unit members are expected to create a work calendar in collaboration with their administrator to include (if appropriate) these elements before any requested schedule will be approved:

a. Work schedule
b. Attendance at contracted pupil free work days
c. A plan to attend/access information from staff meetings
d. Attendance at parent meetings (i.e. IEPs, 504s, and SST)
e. Attendance at Back to School Night and Open House

4. Part-time unit members shall receive a pro-rated amount of sick leave in correlation with the amount of time worked. EX: Sixty percent (60%) is equal to six (6) full days of sick leave.

5. Health benefits shall be provided per Article V.

6. STRS/PERS credit shall be reported on a proportional basis as governed by applicable statutory provisions and is not affected by this provision.

Article XVI

PROFESSIONAL ACCOUNTABILITY & EVALUATION

A. Purpose

The Association and the District agree that unit members' knowledge, skills and practices develop throughout their professional careers, and the purpose of the professional accountability and evaluation program is to support ongoing communication and reflection between bargaining unit members and their supervisors to promote effective performance, professional growth and esteem.

For the purpose of this program, the District and SEA agree to adopt for the purposes of this program the California Standards for the Teaching Profession (CSTP) or other agreed upon professional standards aligned with the unit member's position, which shall provide a common framework for reflection, goal setting and the assessment of satisfactory performance.

The goals of professional accountability are:

1. To promote student success and the overall improvement of the school and the instructional delivery to students.
2. To stimulate professional growth aligned with California Standards for the Teaching Profession (CSTPs) or agreed upon professional standards aligned with the unit member's position.
3. To maximize effectiveness and performance.
4. To assess progress towards organization and school goals.
5. To provide a formal communication process for building trusting relationships.

B. **School Nurses and Speech/Language Pathologists** shall be evaluated using the negotiated standards of performance and related forms (see Appendix).

C. **Administrators and all certificated staff** shall be responsible for maintaining and modeling Professional Standards at all times. As administrators observe in classrooms or work settings, they have the responsibility to provide unit members (on and off-cycle) with ongoing formative feedback, in addition to identifying any concerns related to the adopted professional standards and to communicate those concerns to the unit member.

D. Assessment Cycle

All unit members with non-permanent status shall be evaluated annually.

After reaching permanent status, a unit member will be evaluated every other year. Per Ed Code 44664(a)(3), after 10 years of service in a probationary/permanent position with satisfactory evaluations, each permanent certificated staff member will be on a 5-year evaluation cycle. The five-year cycle is by mutual agreement between the site administrator and unit member. Should the evaluator withdraw consent, notice and identifiable cause shall be provided to the unit

member in a timely manner.

A typical evaluation cycle for a unit member who begins on a probationary contract will be as follows: Years one (1), two (2), three (3), four (4), six (6), eight (8), ten (10), fifteen (15), twenty (20), twenty-five (25), thirty (30) and every five years afterward.

A leave, an incomplete cycle, an unsatisfactory evaluation, or natural disaster could affect the typical evaluation cycle. Permanent on-cycle evaluations were suspended for the 2020-2021 school year.

All unit members with permanent status who do not meet the criteria above, shall be evaluated not less than every other year.

A unit member who transfers shall retain their current evaluation cycle.

F. Self-Assessment

Each year, all unit members (on and off-cycle) shall conduct a self-assessment using the applicable instrument for their respective job classification.

1. Off-cycle unit members shall complete and sign the Off-Cycle Professional Accountability Learning Plan each off-cycle year.

2. On-cycle unit members shall complete the self-assessment. Each unit member shall establish goal(s) and objective(s) focusing on their own performance for the year. In addition to the self-assessment, on-cycle teachers must choose one (1) of the Professional Accountability Options in Section G.

G. Professional Accountability Options

The formal, professional accountability program for unit members will consist of four (4) options. The options are:

1. Administrative-Mandated Evaluation
   This evaluation is for probationary, temporary, interns, or categorical (non-permanent) unit members and requires the unit member and an administrator to jointly develop goals.

   These employees will be evaluated annually on the Administrative Option. The administrator shall make a minimum of two formal observations of no less than 40 minutes. Administrators shall be responsible for certifying that the employee has met the Professional Standards in each domain applicable to them by the first Friday of March. Employees unable to meet each of the standards shall not be granted permanent status.

2. Administrative-Choice Option - Permanent on-cycle unit members will complete two observation cycles with an administrator, and the Permanent On-Cycle Professional Learning Plan. (Appendix G) The administrator shall make a minimum of two formal

observations of no less than 40 minutes.

3. Portfolio Option - Permanent on-cycle unit members will develop a portfolio with reflections to validate professional development. The portfolio is a collection of materials, evidence, and/or resources that demonstrate an impact on student learning and represents the unit member's professional growth. The unit member must include a minimum of three (3) artifacts [at least two (2) in the first semester] with reflections demonstrating impact on student learning and professional growth aligned to stated goal(s) and identified standard(s). Additionally, unit members will complete the Permanent On-Cycle Professional Learning Plan. (Appendix G) The administrator may request additional explanation of the artifacts' impact on student learning and, if appropriate, provide feedback to support the refinement or adjustment of the artifact.

4. Partner Option - Permanent on-cycle unit members participate in a peer coaching model in which unit members collaborate and reflect on best practices. The unit member may partner with any other unit member who is on- or off-cycle within the district. Additionally, on-cycle unit members will complete the Permanent On-Cycle Professional Learning Plan. (Appendix G)

   The partner option may be fulfilled in one (1) of two (2) ways:

   a. Collaboratively work with a partner to collect and reflect on materials, evidence, and/or resources that demonstrate an impact on student learning and represents the unit member's professional growth. Examples of artifacts may include but are not limited to notes from coaching sessions, co-developed tools, resources, and developed instructional content. The administrator may request additional explanation of the artifacts' impact on student learning and, if appropriate, provide feedback to support the refinement or adjustment of the artifact.
   b. Complete two observation cycles with their partner using the district's observation forms. (Appendix H)

How does a unit member know which accountability option applies?

Non-Permanent: (Probationary, Intern, or Temporary Teachers)	Permanent: On-Cycle	Permanent: Off-Cycle	Permanent: Placed on Assistance
Must complete the following: • Administrative Mandated Evaluation • Annually until permanent status is achieved	Choose one of the following: • Partner Option • Portfolio Option • Administrative Choice	Must complete and submit to their site/department administration: • Complete the Permanent Teacher Off-Cycle Professional Learning Plan	May be required to complete the following: • Administrative Mandated

H. Assistance

The primary purpose of assistance is to provide positive support and improve the quality of classroom instruction or delivery of services and promote higher student achievement and well-being. Any permanent unit member identified as performing below the Professional Standards by the Site Administrator or designee shall be placed on an Assistance Program.

Prior to being placed in Phase 1 of Assistance, previous discussions and one (1) or more meetings between the unit member and administrator must be documented by a conference summary addressing the concerns. If a unit member does not agree with placement on an Assistance Plan, the unit member may appeal only for procedural deficiencies to the Assistant Superintendent of Personnel and the Association.

1. Phase 1

The duration of Phase 1 shall be ten (10) contractual weeks. Before a unit member is placed in Phase 1 of Assistance, the administrator will use the following procedure to notify the unit member that there is/are problem(s) with the unit member's performance. A written notice will be given to the unit member which includes the following information (Appendix I):

a. Area of concern(s) related to the Professional Standards for the Teaching Profession (Identify Standard and Element)
b. Date(s) concern was previously discussed
c. Desired behavior in relation to the Professional Standard
d. Recommendation & Suggestion(s) for Improvement
e. How progress toward goal(s) feedback will be provided.
f. Next Meeting Date

Throughout Assistance the supervising administrator makes a commitment to the unit member to support the implementation of the assistance plan. The unit member will meet regularly throughout the ten (10) weeks with the site/department administrator to discuss progress and provide feedback. The supervising administrator will provide a written summative report to the unit member at the end of the tenth week of the Assistance period.

The summative meeting will result in one (1) of the following actions:

1. If the problem is resolved, then no written record of the Phase 1 Assistance shall be placed in the unit member's permanent personnel file, and they will return to the current evaluation option.
    a. However, if a unit member needs to be placed back on Assistance again within a twelve (12) month period, the unit member shall be placed in Phase 2. All previous Phase 1 documentation shall be placed in the permanent personnel file.
2. Placement in Phase 2 of Assistance
    a. If the goals of the Phase 1 Assistance Plan are not met, the unit member is then placed in Phase 2 Assistance and shall be placed on the Administrative Mandated Option. The unit member shall remain on the Administrative Evaluation for one (1) year following removal from Assistance.

2. Phase 2

a. Duration of Phase 2 shall be a minimum of twenty (20) contractual weeks. Unit members in Phase 2 are not eligible for transfer. The administrator will provide specific guidance and support, and a written Assistance Plan. The Assistance Plan shall include the following, and shall become a part of the unit member's permanent personnel file:

i. A statement of the problem(s) and existing concern(s).
ii. Specific objectives for the unit member.
iii. Specific methods and resources which the unit member will use to remedy the problem.
iv. Identify how evidence of performance will be collected.
v. Specific guidance that will be offered to the unit member.

Throughout Assistance the supervising administrator makes a commitment to the unit member to support the implementation of the improvement plan. The unit member will meet regularly throughout the twenty (20) weeks with the site/department administrator to discuss progress and provide feedback. A summative report will be written by the administrator and shared with the unit member at the end of the twentieth week of the Assistance period.

Based on the outcome of the summative meeting, one (1) of the following actions shall occur:

1. If a unit member has corrected noted problem(s) at the conclusion of Phase 2, they may be taken off Assistance at the discretion of the administrator.
2. Unit members will be evaluated under the Administrative Mandated Option for at least the following school year. At any time during the evaluation cycle, the unit member may be placed back in Phase 2 according to the procedures defined herein.
3. Per Education Code, unit members who continue to display significant deficiencies shall be subject to additional disciplinary actions (See Article XIV).

I. The list of documents associated with this evaluation procedure are cited and incorporated in the Appendices and available on the District website.

Article XVII

NO UNLAWFUL STRIKE

The Association and District agree to follow all statutory steps of bargaining in good faith, including but not limited to, impasse and fact finding. If after fully exhausting these procedures, an agreement is not reached, the Association may exercise its right to strike.

For important details regarding permitted and prohibited activities refer to the information below.

It is agreed and understood that there will be no unlawful strike, work stoppage, slow-down, picketing or refusal or failure to fully and faithfully perform job functions and responsibilities, or other interference with the operations of the District by the Association or by its officers, agents or unit members during the term of this Agreement, including compliance with the request of other labor organizations to engage in such activity.

The Association will take reasonable action to avoid such activity and where such activity occurs, immediately inform unit members engaged in an unlawful strike that they are in violation of this Agreement and order said District unit members back to work.

It is agreed that the Association, when meeting the requirements of this Article, shall not be liable for the unauthorized action of its unit members or other District employees.

