

ARTICLE 17: COMPENSATION

17.1 Placement on Salary Schedule

- 17.1.1 For purposes of placement on the salary schedule, unit members will be allowed a maximum of twelve (12) years of teaching experience at the rate of one (1) year of experience and be placed on Step 13.
  - 17.1.1.1 Upon employment, speech language pathologists (SLP) will be provided salary credit for every year of speech language pathologist experience in the public schools up to a maximum of fifteen (15) years.
  - 17.1.1.2 Upon employment, a school psychologist will be provided salary credit for every year of school psychologist experience in the public schools.
- 17.1.2 Teachers entering the District after completing an embedded BA-Credential program shall be placed in Group III (BA +30), at the appropriate step in accordance with section 17.1.1 when hired.
- 17.1.3 Those retirees who have been re-employed pursuant to the authorization for class size reduction will be placed closest to the salary which they left without regard to years or units or subsequent increase to the salary schedule.
- 17.1.4 Unit members who anticipate a change of placement on the salary schedule must file a statement of intent before April 15 on forms available in the Human Resources Department.
- 17.1.5 Part time or verified substitute teaching will be counted toward the experience factor for placement on the salary schedule. The aggregate of such experience shall be not less than seventy-five percent (75%) of the teaching days and such experience shall be considered to be the equivalent of one (1) year of teaching experience for salary schedule purposes.
- 17.1.6 An intern teacher shall be placed on the floating cell of the Certificated Salary Schedule found in Appendix A.
  - 17.1.6.1.1 Intern experience will not be counted for movement on the salary schedule.

17.2 Change of Salary During School Year

- 17.2.1 The District may increase the annual salaries of unit members at any time by mutual agreement of the District and the Association.
- 17.2.2 Retro-active salary increases must be equitable based upon assignment to year-round and traditional calendars among unit members.
- 17.2.3 Should a transfer/assignment or the ceasing of year-round school result in a unit member changing to a later payroll cycle, the unit member may remain on his/her current payroll cycle if such an adjustment is necessary to insure there is no interruption in monthly payroll warrants. Unit

members who request this option may be required to complete a written request on a form prepared by the District which will also include an agreement by the unit member to repay the District for any overpayment in the event that the unit member does not complete the required paid days of service in the school year.

17.3 Transcripts

- 17.3.1 Unit members employed for the first time in the District must file transcripts of all college credits no later than thirty (30) calendar days after they have accepted a written offer of employment, unless otherwise approved by the Human Resources Department, or in cases where it can be shown that the university or college is late in delivering the transcript.
- 17.3.2 Only official transcripts or records indicating units earned, properly signed and dated, from any university or teachers' college which is a member of the American Association of Universities and Colleges, or transcripts evaluated and accepted by the State Department of Education of California will be accepted.
  - 17.3.2.1 The committee will be responsible for evaluation of lower division units for use on the salary schedule. The committee shall consist of three teachers (one elementary, one intermediate, and one secondary) and two administrators. The decisions shall be made by majority vote. Written criteria, an application form, and an application process will be submitted to the Association and the District for final approval prior to implementation. An appeals process will also be established by the committee whose decisions will be final.
- 17.3.3 Transcripts or other official evidence of fall, winter, and spring college work which will qualify a unit member for advancement on the salary schedule shall be on file in the Human Resources Department within thirty (30) calendar days after completion of the course, unless otherwise approved by the Human Resources Department, or in cases where it can be shown that the university or college is late in delivering the transcript.
- 17.3.4 Transcripts or other official evidence of summer session work shall be on file October 1st, unless otherwise approved by the Human Resources Department, or in cases where it can be shown that the university or college is late in delivering the transcript.
  - 17.3.4.1 If transcript requirements are not met, the unit member involved shall not be placed in the group in which the unit member had anticipated, and the contract shall be rewritten.
- 17.3.5 If a bargaining unit member attends a pre-approved class training or conference that is in any way compensated by the District, the bargaining unit member may receive salary schedule credit for units earned from a regionally accredited college or university provided that the units are for work beyond any attendance, compensation or registration.

