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APPENDICIES:

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Article 1

PREAMBLE

This Collective Bargaining Agreement, hereinafter referred to as "Agreement," is made and entered into by and between United Professional Educators, hereinafter referred to as "UPE" and

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

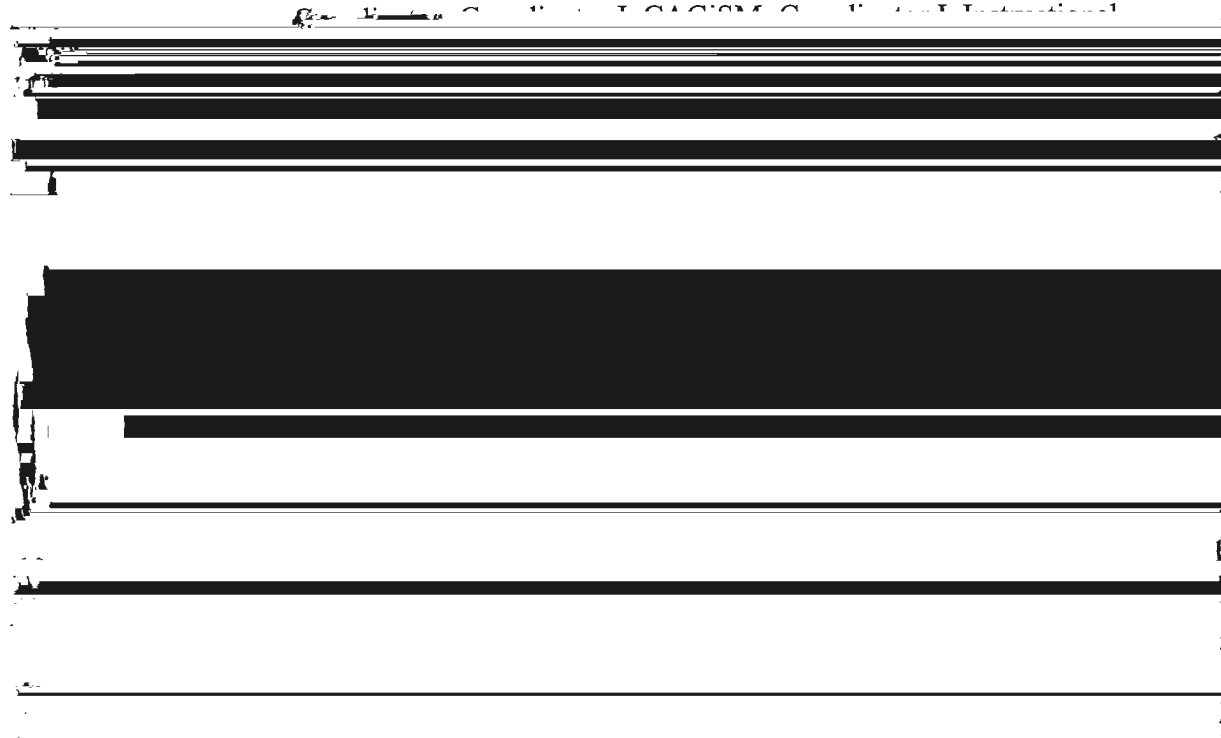
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Article 2

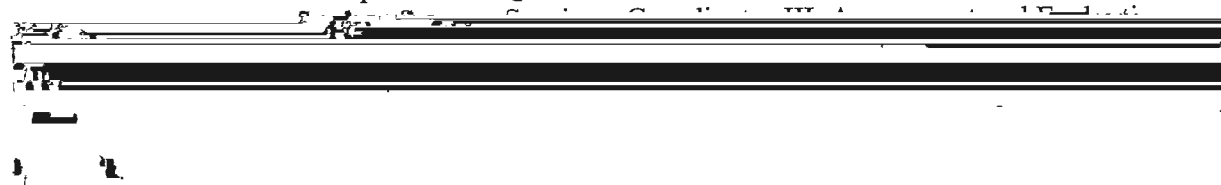
RECOGNITION AND BARGAINING UNIT

In accordance with the Certification of Representative, identified as Case Number S-R-955, approved by the Public Employment Relations Board on December 5, 1994, the Sacramento City Unified School District (District) recognizes the United Professional Educators (UPE) as the exclusive representative of all the employees in the Unit set forth below:

Shall INCLUDE: Except as otherwise provided, all positions in the classifications Principal, Continuation High School; Principal, Elementary School; Principal, High School; Principal, Independent Study; Principal, K-8; Principal, Middle School; Program Coordinator, Homeless; Research Specialist; Administrator, Teaching and Learning; Dean, Secondary; Site Instruction



Technology; Coordinator II, Curriculum & Instruction—Mathematics; Coordinator II, SLC Cohost 8 Grant; Coordinator II, District Athletics; Coordinator II, Foster Youth Services; Coordinator II, GATE; Coordinator II, Library and Media Services; Coordinator II, Linked Learning; Coordinator II, New Teacher Induction Services; Coordinator II, Regional Occupational Program; Coordinator II, State and Federal; Coordinator II,



Director, Career Readiness & Master Scheduling; and Coordinator III,
New Teacher Services

Shall EXCLUDE all employees and positions not otherwise explicitly included in this agreement.

