

APPENDIX A

**RULES AND REGULATIONS OF THE SALARY
SCHEDULE/ SALARY SCHEDULE**

RULES AND REGULATIONS OF THE SALARY SCHEDULE

1 Placement on the Schedule

An employee shall be placed on the first step of the appropriate salary range except for a maintenance employee who is paid on a flat hourly or month rate.

1.1 Experience Credit

The director, Human Resources, may grant (1) step for each year of related or allied experience if necessary to recruit highly qualified candidates; provided that no initial placement shall be higher than the median step of the range except by approval of the Board.

1.2 Reemployment Rights

A permanent employee who resigns from the District and is subsequently reemployed as a probationary employee in the same classification within six (6) months of their resignation from service shall be reemployed with the same level of benefits under the contract he/she had when he/she resigned (e.g., step, longevity, professional growth, etc.). Any such reemployed person shall not be considered to have a break in service provided, however, that the employee shall have his/her seniority date reflect the period of his/her absence.

2 Earned Increments

A regular employee, except a maintenance employee who is paid on a flat hourly or monthly rate, shall be advanced to the next higher step of the salary range on the first day of the month following the completion of one (1) year of employment until the maximum salary for the range is reached; provided the employee receives compensation for seventy-five percent (75%) of the required workdays. The services of an employee who starts on the first working day of a month shall be considered as dating from the first calendar day of such month for the purposes of this section.

3 Method of Payment

3.1 Twelve-Month Workyear

A full-time, twelve (12) month employee shall be compensated at the appropriate monthly amount shown on the salary schedule. Part-time, twelve-month (12) employees shall receive a pro rata amount of the monthly amount based on his/her percent of time.

3.2 Nine, Ten and Eleven-Month Workyear

Employees shall have their salary computed using the appropriate hourly amount shown on the salary schedule.

4 **Salary Rate on Reassignment to Class with Higher Salary Range**

The following stipulations shall govern salary schedule placement:

- 4.1 If eligible, the employee first shall be granted an earned increment on his/her previous range.
- 4.2 If the previous salary, including increment adjustment, is below the first step in the new range, the employee shall be placed on the step which most closely approximates a five percent (5%) salary increase.
- 4.3 If the previous salary, including increment adjustment, is found on the new range, the employee shall be placed one (1) step higher.
- 4.4 If the previous salary, including increment adjustments, is in between steps on the range, he/she shall be placed two (2) steps higher.

5 **Salary Rate on Reassignment to Class with Lower Salary Range**

- 5.1 The following stipulations shall govern the salary schedule placement of an employee who is reassigned to a class with a lower salary maximum as a result of a voluntary demotion or because of a reduction in force:
 - 5.1.1 If eligible, the employee first shall be granted an earned increment on his/her previous range.
 - 5.1.2 If the previous salary, including increment adjustment, is found on the new range, the employee shall be placed on that step.
 - 5.1.3 If the previous salary, including increment adjustment, is between steps on the new range, step placement in the new range shall be the next higher dollar amount.
 - 5.1.4 If the previous salary, including increment adjustment, is above the maximum step in the new range, the new salary will be set at the maximum step.
- 5.2 When an employee is involuntarily reassigned to a classification with a lower salary maximum for reasons other than disciplinary action or reduction in force, or if his/her position is reallocated to a lower salary range, he/she shall suffer no loss in salary. If the previous salary, including increment adjustment, is higher than the maximum of the new class, he/she shall be "Y" rated.

5.3 When an employee is reassigned to a class with a lower salary maximum as a disciplinary action, step placement shall reflect total years of experience in both the class from which the employee is demoted and the class to which he/she is reassigned.

6 **Reallocation of Class to a Higher Salary Range**

Whenever a class or position(s) within a class is reallocated to a higher salary range, all incumbent employees affected shall be placed on the same step in the new range as they occupied on the previous one.

7 **Hourly Pay Calculations**

Hourly pay rates shall be determined by dividing the monthly rate by 173.33. (This division is a constant which represents the average number of working hours in a work month.)



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes on Ranges

2014-15 School Year

(Effective July 1, 2014)

OFFICE-TECHNICAL UNIT

Job Class Code	Salary Range	Job Class Title
050100	36	Account Clerk I
050000	41	Account Clerk II
967300	49	Accounting Specialist
050500	44	Accounting Technician
151500	47	Administrative Secretary I
151000	48	Administrative Secretary II
946700	42	Admissions and Family Services Technician
945500	41	Adult Education Account Clerk
059500	44	Adult Education Accounting Technician
059700	35	Adult Education Customer Relations Clerk
946000	50	Adult Education Data Information Technician
054500	48	Adult Education Program Technician
946500	50	Adult Education Specialist
957500	57	Applications Specialist I
958000	65	Applications Specialist II
969700	46	Assessment Technician
058600	38	Attendance Technician I
058700	41	Attendance Technician II
967700	50	BTSA Induction Technician
051800	41	Buyer I
051600	44	Buyer II
057800	50	Child Development Data Information Technician
053700	59	Child Development Facilities/Licensing Specialist
053600	44	Child Development Program Accounting Technician
053900	48	Child Development Program Technician
961500	42	Child Development Specialist I
961600	45	Child Development Specialist II

Job Class Code	Salary Range	Job Class Title
052400	29	Clerk I
052200	33	Clerk II
052000	38	Clerk III
053400	43	Controller, High School
053500	49	Controller-Bookkeeper, Adult Education
968400	48	Controller-Bookkeeper, High School
966000	59	Credential Specialist
048500	38	Customer Service Specialist
964500	48	Division Budget Technician
058900	45	Employee Benefits Technician
968900	48	Family and Community Engagement (FACE) Program Technician
963100	44	Fiscal Services Technician I
963200	49	Fiscal Services Technician II
963400	52	Fund Specialist
152600	42	Health Services Technician
966100	51	Lead Accounts Payable Technician
963300	51	Lead Payroll Technician
054600	41	Library Media Technical Assistant
048600	55	Library Services Applications Specialist
961700	45	Library/Textbook Acquisitions Technician
961800	41	Library/Textbook Services Technician
966400	48	Linked Learning/Career Technical Preparation Program Technician
968300	48	Linked Learning Specialist
055700	47	Management Information Technician
967000	49	Materials Lab Technician
963800	42	Matriculation and Orientation Center Technician
956000	59	Network Specialist I
956500	67	Network Specialist II
077000	45	Nutrition Services Inventory Control Facilitator
962900	48	Nutrition Services Program Technician
154500	39	Office Technician I
154000	41	Office Technician II
153500	42	Office Technician III
944000	43	Office Technician IV
964000	48	Open Enrollment Technician
968600	51	Payroll Benefits Specialist

Job Class Code	Salary Range	Job Class Title
101200	56	Performance Management Specialist
968200	42	Personnel Technician I
055000	49	Personnel Technician II
058200	59	Personnel Technician III
057900	51	Personnel Technician, Substitute Services
100000	47	Planning Technician
150800	35	Print Shop and Mail Technician I
150900	45	Print Shop Technician II
151100	42	Professional Development Technician
159900	45	Program Records Technician, Capital Asset Management Services
100100	45	Program Records Technician, Planning and Construction
968000	45	Program Records Technician, Special Education
055500	34	Pupil Personnel Records Technician
056000	53	Registrar
946900	47	Research Assistant
055900	38	Research Technician I
055800	41	Research Technician II
057500	51	Risk Management Specialist
963900	42	Safe Schools Technician
080000	60	Safety Technician
057000	37	School Bookkeeper
153000	44	School Office Manager I
152500	44	School Office Manager II
152000	45	School Office Manager III
164000	45	Site Computer Support Technician I
165000	53	Site Computer Support Technician II
166000	59	Site Computer Support Technician III
967400	55	Special Education Applications Specialist
962800	47	Special Education Legal Technician
967600	48	Special Education Program Technician
968800	44	State and Federal Accounting Technician
153400	41	Technology Office Assistant
954100	53	Technology Support Specialist I
954200	59	Technology Support Specialist II

Job Class Code	Salary Range	Job Class Title
954500	49	Telephone Operations Specialist I
954600	55	Telephone Operations Specialist II
101300	45	Transportation Over-Enrollment Technician
944200	42	Transportation Services Technican
944100	42	Transportation Trip Scheduler
059800	41	Warehouse Records Clerk



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes on Ranges 2014-15 School Year (Effective July 1, 2014)

PROFESSIONAL UNIT

Job Class Code	Salary Range *	Job Class Title
958400	70	Accountant (Exempt)
958300	72	Applications Specialist III
100300	69	Construction/Bond Accounting Specialist**
100400	69	Contract Specialist (Exempt)
956900	65	Early Periodic Screening, Diagnosis, and Treatment (EPSDT) Specialist
957000	66	Education Entrepreneur
101100	68	Facilities Project Technician
100500	70	Gang Violence Prevention and Intervention Specialist (Exempt)
957100	66	Internship Specialist
100600	TBD	Medi-Cal Program Billing Specialist ***
100800	TBD	Multimedia Marketing Specialist ***** (Pending Position Description Approval)
956600	74	Network Specialist III
956800	67	Occupational Therapist
100700	TBD	Parent and Student Engagement Specialist ***
957300	69	Planning Specialist
100900	TBD	Public Relations Specialist **** (Pending Position Description Approval)
957200	65	Student and Family Support Specialist
956700	74	Systems Applications Development Specialist
954300	67	Technology Support Specialist III
944800	72	Webmaster/Communications Specialist (Exempt)
101000	65	Youth Services Specialist

* Salary range to be determined—pending negotiation.

** Moved from Confidential Unit to SEIU. Position description approved by the Board of Education on July 30, 2009. Salary Range approved by Cabinet on August 7, 2013.

*** Moved from Non-Represented Supervisor Unit to SEIU. Position description approved by the Board of Education on July 30, 2009. Salary range pending further negotiation--temporarily on hold.

**** Moved from Confidential Unit to SEIU. Salary range and position description pending further negotiation--temporarily on hold.

***** Moved from Non-Represented Supervisor Unit to SEIU. Salary range and position description pending further negotiation--temporarily on hold.



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes on Ranges

2014-15 School Year

(Effective July 1, 2014)

AIDE-PARAPROFESSIONAL UNIT

Job Class Code	Salary Range	Job Class Title
160000	48	Assessor-Translator, Matriculation and Orientation Center
074700	51	Attendance, Drop-Out, and Drug Intervention Specialist
094400	34	Campus Monitor
158600	37	Campus Supervisor I
158700	38	Campus Supervisor II
053700	39	Career Information Technician
097500	52	Case Worker
160200	55	Certified Occupational Therapy Assistant
132000	46	Child Welfare and Attendance Liaison
079800	46	Child Welfare and Attendance Specialist
099700	51	Community of Caring and Prevention/Intervention Program Assistant
160400	45	Employment Coach, Special Education
159000	42	Family Advocate
130300	51	Family Partnership Facilitator
097600	46	Job Developer, Employment Service
095000	28	Laboratory Assistant, Vocational Adult Education
158800	41	Lead Campus Supervisor
097800	47	Media Technician
968500	51	Ombudsperson
130500	46	Parent Advisor
094600	42	School Intervention Staff Assistant
094700	43	School Intervention Monitor, Special Education
094500	46	Security Officer
161400	55	Speech-Language Pathology Assistant
094900	42	Student Outreach Worker
161600	45	Transition Assistant, Special Education
093300	23	Walking Attendant

Job Class Code	Salary Range	Job Class Title
073400	42	Youth and Family Mental Health Advocate
097900	37	Youth Employment Services Technician
130100	51	Youth Services Program Associate



Service Employees International Union (SEIU)

Placement of Classes on Ranges

2013-14 School Year

(Effective July 1, 2013)

AIDE-PARAPROFESSIONAL UNIT: CAREER LATTICE

Job Class Code	Salary Range	Job Class Title
158300	--	Educational Assistant
	31	Educational Assistant I
	35	Educational Assistant II
	39	Educational Assistant III
	43	Educational Assistant IV
073600	--	Health Aide
	35	Health Aide I
	41	Health Aide II
	47	Health Aide III
093900	--	Health Aide, Special Education
	35	Health Aide I, Special Education
	41	Health Aide II, Special Education
	47	Health Aide III, Special Education
146500	--	Home Visitor, First 5 Home-Based Program
	34	Home Visitor I, First 5 Home-Based Program
	38	Home Visitor II, First 5 Home-Based Program
	42	Home Visitor III, First 5 Home-Based Program
	46	Home Visitor IV, First 5 Home-Based Program
160600	--	Home Visitor, Head Start/Early Head Start Home-Based Program
	34	Home Visitor I, Head Start/Early Head Start Home-Based Program
	38	Home Visitor II, Head Start/Early Head Start Home-Based Program
	42	Home Visitor III, Head Start/Early Head Start Home-Based Program
	46	Home Visitor IV, Head Start/Early Head Start Home-Based Program

