

**TA Between PJUSD and PAT  
Agreed on 3-10-22**

**ARTICLE 8 Hours:**

- 8.1.5 TK teachers assigned to a half/split day class will provide three and one-third (3.3) hours of instructional time, including recess supervision, each day. They shall also provide assistance and instruction to other TK teachers at the school site (preferably a teacher with whom they share physical classroom space) for an additional two (2) hours daily.
- i. Times for the classroom support shall be assigned by a site administrator and will not interfere with a teacher's (30) minute duty free lunch.
  - ii. TK teachers shall not be provided weekly prep from roving teachers as noted 8.3.2, or on early release days as noted in 8.3.4, as they have daily prep built into their schedules. As such, the schedule for TK does not change on Wednesdays.
  - iii. On monthly Professional Development Days a substitute teacher will be provided to the PM teacher so that they can attend the training from the district. AM teachers shall attend these PDs after their 2 hours of assistance has been completed. Should a substitute teacher not be available for the PM teacher, the teacher shall not be required to attend the Professional Development session. Should this be a consistent issue, the AM and PM teachers can alternate coverage to allow the PM teacher to attend the PD.
  - iv. TK teachers will maintain the same schedule during minimum days, including teacher conference week, however they will not be required to fulfill the additional two (2) hours of support to allow them to hold parent conferences or have preparation time commensurate with other elementary teachers.

8.3.2 Elementary classroom teachers shall be allocated 45 consecutive minutes per day within the seven and one-half (7.5) hours workday for the purposes of preparation.

- 8.3.2.1 During the school year general education elementary teachers shall have preparation time when a credentialed support staff is assigned to the class. The prep shall be 45 minutes in length and shall occur once per week in weeks consisting of five (5) days. This prep will be covered by a roving teacher.
- 8.3.2.2 During the school year special education elementary teachers in mild to moderate settings shall be allowed to mainstream their students for one additional prep period per week during the regular student day. The prep shall be 45 minutes in length, shall only occur in weeks consisting of five (5) days, and shall be during a regularly scheduled time each week as approved by the site principal.

**ARTICLE 10 Leaves:**

- 10.2.2 For purposes of this provision personal necessity shall be limited to: (1) death or serious illness of a member of the unit member's immediate family (mother, father, grandmother, grandfather, or a grandchild of the employee or of the spouse of the employee and the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister, brother-in-law or sister-in-law of the employee, or any relative living in the immediate household of the employee, sole survivor, foster parents, or any other person who reared the employee in lieu of the parents); (2) an accident which is unforeseen involving the unit member's person or property, or the person or property of a unit member's immediate family; (3) medical or dental appointment for employee or

immediate family member of the employee. (4) appearance in court or before any administrative tribunal as a litigant; (5) child adoption; (6) other personal and compelling necessities which are serious in nature requiring the attention of the member during assigned hours of service and such that the member cannot reasonably be expected to disregard; Such necessities shall include:

- a. Business transactions;
- b. Education - registration for courses and/or special examinations;
- c. Religious holidays;
- d. Family matters;
- e. Death or serious illness not included in (1) above; and
- f. Other personal and compelling concerns. (The unit member shall be required to specify to the District the reasons for the use of any Personal Necessity Leave under "f").

10.2.3 Before the utilization of personal necessity leave a unit member must obtain prior written approval (24 hours) from the District Superintendent, or his/her designee, except for cases of (1) and (2) in 10.2.2 above. In the case of (3) in 10.2.2, the employee shall provide 24 hours notification to the District Superintendent, or his/her designee, unless the appointment is due to an immediate injury or illness, in which case it would fall under leave granted in Article 10.1. Prior approval for leave under 10.2.3 would be required if the appointment would occur during a staff meeting or professional development day unless the appointment is due to an immediate injury or illness, as noted under 10.1. Should the circumstances outlined in (1) and (2) arise, the employee shall make every effort to comply with District procedures to enable the District to secure a Substitute.

#### 10.14. Catastrophic Leave

##### 10.14.1 Overview:

- a. A Catastrophic Leave Program may be available to an employee when they, or a member of their immediate family, suffers from a catastrophic illness or injury after they have exhausted all other leave entitlements.
- b. This program must be compliant with Education Code 44043.5.

##### 10.14.2 Definitions:

- a. **Catastrophic Illness or Injury:** An illness or injury that is expected to incapacitate the employee for an extended period of time, or that incapacitates a member of the employee's family, and such incapacity requires the employee to take time off from work for an extended period of time for that family member, and taking extended time off work creates a financial hardship for the employee because he or she has exhausted all of his or her sick leave and other paid time off. *See EdCode 44043.5(a)(1)*.
- b. **Employee:** For the purpose of this article an employee is defined the same as under "Article 1: Recognition" of this collective bargaining agreement and shall not be extended to those in positions outside of this definition (i.e. classified staff, management, etc).
- c. **Immediate Family Member:** For purposes of this policy, an immediate family member is defined under 10.2.2 of this collective bargaining agreement.
- d. **Leave Eligible for Donation:** Eligible leave is earned sick leave accrued by the donating employee and not compensation time. *See EdCode 4403.5(a)(2)*.