New related positions created by the District after December 5, 1994 shall be submitted to the parties for review as to inclusion in the Unit. Inclusion in the Unit shall be approved by mutual agreement of the parties. The parties agree that disputes pertaining to inclusion in the Unit will be forwarded to PERB and are not subject to the grievance procedure provided in this Agreement.

Article 3

ORGANIZATIONAL RIGHTS AND SECURITY

1.

a. "IPE" shall be the sole organization allowed to represent employees in the Bargaining

Unit in their employment relations with the "District".

b. "UPE" shall have access at reasonable times to areas in which employees in the

Unit are working.

"IPE" shall have a seat on institutional bulletin boards subject to reasonable regulations.

"IPE" shall have access to "District" mailboxes as allowed by the FED A

[REDACTED]

his/her date of employment into the unit.

Further, within forty-five (45) calendar days of an employee being employed into a position in the unit the District shall, provide UPE written notice of that employee's status, including with the notice the name of the employee, his/her job classification title, his/her work location, and his/her date of employment into the unit.

3.

a. UPE Members – UPE Dues

Any unit member who is a member of UPE, or who has applied for membership, may sign and deliver to UPE a form authorizing deduction of membership dues. UPE shall

deductions shall be remedied either by refund from UPE to the affected employee(s) or by a credit against future payments by the affected employee(s).

4. Other.

The above rights shall be subject to reasonable regulation, but the regulation shall not impair those rights guaranteed by the EERA.

Article 4

GRIEVANCE PROCEDURE

a. Definitions:

1. A "grievance" is a formal written allegation by a grievant that he/she has been adversely

this Agreement Actions to challenge or demand that this City District Council

2. Level II

- (a) If the grievant is not satisfied with the decision at Level I, he/she may within ten- (10) day's appeal the decision on the appropriate form to the Superintendent or designee. The Statement shall include a copy of the original grievance and appeal, the decisions rendered and a clear, concise statement of the reasons for the appeal.

- (b) The Superintendent or designee shall communicate his/her decision to the grievant within ten (10) days. If the Superintendent or designee does not respond within the time limits provided, the grievant may appeal to the next level.