Career Lattice = Bold

Job Class Code	Salary Range	Job Class Title
158900	--	IEP Designated Instructional Paraprofessional-Special Education
	29	IEP Designated Instructional Paraprofessional I-Special Education
	33	IEP Designated Instructional Paraprofessional II-Special Education
	37	IEP Designated Instructional Paraprofessional III-Special Education
	41	IEP Designated Instructional Teacher Associate-Special Education
094800	--	Instructional Aide
	28	Instructional Aide
	32	Instructional Assistant I
	36	Instructional Assistant II
	40	Teacher Associate
1584	--	Instructional Aide (D/HOH)
	29	Instructional Aide (D/HOH)
	33	Instructional Assistant I (D/HOH)
	37	Instructional Assistant II (D/HOH)
	41	Teacher Associate (D/HOH)
073700	--	Instructional Aide, Child Development
	28	Instructional Aide, Child Development
	32	Instructional Assistant I, Child Development
	36	Instructional Assistant II, Child Development
	40	Teacher Associate, Child Development
093600	--	Instructional Aide, Computer Lab Assistant
	31	Instructional Aide, Computer Lab Assistant
	35	Instructional Assistant I, Computer Lab Assistant
	39	Instructional Assistant II, Computer Lab Assistant
	43	Teacher Associate, Computer Lab Assistant
0935	--	Instructional Aide, Special Education
	29	Instructional Aide, Special Education
	33	Instructional Assistant I, Special Education
	37	Instructional Assistant II, Special Education
	41	Teacher Associate, Special Education
093800	--	Interpreter for the Deaf
	50	Interpreter for the Deaf I
	53	Interpreter for the Deaf II
	56	Interpreter for the Deaf III

Career Lattice = Bold

Job Class Code	Salary Range	Job Class Title
094000	--	School Community Liaison
	30	School Community Liaison I
	34	School Community Liaison II
	38	School Community Liaison III
	42	School Community Liaison IV
093700	--	Teacher Assistant Bilingual
	37	Teacher Assistant Bilingual I - Bilingual/Cambodian
	37	Teacher Assistant Bilingual I - Bilingual/Cantonese
	37	Teacher Assistant Bilingual I - Bilingual/Hindustani
	37	Teacher Assistant Bilingual I - Bilingual/Hmong
	37	Teacher Assistant Bilingual I - Bilingual/Japanese
	37	Teacher Assistant Bilingual I - Bilingual/Korean
	37	Teacher Assistant Bilingual I - Bilingual/Laotian
	37	Teacher Assistant Bilingual I - Bilingual/Mien
	37	Teacher Assistant Bilingual I - Bilingual/Russian
	37	Teacher Assistant Bilingual I - Bilingual/Spanish
	37	Teacher Assistant Bilingual I - Bilingual/Vietnamese
	39	Teacher Assistant Bilingual II - Bilingual/Cambodian
	39	Teacher Assistant Bilingual II - Bilingual/Cantonese
	39	Teacher Assistant Bilingual II - Bilingual/Hindustani
	39	Teacher Assistant Bilingual II - Bilingual/Hmong
	39	Teacher Assistant Bilingual II - Bilingual/Japanese
	39	Teacher Assistant Bilingual II - Bilingual/Korean
	39	Teacher Assistant Bilingual II - Bilingual/Laotian
	39	Teacher Assistant Bilingual II - Bilingual/Mien
39	Teacher Assistant Bilingual II - Bilingual/Russian	
39	Teacher Assistant Bilingual II - Bilingual/Spanish	
39	Teacher Assistant Bilingual II - Bilingual/Vietnamese	
078300	40	Teacher Assistant, Bilingual I/Computer Lab Assistant
078500	42	Teacher Assistant, Bilingual II/Computer Lab Assistant
097300	44	Teacher Candidate

Career Lattice = Bold



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes on Ranges 2014-15 School Year

(Effective July 1, 2014)

OPERATIONS SUPPORT SERVICES UNIT

Job Class Code	Salary Range	Job Class Title
090100	37	Automotive Service Attendant
091500	28	Bus Attendant
092000	41	Bus Driver
092500	53	Bus Vehicle Mechanic
061000	34	Custodian
061900	35	Carpet/Floor Maintenance Worker
072000	27	Food Service Assistant I
072600	29	Food Service Assistant II
071900	31	Food Service Assistant III
073300	33	Food Service Assistant IV
945000	49	Lead Transportation Dispatcher
064500	44	Pest Control Technician
090400	49	School Bus Driver Instructor
061300	35	Swimming Pool Custodian
045900	32	Tool Room Worker
092800	55	Transportation Lead Mechanic
046000	45	Transportation Parts and Inventory Control Worker
092200	46	Transportation Scheduler/Dispatcher
099800	48	Warehouse Worker



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes by Flat Rate 2014-15 School Year

(Effective July 1, 2014)

OPERATIONS SUPPORT SERVICES UNIT

Job Class Code	Flat Rate	Job Class Title
087400	\$31.73	Assistant Supervisor, HVAC Technician / Plumber
101400	\$30.20	Building Automation and HVAC Systems Technician
081100	\$30.72	Carpenter
062700	\$22.38	Central Maintenance Laborer
082100	\$31.38	Electrician
067100	\$32.94	Electrician Assistant Supervisor
067200	\$29.84	Electronics Assistant Supervisor
082400	\$28.41	Electronics Technician
082600	\$3,985	Engineer *
062400	\$20.82	Equipment Operator/Laborer
062800	\$32.26	Facilities Maintenance Assistant Supervisor
081800	\$25.78	Fire Alarm Technician
062500	\$29.52	Floor and Tile Repair
062600	\$29.52	Glazier-Draper
062100	\$21.87	Grounds Equipment Repair Person
062200	\$26.95	Hazardous Materials Worker
969900	\$29.50	Hazardous Materials Lead Worker
099900	\$30.20	HVAC Technician
067700	\$21.87	Laborer Assistant Supervisor
085500	\$18.97	Laborer-Gardener
067300	\$21.87	Laborer-Gardener Assistant Supervisor
085600	\$19.87	Laborer-Gardener/High School
081900	\$26.89	Lead Fire Alarm Technician
062300	\$30.72	Locksmith
067400	\$31.90	Painter Assistant Supervisor
086100	\$29.52	Painter, Brush
086300	\$30.38	Painter, Sign
086200	\$30.38	Painter, Spray

Job Class Code	Flat Rate	Job Class Title
087100	\$30.20	Plumber
067500	\$31.73	Plumber Assistant Supervisor
063000	\$4,275	Power Equipment Machinist *
083100	\$30.20	Refrigeration Mechanic/Cafeteria Equipment Repair
088100	\$26.91	Roofer
088800	\$25.78	Sprinkler Fitter/Plumber Assistant
089100	\$29.05	Welder

*Salary Schedule C1 (*C2)*



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes by Flat Rate Second Shift, 5% Differential

2014-15 School Year
(Effective July 1, 2014)

Work Shift	Employees Regularly Assigned Hours End Between	Percent Pay Differential of Regular Rate
Second Shift	9:00 p.m. and 2:00 a.m.	5%

OPERATIONS SUPPORT SERVICES UNIT

Job Class Code	Flat Rate 5% Diff	Job Class Title
087400	\$33.32	Assistant Supervisor, HVAC Technician / Plumber
101400	\$31.71	Building Automation and HVAC Systems Technician
081100	\$32.26	Carpenter
062700	\$23.50	Central Maintenance Laborer
082100	\$32.95	Electrician
067100	\$34.59	Electrician Assistant Supervisor
067200	\$31.33	Electronics Assistant Supervisor
082400	\$29.83	Electronics Technician
082600	\$4,184	Engineer *
062400	\$21.86	Equipment Operator/Laborer
062800	\$33.87	Facilities Maintenance Assistant Supervisor
081800	\$27.07	Fire Alarm Technician
062500	\$31.00	Floor and Tile Repair
062600	\$31.00	Glazier-Draper
062100	\$22.96	Grounds Equipment Repair Person
062200	\$28.30	Hazardous Materials Worker
099900	\$31.71	HVAC Technician
067700	\$22.96	Laborer Assistant Supervisor
085500	\$19.92	Laborer-Gardener
067300	\$22.96	Laborer-Gardener Assistant Supervisor
085600	\$20.86	Laborer-Gardener/High School

Job Class Code	Flat Rate 5% Diff	Job Class Title
081900	\$28.23	Lead Fire Alarm Technician
062300	\$32.26	Locksmith
067400	\$33.50	Painter Assistant Supervisor
086100	\$31.00	Painter, Brush
086300	\$31.90	Painter, Sign
086200	\$31.90	Painter, Spray
087100	\$31.71	Plumber
067500	\$33.32	Plumber Assistant Supervisor
063000	\$4,489	Power Equipment Machinist *
083100	\$31.71	Refrigeration Mechanic/Cafeteria Equipment Repair
088100	\$28.26	Roofer
088800	\$27.07	Sprinkler Fitter/Plumber Assistant
089100	\$30.50	Welder

*Salary Schedule C1-2 (*C2)*



Service Employees International Union (SEIU)

Salary Schedule C

Placement of Classes by Flat Rate Third Shift, 8.5% Differential

2014-15 School Year
(Effective July 1, 2014)

Work Shift	Employees Regularly Assigned Hours End Between	Percent Pay Differential of Regular Rate
Third Shift	2:01 a.m. and 8:00 a.m.	8.5%

OPERATIONS SUPPORT SERVICES UNIT

Job Class Code	Flat Rate 8.5% Diff	Job Class Title
087400	\$34.43	Assistant Supervisor, HVAC Technician / Plumber
101400	\$32.77	Building Automation and HVAC Systems Technician
081100	\$33.33	Carpenter
062700	\$24.28	Central Maintenance Laborer
082100	\$34.05	Electrician
067100	\$35.74	Electrician Assistant Supervisor
067200	\$32.38	Electronics Assistant Supervisor
082400	\$30.82	Electronics Technician
082600	\$4,324	Engineer *
062400	\$22.59	Equipment Operator/Laborer
062800	\$35.00	Facilities Maintenance Assistant Supervisor
081800	\$27.97	Fire Alarm Technician
062500	\$32.03	Floor and Tile Repair
062600	\$32.03	Glazier-Draperly
062100	\$23.73	Grounds Equipment Repair Person
062200	\$29.24	Hazardous Materials Worker
099900	\$32.77	HVAC Technician
067700	\$23.73	Laborer Assistant Supervisor
085500	\$20.58	Laborer-Gardener
067300	\$23.73	Laborer-Gardener Assistant Supervisor
085600	\$21.56	Laborer-Gardener/High School

Job Class Code	Flat Rate 8.5% Diff	Job Class Title
081900	\$29.18	Lead Fire Alarm Technician
062300	\$33.33	Locksmith
067400	\$34.61	Painter Assistant Supervisor
086100	\$32.03	Painter, Brush
086300	\$32.96	Painter, Sign
086200	\$32.96	Painter, Spray
087100	\$32.77	Plumber
067500	\$34.43	Plumber Assistant Supervisor
063000	\$4,638	Power Equipment Machinist *
083100	\$32.77	Refrigeration Mechanic/Cafeteria Equipment Repair
088100	\$29.20	Roofer
088800	\$27.97	Sprinkler Fitter/Plumber Assistant
089100	\$31.52	Welder