17.4 Method of Computation

- 17.4.1 For purposes of computing unit member earnings, a unit member who serves less than a full year shall receive as salary an amount that bears the same ratio to the established annual salary for the position as the number of working days the person serves bears to the total number of working days. A unit member who serves a complete semester shall receive not less than one-half the established annual salary for the position.
- 17.4.2 The method of computing the daily wage of a person in a position requiring certification qualifications is as follows:  
  
Annual salary divided by Days Required to be in Attendance at School = Daily Rate.
- 17.4.3 Annual salary is divided by the number of calendar months in which a unit member has one or more contracted work days. Current salary payments are made in eleven (11) monthly installments.
- 17.4.4 Salary payments are made each month as calculated in Article 17.4.3. Payments begin the last workday of the first month of service and end the last day of the last month of service.
- 17.4.5 Income tax, all statutory deductions, retirement contributions, benefit coverage, and any other voluntary deductions are withheld from all regular monthly salary payments.
- 17.4.6 Unit members may elect to participate in the summer pay program offered by the District. In the summer pay program, a portion of the monthly salary is withheld. This withholding is refunded during the month(s) in which the unit member has no contracted work days. No interest is paid to employees for salary withheld.
- 17.4.7 Should an employee terminate at the end of the work year, the salary withheld, if not already paid, is payable when final salary payment is made.

17.5 Certificated Non-Teaching Personnel--Factor Schedule

17.5.1 The following are duty days and factors for non-teaching members:

	Factor (Teacher Salary x Factor)	Duty Days
Program Specialist Alt Ed	1.22	212
Program Specialist	1.16	199
Counselor, Social Worker	1.15	199
Librarian	1.10	199
Nurse B	1.06	191

17.5.2 Unit members from within the District will be given credit for teaching experience, up to five (5) years of any non-teaching experience they may have.

17.5.3 Personnel for outside the District will be given the same credit for teaching experience as is given unit members and shall be given year-for-year credit for certificated non-teaching experience up to five (5) years.

School Psychologist and Speech Language Pathologist Salary Schedules: During successor contract negotiations in 2017-2018, the parties agreed to revise and enhance the school psychologist and speech language pathologist salary schedules as follows.

17.5.4 The new School Psychologist Salary Schedule shall be located in Appendix A. Using the base '17-'18 Certificated Salary Schedule, each cell of the schedule will be calculated by adding an additional thirty-six percent (36%) (consisting of twenty-one percent (21%) to incorporate the existing factor, followed by fifteen percent (15%) to reflect an increase to the existing dollar amount shown in the cell). The number of work days shall be one hundred, ninety-nine (199) days. The School Psychologist Salary Schedule will stop at step eleven (11).

17.5.5 The new Speech Language Pathologist Salary Schedule shall be located in Appendix A. Using the base '17-'18 Certificated Salary Schedule, each cell will include the additional stipend of \$2634 noted in the previous contract Article 17, section 17.12.3 followed by a ten percent (10%) increase to reflect an increase to the existing dollar amount shown in the cell. Additionally, there shall be a stipend listed of \$1856.60 for those Speech Language Pathologist assigned fifty-five (55) or more students as stated in Article 17.10.3. The number of work days shall remain one hundred, eighty-four (184) days.

The new salary schedules can be found in Appendix A.

17.6 Compensation for Activities Outside the Professional Day/Year

17.6.1 The District shall offer assignments to unit members which involve activities sponsored by the schools and which take place outside the professional day/year requiring the supervision of participating students.

17.6.2 The number of activities which full-time members may accept shall be limited to an amount that will not adversely affect the performance of regular duties.