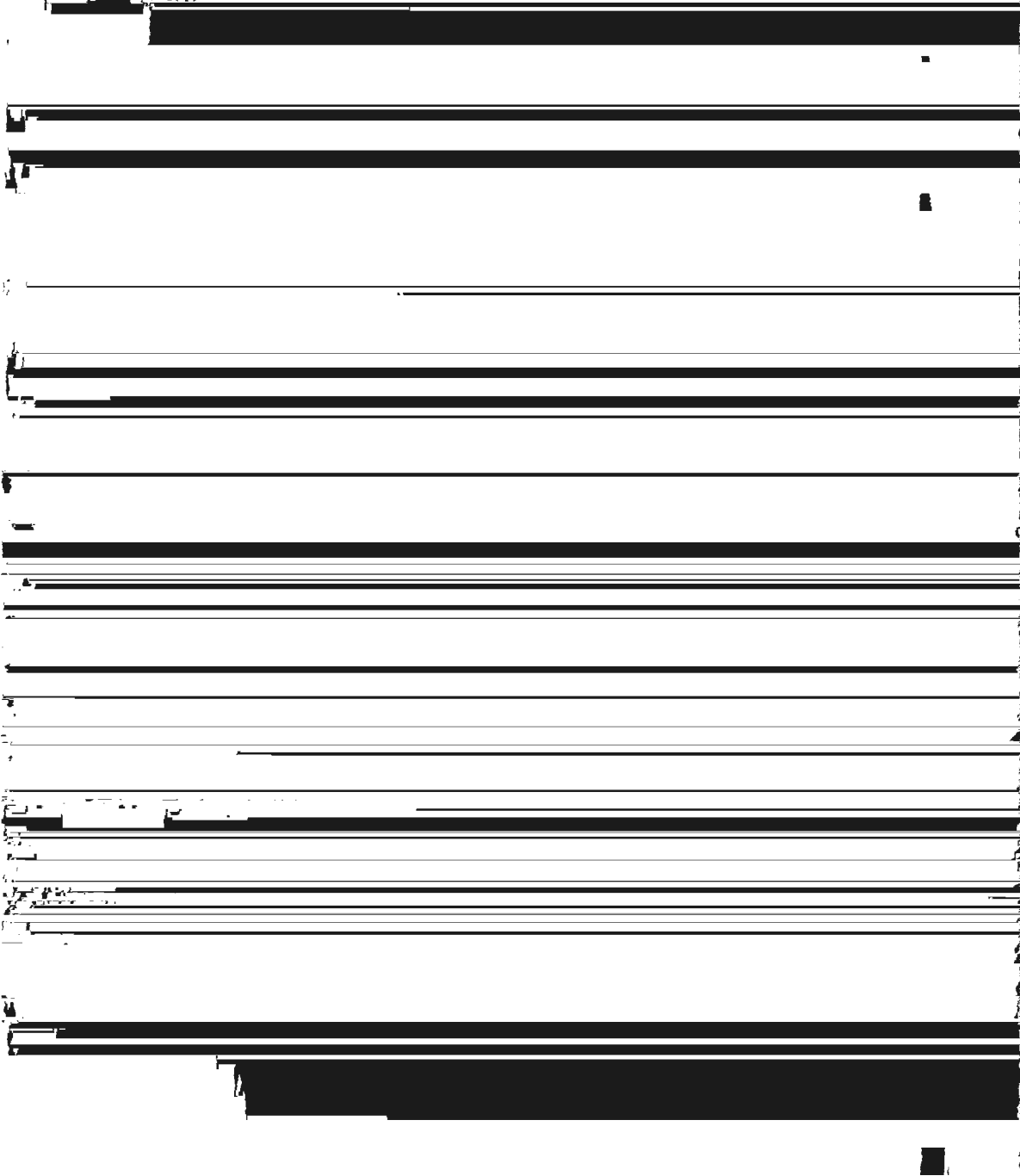


(f) After a hearing and after both parties have had an opportunity to make written arguments, the arbitrator shall submit in writing to all parties his/her findings and recommendations which shall be binding to the parties.

d. Miscellaneous

1. The time limits set forth in this Article may be extended by mutual consent.

2. The grievant shall have the right to process his/her grievances with representation by the



Article 5

[REDACTED]

Introduction

... that it is the best kind of an essential component of school success. Successful

[REDACTED]

A Professional Improvement Plan may also be initiated in a non-evaluative year when deficiencies are evident.

G. Appeal Process

Violations of this article are subject to the Grievance Procedure Article 4; however, where disciplinary hearings are required by law, the issue will be presented to the hearing officer or panel.

Where mutual agreement is required and cannot be agreed, the parties will make a reasonable effort to reach consensus. If no agreement can be reached, the administrator being evaluated may note the disagreement on the evaluation instrument.

H. Compliance with the Education Code and Other Laws

Nothing in this Article shall supersede procedures and employment protections contained in the Education Code and other laws. Notwithstanding the provisions of this Agreement, any

~~whenever necessary to comply with Education Code provisions...~~
[REDACTED]

Appendix A

Appendix A



EVALUATEE _____ SCHOOL _____ Pre Evaluation Conference

POSITION _____ EVALUATOR _____ Mid Year Conference

Final Conference (date)

STANDARD 1: DEVELOPMENT AND IMPLEMENTATION OF A SHARED VISION

Education leaders facilitate the development and implementation of a shared vision of learning and growth of all students.

ELEMENT 1A	DISTINGUISHED	PROFICIENT	EMERGING STANDARD	DOES NOT MEET STANDARD
Leaders share a collective vision that uses multiple				
measures of data and focuses on equitable access,				

Evaluatee's Self Reflections for Final/End of Year Comments:

Evaluator's Final/End of Year Comments:

ELEMENT 3C	DISTINGUISHED	PROFICIENT	EMERGING	DOES NOT MEET
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Leaders facilitate safe, fair, and respectful environments that meet the intellectual, linguistic, cultural, social-emotional, and physical needs of each

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learner.

EXAMPLE INDICATORS

3C-1. Strengthen school climate through participation, engagement, connection, and a sense of belonging across all

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Evaluattee's Self Reflections on Mid Year Progress:

Evaluator's Mid Year Progress Comments:

Evaluattee's Self Reflections for Final/End of Year Comments:

Evaluator's Final/End of Year Comments:

STANDARD 4: FAMILY AND COMMUNITY ENGAGEMENT

Establish a collaborative relationship with families and other stakeholders to address diverse student and

[Redacted content]

community interests and mobilize community resources.

ELEMENT 4A Parent and Family Engagement

Leads and meaningfully involve all parents and families

DISTINGUISHED PROFICIENT EMERGING STANDARD DOES NOT MEET STANDARD

[Redacted content]

Evaluatée's Self Reflections on Mid Year

S:

Evaluator's Mid Year Progress Comments:

Evaluatée's Self Reflections for Final/End of Year Comments:

Evaluator's Final/End of Year Comments:

ELEMENT 5C

DISTINGUISHED

PROFICIENT

DEVELOPING

NEEDS IMPROVEMENT

Ethical Action

STANDARD

STANDARD

Leaders recognize and use their professional influence

with staff and the community to develop a climate of trust, mutual respect, and honest communication, necessary to consistently make fair and equitable decisions on behalf of all students.

EXAMPLE INDICATORS

5C-1 Communicate expectations and support for professional behavior that reflects ethics, integrity, justice, and equity.

ELEMENT 6A

DISTINGUISHED

PROFICIENT

EMERGING

DOES NOT MEET

[REDACTED]

Leaders actively structure and participate in

practices that develop greater public understanding
[REDACTED]

practices that develop greater public understanding
[REDACTED]

practices that develop greater public understanding
[REDACTED]

Does Not Meet Standard: While the leader is aware of the potential of vision, activities toward the development and use of a site vision are in preliminary stages. The leader may have begun the process of engaging faculty and community members in initial dialogue about the

[The following section of the document is heavily redacted with black bars and contains illegible text.]

Proficient: The leader implements a range of collaborative activities and processes that contribute to the maintenance of the site as a safe, attractive, warm, and nurturing environment for adults and students. She or he works with students and staff to internalize responsibility for

[REDACTED]

limitations in public engagement and to identify areas for improving professional capacity in this arena.