- e. Donation of Days: Employees may donate a minimum of eight hours, and in hour increments thereafter. *See EdCode 44043.5(c).*

#### 10.14.3 Application for Leave:

- a. The employee who is suffering from a catastrophic illness or injury shall submit a [Request for Catastrophic Leave Form](#) to the Assistant Superintendent of Human Resources for up to twenty (20) days per request. The employee must have exhausted all entitlement to paid leave to be eligible for leave donations. Verification of the nature of the injury/illness, anticipated length of absence, and prognosis for recovery must be provided by a medical doctor with the written request.
- b. An employee whose family member is suffering from a catastrophic illness or injury shall submit a Request for Catastrophic Leave Form to the Assistant Superintendent of Human Resources for up to twenty (20) days per request. Verification of the nature of the injury/illness, anticipated length of absence, and prognosis for recovery must be provided by a medical doctor with the written request.

#### 10.14.4 Leave Request Approval Process

- a. Once a Catastrophic Leave Request is received it will be presented at the next communications meeting between PAT and the District.
- b. Four (4) persons will be designated as a voting panel during this meeting consisting of two (2) PAT representatives and two (2) district representatives. Voting members will be selected at the meeting by each prospective group.
- c. These individuals will review the request, discuss the facts presented, and vote to make a determination of whether the request meets the requirements as defined in the Education Code. Passage will require a majority vote (3 votes) in favor of the Catastrophic Leave Request. A Human Resources representative will notify the employee of the decision of the panel.
- d. If the panel votes in favor of the request it shall be submitted to the Board of Trustees for final approval.
- e. Upon approval by the Board, the District Human Resources department, in conjunction with the Payroll department, will administer the distribution of the donated sick leave from the district pool leave credits for this purpose to the employee.

#### 10.14.5 Additional Donation Requests:

- a. The Patterson Association of Teachers President, or his/her designee, will be given an update on the amount of hours in the district pool after the board has approved the request. Note this can occur at any time upon request of the association President.
- b. The President can send a written notification seeking leave donations, via email or District mail, to members of the Association should they wish. They must do this if the district pool does not have enough hours to cover the approved request.
- c. Sick leave donations shall be made on a form developed by the District which can be attached to the President's request to their members.
- d. The leave donations must be submitted to the Assistant Superintendent of Human Resources who will ensure all donations are confidential.

#### 10.14.6 Additional Leave Requests:

- a. At the end of the 20-day period, the employee may apply for up to 20 days of additional leave credits. This request can be made prior to the expiration of leave, but must be approved via the process noted herein.
- b. If approved donated leave credits are not used by the employee within 12 consecutive months, the credits shall be returned to the pool of catastrophic leave for use by other eligible employees.

10.14.7 Employees who donate or receive leave under the Catastrophic Leave Program shall specifically hold the District, its Board of Trustees, and employees harmless with respect to the Catastrophic Leave Program.

10.14.8 Unused leave that is donated to the Catastrophic Leave pool shall carry over to future years.

#### 10.15 COVID Leave

10.15.1 Members shall be entitled to 5 COVID Leave days for mandated quarantines that stem from workplace exposures. In order to be eligible for this leave, the following conditions must be met:

- Employee is deemed to be a close contact via contract tracing
- Employee meets the CDC definition of fully vaccinated at the time of exposure
- Quarantine is mandated by the CDPH or Cal OSHA

10.15.2 These days are in addition to the leave provided by the district in Article 10.1.

10.15.3 This leave will be included in any supplemental leave granted by state or federal legislation. (i.e. it will not be in addition to government leave, but will continue through the end of the school year should other leave expire before then.)

10.15.4 This article sunsets at the end of the 2022-23 school year. These leave days do not carry over after the school year ends.

#### **ARTICLE 18 Salaries & Compensation:**

18.1.1 The salary schedule for the 2022-23 school year shall reflect a five (5) percent increase to the 2021-22 salary schedule, effective July 1, 2022.

#### **ARTICLE 19 Extra Pay Assignments:**

19.1.9 Range I assignments shall receive 2% stipend computed by the base salary, require an hourly commitment of 50 hours, and includes the following positions:

vii. Middle School Spelling Bee Coordinator (1 per site).

19.2.6 Range F assignments shall receive 5% stipend computed by the base salary and includes the following positions::

xii. Assistant Coach: Track and Field (1 per site).

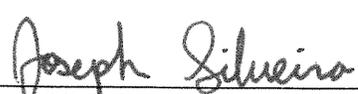
#### **ARTICLE 20 Employee Benefits:**

20.1 The District's current contribution is \$800 monthly, effective July 1, 2018. District health benefits will be on a pro-rated basis (FTE). This amount shall be applied to health, dental and vision coverage for employees and any remainder to health coverage for qualifying dependents. (Referenced in 20.3, 20.4, 20.7). If the final state COLA for 2022-23 adopted budget is above 6.2%, members will receive the amount of COLA above 6.2% (up to a maximum of 0.5%), applied towards their benefits, pursuant to the following formula:

$$(2022-23 \text{ COLA (up to 6.7\%)} - 6.2\%) * \$321, 872 * (1.2305) / (\# \text{ of members}) = \text{Amount applied to each member's annual benefits.}$$

  
Richard Jones, Lead Negotiator

3-11-22  
Date

  
Joseph Silveira, Assistant Superintendent

3-11-22  
Date