*Salary Schedule C1-3 (*C2)*

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
22	\$1,706	\$9.85	\$1,788	\$10.33	\$1,863	\$10.76	\$1,953	\$11.26	\$2,032	\$11.74
23	\$1,751	\$10.12	\$1,832	\$10.57	\$1,902	\$10.99	\$2,002	\$11.56	\$2,076	\$11.99
24	\$1,788	\$10.33	\$1,863	\$10.76	\$1,953	\$11.26	\$2,032	\$11.74	\$2,125	\$12.23
25	\$1,832	\$10.57	\$1,902	\$10.99	\$2,002	\$11.56	\$2,076	\$11.99	\$2,164	\$12.47
26	\$1,863	\$10.76	\$1,953	\$11.26	\$2,032	\$11.74	\$2,125	\$12.23	\$2,216	\$12.79
27	\$1,902	\$10.99	\$2,002	\$11.56	\$2,076	\$11.99	\$2,164	\$12.47	\$2,262	\$13.06
28	\$1,953	\$11.26	\$2,032	\$11.74	\$2,125	\$12.23	\$2,216	\$12.79	\$2,316	\$13.37
29	\$2,002	\$11.56	\$2,076	\$11.99	\$2,164	\$12.47	\$2,262	\$13.06	\$2,348	\$13.55
30	\$2,032	\$11.74	\$2,125	\$12.23	\$2,216	\$12.79	\$2,316	\$13.37	\$2,410	\$13.88
31	\$2,076	\$11.99	\$2,164	\$12.47	\$2,262	\$13.06	\$2,348	\$13.55	\$2,461	\$14.21
32	\$2,125	\$12.23	\$2,216	\$12.79	\$2,316	\$13.37	\$2,410	\$13.88	\$2,521	\$14.55
33	\$2,164	\$12.47	\$2,262	\$13.06	\$2,348	\$13.55	\$2,461	\$14.21	\$2,571	\$14.83
34	\$2,216	\$12.79	\$2,316	\$13.37	\$2,410	\$13.88	\$2,521	\$14.55	\$2,632	\$15.19
35	\$2,262	\$13.06	\$2,348	\$13.55	\$2,461	\$14.21	\$2,571	\$14.83	\$2,693	\$15.57
36	\$2,316	\$13.37	\$2,410	\$13.88	\$2,521	\$14.55	\$2,632	\$15.19	\$2,750	\$15.84
37	\$2,348	\$13.55	\$2,461	\$14.21	\$2,571	\$14.83	\$2,693	\$15.57	\$2,810	\$16.19
38	\$2,410	\$13.88	\$2,521	\$14.55	\$2,632	\$15.19	\$2,750	\$15.84	\$2,877	\$16.59
39	\$2,461	\$14.21	\$2,571	\$14.83	\$2,693	\$15.57	\$2,810	\$16.19	\$2,945	\$16.98
40	\$2,521	\$14.55	\$2,632	\$15.19	\$2,750	\$15.84	\$2,877	\$16.59	\$3,013	\$17.38
41	\$2,571	\$14.83	\$2,693	\$15.57	\$2,810	\$16.19	\$2,945	\$16.98	\$3,077	\$17.76
42	\$2,632	\$15.19	\$2,750	\$15.84	\$2,877	\$16.59	\$3,013	\$17.38	\$3,156	\$18.20
43	\$2,693	\$15.57	\$2,810	\$16.19	\$2,945	\$16.98	\$3,077	\$17.76	\$3,219	\$18.57
44	\$2,750	\$15.84	\$2,877	\$16.59	\$3,013	\$17.38	\$3,156	\$18.20	\$3,296	\$19.01
45	\$2,810	\$16.19	\$2,945	\$16.98	\$3,077	\$17.76	\$3,219	\$18.57	\$3,373	\$19.44
46	\$2,877	\$16.59	\$3,013	\$17.38	\$3,156	\$18.20	\$3,296	\$19.01	\$3,455	\$19.93
47	\$2,945	\$16.98	\$3,077	\$17.76	\$3,219	\$18.57	\$3,373	\$19.44	\$3,537	\$20.41
48	\$3,013	\$17.38	\$3,156	\$18.20	\$3,296	\$19.01	\$3,455	\$19.93	\$3,608	\$20.82
49	\$3,077	\$17.76	\$3,219	\$18.57	\$3,373	\$19.44	\$3,537	\$20.41	\$3,701	\$21.34
50	\$3,156	\$18.20	\$3,296	\$19.01	\$3,455	\$19.93	\$3,608	\$20.82	\$3,800	\$21.92
51	\$3,219	\$18.57	\$3,373	\$19.44	\$3,537	\$20.41	\$3,701	\$21.34	\$3,873	\$22.34
52	\$3,296	\$19.01	\$3,455	\$19.93	\$3,608	\$20.82	\$3,800	\$21.92	\$3,980	\$22.94
53	\$3,373	\$19.44	\$3,537	\$20.41	\$3,701	\$21.34	\$3,873	\$22.34	\$4,072	\$23.49

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
54	\$3,455	\$19.93	\$3,608	\$20.82	\$3,800	\$21.92	\$3,980	\$22.94	\$4,169	\$24.07
55	\$3,537	\$20.41	\$3,701	\$21.34	\$3,873	\$22.34	\$4,072	\$23.49	\$4,272	\$24.64
56	\$3,608	\$20.82	\$3,800	\$21.92	\$3,980	\$22.94	\$4,169	\$24.07	\$4,379	\$25.27
57	\$3,701	\$21.34	\$3,873	\$22.34	\$4,072	\$23.49	\$4,272	\$24.64	\$4,475	\$25.80
58	\$3,800	\$21.92	\$3,980	\$22.94	\$4,169	\$24.07	\$4,379	\$25.27	\$4,585	\$26.45
59	\$3,873	\$22.34	\$4,072	\$23.49	\$4,272	\$24.64	\$4,475	\$25.80	\$4,691	\$27.07
60	\$3,980	\$22.94	\$4,169	\$24.07	\$4,379	\$25.27	\$4,585	\$26.45	\$4,810	\$27.75
61	\$4,072	\$23.49	\$4,272	\$24.64	\$4,475	\$25.80	\$4,691	\$27.07	\$4,920	\$28.39
62	\$4,169	\$24.07	\$4,379	\$25.27	\$4,585	\$26.45	\$4,810	\$27.75	\$5,042	\$29.08
63	\$4,272	\$24.64	\$4,475	\$25.80	\$4,691	\$27.07	\$4,920	\$28.39	\$5,161	\$29.77
64	\$4,379	\$25.27	\$4,585	\$26.45	\$4,810	\$27.75	\$5,042	\$29.08	\$5,286	\$30.50
65	\$4,475	\$25.80	\$4,691	\$27.07	\$4,920	\$28.39	\$5,161	\$29.77	\$5,419	\$31.27
66	\$4,585	\$26.45	\$4,810	\$27.75	\$5,042	\$29.08	\$5,286	\$30.50	\$5,551	\$32.01
67	\$4,691	\$27.07	\$4,920	\$28.39	\$5,161	\$29.77	\$5,419	\$31.27	\$5,685	\$32.79
68	\$4,810	\$27.75	\$5,042	\$29.08	\$5,286	\$30.50	\$5,551	\$32.01	\$5,821	\$33.60
69	\$4,920	\$28.39	\$5,161	\$29.77	\$5,419	\$31.27	\$5,685	\$32.79	\$5,962	\$34.41
70	\$5,042	\$29.08	\$5,286	\$30.50	\$5,551	\$32.01	\$5,821	\$33.60	\$6,117	\$35.29
71	\$5,161	\$29.77	\$5,419	\$31.27	\$5,685	\$32.79	\$5,962	\$34.41	\$6,262	\$36.12
72	\$5,286	\$30.50	\$5,551	\$32.01	\$5,821	\$33.60	\$6,117	\$35.29	\$6,416	\$37.03
73	\$5,419	\$31.27	\$5,685	\$32.79	\$5,962	\$34.41	\$6,262	\$36.12	\$6,572	\$37.90
74	\$5,551	\$32.01	\$5,821	\$33.60	\$6,117	\$35.29	\$6,416	\$37.03	\$6,736	\$38.84
75	\$5,685	\$32.79	\$5,962	\$34.41	\$6,262	\$36.12	\$6,572	\$37.90	\$6,901	\$39.83
76	\$5,821	\$33.60	\$6,117	\$35.29	\$6,416	\$37.03	\$6,736	\$38.84	\$7,069	\$40.79
77	\$5,962	\$34.41	\$6,262	\$36.12	\$6,572	\$37.90	\$6,901	\$39.83	\$7,234	\$41.74
78	\$6,117	\$35.29	\$6,416	\$37.03	\$6,736	\$38.84	\$7,069	\$40.79	\$7,421	\$42.82
79	\$6,262	\$36.12	\$6,572	\$37.90	\$6,901	\$39.83	\$7,234	\$41.74	\$7,595	\$43.82
80	\$6,416	\$37.03	\$6,736	\$38.84	\$7,069	\$40.79	\$7,421	\$42.82	\$7,786	\$44.91

Longevity Increment: Effective June 1, 2008, a \$792 annual stipend after completion of 10, 16, 19, 22, and 25 years of credited service. **In-Service Growth:** Effective July 1, 1990, a stipend of \$5.00 per month, per semester unit of credit may be earned after three years of service, for up to a total of 32 units. Effective May 1, 2006, the compensation per unit of allowable credit and maximum number of units shall be increased as follows: 0 - 6.5 units = \$6; 7 - 13.5 units = \$7; 14 - 20.5 units = \$8; 21 - 48 units = \$9; 49 - 60 units = \$10. District and/or union sponsored training programs will receive credit of one unit per 16 hours of training.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$9.85	\$14.78	\$78.80	\$1,706	\$20,472
\$10.12	\$15.18	\$80.96	\$1,751	\$21,012
\$10.33	\$15.50	\$82.64	\$1,788	\$21,456
\$10.57	\$15.86	\$84.56	\$1,832	\$21,984
\$10.76	\$16.14	\$86.08	\$1,863	\$22,356
\$10.99	\$16.49	\$87.92	\$1,902	\$22,824
\$11.26	\$16.89	\$90.08	\$1,953	\$23,436
\$11.56	\$17.34	\$92.48	\$2,002	\$24,024
\$11.74	\$17.61	\$93.92	\$2,032	\$24,384
\$11.99	\$17.99	\$95.92	\$2,076	\$24,912
\$12.23	\$18.35	\$97.84	\$2,125	\$25,500
\$12.47	\$18.71	\$99.76	\$2,164	\$25,968
\$12.79	\$19.19	\$102.32	\$2,216	\$26,592
\$13.06	\$19.59	\$104.48	\$2,262	\$27,144
\$13.37	\$20.06	\$106.96	\$2,316	\$27,792
\$13.55	\$20.33	\$108.40	\$2,348	\$28,176
\$13.88	\$20.82	\$111.04	\$2,410	\$28,920
\$14.21	\$21.32	\$113.68	\$2,461	\$29,532
\$14.55	\$21.83	\$116.40	\$2,521	\$30,252
\$14.83	\$22.25	\$118.64	\$2,571	\$30,852
\$15.19	\$22.79	\$121.52	\$2,632	\$31,584
\$15.57	\$23.36	\$124.56	\$2,693	\$32,316
\$15.84	\$23.76	\$126.72	\$2,750	\$33,000
\$16.19	\$24.29	\$129.52	\$2,810	\$33,720
\$16.59	\$24.89	\$132.72	\$2,877	\$34,524
\$16.98	\$25.47	\$135.84	\$2,945	\$35,340
\$17.38	\$26.07	\$139.04	\$3,013	\$36,156
\$17.76	\$26.64	\$142.08	\$3,077	\$36,924
\$18.20	\$27.30	\$145.60	\$3,156	\$37,872
\$18.57	\$27.86	\$148.56	\$3,219	\$38,628
\$19.01	\$28.52	\$152.08	\$3,296	\$39,552
\$19.44	\$29.16	\$155.52	\$3,373	\$40,476
\$19.93	\$29.90	\$159.44	\$3,455	\$41,460
\$20.41	\$30.62	\$163.28	\$3,537	\$42,444