It is agreed and understood that any unit member violating this Article shall be subject to discipline up to and including termination by the District.

In the event that the parties are unable to reach agreement on the re-opened sections for the second year and/or third year of this contract, and after following unsuccessful impasse procedures, this Article shall be dissolved.

Article XVIII

ORGANIZATIONAL SECURITY

A. Membership Dues Deduction

Any unit member who is a member of the Association, and who has voluntarily elected to join the Association, may sign and deliver to the District a written, signed authorization authorizing payroll deduction of membership dues to the Association.

Such authorization shall be voluntary, shall not be a condition of employment or continued employment, and shall be provided consistent with applicable law. The authorization may be revoked by the unit member in accordance with the terms of the authorization and applicable law.

Pursuant to such authorization, the District shall deduct one-eleventh (1/11) of such dues from the regular salary check of the unit member each month for eleven (11) months. The District shall not process any Association dues payments made outside of payroll deduction.

B. Provisions of Information

The Association and the District agree to furnish to each other any information needed to fulfill the provisions of this article as required by law and consistent with employee privacy rights and applicable confidentiality requirements.

C. Indemnification/Hold Harmless Clause

The Association agrees to defend and indemnify the District (and its officers, employees and agents) for any unit member's allegations, claims, actions, suits, settlements, or judgments which arise out of payroll deductions made by District in reliance on information and notification provided to the District by the Association. In connection with any such claim, both the District and the Association shall have the right to select and be represented by legal counsel of their own choosing. Each party shall be responsible for its own attorneys' fees and related costs. The District and the Association shall meet and confer in good faith regarding litigation strategy and potential resolution of any such claim, but nothing in this section shall be construed to limit either party's right to control its own legal representation or to make independent decisions regarding settlement, defense, or appeal.

The Associations' duty to indemnify does not apply to litigation instituted by the Association against the District for the District's alleged failure to comply with the provisions of this Section.

Article XIX

MANAGEMENT RIGHTS

It is understood and agreed that the District retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in but not limited to those duties and powers are the exclusive rights to: determine its organization; direct the work of its employees; determine the times and hours of operation; determine the kinds and levels of services to be provided, and the methods and means of providing them; establish its educational policies, goals and objectives; ensure the rights and educational opportunities of students; determine staffing patterns; determine the number and kinds of personnel required; maintain the efficiency of District operations; determine the curriculum; build, move or modify facilities; establish budget procedures and determine budgetary allocation; determine the methods of raising revenue; contract out work; and take action on any matter in the event of an emergency. In addition, the Board retains the right to fix duties and responsibilities, establish positions, hire, assign, evaluate, promote, terminate, and discipline unit members.

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the District, the adoption of policies, rules and regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms are in conformance with the law. This does not limit, control, or deny the exclusive representative or other employee organization of their rights expressly set forth in the Act.

The District retains its right to take whatever actions may be necessary to carry out its mission in emergency situations. The determination of whether or not emergency exists is solely within the discretion of the District, subject under Article XIII (Grievances) to the determination as to the emergency and the appropriateness of the District's actions resulting therefrom.

Article XX

EFFECT OF AGREEMENT

It is understood and agreed that the specific provisions contained in this Agreement shall prevail over State laws to the extent permitted by State law; that where applicable, the Board Policies and Administrative Regulations shall be changed to conform to the provisions of this Contract.

In the event the District desires to change any of its Policies and/or Administrative Rules and Regulations affecting the unit members, not covered by this Agreement but within the scope of bargaining, so notify the Association of its intentions prior to any such contemplated change. In emergency conditions, the District may implement necessary changes prior to bargaining, provided that it gives notice to the Association as soon as practicable and, upon request, bargain over the effects of such changes to the extent required by law.

Under non-emergency conditions, the Association, within ten (10) school days after receipt of such notification, may notify the District of its desire to negotiate on such contemplated changes in District Policies and/or Administrative Rules and Regulations. Thereupon, the District shall enter into such negotiations with the Association for a period of thirty (30) calendar days [unless agreement is reached prior to the thirty (30) days]. If no agreement is reached within the thirty (30) day period, the District may adopt the change if it so desires.

Article XXI

SAVINGS CLAUSE

If any provisions of this Agreement are held to be contrary to law, by a court of competent jurisdiction, such provisions shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect. Upon such holding, and within ten (10) days of request by the Association, the parties shall meet to negotiate restoration of lost benefits to the extent that such benefits may be legally restored.

The parties agree to bargain the impact of any changes in statute during the term of the contract if the contract does not align with the new regulation(s).

Article XXII

DURATION

The term of this Agreement shall be from July 1, 2025 up to and including June 30, 2028. In addition to Article IV -Wages and Article V - Health and Welfare, the Association and the District will have two reopeners for the 2026-2027 and 2027-2028 school years. If neither side requests to reopen the contract, the contract will roll over for a new three-year term. Notification regarding reopeners must occur by May 1 of each year or to a later mutually agreed upon date.

Article XXIII

NEGOTIATIONS

In the school year in which the Agreement expires, the Association shall submit its initial proposals for a successor Agreement to the Board.

The parties shall meet and negotiate in good faith on negotiable items on a successor Agreement beginning no later than May 1 (or a mutually agreed upon date) of the school year in which the agreement expires. Any agreement reached between the parties shall be recorded and signed by the members of the bargaining team.

Article XXIV

ACADEMIC FREEDOM

The parties recognize that "Academic Freedom," in the TK–12 public school context, means the professional right and responsibility of unit members to provide instruction based on standards-aligned curriculum. Such instruction shall support student learning consistent with the District's educational objectives and the laws and policies governing instruction and curriculum.

Instruction concerning controversial issues shall be aligned and relevant to the adopted course outline and curricular goals, suitable to the age and maturity of the students, and presented in a balanced and objective manner (Board Policy 6144). Unit members shall remain professionally neutral when teaching controversial issues by presenting relevant viewpoints in a balanced manner consistent with the adopted standards.

Article XXV

SITE-BASED DECISION MAKING

The District and the Association recognize that empowering educators through a process which allows employees at individual schools to have increased responsibility for making decisions will improve effective professional practice and the educational/learning process. The parties acknowledge the importance of improving instructional programs through site-based decision making. School sites considering a site-based decision proposal shall submit their plan to the District and SEA. The District and SEA will assess whether or not the plan modifies the contract and necessitates the development of a Memorandum of Understanding (MOU) by both parties. The Board of Education will have final approval on all site-based proposals.

The District and SEA agree that the provisions of a Memorandum of Understanding shall not be interpreted or considered as establishing any precedent or practice, nor as a violation of any agreement, condition or practice.

The District and SEA agree that such Memorandum of Understanding may be initiated for a period of one or two years (as defined in the agreement) and that renewal, beyond the term, will require the submission of a new Memorandum of Understanding.

Decision-making at a school site should be shared by staff in a collegial manner, while recognizing that the decisions must conform to State and Federal laws, District policy, and the Contract unless site-specific language has been approved. To be consistent with Board Policies and Guidelines, District and SEA will consult as needed using an interest-based decision-making process.

This article is not intended for schedule modifications. The process for schedule modifications can be found in Article XV, Section J.

Article XXVI

CONCLUSIVENESS OF AGREEMENT

During the period of this Agreement, the terms of this contract shall not be opened to further negotiations, except as specified under "Duration of Agreement", unless by mutual consent.

In addition to the above, the parties agree to engage in an ongoing consultation process to resolve matters of mutual concern.

Appendix A

Salary Schedules

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT
2026-2027
Certificated Teacher Salary Schedule
INCLUDES TEACHERS, SCHOOL NURSES AND SPEECH LANGUAGE PATHOLOGISTS

Step	COLUMN I BA		COLUMN II BA + 15		COLUMN III BA + 30		COLUMN IV BA + 45		COLUMN V BA + 60		COLUMN VI BA + 75 or Masters	
	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL
1	$5,274.97	$58,025	$5,274.97	$58,025	$5,564.19	$61,206	$5,564.28	$61,207	$5,688.20	$62,570	$5,915.79	$65,074
2	$5,274.97	$58,025	$5,274.97	$58,025	$5,564.28	$61,207	$5,630.92	$61,940	$5,978.77	$65,766	$6,217.83	$68,396
3	$5,274.97	$58,025	$5,274.97	$58,025	$5,564.47	$61,209	$5,894.38	$64,838	$6,268.07	$68,949	$6,519.00	$71,709
4	$5,274.97	$58,025	$5,504.30	$60,547	$5,809.33	$63,903	$6,157.94	$67,737	$6,559.12	$72,150	$6,821.33	$75,035
5	$5,458.30	$60,041	$5,732.85	$63,061	$6,055.43	$66,610	$6,422.18	$70,644	$6,850.45	$75,355	$7,124.43	$78,369
6	$5,675.28	$62,428	$5,962.85	$65,591	$6,302.50	$69,328	$6,685.84	$73,544	$7,140.05	$78,541	$7,425.60	$81,682
7	$5,894.38	$64,838	$6,192.56	$68,118	$6,549.86	$72,048	$6,949.20	$76,441	$7,430.90	$81,740	$7,728.02	$85,008
8	$6,143.00	$67,573	$6,422.18	$70,644	$6,796.74	$74,764	$7,212.19	$79,334	$7,721.95	$84,941	$8,030.83	$88,339
9	$6,143.00	$67,573	$6,650.54	$73,156	$7,042.84	$77,471	$7,477.68	$82,254	$8,013.19	$88,145	$8,333.84	$91,672
10	$6,143.00	$67,573	$6,650.54	$73,156	$7,289.24	$80,182	$7,740.85	$85,149	$8,303.36	$91,337	$8,635.39	$94,989
11	$6,143.00	$67,573	$6,650.54	$73,156	$7,289.24	$80,182	$8,003.64	$88,040	$8,592.09	$94,513	$8,935.70	$98,293
12	$6,143.00	$67,573	$6,650.54	$73,156	$7,289.24	$80,182	$8,268.36	$90,952	$8,882.95	$97,712	$9,238.03	$101,618
13	$6,143.00	$67,573	$6,650.54	$73,156	$7,289.24	$80,182	$8,268.36	$90,952	$9,174.47	$100,919	$9,541.41	$104,956
Anniversary Increments												
16	$6,143.00	$67,573	$6,650.54	$73,156	$7,507.67	$82,584	$8,492.28	$93,415	$9,438.32	$103,822	$9,815.97	$107,976
19	$6,143.00	$67,573	$6,650.54	$73,156	$7,725.90	$84,985	$8,705.02	$95,755	$9,658.29	$106,241	$10,044.52	$110,490
22	$6,143.00	$67,573	$6,650.54	$73,156	$7,944.04	$87,384	$8,923.45	$98,158	$9,877.30	$108,650	$10,272.31	$112,995
25	$6,143.00	$67,573	$6,650.54	$73,156	$8,380.71	$92,188	$9,360.40	$102,964	$10,316.18	$113,478	$10,728.93	$118,018