17.6.3 The acceptance of an assignment to perform duties outside the professional day/year shall not relieve the affected unit member of other supervisory duties related to the regular assignment.

17.6.4 The District will make a reasonable effort to distribute assignments to activities outside the professional day/year equally.

17.6.5 Hourly Pay Rates:

17.6.5.1 Hourly Instruction: See Appendix A: Salary Schedule – Duties Outside Professional Day/Year

17.6.5.2 Summer School: See Appendix A: Salary Schedule – Duties Outside Professional Day/Year

17.6.6 Salary schedule for compensation for assignment outside the professional day/year other than those named in Article 17.6.5 may be found in Appendix A: Salary Schedule – Duties Outside Professional Day/Year

17.7 Criteria to Determine Activities Outside Professional Day/Year

17.7.1 The following criteria shall be used to determine whether or not conducting a given activity constitutes duties outside the professional day/year:

17.7.1.1 Time Required: Working at a particular activity in preparation to do a successful job with the students involved.

17.7.1.2 Time of Day, Week and Year: Do the required duties take place in the evening, on a Saturday or Sunday, or during a school vacation period? Do the duties overlap regular duties?

17.7.1.3 Responsibilities and Qualifications: Number of participants; safety of participants; safety of equipment used; number of subordinate workers; experience of the person conducting the activity; training required to conduct the activity.

17.7.1.4 Public Relations, Values and Pressures: Number of spectators; public sensitivity and pressure; influence on public.

17.7.1.5 Of What Value is Activity to Participants? What is the immediate value of the activity to the participants? What will be the lasting value of the experience the participants have entered into while participating in the activity? How does this activity add to the total growth of the participant?

17.7.2 The need for assignment to activities outside the professional day/year shall be determined by the District. The District shall offer assignments to unit members which involve activities sponsored by the schools and which take place outside the professional day/year requiring the supervision of participating students.

17.8 Teacher-In-Charge

17.8.1 At the beginning of each school year, the principal at each elementary school shall designate a teacher-in-charge who is a permanent employee. The teacher-in-charge shall be provided a service agreement for the year of service. The duties and compensation as defined in this contract shall be reviewed. A teacher may refuse to serve.

17.8.2 Upon notification by the principal, a teacher-in-charge shall assume responsibility for the school and its pupils in the absence of the school principal. The teacher-in-charge shall be available on campus while children are present.

17.8.3 The designated teacher-in-charge is only responsible for emergency situations unless released from regular teaching duties.

17.8.4 The teacher-in-charge, with the principal, shall maintain a record of hours in

charge.

17.8.5 When advance notice is possible, it shall be given the teacher-in-charge. When a principal is to be absent an entire day, the principal is to make advance arrangements with the Human Resources Department to secure a substitute for the teacher-in-charge to release him/her from regular classroom duties for that day. The teacher-in-charge, with the principal, shall maintain a record of the day for compensation purposes.

17.8.6 The Teacher-In-Charge (TIC) will be compensated as follows:

\$20 per hour

\$140 per day (Seven (7) hours constitutes one(1) day)

17.8.7 If an administrator is out more than three consecutive days, the District shall make every effort to provide an interim principal.

17.9 Student Study Team Chairperson

17.9.1 The SST Chair is responsible for the coordination and facilitation of student study team meetings. The task shall be compensated at the PL/OHA rate for two (2) hour for each schedule meeting.

17.10 Current Salary Schedule

17.10.1 The Certificated Employees Salary Schedules for 2021-2022 are in Appendix A:

The following salary schedule modifications will occur during the term of this contract:

17.10.1.1 For the 2021-2022 year, 3% is added to the Certificated Salary Schedule, the School Psychologist Salary Schedule, the Speech Language Pathologist Salary Schedule, and the Early Childhood Education Salary Schedule effective July 1, 2021.

17.10.2 The District agrees to pay those teachers currently receiving the substitute rate at the employee substitute rate for each period they substitute during their preparation period when the teacher chooses to cash in the time rather than take the time off.