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$20.82	\$31.23	\$166.56	\$3,608	\$43,296
\$21.34	\$32.01	\$170.72	\$3,701	\$44,412
\$21.92	\$32.88	\$175.36	\$3,800	\$45,600
\$22.34	\$33.51	\$178.72	\$3,873	\$46,476
\$22.94	\$34.41	\$183.52	\$3,980	\$47,760
\$23.49	\$35.24	\$187.92	\$4,072	\$48,864
\$24.07	\$36.11	\$192.56	\$4,169	\$50,028
\$24.64	\$36.96	\$197.12	\$4,272	\$51,264
\$25.27	\$37.91	\$202.16	\$4,379	\$52,548
\$25.80	\$38.70	\$206.40	\$4,475	\$53,700
\$26.45	\$39.68	\$211.60	\$4,585	\$55,020
\$27.07	\$40.61	\$216.56	\$4,691	\$56,292
\$27.75	\$41.63	\$222.00	\$4,810	\$57,720
\$28.39	\$42.59	\$227.12	\$4,920	\$59,040
\$29.08	\$43.62	\$232.64	\$5,042	\$60,504
\$29.77	\$44.66	\$238.16	\$5,161	\$61,932
\$30.50	\$45.75	\$244.00	\$5,286	\$63,432
\$31.27	\$46.91	\$250.16	\$5,419	\$65,028
\$32.01	\$48.02	\$256.08	\$5,551	\$66,612
\$32.79	\$49.19	\$262.32	\$5,685	\$68,220
\$33.60	\$50.40	\$268.80	\$5,821	\$69,852
\$34.41	\$51.62	\$275.28	\$5,962	\$71,544
\$35.29	\$52.94	\$282.32	\$6,117	\$73,404
\$36.12	\$54.18	\$288.96	\$6,262	\$75,144
\$37.03	\$55.55	\$296.24	\$6,416	\$76,992
\$37.90	\$56.85	\$303.20	\$6,572	\$78,864
\$38.84	\$58.26	\$310.72	\$6,736	\$80,832
\$39.83	\$59.75	\$318.64	\$6,901	\$82,812
\$40.79	\$61.19	\$326.32	\$7,069	\$84,828
\$41.74	\$62.61	\$333.92	\$7,234	\$86,808
\$42.82	\$64.23	\$342.56	\$7,421	\$89,052
\$43.82	\$65.73	\$350.56	\$7,595	\$91,140
\$44.91	\$67.37	\$359.28	\$7,786	\$93,432

2% Increase Applied
SEIU 14-15 July-2
Updated 11/17/2014

Salary Schedule: C-M

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
Second Shift, 5% Differential
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
22	\$1,792	\$10.34	\$1,878	\$10.85	\$1,955	\$11.30	\$2,051	\$11.82	\$2,134	\$12.33
23	\$1,839	\$10.63	\$1,924	\$11.10	\$1,997	\$11.54	\$2,102	\$12.14	\$2,180	\$12.59
24	\$1,878	\$10.85	\$1,955	\$11.30	\$2,051	\$11.82	\$2,134	\$12.33	\$2,231	\$12.84
25	\$1,924	\$11.10	\$1,997	\$11.54	\$2,102	\$12.14	\$2,180	\$12.59	\$2,273	\$13.10
26	\$1,955	\$11.30	\$2,051	\$11.82	\$2,134	\$12.33	\$2,231	\$12.84	\$2,328	\$13.43
27	\$1,997	\$11.54	\$2,102	\$12.14	\$2,180	\$12.59	\$2,273	\$13.10	\$2,376	\$13.71
28	\$2,051	\$11.82	\$2,134	\$12.33	\$2,231	\$12.84	\$2,328	\$13.43	\$2,433	\$14.05
29	\$2,102	\$12.14	\$2,180	\$12.59	\$2,273	\$13.10	\$2,376	\$13.71	\$2,465	\$14.22
30	\$2,134	\$12.33	\$2,231	\$12.84	\$2,328	\$13.43	\$2,433	\$14.05	\$2,531	\$14.58
31	\$2,180	\$12.59	\$2,273	\$13.10	\$2,376	\$13.71	\$2,465	\$14.22	\$2,585	\$14.92
32	\$2,231	\$12.84	\$2,328	\$13.43	\$2,433	\$14.05	\$2,531	\$14.58	\$2,648	\$15.27
33	\$2,273	\$13.10	\$2,376	\$13.71	\$2,465	\$14.22	\$2,585	\$14.92	\$2,700	\$15.58
34	\$2,328	\$13.43	\$2,433	\$14.05	\$2,531	\$14.58	\$2,648	\$15.27	\$2,763	\$15.94
35	\$2,376	\$13.71	\$2,465	\$14.22	\$2,585	\$14.92	\$2,700	\$15.58	\$2,827	\$16.34
36	\$2,433	\$14.05	\$2,531	\$14.58	\$2,648	\$15.27	\$2,763	\$15.94	\$2,888	\$16.64
37	\$2,465	\$14.22	\$2,585	\$14.92	\$2,700	\$15.58	\$2,827	\$16.34	\$2,951	\$16.99
38	\$2,531	\$14.58	\$2,648	\$15.27	\$2,763	\$15.94	\$2,888	\$16.64	\$3,021	\$17.41
39	\$2,585	\$14.92	\$2,700	\$15.58	\$2,827	\$16.34	\$2,951	\$16.99	\$3,092	\$17.83
40	\$2,648	\$15.27	\$2,763	\$15.94	\$2,888	\$16.64	\$3,021	\$17.41	\$3,164	\$18.25
41	\$2,700	\$15.58	\$2,827	\$16.34	\$2,951	\$16.99	\$3,092	\$17.83	\$3,231	\$18.65
42	\$2,763	\$15.94	\$2,888	\$16.64	\$3,021	\$17.41	\$3,164	\$18.25	\$3,314	\$19.10
43	\$2,827	\$16.34	\$2,951	\$16.99	\$3,092	\$17.83	\$3,231	\$18.65	\$3,380	\$19.50
44	\$2,888	\$16.64	\$3,021	\$17.41	\$3,164	\$18.25	\$3,314	\$19.10	\$3,461	\$19.96
45	\$2,951	\$16.99	\$3,092	\$17.83	\$3,231	\$18.65	\$3,380	\$19.50	\$3,541	\$20.41
46	\$3,021	\$17.41	\$3,164	\$18.25	\$3,314	\$19.10	\$3,461	\$19.96	\$3,627	\$20.93
47	\$3,092	\$17.83	\$3,231	\$18.65	\$3,380	\$19.50	\$3,541	\$20.41	\$3,714	\$21.43
48	\$3,164	\$18.25	\$3,314	\$19.10	\$3,461	\$19.96	\$3,627	\$20.93	\$3,788	\$21.86
49	\$3,231	\$18.65	\$3,380	\$19.50	\$3,541	\$20.41	\$3,714	\$21.43	\$3,885	\$22.41
50	\$3,314	\$19.10	\$3,461	\$19.96	\$3,627	\$20.93	\$3,788	\$21.86	\$3,989	\$23.01
51	\$3,380	\$19.50	\$3,541	\$20.41	\$3,714	\$21.43	\$3,885	\$22.41	\$4,067	\$23.46
52	\$3,461	\$19.96	\$3,627	\$20.93	\$3,788	\$21.86	\$3,989	\$23.01	\$4,179	\$24.08
53	\$3,541	\$20.41	\$3,714	\$21.43	\$3,885	\$22.41	\$4,067	\$23.46	\$4,276	\$24.66

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
Second Shift, 5% Differential
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
54	\$3,627	\$20.93	\$3,788	\$21.86	\$3,989	\$23.01	\$4,179	\$24.08	\$4,377	\$25.28
55	\$3,714	\$21.43	\$3,885	\$22.41	\$4,067	\$23.46	\$4,276	\$24.66	\$4,485	\$25.88
56	\$3,788	\$21.86	\$3,989	\$23.01	\$4,179	\$24.08	\$4,377	\$25.28	\$4,598	\$26.53
57	\$3,885	\$22.41	\$4,067	\$23.46	\$4,276	\$24.66	\$4,485	\$25.88	\$4,698	\$27.08
58	\$3,989	\$23.01	\$4,179	\$24.08	\$4,377	\$25.28	\$4,598	\$26.53	\$4,814	\$27.77
59	\$4,067	\$23.46	\$4,276	\$24.66	\$4,485	\$25.88	\$4,698	\$27.08	\$4,926	\$28.43
60	\$4,179	\$24.08	\$4,377	\$25.28	\$4,598	\$26.53	\$4,814	\$27.77	\$5,051	\$29.14
61	\$4,276	\$24.66	\$4,485	\$25.88	\$4,698	\$27.08	\$4,926	\$28.43	\$5,166	\$29.80
62	\$4,377	\$25.28	\$4,598	\$26.53	\$4,814	\$27.77	\$5,051	\$29.14	\$5,294	\$30.54
63	\$4,485	\$25.88	\$4,698	\$27.08	\$4,926	\$28.43	\$5,166	\$29.80	\$5,419	\$31.26
64	\$4,598	\$26.53	\$4,814	\$27.77	\$5,051	\$29.14	\$5,294	\$30.54	\$5,550	\$32.03
65	\$4,698	\$27.08	\$4,926	\$28.43	\$5,166	\$29.80	\$5,419	\$31.26	\$5,691	\$32.83
66	\$4,814	\$27.77	\$5,051	\$29.14	\$5,294	\$30.54	\$5,550	\$32.03	\$5,828	\$33.61
67	\$4,926	\$28.43	\$5,166	\$29.80	\$5,419	\$31.26	\$5,691	\$32.83	\$5,970	\$34.44
68	\$5,051	\$29.14	\$5,294	\$30.54	\$5,550	\$32.03	\$5,828	\$33.61	\$6,112	\$35.28
69	\$5,166	\$29.80	\$5,419	\$31.26	\$5,691	\$32.83	\$5,970	\$34.44	\$6,260	\$36.14
70	\$5,294	\$30.54	\$5,550	\$32.03	\$5,828	\$33.61	\$6,112	\$35.28	\$6,423	\$37.06
71	\$5,419	\$31.26	\$5,691	\$32.83	\$5,970	\$34.44	\$6,260	\$36.14	\$6,575	\$37.92
72	\$5,550	\$32.03	\$5,828	\$33.61	\$6,112	\$35.28	\$6,423	\$37.06	\$6,737	\$38.88
73	\$5,691	\$32.83	\$5,970	\$34.44	\$6,260	\$36.14	\$6,575	\$37.92	\$6,900	\$39.80
74	\$5,828	\$33.61	\$6,112	\$35.28	\$6,423	\$37.06	\$6,737	\$38.88	\$7,073	\$40.78
75	\$5,970	\$34.44	\$6,260	\$36.14	\$6,575	\$37.92	\$6,900	\$39.80	\$7,246	\$41.82
76	\$6,112	\$35.28	\$6,423	\$37.06	\$6,737	\$38.88	\$7,073	\$40.78	\$7,423	\$42.83
77	\$6,260	\$36.14	\$6,575	\$37.92	\$6,900	\$39.80	\$7,246	\$41.82	\$7,596	\$43.83
78	\$6,423	\$37.06	\$6,737	\$38.88	\$7,073	\$40.78	\$7,423	\$42.83	\$7,792	\$44.96
79	\$6,575	\$37.92	\$6,900	\$39.80	\$7,246	\$41.82	\$7,596	\$43.83	\$7,974	\$46.01
80	\$6,737	\$38.88	\$7,073	\$40.78	\$7,423	\$42.83	\$7,792	\$44.96	\$8,175	\$47.15