Salary Schedule T

ALL SALARIES BASED ON 187 DAY TEACHERS' WORK YEAR

$1,000 Annual Stipend for Earned Doctorate in the field of Education

- **School Nurses will be placed in Column VI**
- **Credit will be given for up to nine years teaching/nursing experience which occurred at an accredited school, while holding a clear or preliminary credential within the past 15 years.**
- **Highest placement for incoming unit members is Step 10.**

Board Approved 1/20/2026 Effective 7/1/26

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027
Certificated Hourly Schedule of Group I, Step I

COLUMN I BA/SDSC*	COLUMN II BA + 15	COLUMN III BA + 30	COLUMN IV BA + 45	COLUMN V BA + 60	COLUMN VI BA + 75 or Masters
$50.46	$53.00	$58.84	$61.19	$62.59	$65.07

Salary Schedule HR

NOTES

Additional Extra Duty Hours (including class coverage):

Placement = Column I

Teachers of Homebound Students and Long-Term Independent Study:

Hourly rate will be at the appropriate column of the Certificated Hourly Salary Schedule

ESY Summer School Assignments:

Hourly rate will be at the appropriate column of the Certificated Hourly Salary Schedule

Board Approved 1/20/2026 Effective 7/1/26

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027
Certificated Per Diem Hourly Salary Schedule

Step	I BA	II BA + 15	III BA + 30	IV BA + 45	V BA + 60	VI BA+75 or MA
1	52.27	52.27	55.14	55.14	56.37	58.62
2	52.27	52.27	55.14	55.80	59.25	61.62
3	52.27	52.27	55.14	58.41	62.12	64.60
4	52.27	54.55	57.57	61.02	65.00	67.60
5	54.09	56.81	60.01	63.64	67.89	70.60
6	56.24	59.09	62.46	66.26	70.76	73.59
7	58.41	61.37	64.91	68.87	73.64	76.58
8	60.88	63.64	67.36	71.47	76.52	79.58
9	60.88	65.91	69.79	74.10	79.41	82.59
10	60.88	65.91	72.24	76.71	82.29	85.58
11	60.88	65.91	72.24	79.32	85.15	88.55
12	60.88	65.91	72.24	81.94	88.03	91.55
13	60.88	65.91	72.24	81.94	90.92	94.55
Anniversary Increments						
16	60.88	65.91	74.40	84.16	93.53	97.28
19	60.88	65.91	76.56	86.27	95.71	99.54
22	60.88	65.91	78.72	88.43	97.88	101.80
25	60.88	65.91	83.05	92.76	102.23	106.32

Salary Schedule PD

Secondary Class Schedule Completion:
Hourly rate is equal to one-sixth (1/6) of teacher's per diem (daily) rate.

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Adult Education Teacher Hourly Salary Schedule - FTE 1680

JOB CLASS	STEP	COLUMN I BA/SDSC*			COLUMN II BA + 15			COLUMN III BA + 30			COLUMN IV BA + 45			COLUMN V BA + 60			COLUMN VI BA + 75 or MA		
		HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL
12 Month	1	43.53	6,094.70	73,136.45	45.31	6,342.95	76,115.37	47.21	6,608.78	79,305.41	49.52	6,932.54	83,190.48	51.90	7,266.69	87,200.31	53.98	7,557.78	90,693.31
FTE 1680	2	45.63	6,388.87	76,666.46	47.46	6,644.43	79,733.12	49.53	6,934.03	83,208.30	51.96	7,274.12	87,289.41	54.62	7,646.88	91,762.59	56.83	7,955.79	95,469.45
	3	47.73	6,681.61	80,179.34	49.58	6,941.45	83,297.41	51.83	7,256.30	87,075.56	54.34	7,608.27	91,299.24	57.28	8,019.65	96,235.78	59.59	8,341.92	100,103.03
	4	49.79	6,970.07	83,640.82	51.81	7,253.33	87,039.91	54.16	7,583.02	90,996.27	56.83	7,955.79	95,469.45	59.96	8,393.90	100,726.78	62.35	8,729.54	104,754.42
	5	51.83	7,255.67	87,068.02	53.95	7,553.32	90,639.84	56.46	7,903.81	94,845.70	59.27	8,297.37	99,568.39	63.09	8,832.01	105,984.10	65.62	9,186.95	110,243.43
	6	53.93	7,549.84	90,598.03	56.13	7,857.77	94,293.24	58.73	8,221.62	98,659.49	61.70	8,637.46	103,649.50	65.28	9,139.43	109,673.14	67.89	9,504.77	114,057.22
	7	55.01	7,701.20	92,414.45	57.25	8,015.19	96,182.31	59.90	8,386.47	100,637.67	62.93	8,809.73	105,716.78	66.59	9,322.10	111,865.18	69.25	9,694.66	116,338.36
	8	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	61.10	8,554.29	102,651.49	64.19	8,986.46	107,837.53	67.92	9,509.22	114,110.68	70.64	9,889.41	118,672.97
	9	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	61.10	8,554.29	102,651.49	64.19	8,986.46	107,837.53	67.92	9,509.22	114,110.68	70.64	9,889.41	118,672.97
	10	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	61.89	8,664.19	103,970.28	64.98	9,097.85	109,174.14	68.71	9,619.12	115,429.47	71.42	9,999.31	119,991.76
	11	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	61.89	8,664.19	103,970.28	64.98	9,097.85	109,174.14	68.71	9,619.12	115,429.47	71.42	9,999.31	119,991.76
	12	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	61.89	8,664.19	103,970.28	64.98	9,097.85	109,174.14	68.71	9,619.12	115,429.47	71.42	9,999.31	119,991.76
	13	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	63.21	8,849.83	106,197.96	66.30	9,282.00	111,384.00	70.03	9,804.76	117,657.15	72.75	10,184.95	122,219.44
	14	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	63.21	8,849.83	106,197.96	66.30	9,282.00	111,384.00	70.03	9,804.76	117,657.15	72.75	10,184.95	122,219.44
	15	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	63.21	8,849.83	106,197.96	66.30	9,282.00	111,384.00	70.03	9,804.76	117,657.15	72.75	10,184.95	122,219.44
	16	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	64.53	9,033.98	108,407.82	67.62	9,466.15	113,593.86	71.35	9,988.92	119,867.01	74.07	10,369.11	124,429.29
	17	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	64.53	9,033.98	108,407.82	67.62	9,466.15	113,593.86	71.35	9,988.92	119,867.01	74.07	10,369.11	124,429.29
	18	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	64.53	9,033.98	108,407.82	67.62	9,466.15	113,593.86	71.35	9,988.92	119,867.01	74.07	10,369.11	124,429.29
	19	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	65.84	9,218.14	110,617.68	68.94	9,651.79	115,821.54	72.66	10,173.07	122,076.86	75.38	10,553.26	126,639.15
	20	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	65.84	9,218.14	110,617.68	68.94	9,651.79	115,821.54	72.66	10,173.07	122,076.86	75.38	10,553.26	126,639.15
	21	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	65.84	9,218.14	110,617.68	68.94	9,651.79	115,821.54	72.66	10,173.07	122,076.86	75.38	10,553.26	126,639.15
	22	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	67.17	9,403.78	112,845.36	70.26	9,835.95	118,031.40	73.99	10,358.71	124,304.54	76.71	10,738.90	128,866.83
	23	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	67.17	9,403.78	112,845.36	70.26	9,835.95	118,031.40	73.99	10,358.71	124,304.54	76.71	10,738.90	128,866.83
	24	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	67.17	9,403.78	112,845.36	70.26	9,835.95	118,031.40	73.99	10,358.71	124,304.54	76.71	10,738.90	128,866.83
	25	56.11	7,855.43	94,265.14	58.40	8,175.59	98,107.03	68.49	9,587.93	115,055.22	71.57	10,020.10	120,241.26	75.31	10,542.87	126,514.40	78.02	10,923.06	131,076.69

Standard Designated Subjects Credential

Schedule AE

Program Chair Stipend $2,762
Adult Education Teacher Credential Mentoring Stipend $1,500

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Adult Education Teacher Hourly Salary Schedule - FTE 1600

JOB CLASS	STEP	COLUMN I BA/SDSC*			COLUMN II BA + 15			COLUMN III BA + 30			COLUMN IV BA + 45			COLUMN V BA + 60			COLUMN VI BA + 75 or MA		
		HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL
12 Month	1	43.54	5,804.70	69,656.37	45.31	6,040.90	72,490.83	47.21	6,294.08	75,528.96	49.52	6,602.42	79,229.03	51.90	6,920.66	83,047.91	53.98	7,197.68	86,374.58
FTE 1600	2	45.64	6,084.75	73,016.99	47.46	6,328.03	75,936.31	49.53	6,603.83	79,246.00	51.96	6,927.73	83,132.77	54.62	7,282.75	87,392.95	56.83	7,576.94	90,923.29
	3	47.73	6,363.39	76,360.63	49.58	6,610.91	79,330.87	51.83	6,910.76	82,929.10	54.34	7,245.97	86,951.65	57.28	7,637.76	91,653.12	59.59	7,944.68	95,336.22
	4	49.78	6,637.78	79,653.35	51.81	6,907.93	82,895.16	54.16	7,221.93	86,663.12	56.83	7,576.94	90,923.29	59.96	7,994.19	95,930.27	62.35	8,313.84	99,766.12
	5	51.83	6,910.76	82,929.10	53.95	7,193.64	86,323.66	56.46	7,527.44	90,329.24	59.27	7,902.25	94,827.03	63.09	8,411.44	100,937.24	65.62	8,749.48	104,993.74
	6	53.93	7,190.81	86,289.72	56.13	7,483.59	89,803.08	58.73	7,830.12	93,961.42	61.70	8,226.15	98,713.80	65.28	8,704.22	104,450.61	67.89	9,052.16	108,625.92
	7	55.01	7,335.08	88,020.94	57.25	7,633.52	91,602.20	59.90	7,987.12	95,845.40	62.93	8,390.22	100,682.65	66.59	8,878.19	106,538.27	69.25	9,233.20	110,798.44
	8	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	61.10	8,146.94	97,763.33	64.19	8,558.53	102,702.41	67.92	9,056.40	108,676.84	70.64	9,418.49	113,021.88
	9	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	61.10	8,146.94	97,763.33	64.19	8,558.53	102,702.41	67.92	9,056.40	108,676.84	70.64	9,418.49	113,021.88
	10	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	61.89	8,251.61	99,019.32	64.98	8,664.61	103,975.37	68.71	9,161.07	109,932.83	71.42	9,523.16	114,277.86
	11	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	61.89	8,251.61	99,019.32	64.98	8,664.61	103,975.37	68.71	9,161.07	109,932.83	71.42	9,523.16	114,277.86
	12	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	61.89	8,251.61	99,019.32	64.98	8,664.61	103,975.37	68.71	9,161.07	109,932.83	71.42	9,523.16	114,277.86
	13	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	63.21	8,428.41	101,140.92	66.30	8,840.00	106,080.00	70.03	9,337.87	112,054.43	72.75	9,699.96	116,399.46
	14	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	63.21	8,428.41	101,140.92	66.30	8,840.00	106,080.00	70.03	9,337.87	112,054.43	72.75	9,699.96	116,399.46
	15	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	63.21	8,428.41	101,140.92	66.30	8,840.00	106,080.00	70.03	9,337.87	112,054.43	72.75	9,699.96	116,399.46
	16	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	64.53	8,603.80	103,245.54	67.62	9,015.39	108,184.63	71.35	9,513.25	114,159.05	74.07	9,875.34	118,504.09
	17	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	64.53	8,603.80	103,245.54	67.62	9,015.39	108,184.63	71.35	9,513.25	114,159.05	74.07	9,875.34	118,504.09
	18	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	64.53	8,603.80	103,245.54	67.62	9,015.39	108,184.63	71.35	9,513.25	114,159.05	74.07	9,875.34	118,504.09
	19	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	65.84	8,779.18	105,350.17	68.94	9,192.19	110,306.23	72.66	9,688.64	116,263.68	75.38	10,050.73	120,608.72
	20	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	65.84	8,779.18	105,350.17	68.94	9,192.19	110,306.23	72.66	9,688.64	116,263.68	75.38	10,050.73	120,608.72
	21	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	65.84	8,779.18	105,350.17	68.94	9,192.19	110,306.23	72.66	9,688.64	116,263.68	75.38	10,050.73	120,608.72
	22	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	67.17	8,955.98	107,471.77	70.26	9,367.57	112,410.85	73.99	9,865.44	118,385.28	76.71	10,227.53	122,730.32
	23	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	67.17	8,955.98	107,471.77	70.26	9,367.57	112,410.85	73.99	9,865.44	118,385.28	76.71	10,227.53	122,730.32
	24	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	67.17	8,955.98	107,471.77	70.26	9,367.57	112,410.85	73.99	9,865.44	118,385.28	76.71	10,227.53	122,730.32
	25	56.11	7,480.76	89,769.14	58.40	7,786.27	93,435.26	68.49	9,131.37	109,576.40	71.57	9,542.96	114,515.48	75.31	10,040.83	120,489.91	78.02	10,402.91	124,834.94

