

## ARTICLE 1. AGREEMENT

1.3 This Agreement shall remain in full force and effect from July 1, 2023 through June 30, 2026.

## ARTICLE 3. DUTIES AND RESPONSIBILITIES

3.4 Equitable Assigned Duty

3.4.1 All unit members shall attend and/or provide:

- (a) Back to School Night for TK – 5<sup>th</sup> Grades – Bargaining unit members will hold a Back to School Night presentation on the Monday or Tuesday before school begins as scheduled by the school site
- (b) All bargaining unit members will continue to make a Back to School Night digital presentation and will have it available for parents by the end of the 2<sup>nd</sup> week of school
- (c) Parent Conferences (Fall, only) – Teachers will have three days for conferences at the end of the first trimester. These will be minimum days. The expectation is that teachers will meet with the parents of those students that they see as necessary or with parents that request a conference. Teacher discretion will be used to schedule said conferences.
- (d) Parent Contacts – Teachers shall communicate student progress with parents/guardians in the form of parent conferences, phone calls, emails, and/or other reporting on an as needed basis. For any student deemed at risk, at any time during the year, the teacher shall contact the parents/guardians to discuss the student. Frequent and ongoing communication with parents/guardians is essential for student success
- (e) The minimum days that were previously set aside for parent conferences will be moved to other days on the calendar. The Minimum Days will be:
  - Friday before Labor Day
  - 2<sup>nd</sup> Monday of October - Columbus/Indigenous Peoples Day
  - Halloween or the Friday before Halloween if it falls on a weekend
  - Day before Veteran's Day
  - ~~Friday before Thanksgiving Break~~
  - ~~Friday Day~~ before Winter Break
  - ~~Friday before February Break~~
  - ~~Friday before Spring Break~~
  - Friday before Memorial Day
  - Each day during last week of school (3 days)

### 3.6 Calendar:

The District will consult with the WESTA Executive Board on the placement of Minimum Days and School Breaks with the understanding that the District has to work with others in the county and the Board has final approval of the Student Calendar.

## ARTICLE 4. CLASS SIZE

- 4.4 Combination Classes (2<sup>nd</sup> grade through 5<sup>th</sup> grade) and Elementary Classes (4<sup>th</sup> & 5<sup>th</sup> Grades) over 32 will be provided a part time para-educator for 3.5 hours a day on a student attendance day calendar.

## ARTICLE 12. SALARIES

- 12.5.4 Upper division units taken after the award of the requirement for a Bachelor's Degree may be considered for advancement on the salary schedule. Since the requirements for the degree vary, the regulations of the degree-granting institution shall be the controlling factor.

- 12.5.4.1 Upon the award of a CLAD/B-CLAD, undergraduate units taken to satisfy the CLAD/B-CLAD requirements (after the award of a Bachelor's Degree) shall be credited to salary schedule advancement. This provision shall only apply to a person employed by the District on January 1, 1997 in a probationary/permanent/temporary capacity.

~~Note: Each teacher who has earned District Staff Development Credits as of January 1, 2008, shall be "grandfathered" and shall continue to receive his/her annual stipend. (remove language effective July 1, 2024)~~

~~12.5.6 Advancement on the Salary Schedule Remove Language Effective July 1 2024- Teachers that are frozen in 2023-24 will be placed on the cell that corresponds to their actual years of service effective July 1, 2024~~

~~12.5.6.1 To advance on the salary schedule, each unit member shall earn at least six (6) acceptable semester units every three (3) years after initial placement on the salary schedule.~~

~~12.5.6.2 Should a unit member not meet this requirement, he/she shall not advance further on the schedule because of years of service until the requirement is met.~~

~~(a) Once the requirement has been subsequently met, the unit member shall move to that step commensurate with his/her years of allowable experience (unless one or more additional intervening education requirements have also been missed in which case the employee shall advance to the highest possible step that is consistent with the educational requirements that have been satisfied).~~

(b) ~~Example: Employee is hired at Column 3, step 3 in 1998/99. May not advance beyond step 5 unless six (6) units were taken between the date of hire and the commencement of the 2001/02 school year. If the requirement is met in time for the 2004/05 school year, the unit member “jumps” from Column 3/Step 5 to Column 3/Step 8. If the requirement is not met until the 2005/06 school year, however, the unit member will only “jump” from Column 3/Step 5 to Column 3/Step 8 because of the additional intervening education requirement that has also been missed.~~

~~12.5.6.3 This requirement is not applicable to the AB+75 column.~~

## 12.8 Extra Class Coverage

12.8.3.4 Days off must be taken by ~~May 15<sup>th</sup>~~ **the end of the school year in which they were earned.** The availability of a substitute shall be confirmed with the District Office. This information shall be given to the principal for approval five (5) days in advance of the desired day off.

12.8.4 Time not taken or approved by ~~May 15<sup>th</sup>, or earned after that date,~~ **the end of the school year in which they were earned** will only be eligible for pay (see 12.8.3.2).

12.8.4.1 All claims for pay must be submitted by June 10<sup>th</sup> for the current fiscal year.

12.8.4.2 This shall include pay for days earned ~~prior to May 15<sup>th</sup>~~ but not taken.

12.8.4.3 Partial days earned will be paid with the employee’s end-of-year claim.

**12.8.4.4 Teachers may request to carry over days that were not used and not paid and will be at District’s discretion to approve or deny such request.**

### 12.8.5 Documentation:

- The secretary shall be advised which unit member is covering the class, and for how long.
- The teacher who is absent and the ~~one(s)~~ **teacher(s)** covering the class **(es)** will sign the sub card **or the given form**. The length of time (full or ½ day; 1 period; or “flex”) shall be specified on the card **or form**.
- A copy of this card **or form** will be given to the principal **for signature**; and, the teacher(s) covering the class will help keep track for purposes of compensation.