Longevity Increment: Effective June 1, 2008, a \$792 annual stipend after completion of 10, 16, 19, 22, and 25 years of credited service. **In-Service Growth:** Effective July 1, 1990, a stipend of \$5.00 per month, per semester unit of credit may be earned after three years of service, for up to a total of 32 units. Effective May 1, 2006, the compensation per unit of allowable credit and maximum number of units shall be increased as follows: 0 - 6.5 units = \$6; 7 - 13.5 units = \$7; 14 - 20.5 units = \$8; 21 - 48 units = \$9; 49 - 60 units = \$10. District and/or union sponsored training programs will receive credit of one unit per 16 hours of training. **Hourly Rates:** Computed on the basis of 173.333 average work-hours per month.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for SEIU
Second Shift, 5% Differential
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$10.34	\$15.51	\$82.72	\$1,792	\$21,504
\$10.63	\$15.95	\$85.04	\$1,839	\$22,068
\$10.85	\$16.28	\$86.80	\$1,878	\$22,536
\$11.10	\$16.65	\$88.80	\$1,924	\$23,088
\$11.30	\$16.95	\$90.40	\$1,955	\$23,460
\$11.54	\$17.31	\$92.32	\$1,997	\$23,964
\$11.82	\$17.73	\$94.56	\$2,051	\$24,612
\$12.14	\$18.21	\$97.12	\$2,102	\$25,224
\$12.33	\$18.50	\$98.64	\$2,134	\$25,608
\$12.59	\$18.89	\$100.72	\$2,180	\$26,160
\$12.84	\$19.26	\$102.72	\$2,231	\$26,772
\$13.10	\$19.65	\$104.80	\$2,273	\$27,276
\$13.43	\$20.15	\$107.44	\$2,328	\$27,936
\$13.71	\$20.57	\$109.68	\$2,376	\$28,512
\$14.05	\$21.08	\$112.40	\$2,433	\$29,196
\$14.22	\$21.33	\$113.76	\$2,465	\$29,580
\$14.58	\$21.87	\$116.64	\$2,531	\$30,372
\$14.92	\$22.38	\$119.36	\$2,585	\$31,020
\$15.27	\$22.91	\$122.16	\$2,648	\$31,776
\$15.58	\$23.37	\$124.64	\$2,700	\$32,400
\$15.94	\$23.91	\$127.52	\$2,763	\$33,156
\$16.34	\$24.51	\$130.72	\$2,827	\$33,924
\$16.64	\$24.96	\$133.12	\$2,888	\$34,656
\$16.99	\$25.49	\$135.92	\$2,951	\$35,412
\$17.41	\$26.12	\$139.28	\$3,021	\$36,252
\$17.83	\$26.75	\$142.64	\$3,092	\$37,104
\$18.25	\$27.38	\$146.00	\$3,164	\$37,968
\$18.65	\$27.98	\$149.20	\$3,231	\$38,772
\$19.10	\$28.65	\$152.80	\$3,314	\$39,768
\$19.50	\$29.25	\$156.00	\$3,380	\$40,560
\$19.96	\$29.94	\$159.68	\$3,461	\$41,532
\$20.41	\$30.62	\$163.28	\$3,541	\$42,492
\$20.93	\$31.40	\$167.44	\$3,627	\$43,524
\$21.43	\$32.15	\$171.44	\$3,714	\$44,568

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for SEIU
Second Shift, 5% Differential
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$21.86	\$32.79	\$174.88	\$3,788	\$45,456
\$22.41	\$33.62	\$179.28	\$3,885	\$46,620
\$23.01	\$34.52	\$184.08	\$3,989	\$47,868
\$23.46	\$35.19	\$187.68	\$4,067	\$48,804
\$24.08	\$36.12	\$192.64	\$4,179	\$50,148
\$24.66	\$36.99	\$197.28	\$4,276	\$51,312
\$25.28	\$37.92	\$202.24	\$4,377	\$52,524
\$25.88	\$38.82	\$207.04	\$4,485	\$53,820
\$26.53	\$39.80	\$212.24	\$4,598	\$55,176
\$27.08	\$40.62	\$216.64	\$4,698	\$56,376
\$27.77	\$41.66	\$222.16	\$4,814	\$57,768
\$28.43	\$42.65	\$227.44	\$4,926	\$59,112
\$29.14	\$43.71	\$233.12	\$5,051	\$60,612
\$29.80	\$44.70	\$238.40	\$5,166	\$61,992
\$30.54	\$45.81	\$244.32	\$5,294	\$63,528
\$31.26	\$46.89	\$250.08	\$5,419	\$65,028
\$32.03	\$48.05	\$256.24	\$5,550	\$66,600
\$32.83	\$49.25	\$262.64	\$5,691	\$68,292
\$33.61	\$50.42	\$268.88	\$5,828	\$69,936
\$34.44	\$51.66	\$275.52	\$5,970	\$71,640
\$35.28	\$52.92	\$282.24	\$6,112	\$73,344
\$36.14	\$54.21	\$289.12	\$6,260	\$75,120
\$37.06	\$55.59	\$296.48	\$6,423	\$77,076
\$37.92	\$56.88	\$303.36	\$6,575	\$78,900
\$38.88	\$58.32	\$311.04	\$6,737	\$80,844
\$39.80	\$59.70	\$318.40	\$6,900	\$82,800
\$40.78	\$61.17	\$326.24	\$7,073	\$84,876
\$41.82	\$62.73	\$334.56	\$7,246	\$86,952
\$42.83	\$64.25	\$342.64	\$7,423	\$89,076
\$43.83	\$65.75	\$350.64	\$7,596	\$91,152
\$44.96	\$67.44	\$359.68	\$7,792	\$93,504
\$46.01	\$69.02	\$368.08	\$7,974	\$95,688
\$47.15	\$70.73	\$377.20	\$8,175	\$98,100

2% Increase Applied
SEIU 14-15 July-4
Updated 11/17/2014

Salary Schedule: C-M2

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
Third Shift, 8.5% Differential
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
22	\$1,851	\$10.69	\$1,940	\$11.21	\$2,021	\$11.68	\$2,120	\$12.22	\$2,204	\$12.74
23	\$1,900	\$10.98	\$1,988	\$11.46	\$2,064	\$11.92	\$2,173	\$12.54	\$2,252	\$13.01
24	\$1,940	\$11.21	\$2,021	\$11.68	\$2,120	\$12.22	\$2,204	\$12.74	\$2,305	\$13.27
25	\$1,988	\$11.46	\$2,064	\$11.92	\$2,173	\$12.54	\$2,252	\$13.01	\$2,348	\$13.54
26	\$2,021	\$11.68	\$2,120	\$12.22	\$2,204	\$12.74	\$2,305	\$13.27	\$2,405	\$13.88
27	\$2,064	\$11.92	\$2,173	\$12.54	\$2,252	\$13.01	\$2,348	\$13.54	\$2,455	\$14.17
28	\$2,120	\$12.22	\$2,204	\$12.74	\$2,305	\$13.27	\$2,405	\$13.88	\$2,513	\$14.50
29	\$2,173	\$12.54	\$2,252	\$13.01	\$2,348	\$13.54	\$2,455	\$14.17	\$2,548	\$14.70
30	\$2,204	\$12.74	\$2,305	\$13.27	\$2,405	\$13.88	\$2,513	\$14.50	\$2,615	\$15.07
31	\$2,252	\$13.01	\$2,348	\$13.54	\$2,455	\$14.17	\$2,548	\$14.70	\$2,670	\$15.41
32	\$2,305	\$13.27	\$2,405	\$13.88	\$2,513	\$14.50	\$2,615	\$15.07	\$2,736	\$15.78
33	\$2,348	\$13.54	\$2,455	\$14.17	\$2,548	\$14.70	\$2,670	\$15.41	\$2,790	\$16.10
34	\$2,405	\$13.88	\$2,513	\$14.50	\$2,615	\$15.07	\$2,736	\$15.78	\$2,855	\$16.48
35	\$2,455	\$14.17	\$2,548	\$14.70	\$2,670	\$15.41	\$2,790	\$16.10	\$2,921	\$16.89
36	\$2,513	\$14.50	\$2,615	\$15.07	\$2,736	\$15.78	\$2,855	\$16.48	\$2,984	\$17.19
37	\$2,548	\$14.70	\$2,670	\$15.41	\$2,790	\$16.10	\$2,921	\$16.89	\$3,049	\$17.56
38	\$2,615	\$15.07	\$2,736	\$15.78	\$2,855	\$16.48	\$2,984	\$17.19	\$3,122	\$17.99
39	\$2,670	\$15.41	\$2,790	\$16.10	\$2,921	\$16.89	\$3,049	\$17.56	\$3,195	\$18.43
40	\$2,736	\$15.78	\$2,855	\$16.48	\$2,984	\$17.19	\$3,122	\$17.99	\$3,269	\$18.86
41	\$2,790	\$16.10	\$2,921	\$16.89	\$3,049	\$17.56	\$3,195	\$18.43	\$3,338	\$19.27
42	\$2,855	\$16.48	\$2,984	\$17.19	\$3,122	\$17.99	\$3,269	\$18.86	\$3,424	\$19.75
43	\$2,921	\$16.89	\$3,049	\$17.56	\$3,195	\$18.43	\$3,338	\$19.27	\$3,492	\$20.16
44	\$2,984	\$17.19	\$3,122	\$17.99	\$3,269	\$18.86	\$3,424	\$19.75	\$3,576	\$20.62
45	\$3,049	\$17.56	\$3,195	\$18.43	\$3,338	\$19.27	\$3,492	\$20.16	\$3,660	\$21.09
46	\$3,122	\$17.99	\$3,269	\$18.86	\$3,424	\$19.75	\$3,576	\$20.62	\$3,749	\$21.62
47	\$3,195	\$18.43	\$3,338	\$19.27	\$3,492	\$20.16	\$3,660	\$21.09	\$3,838	\$22.14
48	\$3,269	\$18.86	\$3,424	\$19.75	\$3,576	\$20.62	\$3,749	\$21.62	\$3,915	\$22.58
49	\$3,338	\$19.27	\$3,492	\$20.16	\$3,660	\$21.09	\$3,838	\$22.14	\$4,015	\$23.15
50	\$3,424	\$19.75	\$3,576	\$20.62	\$3,749	\$21.62	\$3,915	\$22.58	\$4,123	\$23.79
51	\$3,492	\$20.16	\$3,660	\$21.09	\$3,838	\$22.14	\$4,015	\$23.15	\$4,202	\$24.24
52	\$3,576	\$20.62	\$3,749	\$21.62	\$3,915	\$22.58	\$4,123	\$23.79	\$4,319	\$24.89
53	\$3,660	\$21.09	\$3,838	\$22.14	\$4,015	\$23.15	\$4,202	\$24.24	\$4,418	\$25.49

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Service Employees International Union (SEIU)
Third Shift, 8.5% Differential
2014-15 School Year
(Effective July 1, 2014)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
54	\$3,749	\$21.62	\$3,915	\$22.58	\$4,123	\$23.79	\$4,319	\$24.89	\$4,523	\$26.12
55	\$3,838	\$22.14	\$4,015	\$23.15	\$4,202	\$24.24	\$4,418	\$25.49	\$4,635	\$26.73
56	\$3,915	\$22.58	\$4,123	\$23.79	\$4,319	\$24.89	\$4,523	\$26.12	\$4,751	\$27.42
57	\$4,015	\$23.15	\$4,202	\$24.24	\$4,418	\$25.49	\$4,635	\$26.73	\$4,855	\$27.99
58	\$4,123	\$23.79	\$4,319	\$24.89	\$4,523	\$26.12	\$4,751	\$27.42	\$4,975	\$28.69
59	\$4,202	\$24.24	\$4,418	\$25.49	\$4,635	\$26.73	\$4,855	\$27.99	\$5,090	\$29.38
60	\$4,319	\$24.89	\$4,523	\$26.12	\$4,751	\$27.42	\$4,975	\$28.69	\$5,219	\$30.11
61	\$4,418	\$25.49	\$4,635	\$26.73	\$4,855	\$27.99	\$5,090	\$29.38	\$5,339	\$30.80
62	\$4,523	\$26.12	\$4,751	\$27.42	\$4,975	\$28.69	\$5,219	\$30.11	\$5,470	\$31.55
63	\$4,635	\$26.73	\$4,855	\$27.99	\$5,090	\$29.38	\$5,339	\$30.80	\$5,600	\$32.30
64	\$4,751	\$27.42	\$4,975	\$28.69	\$5,219	\$30.11	\$5,470	\$31.55	\$5,734	\$33.09
65	\$4,855	\$27.99	\$5,090	\$29.38	\$5,339	\$30.80	\$5,600	\$32.30	\$5,880	\$33.94
66	\$4,975	\$28.69	\$5,219	\$30.11	\$5,470	\$31.55	\$5,734	\$33.09	\$6,023	\$34.73
67	\$5,090	\$29.38	\$5,339	\$30.80	\$5,600	\$32.30	\$5,880	\$33.94	\$6,169	\$35.58
68	\$5,219	\$30.11	\$5,470	\$31.55	\$5,734	\$33.09	\$6,023	\$34.73	\$6,316	\$36.45
69	\$5,339	\$30.80	\$5,600	\$32.30	\$5,880	\$33.94	\$6,169	\$35.58	\$6,469	\$37.34
70	\$5,470	\$31.55	\$5,734	\$33.09	\$6,023	\$34.73	\$6,316	\$36.45	\$6,637	\$38.29
71	\$5,600	\$32.30	\$5,880	\$33.94	\$6,169	\$35.58	\$6,469	\$37.34	\$6,794	\$39.19
72	\$5,734	\$33.09	\$6,023	\$34.73	\$6,316	\$36.45	\$6,637	\$38.29	\$6,962	\$40.18
73	\$5,880	\$33.94	\$6,169	\$35.58	\$6,469	\$37.34	\$6,794	\$39.19	\$7,131	\$41.13
74	\$6,023	\$34.73	\$6,316	\$36.45	\$6,637	\$38.29	\$6,962	\$40.18	\$7,308	\$42.15
75	\$6,169	\$35.58	\$6,469	\$37.34	\$6,794	\$39.19	\$7,131	\$41.13	\$7,488	\$43.22
76	\$6,316	\$36.45	\$6,637	\$38.29	\$6,962	\$40.18	\$7,308	\$42.15	\$7,669	\$44.26
77	\$6,469	\$37.34	\$6,794	\$39.19	\$7,131	\$41.13	\$7,488	\$43.22	\$7,849	\$45.29
78	\$6,637	\$38.29	\$6,962	\$40.18	\$7,308	\$42.15	\$7,669	\$44.26	\$8,051	\$46.46
79	\$6,794	\$39.19	\$7,131	\$41.13	\$7,488	\$43.22	\$7,849	\$45.29	\$8,241	\$47.54
80	\$6,962	\$40.18	\$7,308	\$42.15	\$7,669	\$44.26	\$8,051	\$46.46	\$8,448	\$48.73