Standard Designated Subjects Credential

Schedule AE

Program Chair Stipend $2,762
Adult Education Teacher Credential Mentoring Stipend $1,500

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Adult Education Teacher Hourly Salary Schedule - FTE 1440

JOB CLASS	STEP	COLUMN I BA/SDSC*			COLUMN II BA + 15			COLUMN III BA + 30			COLUMN IV BA + 45			COLUMN V BA + 60			COLUMN VI BA + 75 or MA		
		HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL
12 Month	1	43.54	5,224.23	62,690.73	45.31	5,436.81	65,241.75	47.21	5,664.67	67,976.06	49.52	5,942.18	71,306.13	51.90	6,228.59	74,743.12	53.98	6,478.09	77,737.12
FTE 1440	2	45.64	5,476.27	65,715.29	47.46	5,695.22	68,342.68	49.53	5,943.45	71,321.40	51.96	6,234.96	74,819.50	54.62	6,554.47	78,653.65	56.83	6,819.25	81,830.96
	3	47.73	5,727.05	68,724.56	49.58	5,949.82	71,397.78	51.83	6,219.68	74,636.19	54.34	6,521.37	78,256.49	57.28	6,873.98	82,487.81	59.59	7,150.22	85,802.60
	4	49.78	5,974.00	71,688.02	51.81	6,217.14	74,605.64	54.16	6,499.73	77,996.81	56.83	6,819.25	81,830.96	59.96	7,194.77	86,337.24	62.35	7,482.46	89,789.51
	5	51.83	6,219.68	74,636.19	53.95	6,474.27	77,691.29	56.46	6,774.69	81,296.32	59.27	7,112.03	85,344.33	63.09	7,570.29	90,843.52	65.62	7,874.53	94,494.37
	6	53.93	6,471.73	77,660.74	56.13	6,735.23	80,822.78	58.73	7,047.11	84,565.28	61.70	7,403.54	88,842.42	65.28	7,833.80	94,005.55	67.89	8,146.94	97,763.33
	7	55.01	6,601.57	79,218.85	57.25	6,870.17	82,441.98	59.90	7,188.41	86,260.86	62.93	7,551.20	90,614.38	66.59	7,990.37	95,884.44	69.25	8,309.88	99,718.59
	8	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	61.10	7,332.25	87,987.00	64.19	7,702.68	92,432.17	67.92	8,150.76	97,809.15	70.64	8,476.64	101,719.69
	9	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	61.10	7,332.25	87,987.00	64.19	7,702.68	92,432.17	67.92	8,150.76	97,809.15	70.64	8,476.64	101,719.69
	10	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	61.89	7,426.45	89,117.38	64.98	7,798.15	93,577.84	68.71	8,244.96	98,939.54	71.42	8,570.84	102,850.08
	11	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	61.89	7,426.45	89,117.38	64.98	7,798.15	93,577.84	68.71	8,244.96	98,939.54	71.42	8,570.84	102,850.08
	12	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	61.89	7,426.45	89,117.38	64.98	7,798.15	93,577.84	68.71	8,244.96	98,939.54	71.42	8,570.84	102,850.08
	13	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	63.21	7,585.57	91,026.82	66.30	7,956.00	95,472.00	70.03	8,404.08	100,848.98	72.75	8,729.96	104,759.52
	14	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	63.21	7,585.57	91,026.82	66.30	7,956.00	95,472.00	70.03	8,404.08	100,848.98	72.75	8,729.96	104,759.52
	15	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	63.21	7,585.57	91,026.82	66.30	7,956.00	95,472.00	70.03	8,404.08	100,848.98	72.75	8,729.96	104,759.52
	16	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	64.53	7,743.42	92,920.99	67.62	8,113.85	97,366.16	71.35	8,561.93	102,743.15	74.07	8,887.81	106,653.68
	17	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	64.53	7,743.42	92,920.99	67.62	8,113.85	97,366.16	71.35	8,561.93	102,743.15	74.07	8,887.81	106,653.68
	18	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	64.53	7,743.42	92,920.99	67.62	8,113.85	97,366.16	71.35	8,561.93	102,743.15	74.07	8,887.81	106,653.68
	19	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	65.84	7,901.26	94,815.15	68.94	8,272.97	99,275.60	72.66	8,719.78	104,637.31	75.38	9,045.65	108,547.85
	20	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	65.84	7,901.26	94,815.15	68.94	8,272.97	99,275.60	72.66	8,719.78	104,637.31	75.38	9,045.65	108,547.85
	21	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	65.84	7,901.26	94,815.15	68.94	8,272.97	99,275.60	72.66	8,719.78	104,637.31	75.38	9,045.65	108,547.85
	22	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	67.17	8,060.38	96,724.59	70.26	8,430.81	101,169.77	73.99	8,878.90	106,546.75	76.71	9,204.77	110,457.29
	23	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	67.17	8,060.38	96,724.59	70.26	8,430.81	101,169.77	73.99	8,878.90	106,546.75	76.71	9,204.77	110,457.29
	24	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	67.17	8,060.38	96,724.59	70.26	8,430.81	101,169.77	73.99	8,878.90	106,546.75	76.71	9,204.77	110,457.29
	25	56.11	6,732.69	80,792.23	58.40	7,007.64	84,091.74	68.49	8,218.23	98,618.76	71.57	8,588.66	103,063.93	75.31	9,036.74	108,440.92	78.02	9,362.62	112,351.45

Standard Designated Subjects Credential

Schedule AE

Program Chair Stipend $2,762
Adult Education Teacher Credential Mentoring Stipend $1,500

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Adult Education Teacher Hourly Salary Schedule - FTE 1260

JOB CLASS	STEP	COLUMN I BA/SDSC*			COLUMN II BA + 15			COLUMN III BA + 30			COLUMN IV BA + 45			COLUMN V BA + 60			COLUMN VI BA + 75 or MA		
		HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL
10 Month	1	43.54	4,986.76	54,854.39	45.31	5,189.68	57,086.53	47.21	5,407.19	59,479.06	49.52	5,672.08	62,392.86	51.90	5,945.48	65,400.23	53.98	6,183.63	68,019.98
FTE 1260	2	45.64	5,227.35	57,500.88	47.46	5,436.35	59,799.84	49.53	5,673.29	62,406.23	51.96	5,951.55	65,467.06	54.62	6,256.54	68,821.95	56.83	6,509.28	71,602.09
	3	47.73	5,466.73	60,133.99	49.58	5,679.37	62,473.06	51.83	5,936.97	65,306.67	54.34	6,224.95	68,474.43	57.28	6,561.53	72,176.83	59.59	6,825.21	75,077.27
	4	49.78	5,702.46	62,727.01	51.81	5,934.54	65,279.93	54.16	6,204.29	68,247.20	56.83	6,509.28	71,602.09	59.96	6,867.73	75,545.08	62.35	7,142.35	78,565.82
	5	51.83	5,936.97	65,306.67	53.95	6,179.99	67,979.88	56.46	6,466.75	71,134.28	59.27	6,788.75	74,676.29	63.09	7,226.19	79,488.08	65.62	7,516.60	82,682.57
	6	53.93	6,177.56	67,953.15	56.13	6,429.08	70,719.93	58.73	6,726.78	73,994.62	61.70	7,067.01	77,737.12	65.28	7,477.71	82,254.86	67.89	7,776.63	85,542.91
	7	55.01	6,301.50	69,316.49	57.25	6,557.88	72,136.73	59.90	6,861.66	75,478.25	62.93	7,207.96	79,287.59	66.59	7,627.17	83,898.88	69.25	7,932.16	87,253.77
	8	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	61.10	6,998.97	76,988.62	64.19	7,352.56	80,878.15	67.92	7,780.27	85,583.01	70.64	8,091.34	89,004.73
	9	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	61.10	6,998.97	76,988.62	64.19	7,352.56	80,878.15	67.92	7,780.27	85,583.01	70.64	8,091.34	89,004.73
	10	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	61.89	7,088.88	77,977.71	64.98	7,443.69	81,880.61	68.71	7,870.19	86,572.10	71.42	8,181.26	89,993.82
	11	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	61.89	7,088.88	77,977.71	64.98	7,443.69	81,880.61	68.71	7,870.19	86,572.10	71.42	8,181.26	89,993.82
	12	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	61.89	7,088.88	77,977.71	64.98	7,443.69	81,880.61	68.71	7,870.19	86,572.10	71.42	8,181.26	89,993.82
	13	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	63.21	7,240.77	79,648.47	66.30	7,594.36	83,538.00	70.03	8,022.08	88,242.86	72.75	8,333.14	91,664.58
	14	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	63.21	7,240.77	79,648.47	66.30	7,594.36	83,538.00	70.03	8,022.08	88,242.86	72.75	8,333.14	91,664.58
	15	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	63.21	7,240.77	79,648.47	66.30	7,594.36	83,538.00	70.03	8,022.08	88,242.86	72.75	8,333.14	91,664.58
	16	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	64.53	7,391.44	81,305.86	67.62	7,745.04	85,195.39	71.35	8,172.75	89,900.25	74.07	8,483.82	93,321.97
	17	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	64.53	7,391.44	81,305.86	67.62	7,745.04	85,195.39	71.35	8,172.75	89,900.25	74.07	8,483.82	93,321.97
	18	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	64.53	7,391.44	81,305.86	67.62	7,745.04	85,195.39	71.35	8,172.75	89,900.25	74.07	8,483.82	93,321.97
	19	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	65.84	7,542.11	82,963.26	68.94	7,896.92	86,866.15	72.66	8,323.42	91,557.65	75.38	8,634.49	94,979.36
	20	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	65.84	7,542.11	82,963.26	68.94	7,896.92	86,866.15	72.66	8,323.42	91,557.65	75.38	8,634.49	94,979.36
	21	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	65.84	7,542.11	82,963.26	68.94	7,896.92	86,866.15	72.66	8,323.42	91,557.65	75.38	8,634.49	94,979.36
	22	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	67.17	7,694.00	84,634.02	70.26	8,047.60	88,523.55	73.99	8,475.31	93,228.41	76.71	8,786.37	96,650.12
	23	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	67.17	7,694.00	84,634.02	70.26	8,047.60	88,523.55	73.99	8,475.31	93,228.41	76.71	8,786.37	96,650.12
	24	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	67.17	7,694.00	84,634.02	70.26	8,047.60	88,523.55	73.99	8,475.31	93,228.41	76.71	8,786.37	96,650.12
	25	56.11	6,426.65	70,693.20	58.40	6,689.12	73,580.27	68.49	7,844.67	86,291.41	71.57	8,198.27	90,180.94	75.31	8,625.98	94,885.80	78.02	8,937.05	98,307.52

