This **November 6, 2014** proposal is presented to be adopted in its entirety.

**Article 1 – Contract Provisions**

1.5 Term

Three years effective July 1, 2014 with limited reopeners on salary, benefits and three additional article per party in the second (2015-2016) and third year (2016-2017).

**Article 3 – Organization Rights**

3.8 Professional Growth Fund (new)

   a) The District will provide Professional Growth funds in the amount of $10,000 annually for use by SJPEC members
   b) These funds are to be utilized for activities related to job-connected skills or potential careers within the District.
   c) Hours accumulated utilizing these funds are not eligible for Continuing Education hours.
   d) Union related activities and expenses are not permissible with the SJPEC Professional Growth Fund
   e) Members are encouraged to schedule professional development outside of school hours whenever possible.
   f) SJPEC President and the Associate Superintendent or designee shall mutually determine the authorization for expenditures from this fund.
   g) This account will rollover annually with the maximum amount accrued not to exceed $20,000.00.
   h) The timelines and procedures that exist in the SJUSD Travel Conference Approval Expense and Claim Form will be utilized for any travel and/or expenses from this account.

**Article 5 – Evaluation of Job Performance**

5.1 Evaluation Timelines and Procedures

   5.1.1

   - The evaluation process provides an opportunity for a member to conduct reflection of professional growth and it provides an opportunity for an evaluator/supervisor to provide specific feedback related to educational leadership standards. The evaluatee is responsible for effective performance within all six California Professional Standards for Educational Leaders (Appendix C-2; Page 2 of 5) and the responsibilities described in the District’s job description.
• A member may elect either the Mutual Commitments and Expectations Evaluation Process (MCE) or the Option A or Option B SJPEC Evaluation Tool Process based upon specific criteria noted in below.

▪ 5.1.2 SJPEC Evaluation Option A
  • Option “A” is available to all members.
  • Option “A” of the SJPEC Evaluation process includes four steps.
    a. The member and the evaluator meet no later than the third Friday in October at the Goal Setting Conference and to review the evaluatee’s goals and complete the SJPEC Evaluation Cover Sheet Appendix C-1; page 1).
    b. The member and evaluator meet for a Mid-Year Conference no later than February 1st to review progress on the three focus goals (Appendix C-2; page 3a, 3b, and 3c) as well as any of the other California Professional Standards for Educational Leaders (Appendix C-1; page 2).
    c. Prior to the End of Year Conference, the member and evaluator mark rubrics reflecting their appraisal of performance on the six California Professional Standards for Educational Leaders (Appendix C-1; pages 4 and 5).
      • If the Evaluator is recommending a non-continuation for Option A for the following year, the process must be completed by March 1 and documentation must be attached.
    d. The member and evaluator meet for an End-of-Year Conference no later than June 20th to review the member’s focus goals (Appendix C-1; pages 3a, 3b, and 3c), the member and evaluator rubrics (Appendix C-1; page 4 for the Evaluatee and page 5 for the Evaluator), and the evaluator completes the evaluator’s Summary of Overall Performance (Appendix C-1; page 1).

▪ 5.1.3 SJPEC Evaluation Option B
  • Option “B” is available to members who have completed three years of SJPEC service in San Juan and have all three prior evaluations checked “Continuation without Reservation.”
  • After the first three years of being evaluated as “Continuation without Reservation,” the Option “A” process or the Option “B” process may be used at the discretion of the evaluatee.
  • Option “B” of the SJPEC Evaluation process follows the same timelines as Option “A” but does not include the Mid-Year Conference (5.1.2.b).

▪ 5.1.4 SJPEC Evaluation Mutual Commitments and Expectations (MCE) Process
  • The MCE process is available to SJPEC members who have completed three years of SJPEC service in San Juan and have all three prior evaluations checked “Continuation without Reservation.”
• The member and the evaluator meet no later than the third Friday in October at the Goal Setting Conference and review the completed MCE Template (Appendix C-2; page 1).
• The member and evaluator meet for an End-of-Year Conference no later than June 20th to review the member’s responsibilities and objectives and his/her performance within all six California Professional Standards for Educational Leaders (Appendix C-2; pages 3a, 3b and 3c).

• 5.1.5 Five-Year Cycle

• The evaluator may extend to a member the option to be evaluated on a five-year cycle instead of annually or every other year. To be eligible for this option, the member must have at least three consecutive years of satisfactory performance and indicate the choice on Appendix C-1; page 1 by the 3rd Friday in October.
  o During the five-year cycle, to comply with Education Code § 44664, the evaluator will continuously monitor performance and complete a Summative Evaluation Statement (Appendix C-3). The Summative Evaluation Statement will be prepared by the evaluator every other year, signed by the member, and placed in the personnel file. A copy of the evaluation will be provided to the member at the End of the Year Summary meeting.
  o During the five-year cycle, when no formal evaluation is being conducted, the member is not responsible for writing goals or meeting with the evaluator at the beginning and end of year. However, the five-year status does not prohibit the evaluator from conducting informal observations. In such cases, it is the evaluator’s responsibility to communicate throughout the year with the member concerning any concerns related to his/her performance. When an evaluator determines that a member will no longer be eligible for the five-year evaluation cycle, it is the responsibility of the evaluator to notify the member(s) prior to June 20th using Appendix C-3. Such notification shall include purpose and rationale to support consecutive year evaluations.

Article 12 — Salary:

12.1 Unit Salary Schedule

All salary and stipend schedules shall be increased by a total of 4.5%. 3.0% shall be retroactive effective July 1, 2014 and 1.5% shall begin February 1, 2015. The 3.0% increase shall be implemented no later than December 19, 2014. The retroactive payment to July 1, 2014 shall be received no later than January 30, 2015. The remaining 1.5% on the salary schedule shall be implemented beginning February 1, 2015.

Article 13 - Fringe Benefits

13.6 Hearing Aid Benefit (new)
Beginning with the next open enrollment benefits period, the district shall provide a hearing aid rider benefit offered by both plan options (WHA/Kaiser) for employees and dependents at the $1000 allowance level.

**Joint Committee:**
An Educationally Related Mental Health Therapist Joint Committee shall be established to discuss issues and interests related to Educationally Related Mental Health Therapist entering the SJPEC unit. The committee will convene within 60 days after ratification of contract. Results of the committee's work and any recommendations shall be made to the respective bargaining teams no later than April 1, 2015 with a goal of providing necessary contract language beginning in the 2015-16 school year.

An Administrative Support Joint Committee shall be established to discuss issues and interests related to a safe and healthy learning environment at every school and program. The committee will convene within 90 days after ratification of contract. Results of the committee's work and any recommendations shall be made to the respective bargaining teams no later than April 1, 2015. For the 2014-2015 school year $500.00 will be allocated to every school site with an SJPEC administrator. The utilization of these funds will focus on expenses related to supporting a safe and healthy learning environment at every school site. The site administrator shall have discretion over the use of these funds.

Jim Shoemake, Senior Director  Date  Chuck Whitaker, President  Date
Labor and Employee Relations  SJUSD  San Juan Professional Educators Coalition  SJPEC