Longevity Increment: Effective June 1, 2008, a \$792 annual stipend after completion of 10, 16, 19, 22, and 25 years of credited service. **In-Service Growth:** Effective July 1, 1990, a stipend of \$5.00 per month, per semester unit of credit may be earned after three years of service, for up to a total of 32 units. Effective May 1, 2006, the compensation per unit of allowable credit and maximum number of units shall be increased as follows: 0 - 6.5 units = \$6; 7 - 13.5 units = \$7; 14 - 20.5 units = \$8; 21 - 48 units = \$9; 49 - 60 units = \$10. District and/or union sponsored training programs will receive credit of one unit per 16 hours of training. **Hourly Rates:** Computed on the basis of 173.333 average work-hours per month.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for SEIU
Third Shift, 8.5% Differential
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$10.69	\$16.04	\$85.52	\$1,851	\$22,212
\$10.98	\$16.47	\$87.84	\$1,900	\$22,800
\$11.21	\$16.82	\$89.68	\$1,940	\$23,280
\$11.46	\$17.19	\$91.68	\$1,988	\$23,856
\$11.68	\$17.52	\$93.44	\$2,021	\$24,252
\$11.92	\$17.88	\$95.36	\$2,064	\$24,768
\$12.22	\$18.33	\$97.76	\$2,120	\$25,440
\$12.54	\$18.81	\$100.32	\$2,173	\$26,076
\$12.74	\$19.11	\$101.92	\$2,204	\$26,448
\$13.01	\$19.52	\$104.08	\$2,252	\$27,024
\$13.27	\$19.91	\$106.16	\$2,305	\$27,660
\$13.54	\$20.31	\$108.32	\$2,348	\$28,176
\$13.88	\$20.82	\$111.04	\$2,405	\$28,860
\$14.17	\$21.26	\$113.36	\$2,455	\$29,460
\$14.50	\$21.75	\$116.00	\$2,513	\$30,156
\$14.70	\$22.05	\$117.60	\$2,548	\$30,576
\$15.07	\$22.61	\$120.56	\$2,615	\$31,380
\$15.41	\$23.12	\$123.28	\$2,670	\$32,040
\$15.78	\$23.67	\$126.24	\$2,736	\$32,832
\$16.10	\$24.15	\$128.80	\$2,790	\$33,480
\$16.48	\$24.72	\$131.84	\$2,855	\$34,260
\$16.89	\$25.34	\$135.12	\$2,921	\$35,052
\$17.19	\$25.79	\$137.52	\$2,984	\$35,808
\$17.56	\$26.34	\$140.48	\$3,049	\$36,588
\$17.99	\$26.99	\$143.92	\$3,122	\$37,464
\$18.43	\$27.65	\$147.44	\$3,195	\$38,340
\$18.86	\$28.29	\$150.88	\$3,269	\$39,228
\$19.27	\$28.91	\$154.16	\$3,338	\$40,056
\$19.75	\$29.63	\$158.00	\$3,424	\$41,088
\$20.16	\$30.24	\$161.28	\$3,492	\$41,904
\$20.62	\$30.93	\$164.96	\$3,576	\$42,912
\$21.09	\$31.64	\$168.72	\$3,660	\$43,920
\$21.62	\$32.43	\$172.96	\$3,749	\$44,988
\$22.14	\$33.21	\$177.12	\$3,838	\$46,056

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for SEIU
Third Shift, 8.5% Differential
2014-15 School Year
(Effective July 1, 2014)

Hourly	Time 1/2	Daily	Monthly	Annually
\$22.58	\$33.87	\$180.64	\$3,915	\$46,980
\$23.15	\$34.73	\$185.20	\$4,015	\$48,180
\$23.79	\$35.69	\$190.32	\$4,123	\$49,476
\$24.24	\$36.36	\$193.92	\$4,202	\$50,424
\$24.89	\$37.34	\$199.12	\$4,319	\$51,828
\$25.49	\$38.24	\$203.92	\$4,418	\$53,016
\$26.12	\$39.18	\$208.96	\$4,523	\$54,276
\$26.73	\$40.10	\$213.84	\$4,635	\$55,620
\$27.42	\$41.13	\$219.36	\$4,751	\$57,012
\$27.99	\$41.99	\$223.92	\$4,855	\$58,260
\$28.69	\$43.04	\$229.52	\$4,975	\$59,700
\$29.38	\$44.07	\$235.04	\$5,090	\$61,080
\$30.11	\$45.17	\$240.88	\$5,219	\$62,628
\$30.80	\$46.20	\$246.40	\$5,339	\$64,068
\$31.55	\$47.33	\$252.40	\$5,470	\$65,640
\$32.30	\$48.45	\$258.40	\$5,600	\$67,200
\$33.09	\$49.64	\$264.72	\$5,734	\$68,808
\$33.94	\$50.91	\$271.52	\$5,880	\$70,560
\$34.73	\$52.10	\$277.84	\$6,023	\$72,276
\$35.58	\$53.37	\$284.64	\$6,169	\$74,028
\$36.45	\$54.68	\$291.60	\$6,316	\$75,792
\$37.34	\$56.01	\$298.72	\$6,469	\$77,628
\$38.29	\$57.44	\$306.32	\$6,637	\$79,644
\$39.19	\$58.79	\$313.52	\$6,794	\$81,528
\$40.18	\$60.27	\$321.44	\$6,962	\$83,544
\$41.13	\$61.70	\$329.04	\$7,131	\$85,572
\$42.15	\$63.23	\$337.20	\$7,308	\$87,696
\$43.22	\$64.83	\$345.76	\$7,488	\$89,856
\$44.26	\$66.39	\$354.08	\$7,669	\$92,028
\$45.29	\$67.94	\$362.32	\$7,849	\$94,188
\$46.46	\$69.69	\$371.68	\$8,051	\$96,612
\$47.54	\$71.31	\$380.32	\$8,241	\$98,892
\$48.73	\$73.10	\$389.84	\$8,448	\$101,376

2% Increase Applied
SEIU 14-15 July-5
Updated 11/17/2014

Salary Schedule: C-M3

ATTACHMENTS

Unless otherwise noted, the following attachments are not part of the employer/employee Agreement and are not annexed to that Agreement, but are printed in this document only as convenience to the employees and administrators of the District, SEIU officials, and the members of the Sacramento community.

Attachment A	Family Medical Leave Act/California Family Rights Act
Attachment B	Tentative Agreement Regarding 195-Day Rule and Education Code 45103
Attachment C	Tentative Agreement Regarding 7-Hour Guarantee
Attachment D	Temporary Labor-Gardener Eligibility List
Attachment E	LOA for 9, 10, and 11 Month Non Single Track Employee Paychecks
Attachment F	MOU – for Summer and Intercession Pay for 9, 10, and 11 Month Employees
Attachment G	Catastrophic Sick Leave Bank
Attachment H	MOU – Conceptual Agreement Regarding 10-11 Month Employees Receiving Pay Over 12 Months
Attachment I	MOU – Touch Screen and Maintenance Engineer Specialist
Attachment J	Tentative Agreement Regarding Committees Agreed To Successor Contract Beginning July 1, 2005
Attachment K	Tentative Agreement Regarding Performance Evaluation of Classified Personnel
Attachment L	Commonly Used Personnel Forms
Attachment M	Tentative Agreement Extending the Contract to June 30, 2017

ATTACHMENT A

**FAMILY MEDICAL LEAVE ACT/
CALIFORNIA FAMILY RIGHTS ACT**

FAMILY MEDICAL LEAVE ACT/CALIFORNIA FAMILY RIGHTS ACT

Introduction:

The Family Medical Leave Act (FMLA) and the California Family Rights Act (CFRA) parallel each other in all but a few areas. The FMLA specifically provides that any state law which provides greater employee rights will supersede the FMLA. In other words, where the CFRA creates rights and obligations which are absent from the FMLA, those rights and obligations may be enforced pursuant to the CFRA so long as the difference amounts to greater rights to the employee. In all cases except leave associated with pregnancy disability, however, rights and obligations pursuant to the FMLA and the CFRA shall run concurrently, 12 weeks of leave during a 12-month period count towards statutory maximums with regard to both the FMLA and the CFRA.

The following is a summary of the rights and obligations created under the FMLA and the CFRA. A distinction has been made between the two in areas where the two differ. The FMLA and CFRA may contain additional rights and obligations and both Acts should be referred to directly before attempting to exercise or assess the rights or obligations addressed in the following summary.

Definitions:

Child:

Means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis* (in place of a parent) who is either under 18 years of age or is 18 years of age or older and incapable of self-care because of mental or physical disability.

Parent:

A biological, foster or adoptive parent, step-parent, or someone who stood *in loco parentis* to an employee when the employee was a child.

Spouse:

Means a partner in marriage as defined in Family Code §300.

Serious Health Condition:

Is defined as an illness, injury, impairment, or physical or mental condition which involves inpatient care in a hospital, hospice, or residential care facility, or continuing treatment or continuing supervision by

RESTRICTIONS AND LIMITATIONS ON LEAVE

Expiration of Entitlement:

Entitlement to leave for the birth or placement of a child shall expire 12 months after the birth or placement of the child.

Intermittent or Reduced Leave:

Leave taken pursuant to CFRA may be taken in one or more periods.

Leave pursuant to FMLA for the birth or placement of a child shall not be taken intermittently or on a reduced leave schedule unless the District and the employee agree otherwise.

Entitlement to leave for a serious health condition of an employee or an employee's child, spouse or parent, when necessary for medical reasons, may be taken intermittently or on a reduced leave schedule. Whether or not leave is taken intermittently or on a reduced leave schedule, the total amount of leave to which the employee is entitled shall not be reduced beyond the amount of leave actually taken.

The District may require an employee, requesting intermittent or reduced leave as a result of planned medical treatment, to transfer temporarily to an alternate position which:

- a) has equivalent pay and benefits; and
- b) accommodates recurring periods of leave better than employee's regular position.

Unpaid Leave:

Leave granted pursuant to either Act may be unpaid.

Relationship to Paid Leave:

The District may require or an employee may elect to substitute any available paid leave which the District would normally provide for any part of the 12-week period of leave taken pursuant to either Act. However, under CFRA, an employee may not use sick leave for the birth of a child or to care for a family member unless it is mutually agreed upon between the District and the employee.

Under FMLA, an employee may elect, or an employer may require, substitution of paid sick or medical leave for leave to care for a sick family member, except that nothing in the FMLA requires an employer to provide paid sick or paid medical leave in any situation which such employer would not normally provide such paid leave.

the employee is unable to perform his/her job for intermittent or reduced leave certification and duration of the treatment or necessity and the expected duration and schedule of the leave.¹

Second Opinion:

If the District questions the certification provided by the employee regarding the employee's own serious health condition, the District may require the employee to obtain a second opinion at District expense. The second health care provider must be designated or approved by the District, but shall not be employed by the District, and the second opinion may deal with any of the certification requirements.

Conflicting Opinions:

If the first and second opinions differ regarding an employee's own serious health condition, the District may require that a third opinion be obtained at District expense. The third health care provider must be approved or designated jointly by the District and the employee. The third opinion shall be binding on the District and the employee.

Subsequent Recertification:

The District may require the employee provide subsequent recertifications on a reasonable basis.