CPSEL STANDARD 5: Ethics and Integrity

Distinguished: The leader practices leadership from a base of personal and professional ethics that place the good of students, families, and staff ahead of personal interests. Her or his words and actions demonstrate the highest level of commitment to promoting the right of every student to a quality education and ensures that all students receive a high-quality education.

[REDACTED]

to standards-based education. The leader influences the professional culture of the school to infuse the value of fairness, justice, equity and integrity.

[REDACTED]

discussion about district policy and site practices.

EVIDENCE

Collaboration with the Supervisor for Principals and the Principal for Assistant Principals
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
the "Example Indicators" included in the Commission on Teacher Credentialing California Professional Standards for Education Leaders (CPSEL's) can be leveraged as the starting point for gathering evidence. We have included a link to West Ed's concise version of the
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Article 6

RENEWAL/NON-RENEWAL PROCEDURES

6.1 Unit members with more than two complete and consecutive years of service to the District may be released from their administrative position and reassigned to another administrative position or returned to a position in a teaching assignment consistent with their credential and seniority pursuant to Education Code section 44051. Unit members who are released and reassigned pursuant to this section shall be notified of their new assignment prior to the end of the school year. If the assignment is to be a teaching assignment, the unit member shall be notified of the assignment prior to the end of the school year.

who are released and reassigned pursuant to this section shall be notified of their new assignment prior to the end of the school year. If the assignment is to be a teaching assignment, the unit member shall be notified of the assignment prior to the end of the school year.

Article 7

LEAVES OF ABSENCE

Employees in the "Bargaining Unit" shall be granted leaves of absence by the "District" in accordance with the following:

1. Definitions.

The following definitions shall apply to leaves of absence covered by this "Agreement", as follows:

- a. Employees taking authorized paid leaves of absence shall be paid their full regular salary and other benefits by the "District" while on such leaves, except as may be provided by this "Agreement";
- b. Employees taking authorized unpaid leaves of absence shall not be paid their regular salary and other benefits by the "District" while on such

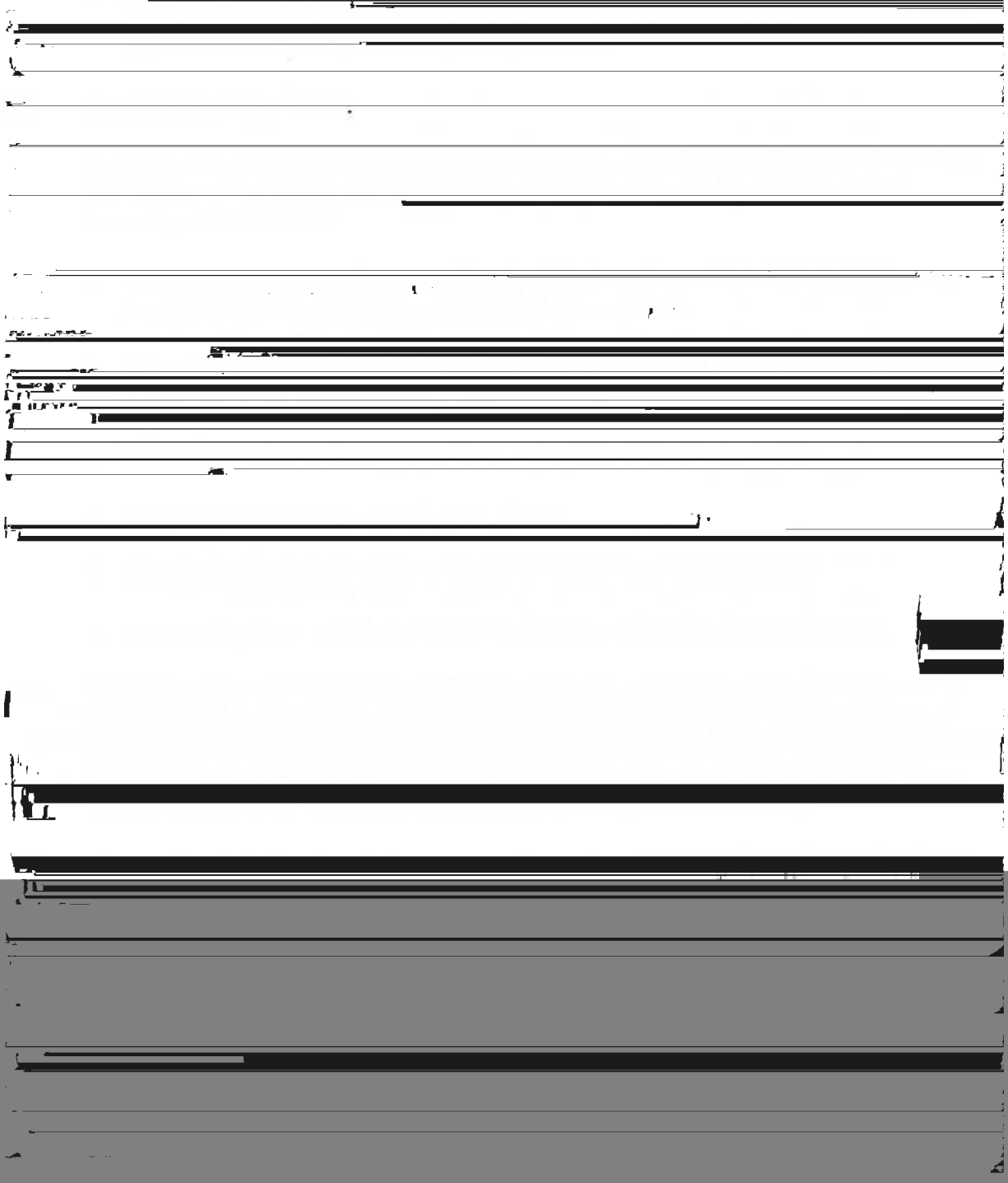
- c. Employees performing authorized or official assignments, such as, but not limited to, attending meetings or conferences, participating in visitations or observations at regularly assigned and other than regularly assigned locations, normal and special work assignments at the school site and/or central office, classroom or school visitations, work related meetings with

