

**Draft Outline DTA District Sunshine 22-23**  
**Finalized 12/05/22**

[Current Contract](#)

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### 3.1 - Workdays -

#### ISSUES:

1. Discrepancy between the adopted 2023-2024 calendar's 187 work days and Section 3.1's 186 workdays
2. All of the extra duty days for counselors have not historically been used and there is a lack of clarity regarding how/when they should be used.
3. Lack of uniform application of the table in Section 3.1

#### District Interest:

- To clarify which document will prevail if there were to be discrepancies between the board adopted calendar and the contract language
- Clarify and correct the number of days listed in the updated contract to reflect approved calendars
- Define clearly how extra counselor works days can be used and when and for what purposes

- Lens on A-G and graduation requirements

#### *Below relates to workday 3.1/7/workload*

- Define the number of extra days - when they are used and how they can be pre-approved
- Discuss letter writing days - documentation required and the number of days subs and or pay can be used
- Define when counselors can use school business days
- Define AD workload related to workdays and times and responsibilities
- Discuss flextime - related to evening events and other "outside of work hours" events
- See workload

#### DTA Interest:

- The table in section 3.1 determines the teacher work year..
- Reduce the amount of work being performed outside the school day and school year.
- Adjust the current workload levels for DTA members.
- Ensure the counselors have advanced notice of extra duty days.

### **3.2 - Calendar -**

#### ISSUES:

1. The placement of teacher workdays and PD has caused workload questions.
2. The placement of back-to-school night needs to be examined.
3. Changes in the yearly-calendar schedule within the school year can impact teacher planning and preparation.

#### District Interest:

- Ensure calendar language regarding deadlines and process can be followed with fidelity in order that the contract provision be able to adhere to

#### DTA Interest:

- Ensure that teacher vacation and work days are placed in the work year calendar appropriately.
- Develop clear guidelines for school calendar adoption.

#### **4.3.4 - Agency Fee-**

ISSUE:

1. Contract language will be updated to reflect changes in the law.

District Interest:

- Clean up language in order to be in compliance

DTA Interest:

- Align contract language with current laws.

## 4.0 -- Compensation

### ISSUES:

1. Many DTA Unit Members' careers extend past 28 years of service but longevity increments end at Step 28.
2. Longevity increments have only adjusted relative to percentage increases in compensation.
3. Professional growth incentives have not been recently analyzed.
4. Other forms of compensation, daily sub pay, workshop pay, etc... require examination and updating in the contract.
5. Obtaining CTE Credential requires additional work and we have very few teachers with such credentials

### District Interest:

- The District wants to compensate employees in an equitable and meaningful manner
- Ensure fiscal stability when adopting any new salary provisions
- To incentivize teachers to obtain CTE credentials

### DTA Interest:

- Reward years of service beyond year 28.
- Update all non-salary schedule compensation.
- Provide added incentives for professional growth.
- Examine EPED stipends
- Consider the impact of CTE credentialing on mandatory subjects of bargaining

## 5.1 - Retirement Programs-

### ISSUES:

1. Hourly rate in CAIP provision does not adjust for increases in the cost of living.
2. There is a need to review current CAIP provisions
3. There is a need to index the rates paid to CAIP participants
4. Additional retirement benefits available through STRS

### District Interest:

- Add CAIP eligibility language in order to incorporate certificated staff needing to retire early via an approved STRS disability retirement.

### DTA Interest:

- Enhance the early retirement program.
- Ensure that retirees have access to CAIP benefits.

## **6.0 Benefits**

### ISSUES:

1. The Cost Containment Committee has not met for a number of years to examine trends and costs associated with Health Benefits.
  - a. Examine Health Plans and Coverage
  - b. Examine Health Plan Providers
2. The Death Benefit has not been analyzed. .

### District Interest:

- Ensure fiscal stability when adopting any new benefit agreements/provisions

### DTA Interest:

- Examine health benefit cost containment options.
- Ensure unit members have access to health care provider networks.
- Ensure that unit members' beneficiaries are supported.

## 7 - Hours of Employment

### ISSUES:

1. Contract language needs to be updated to reflect the current hours of employment.
2. Analyze the topics of the Teacher Work-Year workdays, work hours, and the expectation regarding teacher collaboration that causes teacher work to be done outside of the school day and school year.
3. Procedures and practices related to hours of employment regarding contract language and/or past practice need to be clarified.
  - a. Leaving campus
  - b. Special Schedules
  - c. Finals
4. Changes in the weekly bell schedule can cause teacher workload.
5. Review Athletic Directors' hours of employment.
6. Review Part-time teachers' hours and responsibilities.
7. Review IST hours of employment.
8. Review Psychologist and SLP hours and responsibilities
9. Review specifics related to Unit Members who cannot complete an assigned Adjunct Duty.