RESTORATION OF POSITION

Employment and Benefits Protection:

Any employee that takes leave shall be entitled, upon return from leave, to the same position or an equivalent position with equal benefits, pay terms and condition.

Leave taken pursuant to this Act shall not result in the loss of any employment benefits which accrued prior to the employee's leave. For example, if the employee has qualified for 3 days of personal leave each year, the employee may not be reinstated at a rate of 2 days of personal leave each year unless the reduction is unrelated to use of family leave. Employment benefits, however, may be exhausted in that the employer may require the employee to use accumulated paid leave during the period of leave provided under the Act.

¹ The FMLA also requires a statement of the diagnosis of the condition. California law does not allow an employer to request information regarding the serious health condition involved.

The required certification shall be sufficient if it states that a serious health condition prevented employee from performing his/her job or that the employee is needed for the care of a child, spouse or parent on the date that the leave of the employee expired.

PROHIBITED ACTS

The District may not interfere with, restrain, deny the exercise of, or discriminate against any individual attempting to exercise any right or opposing any unlawful practice under these Acts.

No person may discriminate against or discharge any individual acting in any proceeding instituted under these Acts.

ATTACHMENT B

**TENTATIVE AGREEMENT REGARDING
195-DAY RULE AND
EDUCATION CODE SECTION 45103**

ORIGINAL

TENTATIVE AGREEMENT
BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 790

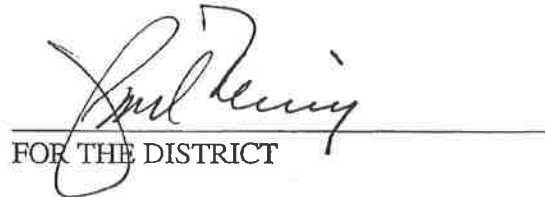
195-Day Rule and Education Code Section 45103

December 4, 1998

The Sacramento City Unified School District, hereinafter the "District," and Service Employees International Union, Local 790, hereinafter the "Union," have reached the following tentative agreement:

1. The parties agree to add a new Section 1.8 and an exhibit to the collective bargaining agreement delineating the 195-day rule and its application as outlined in the attached Side Letter of Agreement.
2. This Tentative Agreement is subject to and contingent upon ratification by the Board of Education and the membership of SEIU, Local 790.


FOR THE UNION


FOR THE DISTRICT

12/04/98
DATE

12/04/98
DATE

The attached Tentative Agreement between Sacramento City Unified School District and SEIU, Local 790, was approved and ratified this ____ day of _____, 199__, by the Sacramento City Unified School District.

Dr. Jim Sweeney, Ed.D., Superintendent
Sacramento City Unified School District

Proposed Article No. 1, Section 1.8

Substitute and Temporary Employees.

As provided in Education Code section 45103, substitute and short-term employees, employed and paid for less than seventy-five percent (75%) of the school year shall not be part of classified service.

“Seventy-Five percent (75%) of the school year” means one hundred ninety-five (195) working days, including holidays, sick leave, vacation and other leaves of absence, irrespective of the number of hours worked.

Any substitute or short-term employee who works seventy-five percent (75%) or more of a school year shall become part of the classified service according to the provisions of the Side Letter of Agreement attached and incorporated by reference herein as part of this Agreement (see Attachment _____).

SIDE LETTER OF AGREEMENT
BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 790

195-Day Rule: Education Code Section 45103

A dispute has arisen between the Sacramento City Unified School District, hereinafter the "District," and the Service Employees International Union, (SEIU) Local 790, hereinafter "Union," regarding the interpretation and application of Section 2.5, 2.8, 2.9, 14.3.1 of the contract and Education Code § 45103. The District and the Union have agreed to execute this Letter of Agreement regarding the future application of the above-referenced provisions (more commonly referred to as the "195-day Rule").

The District and the Union agree to the application of the "195-day Rule" as follows:

1. Any long-term temporary¹, long-term substitute², short-term temporary³, or short-term substitute⁴ employee who works for the District, irrespective of the number of hours worked per day, for more than 194 working days, including holidays, sick leave, vacation and other paid leaves of absences, within one school year⁵, shall become a probationary classified employee of the District, as outlined herein. A break in service will not effect the calculation of number of working days for purposes of determining classified status.
2. If a long-term temporary, long-term substitute, short-term temporary, or short-term

1

Section 2.5 defines a long-term temporary employee as: "any person who is employed to perform a service for the District for a limited term of employment of not less than six (6) months nor more than 194 days, including legal holidays, board granted holidays, and earned vacation, and whose service is not anticipated to continue beyond this time."

2

Section 2.8 defines a long-term substitute employee as: "a person who is employed to fill a regular, board-authorized position due to the absence of a regular employee for a period of not less than six (6) months nor more than 194 days, including holidays, board granted holidays, and earned vacation."

3

Section 2.6 defines a short-term temporary employee as: "any person who is employed to perform a service for the District for a period of less than six (6) months, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis."

4

Section 2.7 defines a short-term substitute employee as: "a person who is employed to fill a regular, Board-authorized position due to the absence of a regular employee for a period of less than six (6) months."

5

A school year is designated as beginning July 1 and ending June 30.

substitute employee, whose service is performed at the same school or site with the same immediate supervisor, is appointed as a probationary employee to the same position, or to another position in the same class, the time served in the position shall be counted in computing the completion date of the probationary period⁶, provided there is no break in service.

3. Any permanent classified employee who assumes the responsibilities of another position of a different classification or who is on a "limited term assignment"⁷ who works more than 194 days, including, but not limited to, holidays, board granted holidays, earned vacation and any paid leave of absence, shall, if all other conditions of the contract are met, be entitled to, among other contract rights, out-of-class pay in accordance with § 6.6 of the Contract. However, a permanent classified employee who assumes the responsibilities of another position in a different classification or who is on a "limited term assignment" for more than 194 days does not acquire any rights to that position nor any rights to such a position in that classification.
4. Both parties agree that the above interpretation of the Contract and Education Code is consistent with the Contract and current practice of the District. Both parties desire to have this agreement establish precedent and be binding against each party.

Application of the 195-Day Rule

A number of issues have arisen regarding the application of the "195-Day Rule" as outlined above. The following hypothetical is intended to clarify those issues and outline the mutual understanding and agreement between the parties regarding the application of the 195-Day Rule. Following the hypothetical are the issues raised therein and the mutually agreed upon resolution and rules relied upon in arriving at the resolution. The hypothetical is for example only and is not intended to limit the applicability of the rules outlined herein to the facts stated therein.

Hypothetical Situation

On October 1, 1997, the District hired employee "A" as a short-term temporary employee⁸ to assist the payroll technicians in the District administrative office. Employee "A" is paid as a temporary employee and does not accrue vacation or sick leave credits. In addition, employee "A" is excluded

6

Section 14.3.1 defines the probationary period for classified employees to be one (1) year from date of hire as a probationary employee.

7

Section 2.9 defines a limited term assignment to mean: "a permanent or probationary employee who is transferred to a position of limited duration or replaces another employee on leave of absence, the employee retains his/her basic employment classification during the course of such assignment."

8

Section 2.6 of the Contract defines a "short-term temporary employee" as "any person who is employed to perform a services for the District for a period of less than six (6) months, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis."

from the Office-technical bargaining unit (see exclusion under Section 1.3.5.2.1). Employee "A" works (at the same site and under the same supervisor) beyond the six (6) months for which he/she was hired and continues to work more than seventy-five (75%) percent of the 1997-98 school year (i.e., more than 194 working days) thereby becoming a probationary classified employee of the District (see Section [1] above).

Resolution

The above hypothetical raises the following issues, which the parties agree shall be resolved utilizing the following rules:

- A. Does employee "A" become a permanent employee of the District upon completion of 195 working days of service?

Answer: No. Employee "A," upon working more than seventy-five (75%) percent of the school year defined (defined as 195 working days, including holidays, sick leave, vacation and other leaves of absences, irrespective of the number of hours worked per day--Education Code Section 45103) becomes part of the classified service as a probationary employee. (See Letter of Agreement dated August 5, 1997 attached to the Master Contract as Attachment E). Employee "A" shall become a permanent employee only after completing the probationary period. (See Section 14.3.1 of the Contract).

- B. What classification and hours will employee "A" be assigned upon becoming a probationary employee of the District?

Answer: Employee "A" shall become a probationary employee of the District, as outlined above, in the classification and with the hours and work vacation group that the employee is assigned (excluding overtime and extra assignment work) on the 195th day of service, provided that the employee worked in the same classification, hours and work vacation group during the entire 195 days and there exists a vacancy in this classification, hours, and work vacation group. If there is more than one vacancy, the employee shall be allowed to select the vacancy he/she would like to fill.

If the employee has worked in different assignments during the course of his/her 195 days of service, then the employee shall be placed in the classification, hours and work vacation group for which the employee had the greatest length of service (working days only--not hours) during his/her 195 days of service, assuming there is a vacancy in this classification, hours and work vacation group. If there is more than one vacancy then the employee shall be allowed to select which vacancy he/she would like to fill.

In either of the above two scenarios, if there is no vacancy in the classification, hours and work vacation group to which the employee has rights, then the employee shall be subject to layoff. The employee shall be allowed to exercise any "bumping rights" he/she may have under Contract or board policy. Nothing contained herein shall interfere with the District's right to discipline or release a probationary employee.

- C. What if employee "A" had been hired to work as a short-term or long-term substitute employee in an "encumbered" position (i.e., a regular employee of the District has return rights to the position) and work more than seventy-five (75%) percent of the school year?

Answer: Employee "A" would become a probationary classified employee in an encumbered position (an "encumbered" position is a position for which a probationary or permanent employee of the District has return rights), upon completing 195 working days within one school year. Upon return of the employee with rights to the position, Employee "A" shall first be assigned to regular vacancies in the classification, hours and work vacation group to which he/she has become a probationary employee. If no vacancy exists, then the employee shall be subject to layoff. Nothing contained herein shall interfere with the District's right to discipline or release a probationary employee.

- D. If employee "A" completes the probationary period in accordance with Section 14.3.1 of the Contract and becomes a permanent employee, is he/she entitled to sick leave and vacation accrual for his/her probationary period?

Answer: Yes. Employee "A" will be credited with vacation and sick leave credits for the time spent in the position as a probationary classified employee. In the situation where the employee has served in multiple positions before working more than seventy-five (75%) percent of the school year, after the employee received a probationary classified employee assignment (as determined in Section [2] above) he/she will be credited with vacation and sick leave for that portion of the school year that will be credited toward permanency under 14.3.1. (see Section 14.3.1).

- E. What other benefits and/or obligations would employee "A" be entitled to under the Contract?

Answer: Employee "A," upon working more than seventy-five (75%) percent of the school year will become a probationary classified employee also becomes a member of the bargaining unit and is subject to Union dues. Employee "A" will be required to contribute back dues for his/her probationary period.

In addition, if the employee's position qualifies, the employee shall be entitled to PERS contributions. If the employee chooses to make up the PERS contributions, the District will also make the appropriate contribution for the employee's probationary period provided that employee shall also be required to pay his/her share of the contribution to PERS for his/her probationary period.

Any employee Union dues and/or PERS contributions due shall be deducted from the employee's check(s) in accordance with Section 6.12 (which shall be redrafted by mutual agreement of the parties--If 6.12 is not redrafted by agreement of the parties the employee shall pay both dues or PERS contributions out of the next six (6) regularly scheduled pay rolls).

If the position to which the employee becomes a probationary employee (see Section [B])

above) is a "benefitted position" under the Contract, then the employee shall be entitled to health benefits effective the first day of the month following the month in which the employee completed his/her 195th day of service within the school year.

- F. Will employee "A" be credited with the time he/she worked as a temporary employee before becoming a probationary employee for purposes of District seniority?

Answer: Yes. Any time that is credited to the employee under Section 14.3.1 for purposes of calculating the completion of the employee's probationary one year period will also be counted toward the employee's district seniority. Therefore, if an employee served in multiple positions before working more than seventy-five (75%) percent of the school year (i.e., more than 194 working days) he/she shall only be credited for purposes of permanency and seniority with the time spent in the position for which the employee became a probationary classified employee, assuming there was no break in service.⁹ (See Section [B] above).

- G. What evaluation is employee "A" entitled to under Article 14?