prescribed in this Article for the particular leave, on standard forms provided by the "District" for that purpose;

g. Pursuant to this Article, certain leaves of absence require application and/or meeting certain qualifications by the employee before the leave is granted. Application and other forms for these purposes shall be standard forms provided by the "District" for that purpose.

h. All paid leave compensation provided in this Article is available to part-time employees on a pro-rata basis.

e. Any employee on authorized unpaid leave of absence shall maintain any sick leave



sick leave during the period of the unpaid leave.

2.1 Personal Necessity Leave

Employees may use up to nine (9) days of their accrued sick leave during each contract year for reasons of personal necessity. Acceptable reasons for the use of personal

a. Industrial accident and illness leave shall commence on the first day of absence.

from

be reduced by one day for each day of authorized absence regardless of any temporary disability award, and shall not accumulate year to year.

b. Upon termination of employment, the employee shall be entitled to a final payment of accrued industrial accident and illness leave.

9. Subpoena Leave.

All employees served a subpoena to appear before judges or in cases before courts of law;

shall be granted leave for such service and are paid by the District the difference between regular earnings and witness fees for which they are eligible.

10. Armed Forces Leave.

Pursuant to the Military and Veterans' Code of the State of California, a temporary leave of absence shall be granted to all employees

his/her immediate supervisor, including with the request the beginning and ending dates for the leave. In addition:

- a. If the requested leave is for pregnancy, the request shall be accompanied by a written

[REDACTED]

Effect of Physician's Statement of Illness or Injury

[REDACTED]

the length of time the physician believes the subject employee can continue working

[REDACTED]

is not otherwise authorized by these rules except if agreed to by the employee's immediate supervisor that such leave will not be detrimental to the program.

16. Long-Term Leaves of Absence.

Long-term leaves of absence without pay may be granted to employees. with employees

making application for such leave through the Personnel Office. Such leave requires advance approval by the "District" Board of Education. In addition:

- a. Such leave shall not be granted for more than four continuous semesters in the eight year period commencing with the beginning day of the first long-term leave;
- b. During such leave the "District" shall not pay for group health, life, and accident insurance. The employee requesting the leave shall make arrangements with the "District" Personnel Office to continue coverage by making direct payment of premiums except that an employee, whose leave commences after June 30, and before September 30 of the same fiscal year in which the leave starts, shall be covered by fully paid health, dental, life insurance, and vision care as provided by this "Agreement" through that September 30;
- c. An employee on such leave shall give the "District" written notice of his/her intended return to work, not less than thirty calendar days before the leave is scheduled to expire.

17. Educational Improvement Leave.

Permanent employees may be granted unpaid educational improvement leave by the Board of Education of the "District", when the purpose of the leave is for educational improvement and advancement. Requests for such leave shall be filed with the



19 Foreign Exchange Leave.

Permanent employees may be granted foreign exchange leave in keeping with the International Educational Exchange Program when approved by the Board of Education

[Redacted content]

year, whichever is appropriate to the employee's regular assignment, i.e., school site or central office;

[REDACTED]