Standard Designated Subjects Credential

Schedule AE

Program Chair Stipend $2,762
Adult Education Teacher Credential Mentoring Stipend $1,500

Board Approved 1/20/2026

Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Adult Education Teacher Hourly Salary Schedule - FTE 1080

JOB CLASS	STEP	COLUMN I BA/SDSC*			COLUMN II BA + 15			COLUMN III BA + 30			COLUMN IV BA + 45			COLUMN V BA + 60			COLUMN VI BA + 75 or MA		
		HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL	HRLY	MONTH	ANNUAL
10 Month	1	43.54	4,274.37	47,018.05	45.31	4,448.30	48,931.31	47.21	4,634.73	50,982.05	49.52	4,861.78	53,479.60	51.90	5,096.12	56,057.34	53.98	5,300.26	58,302.84
FTE 1080	2	45.64	4,480.59	49,286.47	47.46	4,659.73	51,257.01	49.53	4,862.82	53,491.05	51.96	5,101.33	56,114.62	54.62	5,362.75	58,990.24	56.83	5,579.38	61,373.22
	3	47.73	4,685.77	51,543.42	49.58	4,868.03	53,548.34	51.83	5,088.83	55,977.14	54.34	5,335.67	58,692.37	57.28	5,624.17	61,865.86	59.59	5,850.18	64,351.95
	4	49.78	4,887.82	53,766.01	51.81	5,086.75	55,954.23	54.16	5,317.96	58,497.60	56.83	5,579.38	61,373.22	59.96	5,886.63	64,752.93	62.35	6,122.01	67,342.13
	5	51.83	5,088.83	55,977.14	53.95	5,297.13	58,268.47	56.46	5,542.93	60,972.24	59.27	5,818.93	64,008.25	63.09	6,193.88	68,132.64	65.62	6,442.80	70,870.78
	6	53.93	5,295.05	58,245.56	56.13	5,510.64	60,617.08	58.73	5,765.81	63,423.96	61.70	6,057.44	66,631.82	65.28	6,409.47	70,504.16	67.89	6,665.68	73,322.50
	7	55.01	5,401.29	59,414.14	57.25	5,621.04	61,831.49	59.90	5,881.42	64,695.65	62.93	6,178.25	67,960.79	66.59	6,537.58	71,913.33	69.25	6,799.00	74,788.95
	8	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	61.10	5,999.11	65,990.25	64.19	6,302.19	69,324.13	67.92	6,668.81	73,356.87	70.64	6,935.43	76,289.77
	9	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	61.10	5,999.11	65,990.25	64.19	6,302.19	69,324.13	67.92	6,668.81	73,356.87	70.64	6,935.43	76,289.77
	10	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	61.89	6,076.19	66,838.04	64.98	6,380.31	70,183.38	68.71	6,745.88	74,204.66	71.42	7,012.51	77,137.56
	11	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	61.89	6,076.19	66,838.04	64.98	6,380.31	70,183.38	68.71	6,745.88	74,204.66	71.42	7,012.51	77,137.56
	12	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	61.89	6,076.19	66,838.04	64.98	6,380.31	70,183.38	68.71	6,745.88	74,204.66	71.42	7,012.51	77,137.56
	13	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	63.21	6,206.37	68,270.12	66.30	6,509.45	71,604.00	70.03	6,876.07	75,636.74	72.75	7,142.69	78,569.64
	14	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	63.21	6,206.37	68,270.12	66.30	6,509.45	71,604.00	70.03	6,876.07	75,636.74	72.75	7,142.69	78,569.64
	15	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	63.21	6,206.37	68,270.12	66.30	6,509.45	71,604.00	70.03	6,876.07	75,636.74	72.75	7,142.69	78,569.64
	16	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	64.53	6,335.52	69,690.74	67.62	6,638.60	73,024.62	71.35	7,005.21	77,057.36	74.07	7,271.84	79,990.26
	17	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	64.53	6,335.52	69,690.74	67.62	6,638.60	73,024.62	71.35	7,005.21	77,057.36	74.07	7,271.84	79,990.26
	18	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	64.53	6,335.52	69,690.74	67.62	6,638.60	73,024.62	71.35	7,005.21	77,057.36	74.07	7,271.84	79,990.26
	19	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	65.84	6,464.67	71,111.36	68.94	6,768.79	74,456.70	72.66	7,134.36	78,477.98	75.38	7,400.99	81,410.88
	20	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	65.84	6,464.67	71,111.36	68.94	6,768.79	74,456.70	72.66	7,134.36	78,477.98	75.38	7,400.99	81,410.88
	21	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	65.84	6,464.67	71,111.36	68.94	6,768.79	74,456.70	72.66	7,134.36	78,477.98	75.38	7,400.99	81,410.88
	22	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	67.17	6,594.86	72,543.44	70.26	6,897.94	75,877.33	73.99	7,264.55	79,910.06	76.71	7,531.18	82,842.96
	23	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	67.17	6,594.86	72,543.44	70.26	6,897.94	75,877.33	73.99	7,264.55	79,910.06	76.71	7,531.18	82,842.96
	24	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	67.17	6,594.86	72,543.44	70.26	6,897.94	75,877.33	73.99	7,264.55	79,910.06	76.71	7,531.18	82,842.96
	25	56.11	5,508.56	60,594.17	58.40	5,733.53	63,068.80	68.49	6,724.01	73,964.07	71.57	7,027.09	77,297.95	75.31	7,393.70	81,330.69	78.02	7,660.33	84,263.59

**Standard Designated Subjects Credential*

Schedule AE

Program Chair Stipend $2,762
Adult Education Teacher Credential Mentoring Stipend $1,500

Board Approved 1/20/2026 Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027
Adult Education Teacher
Part-Time Hourly Salary Schedule

STEP	COLUMN I BA/SDSC*	COLUMN II BA + 15	COLUMN III BA + 30	COLUMN IV BA + 45	COLUMN V BA + 60	COLUMN VI BA + 75 or MA
1	38.02	39.54	41.23	43.17	45.37	47.18

Standard Designated Subjects Credential

Schedule AP

Appendix B

Stipend Schedules

Board Approved 1/20/2026

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027 Stipend Schedule

Stipend Schedule - Elementary

Position	Stipend
Lead Teacher	$2,900/year
Grade Level Chair/Leadership Team	$3,000/per site/year *
Combination Class/BCLAD per IV.L.9	$2,821/year
Extra Curricular Programs (Divided Into Units Below)	$3,000/per site/year
a. Category A (Long Term and/or High Intensity)	$435/year
b. Category B (Less Intensive for Short Duration)	$225 or $108/year
c. Category C	$18.02/hour

* Divided equally among chairpersons.

Stipend Schedule - Middle School
$38,935/Per Site Annually

Position	Stipend
Leadership Advisor	1.5
Activity Director/Intramural Coordinator	1.5
Choral Music Productions	1.5
Instrumental Music Productions	1.5
Yearbook Advisor	1.5
Drama Productions	1.5
Technology Coordinator	1.0
Mock Trial Advisor	1.0
Volleyball Coach - Boys	1.0
Volleyball Coach - Girls	1.0
Basketball Coach - Boys	1.0
Basketball Coach - Girls	1.0
Flag Football – Boys	1.0
Flag Football – Girls	1.0

1.0 stipend is $1,472
Remaining funds may be used at each school site for club sponsorship or activities; to be distributed in increments .25 / .50 / .75 / 1.0 to be decided by the Extracurricular Stipend Committee (consisting of Principal or designee, Activity Director and SEA representative).

Stipend Schedule - Secondary Dept Chairs

Position	Stipend
Category A	
English/Language Arts	$2,172/year
Math	$2,172/year
Science	$2,172/year
Social Studies	$2,172/year
Special Education	$2,172/year
Category B	
Foreign/World Language	$1,450/year
Physical Education	$1,450/year
Visual & Performing Arts	$1,450/year
Vocational Arts/Tech Comp.	$1,450/year
Curriculum Lead - Apollo (2)	$1,450/year
Curriculum Lead - MV (2)	$1,450/year
Category C	
Other Department Chairs Established	$1,546/year

Board Approved 1/20/2026

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027 Stipend Schedule

Fixed Stipend Schedule

The stipends listed below are established under the 2026–2027 contract. Any adjustments to these amounts are subject to separate negotiations specific to this section and are excluded from standard salary negotiations.

