

**Sacramento City Unified School District
Initial Proposal to Sacramento City Teachers Association
Article 5, Hours of Employment**

ARTICLE 5 -

5.2.12 It is understood that the scheduling of

5.4 Instructional Work Day

5.4.1 Kindergarten

5.4.1.1 Beginning in the 2014

5.432.1 The maximum regularly scheduled intermediate teachers grades 4-6 instructional day, including preparation time when scheduled, shall be 305 minutes but excluding recess as soon as a thirty forty (4030) minute lunch period. ~~The staff and principal may agree to decrease or increase lunch by five (5)~~

done in department/grade level teams, and/or special populations of certificated unit employees, or as whole-staff activities. Typically, team meetings will focus on improving student achievement through the examination of student work, analyzing student/school data, sharing methodologies, planning and developing curriculum and assessments. The time is intended to be for group collaboration.

5.142.3 Collaborative time shall be structured as follows:

- a. On the first Thursday of each month a staff meeting, not to exceed ~~60~~ 90 minutes, will be held.
- b. On the second, third, and fourth Thursdays of each month, unit members will be provided 60 minutes of collaborative time, immediately following the conclusion of the instructional day with students, on those Thursdays when there is a regular instructional day.
- c. On the fifth Thursday of each month (if occurring), ~~the regular work day for unit members shall conclude fifteen minutes after the end of the instructional day for students. If voluntary members will participate in professional learning opportunities will be provided at the school site as determined by the site administrator during the fifth Thursday of a month, unit members will be paid at the volunteer rate. If mandatory professional development training is required the fifth Thursday of a month, educators will be paid at their regular contractual daily rate.~~
- d. ~~The eighteen paid regular hours of common planning time previously negotiated shall be incorporated into the collaborative time, as provided for above. Furthermore, the additional time required to provide for collaborative time on the fourth Thursday of the month, shall be paid at the regular contracted daily rate and incorporated into the salary schedule.~~

5.142.4 For eighthour bargaining unit members, ~~the current practice regarding Common Planning Time (CPT) shall remain in effect until a mutually agreed upon alternative has been negotiated. District will direct the collaborative time for these employees to ensure that they have meaningful opportunity to engage in with their colleagues including sitebased personnel and those in similar positions.~~

5.123 Scheduling in Child Development

5.123.1 Child Development Hours

5.123.1.1 Child Development teachers shall work ~~the regularly assigned hours~~ same hours as classified Children's Centers employees during the winter recess and summer vacation.

5.123.1.2 For Child Development teachers who eat lunch with their assigned chi (\$)-8 (l)-3.1 (a)-5.. e a-12 (j) c)n8iD 0.0

- 5.11.2-1 ~~Children's Center teachers may carry over no more than twelve (12) vacation days from year to year, but vacation days lost will be compensated at the teacher's per diem rate.~~
- 5.123.2.2.1 If at the end of the fiscal year (June 30), staff has vacation days that have not been used, those days may be cashed out up to twelve (12) days per fiscal year or carried over without reduction. Request for cash out should be submitted in accordance with Payroll Department procedures.
- 5.123.3 The number of contracted work days per year for Child Development teachers in 12 month positions commencing on July 1 ~~Child Development shall be 223 days.~~
- 5.123.4 Feebased Child Development programs that operate for 12 months of the year shall have at least one (1) teacher who shall work the ~~223 day~~ contract year.
- 5.123.4.1 Child Development teachers at who are on a ~~223~~ Contract may be required to work at another site during winter and spring breaks and student vacation periods.
- 5.123.4.2 All ~~the 10 month~~ teachers at feebased centers shall work the service year reflected in the School Calendar Summary ~~K12~~. When such teachers work days beyond those stipulated in the Calendar, they shall be compensated at their per diem rate and shall accrue ~~benefits~~ associated with the additional days.
- 5.123.4.3 According to seniority Child Development teachers on the ~~K12~~ School Calendar shall have first right of refusal for additional days required at any center during winter and spring breaks, and student vacation periods. For STRS purposes, a full year of service for Child Development teachers shall be reported for both 223 days of service and for teachers who work the service year reflected in the School Calendar Summary for K12.
- 5.12.5 ~~The service year for Child Development teachers working in infant/toddler programs in a 12 month position shall work the 223 day service year.~~
- 5.123.65 Scheduling 12 month Child Development Teachers Contracted Work Days:
- By June 1st of each year, the District operational calendar which begins July 1 for the 12 month child development programs will be provided to SCTA.
 - By no later than June 15th the District will ask staff members to identify 50% of the ~~contracted~~ days each staff person will need to schedule for the time period from July 1 through December 31.
 - By no later than December 15th the District will ask staff members to identify the remaining 50% of non-contracted days each staff person will need to schedule ~~for the~~ period from January 1 through June 30.
 - Both parties are responsible for ensuring 223 contracted days are scheduled. Scheduled days may be changed by mutual agreement.
- 5.123.65.1 In the event there are two or more staff who desire to take days off and not all requests can be accommodated; seniority will be used to determine which request(s) takes priority.

5.134 Parent and Preschool Education Teachers

- 5.134.1 Half-time contract teachers shall be those whose daily assignment accumulates to three (3) hours; said hours shall include two and one half (2-1/2) hours student contact time plus thirty (30) minutes each day for preparation and conferencing. Such ~~half~~ assignments shall also include a two (2) hour weekly parent meeting at the going ~~parent~~ hourly rate

5.13.2 Two-thirds (2/3) contract teachers shall be those whose daily assignment accumulates to three (3) hours student contact time plus twenty (20) hours allocated monthly as follows:

- a. Four (4) hours inservice.
- b. Sixteen (16) hours of home visitation, preparation, and such reports as required by the funding agency.

5.13.2.1 **Headstart**

~~Two-thirds (2/3) contract teachers shall be those whose daily assignment accumulates to three and one half (3 1/2) hours student contact time per day for each day for up to 4 days per week plus twenty hours allocated monthly as follows:~~

- ~~a. Four (4) hours inservice.~~
- ~~b. Twenty (20) hours of home visitation, preparation, and such reports as required by the funding agency.~~
- ~~c. Such hours from a. and b. will be distributed among the four teaching days unless mutually agreed to be performed on another day by the affected teacher and supervisor.~~
- ~~d. The teaching days shall be Monday through Thursday as derived from 120-181 day calendar.~~

~~5.13.3 Full-time contract teachers shall be those whose daily assignment accumulates to six (6) hours per day.~~

5.13.4 It is agreed that the District may change or reduce the hours of per session employees and may terminate the services of such an employee whenever such action is deemed to be in the best interest of the

conferencing. Such assignments shall also include a two (2) hours weekly parent meeting at the going per session rate.

5.15.2 Permanency

5.15.2.1 Permanency shall be attained only by those members who work 18 hours or more per week.

5.15.2.2 Permanency shall not be attained for more than 30 hours per week.

5.15.2.3 In order to achieve permanency, a bargaining unit member must serve 75% of the regular school year and 60% of the hours of a fulltime assignment for two (2) consecutive years.

5.15.2.4 Permanency shall be attained only for the average number of hours per week which unit members serve during their two (2) consecutive probationary years.

5.15.2.5 Unit members who have attained permanency at a level below 30 hours and who subsequently serve for a greater number of hours shall have their permanency Level increased to the average number of hours served during the three year period consisting of the current year being served and the immediately preceding two (2) consecutive years.

5.15.2.6 A unit member's probationary hours shall not be reduced solely to prevent the member from achieving permanent status or to reduce the number of permanent hours achieved.

5.15.2.7 Employees with permanent status in the K