17.10.3 There shall be a stipend of \$1856.60 for those speech therapists assigned fifty-five (55) or more students.

17.11 Blue Slipping

Blue-slipping is defined as time of compensation earned when:

17.11.1 Unit members are requested and voluntarily choose to give up their preparation period to substitute for another unit member's class,

17.11.2 Prep time is missed due to the lack of a preparation-time-release teacher, or

- 17.11.3 A unit member accepts additional students due to combined classes (17.11.5.3).

The unit member will have the option of receiving time off-in-lieu of pay or monetary compensation. Opportunities for unit members for “Blue-slipping” shall be shared equitably at each site.

- 17.11.4 Blue-slipping – Compensation time-off in-lieu-of-pay

Blue-slipping is time that is accumulated on an equal basis (time-period-for-time-period basis) in the following manner:

- 17.11.4.1 On a six (6) period day, six (6) periods of Blue-slipping will constitute one (1) day of Blue-slip time-off-in-lieu-of-pay.
- 17.11.4.2 On a 4 x 4 daily schedule, four (4) periods of Blue-slipping will constitute one (1) day of Blue-slip time-off-in-lieu-of-pay.
- 17.11.4.3 If a unit member supervises another unit member’s entire class for the entire school day the unit member may elect to receive one (1) day of time-off-in-lieu-of-pay.
- 17.11.4.4 For TK-5<sup>th</sup> Grade preparation time, six (6) hours of missed preparation time will constitute one day of Blue-slip time-off-in-lieu-of-pay.
- 17.11.4.5 Whenever possible, as a courtesy, a unit member shall notify the District at least three (3) working days prior to the use of Blue-slip time-off-in-lieu-of-pay days.
- 17.11.4.6 Unit members may not carry over more than ten (10) days of Blue-slip time-off-in-lieu-of-pay annually.
  - 17.11.4.6.1 Accrued Blue-slip time-off in excess of ten (10) days will automatically be paid to the unit member at the end of each school year.
  - 17.11.4.6.2 An election of Blue-slip time-off-in-lieu-of-pay or monetary compensation must be made prior to June 15<sup>th</sup>.

- 17.11.5 Blue-slipping—Monetary Compensation

Instead of receiving Blue-slip time-off-in-lieu-of-pay, unit members may receive monetary compensation in the following manner:

- 17.11.5.1 On a six (6) period day, unit members will be compensated one-sixth (1/6) the daily rate listed on the Certificated Salary Schedule, Group VI, Step 11 for each period.
- 17.11.5.2 On a 4 x 4 schedule, unit members will be compensated one fourth (1/4) the daily rate listed on the Certificated Salary Schedule, Group VI, Step 11 for each period.

17.11.5.3 If combined classes are necessary, each unit member who agrees to accept, or is assigned partial or entire classes, will be compensated at a rate of one-sixth (1/6) the daily rate listed on the Certificated Salary Schedule, Group VI, Step 11 pro-rated by the portion of the reassigned class being accepted and the amount of time the additional accepted students are present.

17.11.5.4 For TK-5<sup>th</sup> Grade missed preparation time, unit members will be compensated at one-sixth (1/6) the daily rate listed on the Certificated Salary Schedule, Group VI, Step 11.

17.11.6 School sites will keep a log of time accrued due to Blue-slipping. Logged time will be reported to the Human Resources Office monthly and entered into the Absence Management System. Use of Time-in-Lieu is to be reported into this same management system.

17.11.7 Blue-slip time-off in-lieu-of-pay is not transferable except for donations to the Catastrophic Leave Bank.

17.11.8 The election form for Blue-slipping will be authorized by WUSD and WTA prior to the implementation of this section.

17.14 Except as otherwise indicated in Article 19, Early Childhood Education Programs, the provisions of this Article shall not apply to Children’s Center and Preschool unit members.

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