Speech Language Pathologist Stipends	Stipend
Bilingual Speech and Language Pathologist	$2,900/year
Clinical Hour Fellowship Mentor	$1,500/year

Credentialing Mentor Stipends	Stipend
School Nursing Mentor	$1,500/year
Special Education Mentor	$1,500/year
Induction Mentor	$1,500/year

Miscellaneous	Stipend
Professional Development/Staff Development Stipend	$75.00/half day
Co-Curricular Supervision	$18.02/hour

Appendix C

Extracurricular Activities Stipend Schedule

Board Approved 1/20/2026

Effective 7/1/25
Revised 10/16/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027
Extracurricular Activities Stipend Schedule - Senior High

POSITION	Factor	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
FOOTBALL									
Varsity	0.100	$4,212	$4,414	$4,613	$4,812	$5,011	$5,211	$5,414	$5,613
Assistant	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Sophomore	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
Freshman	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
BASKETBALL									
Varsity	0.095	$4,001	$4,193	$4,383	$4,572	$4,761	$4,951	$5,143	$5,332
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Junior Varsity	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
Freshman/Sophomore	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
BASEBALL									
Varsity	0.085	$3,580	$3,752	$3,921	$4,091	$4,260	$4,430	$4,602	$4,771
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Junior Varsity	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
Freshman/Sophomore	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
CROSS COUNTRY									
Varsity	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
WRESTLING									
Varsity	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Junior Varsity	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
SWIMMING									
Varsity	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Junior Varsity	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
DANCE									
Varsity	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210

POSITION	Factor	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
TRACK									
Varsity	0.090	$3,716	$3,894	$4,071	$4,246	$4,422	$4,598	$4,777	$4,953
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Sophomore	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Freshman/Sophomore	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
TENNIS									
Varsity	0.075	$3,097	$3,245	$3,392	$3,538	$3,685	$3,832	$3,981	$4,128
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
VOLLEYBALL									
Varsity	0.085	$3,510	$3,678	$3,845	$4,010	$4,176	$4,343	$4,512	$4,678
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Freshman/Sophomore	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
BEACH VOLLEYBALL									
Varsity	0.085	$3,510	$3,678	$3,845	$4,010	$4,176	$4,343	$4,512	$4,678
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
SOFTBALL									
Varsity	0.085	$3,510	$3,678	$3,845	$4,010	$4,176	$4,343	$4,512	$4,678
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Freshman/Sophomore	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
LACROSSE									
Varsity	0.085	$3,510	$3,678	$3,845	$4,010	$4,176	$4,343	$4,512	$4,678
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Freshman/Sophomore	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
SOCCER									
Varsity	0.075	$3,097	$3,245	$3,392	$3,538	$3,685	$3,832	$3,981	$4,128
Assistant	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
Junior Varsity	0.065	$2,684	$2,812	$2,940	$3,066	$3,193	$3,321	$3,450	$3,577
Freshman/Sophomore	0.060	$2,478	$2,596	$2,714	$2,831	$2,948	$3,066	$3,185	$3,302
GOLF	0.075	$3,097	$3,245	$3,392	$3,538	$3,685	$3,832	$3,981	$4,128

POSITION	Factor	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
WATER POLO									
Varsity	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Junior Varsity	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
Freshman/Sophomore	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
FLAG FOOTBALL									
Varsity	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Junior Varsity	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
ATHLETIC DIRECTOR (FALL + SPR)	0.120	$5,054	$5,296	$5,536	$5,775	$6,014	$6,253	$6,497	$6,736
Assistant Athletic Director	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
ATHLETIC TRAINER	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
PEP SQUAD	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
STUNT/COMPETITION CHEER	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
CLASS ADVISOR									
Senior	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Junior	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Sophomore	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Freshman	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
OTHER AREAS:									
Yearbook	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Mock Trial	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Vocal	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Accompanist	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Drama	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Instrumental Music	0.100	$4,212	$4,414	$4,613	$4,812	$5,011	$5,211	$5,414	$5,613
Assistant	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Pageantry Corps	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Drill Team	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368

POSITION	Factor	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526
Flexible Stipend Site-Determined	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526

PLAYOFF COMPETITION STIPEND:

The sum of $100 for Head Coach per week and $50 for Assistant Coach per week up to a maximum of $500 and $250, respectively, shall be granted to unit members whose seasons are extended as a result of play-off competition. This additional stipend shall also apply to other extracurricular activities where extended competition takes place beyond the normal scheduled activities deemed to be a routine part of those activities. The school administration shall make known the implementation of this position to unit members effected prior to the time commitment so as to avoid any misunderstandings.

FACTOR STIPEND:

100% Stipend is based on Head Football Coach

All other stipends are a percentage of that base.

STEPS:

Steps achieved are for years worked in that extracurricular position.

In terms of initial placement, the maximum number of years of service in the respective sport accepted is five (5).

Drama Assistant (Signed MOU dated 8-10-2026)
Academic Decathlon (Signed MOU dated 6-5-2026)

Board Approved 1/20/2026 Effective 7/1/25

SIMI VALLEY UNIFIED SCHOOL DISTRICT

2026-2027

Extracurricular Activities Stipend Schedule - Santa Susana High School

POSITION	Factor	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
ACTIVITIES DIRECTOR	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
ACADEMIC DECATHALON	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
CLASS ADVISOR									
Senior	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Junior	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Sophomore	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Freshman	0.065	$2,738	$2,869	$2,999	$3,128	$3,257	$3,387	$3,519	$3,648
OTHER AREAS:									
Dance Director	0.075	$3,159	$3,310	$3,460	$3,609	$3,758	$3,908	$4,061	$4,210
Drama	0.070	$2,948	$3,089	$3,229	$3,369	$3,508	$3,648	$3,790	$3,929
Drama Assistant	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Orchestra Director	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Mock Trial	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
STEM Coordinator	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Technical Arts Director	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Vocal Music Director	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
Vocal Music Accompanist	0.060	$2,527	$2,648	$2,768	$2,887	$3,007	$3,127	$3,248	$3,368
Yearbook	0.080	$3,369	$3,531	$3,691	$3,850	$4,009	$4,169	$4,331	$4,490
ACTIVITY SPONSORS (10)									
Flexible Stipends	0.045	$1,895	$1,986	$2,076	$2,166	$2,255	$2,345	$2,436	$2,526

FACTOR STIPEND:

100% Stipend is based on Head Football Coach;
All other stipends are a percentage of that base.

STEPS:

Steps achieved are for years worked in that extracurricular position.

Appendix D
Department Chair / Grade-Level Lead (Secondary & Elementary)

Under the direction of the Site Administration, Department Chairs (secondary) and Grade-Level Leads (elementary) provide instructional leadership to their department or grade-level team. The role focuses on supporting effective teaching and learning through the work of Professional Learning Communities (PLCs)/Professional Learning Teams (PLTs).

Chairs/Leads facilitate collaboration, support alignment of curriculum, instruction, and assessment, and help ensure team practices align with site and district priorities. The position includes participation in additional meetings.

Core Responsibilities

- Facilitate PLC/PLT meetings; support use of data to guide instruction, intervention, and enrichment.
- Assist with curriculum, pacing, common assessments, and monitoring student progress.
- Lead department or grade-level meetings and support a collaborative team environment.
- Serves as a liaison between members of the department and the administration, counseling, and special services within the school in instructional matters related to the department.
- Provide feedback and perspective regarding master scheduling considerations (secondary) or grade-level structures (elementary)
- Assist with the materials and supply needs of the department
- Support the onboarding of new staff
- Attend and contribute to applicable site and district committees or meetings, as assigned

Selection and Appointment

- With input from the department or grade-level team, Department Chairs and Grade-Level Leads shall be appointed by the Principal.
- Appointments shall be for one (1) year and may be renewed annually at the discretion of the Principal with input from the department or grade-level team
- It is important for the Chair/Lead to have the confidence of both the Principal and team members.

Qualifications

- Be a permanent educator with demonstrated instructional effectiveness
- Have experience supporting collaboration and team-based work (e.g., PLCs/PLTs)
- Demonstrate strong communication, organization, and leadership skills
- Be a member of the department (secondary) or grade level (elementary), unless otherwise approved by the principal

Appendix E
Appearance and Dress

Since teachers serve as role models, they should maintain professional standards of dress and grooming. Just as overall attitude and instructional competency contribute to a productive learning environment, so do appropriate dress and grooming.

Staff are encouraged, during school hours, to wear clothing that demonstrates their high regard for education and presents an image consistent with their job responsibilities. Common sense in your personal appearance should be the guiding principle in selecting apparel.

APPENDIX F
TIE BREAKER CRITERIA

RESOLUTION NO. 33-22/23
BEFORE THE GOVERNING BOARD OF THE
SIMI VALLEY UNIFIED SCHOOL DISTRICT

CRITERIA FOR ORDER OF SENIORITY FOR THOSE EMPLOYEES WITH THE SAME DATE OF FIRST PAID PROBATIONARY SERVICE

WHEREAS, California Education Code section 44955 provides for the termination of certificated employees because of a reduction or elimination of a particular kind(s) of services;

WHEREAS, the order of termination is based on the date a teacher first rendered paid service in a probationary position in accordance with the requirements of the California Education Code;

WHEREAS, as among employees who first rendered paid probationary service to the District on the same date, the law requires the Governing Board to determine the order of termination solely on the basis of the needs of the District and its students;

WHEREAS, THEREFORE, BE IT RESOLVED, that to meet the requirements of California Education Code Section 44955, the following criteria will be applied in the priority order indicated to determine which certificated employees meet the particular needs of the District in the event that all certificated employees with the same date of hire are not terminated. These criteria meet the particular needs of the District at the present time:

1. Special authorizations to provide critical services in order of priority to the District as follows:
   A. Special Education Certification
   B. Cross Cultural Language and Academic Development (CLAD)
   C. Early Childhood Authorization
   D. Bilingual Cross Cultural Language and Academic Development (BCLAD)
   E. Language Development Specialist Certificate
   F. Specially Designated Academic Instruction in English (SDAIE)

   The District reserves the right based on specific service needs at the time of layoff to retain employees with special authorization to provide critical services.

2. Primary credential authorization as follows:
   A. Clear
   B. Preliminary
   C. Intern
   D. Short-term Staffing Permit (STSP)
   E. Provisional Intern Permit (PIP)
   F. Waiver

3. Years of Service to the District, prior to seniority date as follows:
   A. Certificated service
      1. Contracted service, prioritized by credential area as listed in #2 above (e.g. temporary contract)
      2. Contracted service as a Title 1 Teacher
      3. Service as a long-term substitute
      4. Service as a day-to-day substitute

B. Classified contracted service
C. Classified long-term substitute service

4. Credential plus Supplementary Authorizations, by number of CTC Authorized areas

5. Subject matter authorizations, by number of Board Authorized areas

6. Step on the certificated salary schedule

7. College degree as follows:
   A. Ph.D
   B. Ed.D
   C. MA/MS
   D. BA/BS

8. Total number of semester credits past BA/BS with the highest number being the most senior of those with the same date

In the event that after application of the above criteria, employees are still equally situated, then seniority will be determined by lottery.