## ARTICLE 15. RETIREMENT OPTIONS AND BENEFITS

### **15.5 Option 2 – One Time Cash Incentive:**

An employee will receive a one-time payment of twenty-five percent (25%) of the employee's last year's base salary.

### **15.5 Option 2 – Employers Contribution to Employees Retirement Plan – i.e. 403(b) or 457(b):**

An employee will receive employer contribution to their retirement plan – i.e. a 403(b) or 457(b) equal to twenty-five percent (25%) of the employee's last year's base salary

## APPENDIX A

### Wheatland School District Certificated Salary Schedule 2023-24 & 2024-25

8% increase for a 2-year agreement retroactive to July 1 2023 – See attached

## APPENDIX B

## WHEATLAND SCHOOL DISTRICT

### Payment for Extra Duties Effective July 1, 2022

The Following Stipends added Effective July ~~2022~~ 2024

- FFA Advisor - \$3500 per year – Maximum of 2 stipends per year
- Middle School Yearbook Advisor - ~~\$1200~~ \$1600 per year – Maximum of 1 per year
- Stipend for Middle School CJSF - ~~\$1000~~ \$1400 per year – Maximum 1 stipend per year
- Stipend for Middle School ASB Advisor - ~~\$1200~~ \$1600 per year – Maximum 1 stipend per year
- Stipend for Middle School Renaissance Advisor - ~~\$1200~~ \$1600 per year – Maximum 1 stipend per year

## APPENDIX C

## WHEATLAND SCHOOL DISTRICT

### Shared Contract for Reduced Workload

#### A. Purpose:

The purpose of this program is to provide options for classroom teachers to reduce their workloads by sharing the responsibility for one (1) full-time position with another employee. Under this program, subject to District approval, certificated employees may share a position by working half-a-day, **shared days during the week or** one (1) semester or alternating quarters.

#### B. Procedure:

Certificated employees, subject to District approval, may request to reduce their workload from full-time to **less than full time** ~~half-time~~ under the following conditions:

1. The employee requests a reduction of the work year.
2. The employee finds another certificated employee who also requests a reduction of the work year (a leave of absence) and who desires to work the remaining portion of the assignment. **If no current employee is interested then the district will attempt to hire an outside applicant for the shared position.**
3. Employees requesting a reduction of the work year under the shared teaching policy must have permanent status with the District.
4. Percentage employment under this program shall be on the terms mutually agreed to by the District and the employees.
5. All certificated employees enrolled under this program must work **all work days and staff development days and** the first three (3) full days' school is in session.
6. Application for shared teaching shall be made to the Principal prior to February 1 of the school year preceding the school year for which the shared contract is requested. The Principal shall make a recommendation of approval, or disapproval, to the Superintendent.

#### C. Responsibilities:

1. Both members of a team are to assume full responsibility for the total classroom and instructional plan. Team members are required to jointly plan for both the school and their classroom on a regular basis.
2. Both members of a team are required to take active part in District and school staff development, Back-to-School Night, Open House, and either Trimester Day Conferences or Trimester Evening Conferences. Advance notice shall be provided for staff development days. Team members are required to comply with Article 3 except that yard duty, and other duties within the on-campus duty day, shall be performed during the days that members are actually teaching. Members serving on a rotating basis (semester, quarter or partial

week schedule such as 3/2) may be required to attend certain staff meetings at the discretion of the principal.

3. Although some flexibility may be allowed, scheduling is the responsibility of the employees with the approval of the site of district administration principal.
4. The shared contract teaching assignment shall be made with the approval of the District.
5. Assignments of shared contract employees shall be made in the best interests of the students District as finally determined by the District. Assignments will be made for a period not to exceed one (1) school year.
6. If one (1) team member decides not to continue, or is unable to continue, their share of teaching responsibilities due to leave of absence, resignation, or termination, the District may assign the unfinished time of service to the other partner.

D. Salary and Benefits:

1. The employees, except for those employed the second semester, will receive pro-rated salary which is to be paid on a monthly basis for twelve (12) months. Employees who are employed for the second semester only may receive one-half (½) salary on a monthly basis for twelve (12) months if they post a bond guaranteeing service to the District or receive their salary on a monthly basis for the months commencing when they start teaching the second semester.
2. The employee may receive all fringe benefits granted to personnel in his/her classification on a pro-ration basis or may share as needed (ie one takes medical and the other takes dental and vision) as long as there is no more than one benefit package cost.
3. The employee's and the District's contribution to the retirement system will be based on actual salary paid. The employee will receive only the pro-rated service credit toward years of service as computed by the teacher's retirement system.
4. Sick leave benefits are accrued based on the pro-rated normal rate. Workers' Compensation insurance is based on the employee's actual salary.

E. Substitutes

1. When a teacher in the shared contract program uses a day of sick leave, the person sharing the contract with that individual shall, whenever possible, substitute for the partner. When this occurs, there will be no deduction of sick leave. However, there will be a pay-back day charged to that individual. Pay-back days are defined as those days when the certificated partner substituted. If pay-back days do not equal out at the end of the year, sick days shall be deducted and the teaching partner paid for the extra days worked at the regular rate of pay.
2. When it is not possible for such sharing of substitute time, a regular substitute will be employed and a day of sick leave shall be charged to the person who is absent.

Legal References:

Education Code	44963	Power to grant leave of absence
	44969	Manner of payment for leave of absence
	22000 et seq.	State Teachers' Retirement System

Adopted: August 26, 1982

Reviewed & Readopted: 10/5/89