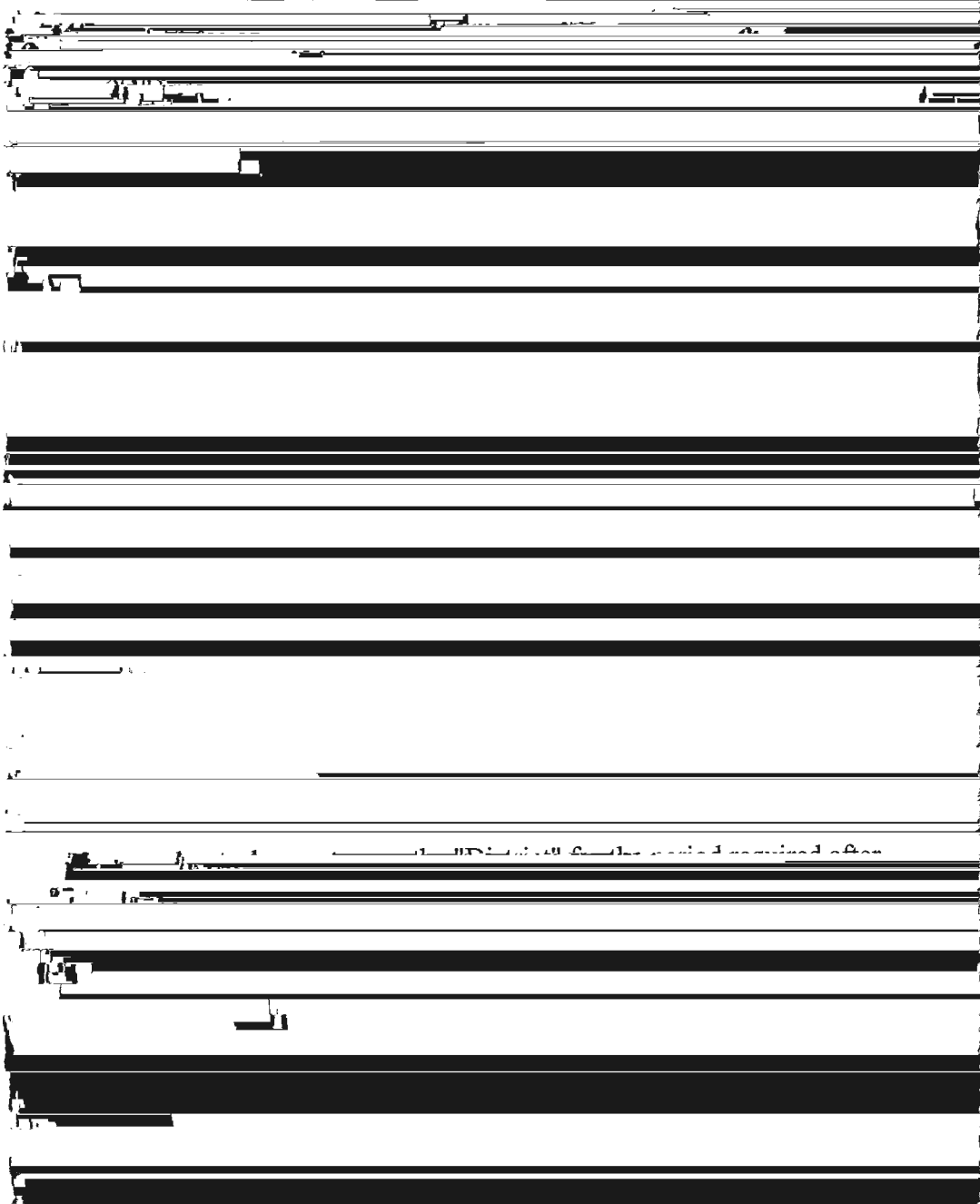
forms provided by the "District" for this purpose, and shall include:

- (1.) a statement of the length and purpose of the leave and a description of the

[REDACTED]

of intentions regarding no later than thirty days prior to termination of the leave, agreement to submit required reports upon return as required herein, and agreement to refund sabbatical salary as prescribed herein if conditions of the leave are not fulfilled. The signing of the contract of agreement shall be in lieu of furnishing a bond;

- (11.) payment of salary to the employee on the leave shall be made at the end of each calendar month the leave is in effect, less any mandatory or employee authorized deductions. If illness, injury, or death prevents fulfillment of the leave by the employee, the proportionate part of the salary not earned shall be



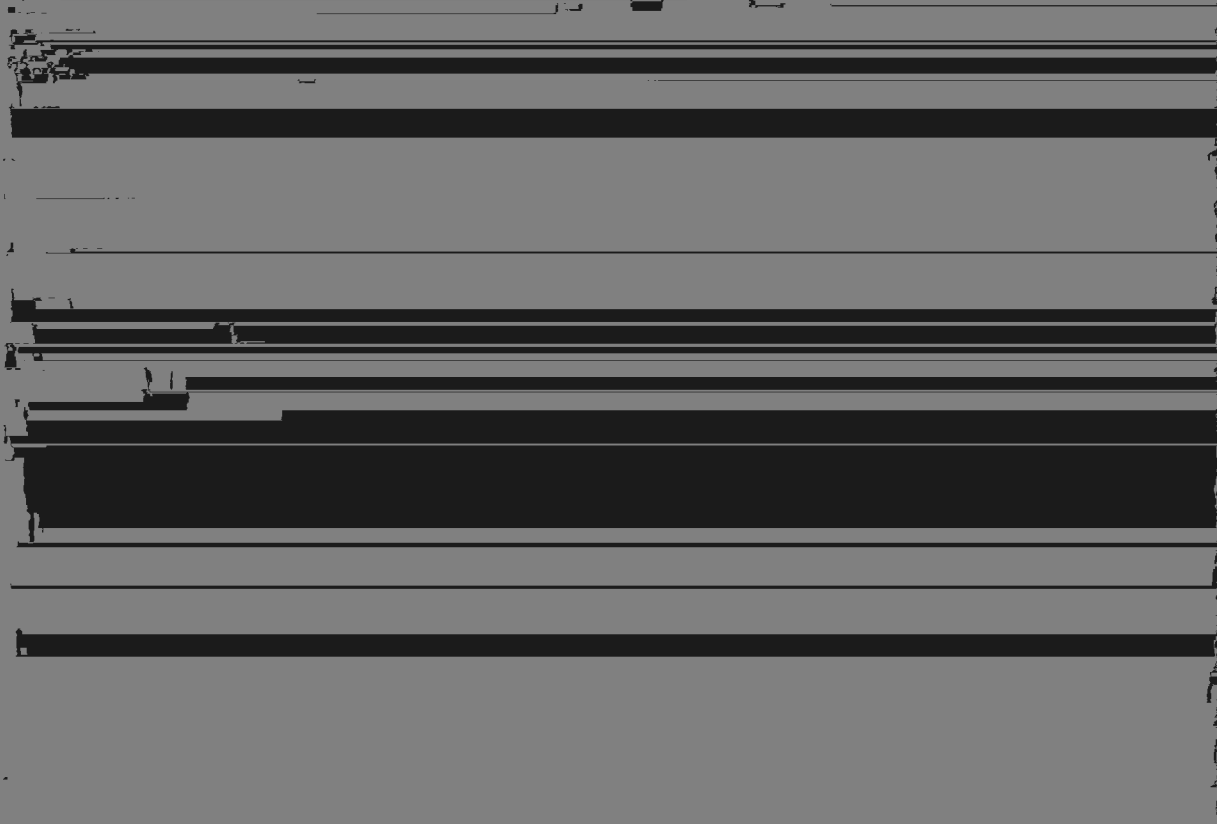
earned at accredited four-year colleges or universities, if the purpose of the leave was to study at such institutions; (b.) a letter of certification by a member of the _____ of an _____ or university describing the nature of the work completed and verifying that it was equivalent in effort and content to the required graduate units of credits, if the leave was for its duration.