### District Interest:

- Define hours of employment relative to
  - New bell schedule
  - Part-time employment
    - Update Appendix D as appropriate
      - Percentage of adjunct duties (also specifically related to Special Education teachers, At Risk Counselors & AD)
      - Adjunct duty concept where certificated teachers with admin credentials can be paid for after school supervision
      - Percentage of meetings
      - Percentage of IEPs and 504s
      - Percentage of preps
      - Percentage of covering peer classes
  - Special days including finals and PSAT



- Define hours of employment/expectations for non-certificated DTA unit members (i.e. psychologists, counselors, SLPs) and teachers in alternative programs (AVHS, Freestyle, Middle College)
- Clarify Teacher Work Day responsibilities
- Clarify Athletic Director hours and related duties

#### Section 7.2

- Define adjunct duty relative to part-time employees
- Clarify athletic director hours and related duties

#### Section 7.4.2

- Incorporate Pilot Program for Parent-Teacher Conferences
- Consider clarification language regarding the duration of time and more of a conference in order to ensure equity and accountability

#### Section 7.5

- Define parameters related to leaving campus and related permissions and notifications
- Consider adding language to define hours related to mandated training and the impact to the work year
- Consider adding language regarding mandatory activities - as an example: Check out procedures.

#### DTA Interest:

- Update Appendix D in relation to the new Bell Schedule.
- Ensure all employee work hours and responsibilities are defined.
- Ensure all contract provisions are up-to-date and adhered to current hours of employment
- Finalize the PTC pilot program.
- Examine Adjunct Duty.

## **8 - Leaves -**

### ISSUES:

1. Examine current leave provisions.

### District Interest:

- Consider incentives in order to support staff and students on days where staff absenteeism tends to be impactful
- Continue to provide meaningful and valuable leave provisions that provide appropriate support

### DTA Interest:

- Examine the terms and usage of Personal Necessity and Sick Leave.

## **9.0 Assignments**

ISSUE:

1. There is insufficient contract language that defines assignments.

District Interest:

- Explore assignment challenges

DTA Interest:

- Discuss and define the terms and conditions surrounding assignments.

## 11 - Evaluations -

### ISSUES:

1. Evaluation Forms are not included in the CBA as appendices.
2. Evaluation forms need to be developed for non-classroom unit members.
3. Article 11.3 and Appendix H (PAR) need to be reviewed and reimplemented.

### District Interest:

- Form a committee comprised of DTA and District members in order to review all forms of current certificated evaluation with a focus on the following goals
  - Meaningful evaluation procedures that effectively support professional development and student success
    - Steps and procedures that are clear and sequential
    - Forms that are reflective of the evaluation objectives
    - Clarify non-classroom evaluation procedures
    - Incorporate applicable professional standards related to various non-classroom certificated positions
    - Review student survey questions and results
    - Ensure that traditional observation evaluation is not designed as a punitive measure but rather as a productive professional development tool
    - Review rubric for clarity and consistency
    - Review rating scale for calibration - clarity and consistency
  - Update timelines outlined within the contract as appropriate

### DTA Interest:

- Ensure that current contract provisions meet the professional needs of all DTA members.
- Ensure that the Evaluation process supports all teachers.
- Ensure the current workload for DTA members is maintained or decreased.

## **12 -Class Size-**

### ISSUES:

1. Clarification is needed with regards to class size maximums relative to classes that serve special populations. Specifically looking at ratios and embedded supports.
2. The Enhancements provisions in 12.2 are not being designated as required per the CBA.
3. Examine lab classes in relation to contractual guidelines.
4. Examine class size provisions and staffing formulas.

### District Interest:

- Review class size provisions and provide additional clarity regarding defined parameters, including what category certain classes fall in
- Incorporate non-defined class size provisions - particularly relative to Special Education classes and case management
- Clarify how enhancements can be used to reduce class size in specified areas

### DTA Interest:

- Assess the impact of balancing student proficiency levels on class size in all courses.
- Ensure all class size provisions are meeting the needs of students and teachers.

## **Appendices**

### ISSUE:

1. Review and update the appendices to reflect current practices

### District Interest:

1. Consider adding Option B staffing appendix

### DTA Interest:

1. Ensure the appendices are accurate and up to date

## **Contract Maintenance**

### ISSUES:

1. There is a need for clear procedures and processes for contract maintenance.
2. Clarifying any contract language that is assessed to be problematic or vague as needed.
3. Addressing discrepancies/deviations from the contract.
4. Tracking implementation of contract provisions and practices.

### District Interest:

- Develop a clear process for reaching an agreement over the implementation of the contract provisions.

### DTA Interest:

- Develop a clear process for reaching an agreement over the implementation of the contract provisions.
- Develop a notification process that informs DTA leadership when there are deviations from normal District practices and procedures.

## **MOU on Co-teaching**

### ISSUE:

1. The current MOU doesn't comport with the law and the current District needs

### District Interest:

- Incorporate co-teaching into the contract and prior to doing so, redefine parameters in a manner that allows for parity among certificated staff member assignments
- Clearly identify co-taught sections during the creation of the master schedule

### DTA Interest:

- Ensure that the co-teaching model supports students and teachers and complies with Ed Code
- Identify and negotiate all impacts on mandatory subjects from co-teaching models



## **OTHER Topics**

### **Mandated Training**

#### ISSUE:

1. Increased number of hours necessary to complete the mandated training

#### District Interest

- Keeping the District in compliance with the applicable laws and regulations

#### DTA Interest

- Assess the impact of the mandatory training on terms and conditions of employment

### **Workload**

#### ISSUE:

1. Services we need to provide for students' social-emotional and academic needs continue to evolve

#### District Interest

- Reviewing the current counseling model to adapt to evolving student needs

#### DTA Interest

- Identify any impact