Board Approved
November 15, 2022

APPENDIX G

CALENDARS

SIMI VALLEY UNIFIED SCHOOL DISTRICT
SCHOOL CALENDAR
2025 - 2026

FIRST SEMESTER

7/4	4th of July
8/7	New Teacher Orientation
8/8	New Teacher Orientation
8/11	All Teacher Staff Development
8/12	Preparation Day (Full Day)
8/13	PLC Day (Staff Development)
8/14	First Day of School
9/1	Labor Day
9/10	Minimum Day - Early Release (PLC)
9/23	Local Holiday (Rosh Hashanah)
10/2	Local Holiday (Yom Kippur)
10/3	No School (Non Student, Non Work Day)
10/8	Minimum Day - Early Release (PLC)
10/31	Staff Development Day (No Students)
11/11	Veterans Day (Observed)
11/24	Thanksgiving Recess Begins
11/26	Classified Holiday
11/27	Thanksgiving Day
11/28	Local Holiday
12/1	School Resumes
12/19	Minimum Day - District Wide
12/22	Winter Recess Begins
12/24	Local Holiday
12/25	Christmas Day
12/31	Local Holiday

2025

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2026

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	☆4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SECOND SEMESTER

1/1	New Year's Day
1/5	Preparation Day (Full Day)
1/6	PLC Day (Staff Development)
1/7	School Resumes
1/19	Martin Luther King Day
2/11	Minimum Day - Early Release (PLC)
2/16	President's Day
3/6	All Teacher Staff Development
3/30	Spring Recess Begins
4/3	Local Holiday (Good Friday)
4/6	School Resumes
4/15	Minimum Day - Early Release (PLC)
5/25	Memorial Day
6/4	High School Graduation
6/5	Last day of School (Minimum Day)
6/19	Juneteenth

Classified Holiday
Minimum Day
☆ Graduation Day

New Teacher Orientation
First & Last Day of School
Holiday
School Break (Thanksgiving, Winter, Spring)
School Resumes from Break

All Teacher Staff Development
Early Release - PLC (Staff Dev.)
Preparation Day (Full Day)
PLC Day (Staff Development)
Non Student, Non Work Day

STAFF TRAINING DAYS

8/7/25 & 8/8/25 - New Teacher Orientation
8/11/25, 10/31/25 & 3/6/26 - Staff Development Days (No Students)
8/12/25 & 1/5/26 - Prep Days (No Students)
8/13/25 & 1/6/26 - PLC Days (No Students)

SCHOOL BREAKS

11/24/25 - 11/28/25 - Thanksgiving Break
12/22/25 - 1/6/26 - Winter Break
3/30/26 - 4/3/26 - Spring Break

SIMI VALLEY UNIFIED SCHOOL DISTRICT
SCHOOL CALENDAR
2026 - 2027

FIRST SEMESTER

7/3 4th of July Holiday Observed
7/4 4th of July (Legal Holiday)

8/6 New Teacher Orientation
8/7 New Teacher Orientation
8/10 All Teacher Staff Development
8/11 Preparation Day (Full Day)
8/12 First Day of School

9/7 Labor Day
9/21 Local Holiday (Yom Kippur)

10/30 Staff Development Day (No Students)

11/11 Veterans Day (Observed)
11/23 Thanksgiving Recess Begins
11/25 Classified Holiday
11/26 Thanksgiving Day
11/27 Local Holiday
11/30 School Resumes

12/17 Minimum Day - District Wide
12/18 Winter Recess Begins
12/24 Local Holiday
12/25 Christmas Day
12/31 Local Holiday

2026

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2027

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

SECOND SEMESTER

1/1 New Year's Day
1/4 Staff Development (Certificated)
1/5 Preparation Day (Full Day) PD-Classified
1/6 School Resumes
1/18 Martin Luther King Day

2/12 Non Student, Non Work Day
2/15 President's Day

3/26 Local Holiday (Good Friday)
3/29 Spring Recess Begins

4/5 Spring Break Ends
4/6 School Resumes

5/31 Memorial Day

6/3 High School Graduation
6/4 Last day of School (Minimum Day)
6/18 Juneteenth Holiday Observed
6/19 Juneteenth Holiday (Legal Holiday)

Classified Holiday
Minimum Day
Graduation Day

First & Last Day of School
Holiday
School Break (Thanksgiving, Winter, Spring)
School Resumes from Break

New Teacher Orientation
All Teacher Staff Development
Preparation Day (Full Day)
Non Student, Non Work Day

STAFF TRAINING DAYS

8/6/26 & 8/7/26 - New Teacher Orientation
8/10/26, 10/30/26 & 1/4/27 - Staff Development Days (No Students)
8/11/26 & 1/5/27 - Prep Days (No Students)

SCHOOL BREAKS

11/23/26 - 11/27/26 - Thanksgiving Break
12/18/26 - 1/5/27 - Winter Break
3/29/27 - 4/5/27 - Spring Break

BOE Approved 1/20/2026

APPENDIX H

PROFESSIONAL ACCOUNTABILITY PLANS

& EVALUATION TEMPLATES

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PROFESSIONAL LEARNING PLAN
PERMANENT TEACHER OFF-CYCLE

Each year, educators reflect on their practice and identify areas of teaching they would like to improve upon or learn more about. As you identify a focus area you would like to strengthen in your teaching practice, use the self-assessment on the Continuum of Teaching Practice to complete your learning plan below. Please reference Contract Article XVI E "Assessment Cycle" for more information.

Participating Educator:	**Administrator:**	**School (or Department if Itinerant):**
Assignment/Grade Level/Subject Area:		**School Year:**

YEAR LONG LEARNING PLAN	**EMPLOYEE IDENTIFIED FOCUS AREa(S)**
	Completed by the last Friday in October
	1. Identified Focus Area/Need (Learning Target) • This subject area that will be prioritized and developed. • Based on findings from your self-assessment on the Continuum of Teaching Practice, your current teaching assignment content, and/or an identified area of growth, identify a focus area within your teaching practice that you would like to strengthen.
	2. What CSTP standard and element(s) have you selected to prioritize and develop?
	3. How will student achievement be impacted as a result of the year-long learning plan? (Student impact should be measurable/SMART Goal.)

Educator's Name	Educator's Signature	Date
Administrator's Name	Administrator's Signature	Date

July 2024

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PROFESSIONAL LEARNING PLAN
PERMANENT TEACHER ON-CYCLE

Each year educators reflect on their practice and identify areas of teaching they would like to improve upon or learn more about. As you identify a focus area you would like to strengthen in your teaching practice, use the self-assessment on the Continuum of Teaching Practice to complete your learning plan below. Please reference Contract Article XVI E "Assessment Cycle" for more information.

Participating Educator:		**Administrator:**	**School (or Department if Itinerant):**	
Assignment/Grade Level/Subject Area:			**School Year:**	
OPTIONS	☐ **ADMIN MANDATED**	☐ **ADMIN CHOICE**	☐ **PORTFOLIO**	☐ **PARTNER (NAME):**
PLAN	**FOCUS OF THE YEAR-LONG LEARNING PLAN - EMPLOYEE IDENTIFIED FOCUS AREA(S)**			
	Completed by the last Friday in October			
	1. Identified Focus Area/Need (Learning Target) • The subject area that will be prioritized and developed • Based on findings from your self-assessment on the Continuum of Teaching Practice, your current teaching assignment context, and/or an identified area of growth, identify a focus area within your teaching practice that you would like to strengthen			
	2. What CSTP standard and element(s) have you selected to prioritize and develop?			
	3. How will student achievement be impacted as a result of the year-long learning plan? (Student impact should be measurable/SMART Goal.)			
PLAN & TEACH	**PROFESSIONAL GROWTH RELATED TO SELF-SELECTED GOAL**			
	Record a minimum of 2 professional growth activities per year. At least one activity must be completed in the first semester.			
	4. Date:		**4. Date:**	
	5. Professional Growth Activity: • Describe resources used (e.g. conference/PD attendance, web-based research, scholarly articles, peer observations, etc.):		**5. Professional Growth Activity:** • Describe resources used (e.g. conference/PD attendance, web-based research, scholarly articles, peer observations, etc.)	
	• Describe how the strategies/knowledge were applied/implemented:		• Describe how the strategies/knowledge were applied/implemented:	

	6. Results: • What teaching practices were impacted/improved based on this professional growth resource? What were the impacts on student achievement?	**6. Results:** • What teaching practices were impacted/improved based on this professional growth resource? What were the impacts on student achievement?
	ADMINISTRATIVE CHOICE FORMAL OBSERVATION PROCESS (This section is to be completed by Administrator.) ***Section to be used for Administrative Choice Option ONLY**	
	Minimum of two 40-minute formal observations of classroom instruction & management.	
	First Semester Dates (Completed by the first Friday in December: Administrator records dates for each item below.) • Pre-Observation Meeting: • Observation: • Post-Observation Meeting:	**Second Semester Dates** (Completed by the first Friday in March: Administrator records dates for each item below) • Pre-Observation Meeting: • Observation: • Post-Observation Meeting:
	Observation Focus • The Pre-Conference conversation should review the key components of the planned observation lesson including the areas on the PRE-OBSERVATION FORM.	**Observation Focus** • The Pre-Conference conversation should review the key components of the planned observation lesson including the areas on the PRE-OBSERVATION FORM.
	Observation Results Summary • Brief summary based on Post-Observation Meeting. • Attach observation forms and notes - Include relevant data and student outcome information.	**Observation Results Summary** • Brief summary based on Post-Observation Meeting. • Attach observation forms and notes - Include relevant data and student outcome information.
REFLECT	**REFLECTION ON GROWTH RELATED TO SELF-SELECTED GOAL**	
	Responses completed and discussed at a summative administrative meeting by the first Friday in May.	
	7. Reflecting on the year-long learning plan, describe the impact on your instructional/classroom practices (cells 1-3). (Assessment of your growth.) • Describe how you strengthened your teaching practice based on your learning plan.	
	8. Reflecting on the learning plan, describe the impact on student achievement. (Measurable assessment of student growth as described in cell 3) • Describe how student performance was impacted based on your learning plan.	

APPLY	9. What are your next steps for future practice in this area?

The following rating is based on the summative evaluation process including all components of the evaluation plan as well as evidence and observations obtained throughout the year:

- ☐ **Meets the Identified CSTP Standard**
- ☐ **Does Not Meet the Identified CSTP Standard:**
  - ☐ Continues on-cycle next school year (Administrator Discretion)
  - ☐ Recommended for placement on a Performance Improvement Plan (Administrator Discretion)

Overall Practice based upon informal/formal observations during the course of the school year and supported with evidence

- ☐ **Practice Meets the CSTP Standards**
- ☐ **Practice Does Not Meet CSTP Standard(s):**
  - ☐ Continues on-cycle next school year (Administrator Discretion)
  - ☐ Recommended for placement on a Performance Improvement Plan (Administrator Discretion)

Administrator's final comments related to overall CSTP performance:

Educator's Name	Educator's Signature	Date
Administrator's Name	Administrator's Signature	Date

Updated August 2026

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PROFESSIONAL LEARNING PLAN
NON-PERMANENT TEACHER ON-CYCLE

Each year, educators reflect on their practice and identify areas of teaching they would like to improve upon or learn more about. As you identify a focus area you would like to strengthen in your teaching practice, use the self-assessment on the Continuum of Teaching Practice to complete your learning plan below. Please reference Contract Article XVI E "Assessment Cycle" for more information.