[REDACTED]

describing activities and benefits during the leave period.

executive staff, or designee. Where the superintendent or designee believes the District should be represented, leave shall be granted with full pay and may or may not involve reimbursement for necessary expenses. In addition:

Leave may be granted for leave by the District to a full-time member of associations or societies composed of persons engaged in education. This type of leave is distinguished from those full-compensated and listed above for attendance at professional meetings and seminars, as meetings and seminars are by their nature to not involve the District in fees. Leaves of leave



absent by [redacted] being the Den [redacted] arm for Catast [redacted]

- c. Donations will be accepted up to the needed number of days to cover the period of time stated above and will be accumulated on a first received basis. All donations

Article 8

SALARY AND HEALTH BENEFITS

1. Benefit Stipend.

a. Participation in health benefit programs will be required as per current procedures except as follows:

b. Effective January 1, 1997 or as soon thereafter as administratively practical, an amount equal to the average cost of the health benefit premiums will be added to the salary schedule for each unit member. This will provide unit members with additional



2.1.3 Longevity Steps

Commencing with the 2017-2018 school year, all years of service in SCUSD, including years in classified, certificated, and management positions, shall count towards the calculation of longevity steps.

2.1.4 Doctoral Stipend

Commencing with the 2017-18 school year, UPE members who possess a doctorate degree will be paid an annual stipend in the amount of \$3,000.

2.2 Health and Welfare Benefits

2.2.1 Commencing with the 2017-18 school year, the District will contribute the following toward health and welfare benefits to UPE Members:

Employee Only: 100% coverage of the Kaiser Employee Only Health Plan etc.

[The following text is heavily redacted with black bars, obscuring the specific details of the health and welfare benefits.]

Appendix B



Sacramento
City Unified
School District

Annual Rate Salary Schedule
2019-20 School Year
(Effective July 1, 2019)

Job				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
0130	Principal, High School	A	82	\$111,056	\$112,506	\$117,543	\$126,376	\$130,975	\$137,033	\$138,033	\$139,247

Article 9

WORK YEAR

1. Eleven (11) Month Employees.

- a. UPE members will work the designated contracted number of days set forth below. Identification of work days will be determined by agreement with direct supervisor.
 - o Elementary and Middle School Principals will work a 211 day schedule
 - o Middle School and High School Assistant Principals will work a 211 day schedule
 - o Elementary School Assistant Principals will work a 202 day schedule
 - o Dean, Secondary will work a 201 day schedule

2. Designated Vacation Days For Twelve (12) Month Employees.

- a. Effective upon board approval, all UPE bargaining unit employees who are designated as working 223 days will be known as twelve (12) month employees. This change will not result in any adverse effect on employees.

Effective July 1, 2014, all twelve (12) month employees in the UPE bargaining unit are

required to work 223 days. They will begin the work year on the official District reporting date and end the work year on the official ending date, with adjustments, if necessary. If adjustments are needed, employees will work collaboratively with their

work performed on the non-calendar (work) day(s). The days exchanged will be full workdays and cannot be taken in hourly increments. These exchange days must be used in the school year in which they are earned and do not accumulate from year to year. The day(s) to be exchanged must be identified by the UPE Unit Member and approved by their supervisor and recorded on a form to be mutually agreed to by the parties.

When a UPE Unit member is unable to work on the specified non-workday as required by the District, the UPE Unit member shall not be penalized and the district will provide accommodations and/or resources to complete the required work.

Appendix C

Sacramento ifi strict _____

UPE Exchange Contractual Days Form

Name:

Date:

Exchange

(Work date(s) where work was required beyond contract days)

For:

(Employee exchange date(s))

Employee Signature

Date:

Supervisor Signature:

Date:

These exchange days must be used in the school year in which they are earned and do not accumulate from year to year. The day(s) to be exchanged must be identified by the UPE Unit Member and approved by their supervisor and recorded on this form.

Submit completed form to Director of Human Resources or designee

Article 10

PROMOTION, ASSIGNMENT, VACANCIES, AND TRANSFER

1. It is the District's and UPE's shared intent to promote, assign, and transfer employees to UPE positions from within the ranks of UPE unit members.
2. Internal candidates who apply for a UPE position, who have met the basic requirements and qualifications, and who have good recommendations from supervisors will be considered for an interview.
3. Involuntary Lateral Transfers. The Superintendent may make involuntary lateral transfers as needed for the operation of a department or school site

A. ~~Involuntary transfers shall not be arbitrary, capricious, or punitive in nature.~~

Article 11

HEALTH BENEFITS

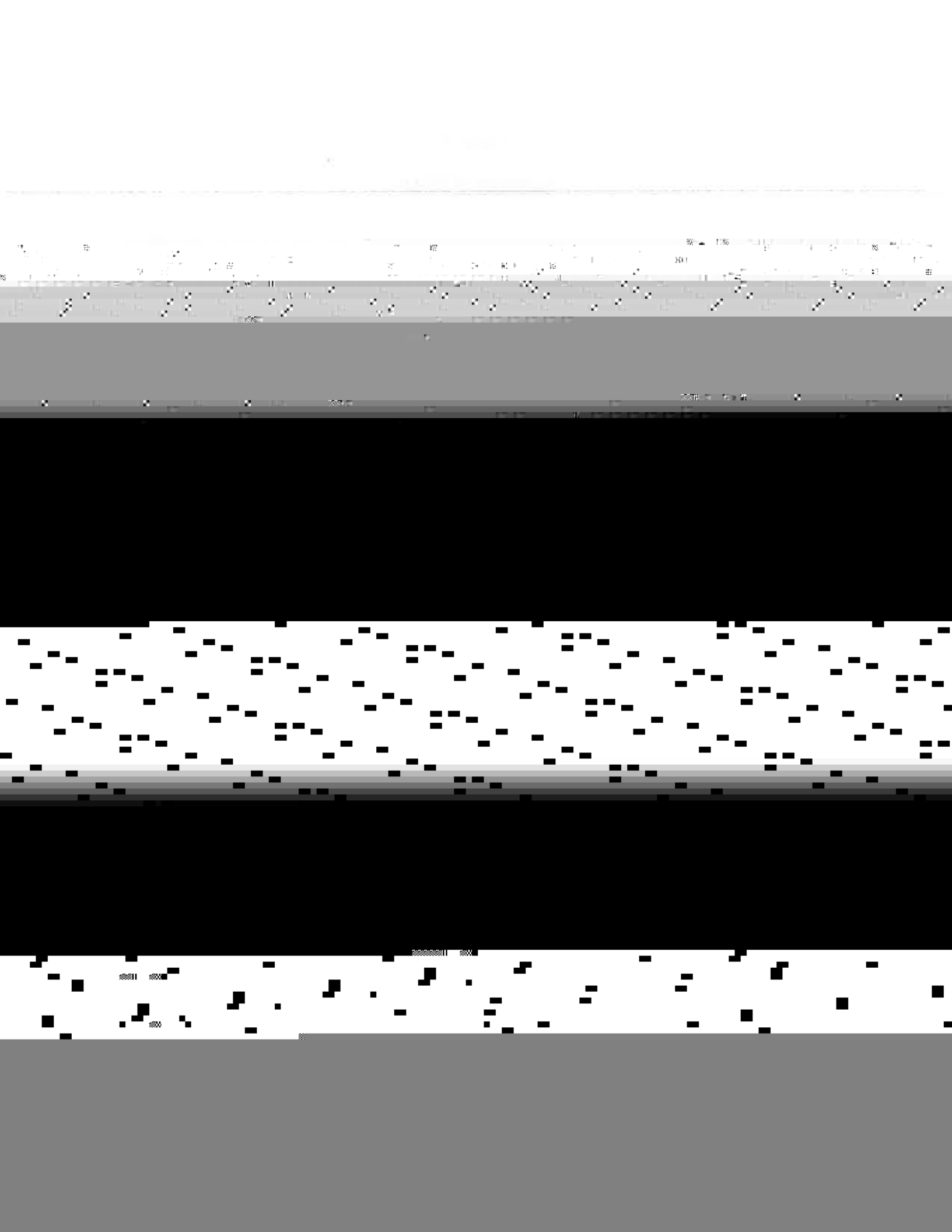
1. The District will provide retiree medical benefits for unit members as follows:
2. Current employees:
 - a. Will maintain eligibility for lifetime coverage.
 - b. The retirant must elect to participate in the Medicare Risk Program at age 65 or thereafter if the employee qualifies for Medicare.
 - c. The employee must retire at age 55 or thereafter with at least ten (10) consecutive years of regular full-time District service. Years are defined as service in paid status. A leave of absence will not be considered a break in service for the purpose of determining consecutive years of service.
 - d. Employees in regular full-time District positions on November 14, 1996 shall have 1

[REDACTED]

Article 12

SUMMER SCHOOL

When the District offers Summer School/ESY, the principal at the proposed summer school/ESY site, followed by other UPE Unit members, shall have first right of refusal to the administrative position. By April 1 of each year commencing with April 1, 2022, the District and UPE shall meet to discuss the summer school/ESY rate of pay for the summer school program in that



Article 13

TERM OF AGREEMENT

1. This Agreement will conclude negotiations for the 2019-20, 2020-21 and 2021-22 school
The Agreement shall become effective upon approval

[REDACTED]

126 22

[REDACTED]