Participating Educator:	**Administrator:**	**School (or Department if Itinerant):**
Assignment/Grade Level/Subject Area:		**School Year:**

REQUIRED OPTION	☐ **ADMIN MANDATED**
PLAN	**FOCUS OF THE YEAR-LONG LEARNING PLAN - EMPLOYEE IDENTIFIED FOCUS AREA(S)**
	Completed by the last Friday in October
	1. Identified Focus Area/Need (Learning Target) • The subject area that will be prioritized and developed. • Based on findings from your self-assessment on the Continuum of Teaching Practice, your current teaching assignment context, and/or an identified area of growth, identify a focus area within your teaching practice that you would like to strengthen.
	2. What CSTP standard and element(s) have you selected to prioritize and develop?
	3. How will student achievement be impacted as a result of the year-long learning plan? (Student impact should be measurable/SMART Goal.)
PLAN & TEACH	**PROFESSIONAL GROWTH RELATED TO SELF-SELECTED GOAL**
	Record a minimum of 2 professional growth activities per year. At least one activity must be completed in the first semester.

4. Date:	**4. Date:**
5. Professional Growth Activity: • Describe resources used (e.g. conference/PD attendance, web-based research, scholarly articles, peer observations, etc.)	**5. Professional Growth Activity:** • Describe resources used (e.g. conference/PD attendance, web-based research, scholarly articles, peer observations, etc.)
• Describe how the strategies/knowledge were applied/implemented.	• Describe how the strategies/knowledge were applied/implemented.

	6. Results: • What teaching practices were impacted/improved based on this professional growth resource? What were the impacts on student achievement?	**6. Results:** • What teaching practices were impacted/improved based on this professional growth resource? What were the impacts on student achievement?
Formal Observation Checklist	**FORMAL OBSERVATION PROCESS (This section is to be completed by Administrator.)**	
	Minimum of two 40-minute formal observations of classroom instruction & management.	
	First Semester Dates (Completed by the first Friday in December. Administrator records dates for each item below.) • Pre-Observation Meeting: • Observation: • Post-Observation Meeting:	**Second Semester Dates** (Completed by the first Friday in March. Administrator records dates for each item below) • Pre-Observation Meeting: • Observation: • Post-Observation Meeting:
	Observation Focus • The Pre-Conference conversation should review the key components of the planned observation lesson including the areas on the PRE-OBSERVATION FORM.	**Observation Focus** • The Pre-Conference conversation should review the key components of the planned observation lesson including the areas on the PRE-OBSERVATION FORM.
	Observation Results Summary ☐ Brief summary based on Post-Observation Meeting ☐ Attach observation forms and notes ☐ Include relevant data and student outcome information	**Observation Results Summary** ☐ Brief summary based on Post-Observation Meeting ☐ Attach observation forms and notes ☐ Include relevant data and student outcome information
REFLECT	**REFLECTION ON GROWTH RELATED TO SELF-SELECTED GOAL**	
	Completed by the first Friday in March	
	7. Reflecting on the year-long learning plan, describe the impact on your instructional/classroom practices (cells 1-3). (Assessment of your growth.) • Describe how you strengthened your teaching practice based on your learning plan.	
	8. Reflecting on the learning plan, describe the impact on student achievement. (Measurable assessment of student growth as described in cell 3) • Describe how student performance was impacted based on your learning plan.	

APPLY	9. What are your next steps for future practice in this area?

The following rating is based on the summative evaluation process including all components of the evaluation plan as well as evidence and observations obtained throughout the year.

- ☐ **Meets the Identified CSTP Standard**
- ☐ **Does Not Meet the Identified CSTP Standard:**
  - ☐ Recommended for placement on a Performance Improvement Plan (Administrator Discretion)

Overall Practice based upon informal/formal observations during the course of the school year and supported with evidence

- ☐ **Practice Meets the CSTP Standards**
- ☐ **Practice Does Not Meet CSTP Standard(s):**
  - ☐ Recommended for placement on a Performance Improvement Plan (Administrator Discretion)

Administrator's final comments related to overall CSTP performance

Educator's Name	Educator's Signature	Date
Administrator's Name	Administrator's Signature	Date

Updated August 2026

Form Updated (Signed MOU dated 8-11-2026)

APPENDIX I

DISTIRCT OBSERVATION FORM

SVUSD FORMATIVE BASED OBSERVATIONS FOR CERTIFICATED EMPLOYEES OBSERVATION RECORD	
Educator:	Observer:
School:	Assignment/Grade Level/Subject Area:
Date of Observation:	Location of Observation:
Time In:	Time Out:
CALIFORNIA STANDARDS FOR THE TEACHING PROFESSION (CSTP) STANDARDS OBSERVED (CHECK ALL THAT APPLY*) *Please note that it would not be typical to observe all standards in one observation session.	
CSTP 1: Engaging and Supporting all Students in Learning	• 1.1 Using knowledge of students to engage them in learning • 1.2 Connecting learning to students' prior knowledge, backgrounds, life experiences, and interests • 1.3 Connecting subject matter to meaningful, real-life contexts • 1.4 Using a variety of instructional strategies, resources, and technologies to meet students' diverse learning needs • 1.5 Promoting critical thinking through inquiry, problem solving, and reflection • 1.6 Monitoring student learning and adjusting instruction while teaching
CSTP 2: Creating and Maintaining Effective Environments for Student Learning	• 2.1 Promoting social development and responsibility within a caring community where each student is treated fairly and respectfully • 2.2 Creating physical or virtual learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students • 2.3 Establishing and maintaining learning environments that are physically, intellectually, and emotionally safe • 2.4 Creating a rigorous learning environment with high expectations and appropriate support for all students • 2.5 Developing, communication, and maintaining high standards for individual and group behavior • 2.6 Employing classroom routines, procedures, norms, and supports for positive behavior to ensure a climate in which all students can learn • 2.7 Using instructional time to optimize learning

CSTP 3: Understanding and Organizing Subject Matter for Student Learning	• 3.1 Demonstrating knowledge of subject matter, academic content standards, and curriculum frameworks • 3.2 Applying knowledge of student development and proficiencies to ensure student understanding of subject matter • 3.3 Organizing curriculum to facilitate student understanding of the subject matter • 3.4 Utilizing instructional strategies that are appropriate to the subject matter • 3.5 Using and adapting resources, technologies, and standards-aligned instructional materials, including adopted materials, to make subject matter accessible to all students • 3.6 Addressing the needs of English learners and students with special needs to provide equitable access to the content
CSTP 4: Planning Instruction and Designing Learning Experiences for All Students	• 4.1 Using knowledge of students' academic readiness, language proficiency, cultural background, and individual development to plan instruction • 4.2 Establishing and articulating goals for student learning • 4.3 Developing and sequencing long-term and short-term instructional plans to support student learning • 4.4 Planning instruction that incorporates appropriate strategies to meet the learning needs of all students • 4.5 Adapting instructional plans and curricular materials to meet the assessed learning needs of all students
CSTP 5: Assessing Student Learning	• 5.1 Applying knowledge of the purposes, characteristics, and uses of different types of assessments • 5.2 Collecting and analyzing assessment data from a variety of sources to inform instruction • 5.3 Reviewing data, both individually and with colleagues, to monitor student learning • 5.4 Using assessment data to establish learning goals and to plan, differentiate, and modify instruction • 5.5 Involving all student in self-assessment, goal setting, and monitoring progress • 5.6 Using available technologies to assist in assessment, analysis and communication of student learning • 5.7 Using assessment information to share timely and comprehensible feedback with students and their families
CSTP 6: Developing as a Professional Educator	• 6.1 Reflecting on teaching practice in support of student learning • 6.2 Establishing professional goals and engaging in continuous and purposeful professional growth and development • 6.3 Collaborating with colleagues and the broader professional community to support teacher and student learning • 6.4 Working with families to support student learning • 6.5 Engaging local communities in support of the instructional program 6.6 Managing professional responsibilities to maintain motivation and commitment to all students • 6.7 Demonstrating professional responsibility, integrity, and ethical conduct

OBSERVATIONAL NOTES/EVIDENCE OF STANDARD(S)
SUMMARY OF OBSERVATION

Evaluator's Signature_____

Date_____

Evaluatee's Signature _____

Date_____

APPENDIX J

PROFESSIONAL ASSISTANCE PLAN

Simi Valley Unified School District
Certificated Professional Accountability & Evaluation
Professional Assistance

PROFESSIONAL ASSISTANCE - PHASE 1 10 WEEK IMPROVEMENT PLAN OUTLINE	
Name:	Date:
Supervising Administrator:	
Date when Phase 1 of Assistance concludes (10 weeks after plan is initiated):	
Area(s) of Concern related to the Professional Standards for the Teaching Profession (Identify Standard and Element):	
Date(s) concern(s) was previously discussed:	
Previous conference summary and/or meeting:	
Desired behavior in relation to the Professional Standard(s):	
Recommendation & Suggestion(s) for Improvement: • Identify how evidence of performance will be collected.	
Purpose of Meeting: Initial Meeting Goals Met Goals in Progress Goal Not Met	
Next Meeting Date (if applicable):	

Your signature does not indicate agreement with the content, only that you have received this memo. You have five (5) working days if you choose to include a written response.

_____ _____
Administrator's Signature Date

_____ _____
Certificated Employee's Signature Date

APPENDIX K

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereunto set their hands this Successor Contract of Agreement

18th Day of August, 2026

Simi Educators Association

SIGNED: Amanda Hogan (Sep 1, 2026 07:55:50 PDT)

Amanda Hogan, President
Simi Educators Association

SIGNED: Jake Anderson (Sep 1, 2026 08:03:13 PDT)

Jake Anderson, Executive Director
California Teachers Association

SIGNED: Adam Lev

Adam Lev, Bargaining Chair
SEA Bargaining Team

SIGNED: Cherise J. Bonsell (Sep 1, 2026 11:06:07 PDT)

Cherise Bonsell
SEA Bargaining Team

SIGNED: Kaitlyn Fischer (Sep 1, 2026 11:21:36 PDT)

Kaitlyn Fischer
SEA Bargaining Team

SIGNED: Kyra Grzywacz (Sep 9, 2026 11:41:52 PDT)

Kyra Grzywacz
SEA Bargaining Team

Simi Valley Unified School District

SIGNED: Julie Ellis (Sep 10, 2026 16:46:23 PDT)

Julie Ellis, Bargaining Chair
District Bargaining Team

SIGNED: Ron Todo (Sep 10, 2026 16:45:40 PDT)

Ron Todo
District Bargaining Team

SIGNED: Sean Goldman (Sep 10, 2026 15:50:03 PDT)

Sean Goldman
District Bargaining Team

SIGNED: Matt Guzzo

Matt Guzzo
District Bargaining Team

SIGNED: Lori Neiman

Lori Neiman
District Bargaining Team

SIGNED: Jason Quartararo (Sep 10, 2026 10:45:13 PDT)

Jason Quartararo
District Bargaining Team

SIGNED: Aimee Spurbeck-Boian (Sep 10, 2026 09:08:37 PDT)

Aimee Spurbeck-Boian
District Bargaining Team

SIGNED: Stacy Walker

Stacy Walker
District Bargaining Team