Answer: If an employee becomes a permanent classified employee of the District as described herein, the employee by definition will have missed his/her first probationary evaluation. The parties recognize this and expressly waive Section 14.3 et. seq. requiring a pre-evaluation conference and a first probationary evaluation by the end of the employee's first ninety (90) days of employment. Moreover, the parties agree that the second and final probationary evaluation for probationary employees as described herein shall be completed no later than sixty (60) days after the end of the employee's probationary period. Furthermore, the parties recognize that the District's failure to evaluate a probationary employee shall in no way impair the District's right to discipline, dismiss, or release a classified employee.

- H. What date will the District use for purposes of calculating continuous years of service for such benefits as retiree health benefits?

Answer: For purposes of calculating continuous years of service for such benefits as retiree benefits, the District will use the same date it is using for purposes of determining completion of the probationary period (i.e., the period of time that is credited toward completion of the probationary year under 14.3.1). Assuming the employee worked at the same site and under the same supervisor and had no break in service before becoming a default probationary employee, the District will use the employee's first date of service to

9

Under Section 2.20 of the Contract "district seniority" is defined to mean "the total time of service with the District including all job classifications commencing with the employee's date of hire into a probationary or permanent position, as provided in Article 14, Section 3.2 of [the Contract] including all time spent in paid status (vacation, holidays, sick leave, etc.) authorized unpaid leaves of less than thirty (30) days, and time spent on unpaid leaves for union business, excluding any service which ended in termination if the employee was not rehired within one (1) year after termination."

calculate both completion of the probationary period and to determine whether the employee has had a given number of continuous years of service. If the employee has worked at different sites and/or under different supervisors and/or had a break in service before becoming a default probationary employee, then the District will use the day the employee started working in the classification to which he/she became a default probationary employee, assuming the employee continued to work at the same it under the same supervisor and without a break in service.

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ATTACHMENT C

**TENTATIVE AGREEMENT REGARDING
7-HOUR GUARANTEE**

ORIGINAL

TENTATIVE AGREEMENT
BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 790

7-Hour Guarantee

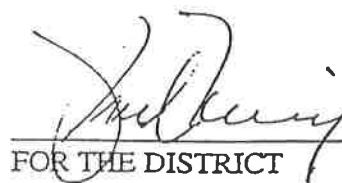
March 31, 1999

The Sacramento City Unified School District, hereinafter the "District," and Service Employees International Union, Local 790, hereinafter the "Union," have reached the following tentative agreement to revise the following article and sections as follows:

1. The parties agree to amend or modify all sections of the collective bargaining agreement as indicated on the attached version which is incorporated by reference herein.
2. This Tentative Agreement is subject to and contingent upon ratification by the Board of Education and the membership of SEIU, Local 790.



 FOR THE UNION



 FOR THE DISTRICT

04/05/99

 DATE

4-2-99

 DATE

The attached Tentative Agreement between Sacramento City Unified School District and SEIU, Local 790, was approved and ratified this _____ day of _____, 1999, by the Sacramento City Unified School District.

 Dr. Jim Sweeney, Ed.D., Superintendent
 Sacramento City Unified School District

Matrix of Benefits
"7 Hour Guarantee"

Classification or group of employees effected	12 month full-time employee ¹	11 month full-time employee	12 month part-time employee ³	11 month part-time employee
Operations-Support Services bargaining unit (excluding Custodians)	8 floating paid days ² off per-fiscal year.	3 ½ paid days during the Winter Break.	A pro-rata share of 8 floating paid days off.	A pro-rata share of 3 ½ days during the Winter Break.
Custodians	4 floating paid days ⁴ ; 3 ½ paid days during the Winter Break; and ½ paid day the Thursday before Spring Break.	3 ½ paid days during the Winter Break.	A pro-rata share of the benefits of the 12 month full-time employee.	A pro-rata share of 3 ½ days during the Winter Break.
All Other Classified Employees	3 ½ paid days during the Winter Break; and ½ paid day the Thursday before Spring Break; and 5 professional growth units. ⁵	3 ½ paid days during the Winter Break.	A pro-rata share of the 3 ½ paid day during the Winter Break.	A pro-rata share of 3 ½ days during the Winter Break.

Notes:

Handwritten: 1. *Jul 1/6/99*
MSA 04/05/99

1. An "eligible employee" is an employee of the District who was hired before July 1, 1999. All employees hired ^{on or} after July 1, 1999 will work a full work day (i.e., 8 hours) without any of the benefits defined herein. The new employee's work calendar shall be adjusted accordingly. The parties agree to modify the 12 month work year of the "Layoff Procedures" to 239 + days.
2. The "floating paid days" shall not be considered compensatory time off or vacation. These days will not accumulate from year to year and cannot be cashed out upon retirement or separation from the District. These days must be scheduled with advance notification and approval consistent with the practice under Section 11.4 of the contract — the operational needs of the site or administrative unit will be a consideration in scheduling.

3. An eligible "part-time" employee shall be any employee hired before July 1, 1999, that was receiving a pro-rata share of the "7 hour guarantee" under Section 9.19.1 of the contract. The part-time employees shall be eligible for a pro-rata share of the benefits for that classification and work year.
4. For Custodians, the 4 floating paid days have the same restrictions and limitations listed under note #[2] above.
5. The professional growth units shall be added to the employees professional growth count on or before the next application cycle as determined by the contract and shall be effective on July 1, 1999. The addition of these units shall not effect the annual cap (e.g., the employee may add up to 12 units for the year) nor the maximum cap on units.
6. Adult Ed, Child Care, Multi-Track, etc.: Those eligible employees who are entitled to receive 3 ½ paid days at Winter Break or ½ day at Spring Break as outlined above that work at a site or administrative unit that will not close down during the Winter Break or Spring Break will be allowed to float the 3 ½ paid days and one paid ½ day across their work year. Any floating days will have the same restrictions and limitations listed under note #[2] above.
7. Employees shall continue to work the 7 hour day until July 1, 1999, at which time all employees shall begin working 8 hour days and shall receive the benefits of the program outlined herein.
8. The Operations Support bargaining unit consists of those classifications as outlined in Article 1, Section 1.3.4 of the contract between the parties.
9. If an employee changes classification during the school year which changes the benefits outlined herein the process for making this change shall be discussed in the committee set forth below.

7 Hour Day Committee:

Although the impact and logistics of implementation of the benefits outlined herein have been explored during negotiations, the parties recognize that issues and questions may arise regarding implementation that have not been addressed in advance. There shall be a six (6) member committee to effectuate the intent of the parties in negotiating this benefit. The committee shall consist of three (3) District representative and three (3) Union representatives. Either party may call the committee by sending written notification to the other. The committee's charge shall be to address issues and questions surrounding implementation only.

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ATTACHMENT D

**TEMPORARY LABORER-GARDENER
ELIGIBILITY LIST**

Temporary Laborer-Gardener Eligibility List

An eligibility list for temporary laborer-gardener positions will be established by the Human Resources Department.

- Only qualified permanent district employees may apply for a posted temporary position.
- A qualified permanent district employee must have had a satisfactory evaluation within the last two years.
- Qualified permanent district employees must meet the minimum qualifications of the laborer-gardener position including the EEE testing to be eligible for the list.
- Each qualified permanent district employee serving as a temporary laborer-gardener will be evaluated after serving 30 days or at the end of the term in the temporary position and must receive a satisfactory evaluation to remain on the eligibility list.
- If a qualified permanent district employee serves as a temporary laborer-gardener and receives a less than satisfactory evaluation they are no longer able to apply for the duration of the contract term.

Posting for the eligibility list will take place annually during the months of July and August. The list will be maintained by the Human Resources Department.

- Selection from the eligibility list shall be made on the basis of district seniority.
- If the qualified permanent district employee declines a temporary position the employee must re-apply the following year to be eligible for the list.

If there is a dispute regarding the application of the eligibility list, the union and district will work in collaboration to address the issue. The outcome of all disputes will be determined by the Director, Maintenance and Operations. All decisions by the Director will be final. Article 18 does not apply.

The eligibility list process and procedures will be evaluated by the district and union after one year of implementation. However, the agreement sunsets at the end of the contract term.

SCUSD Chief Negotiator

Date

SEIU Chief Negotiator

Date

ATTACHMENT E

**LOA FOR 9, 10, AND 11 MONTH NON-SINGLE
TRACK EMPLOYEE PAYCHECKS**

ADDENDUM
To the
Letters of Agreement of June 1, 2000,
July 9, 2001, & May 23, 2002
Sacramento City Unified School District
And
Service Employees International Union, Local 790

Concerning Twelve (12) Monthly Paychecks for Non Single-Track Employees

RECITAL

The Sacramento City Unified School District, hereinafter the "District," and the Service Employees International Union (SEIU), Local 790, hereinafter the "Union," also jointly referred to as the "Parties," hereby agree to the following with respect to cease the practice of employees receiving twelve (12) paychecks when they are not twelve (12) month employees, and when they do not work at a single-track school.

SEIU expressed a legitimate concern about the potential impact of 9, 10 & 11 month employees, who do not work at a year round site, receiving less than twelve (12) paychecks a school year. Both parties agree that adequate notice to the impacted employees is necessary. The District was responsive to the concerns brought forward by SEIU and the parties have agreed to the terms listed below.

1. All SEIU employees, who are not on a single-track calendar, who have work calendars that are less than twelve (12) months will begin receiving a greater or fewer number of checks than the number of months they work effective the 2004-2005 school year. This will be based on the number of days they work in the month they return for the school year. These employees shall continue to receive twelve (12) paychecks from July 1, 2003 through June 30, 2004. The amount of each paycheck will be based on the status of each employee, i.e. 12 months 11 months or 10 months.
2. Beginning in the 2004/2005 school year, if an employee's work calendar requires them to work less than half of the number of working days in their first work month, they will receive their first paycheck the following month. If an employee's work calendar requires them to work more than half of the number of working days in their first work month, they will receive a paycheck at the end of their first working month.
3. The District will post an announcement of this agreement to extend the implementation of the paycheck change.

4. The Union agrees to publicize the agreement as well, by whatever means the Union deems appropriate
5. This agreement is subject to modification through mutual agreement of the parties.
6. This agreement shall not be used to reference, amend or to interpret language in the current District/Union CBA.

Sam Bernard
For the Union
8/5/03
Date

Brad Lowe
For the District J&B
8/5/03
Date

LOA/Addendum,9,10,11 non YRE

ATTACHMENT F

**MOU FOR SUMMER AND INTERCESSION PAY
FOR 9, 10, AND 11 MONTH EMPLOYEES**

MEMORANDUM OF UNDERSTANDING

BETWEEN THE
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION REGARDING
Summer Pay for Permanent 9,10, and 11 Month Employees
Grievance #02/03-2L

The Sacramento City Unified School District, hereinafter the "District," and the Service Employees International Union (SEIU), Local 790, hereinafter the "Union," also jointly referred to as the "Parties".

RECITALS

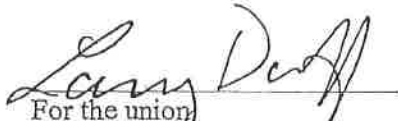
There is no negotiated agreement or District policy regarding permanent employees who work on a 9, 10, or 11 month basis, and the appropriate compensation for those who work temporarily or, on a per diem payroll during the summer or intercession. To resolve disputes over the specifics of summer / intercession pay for these permanent employees, the following terms have been agreed to.

This agreement was reached in the interest of promoting harmonious labor relations. It is non-precedential and its *terms are not agreed to based on the merits* of SEIU's complaint. The terms of this agreement shall not be used to interpret contract language of the District/union CBA.

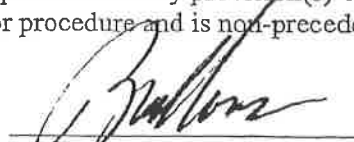
The terms and conditions are as follows:

1. Permanent 9,10 and 11 month employees who work per diem or temporarily in a summer position shall receive pay for the July 4 holiday. Those permanent 9, 10, and 11 month employees who work a temporary intercession position shall receive holiday pay such as Veteran's Day.
 - 1.1 This agreement will cover July 4 pay or Nov. 11 pay for 2002 (and pay in the future); provided the employee worked either the day before or the day after the holiday. Accrual of vacation and sick leave will not occur until the summer of 2003; if worked by any permanent 9,10 or 11 month SEIU represented employee.
2. Permanent 9,10 and 11 month employees who work temporarily in a summer position shall accrue vacation on a pro rata basis.
 - 2.1 Vacation shall be accrued, and vacation shall not be used during the temporary summer or intercession employment.

- 2.2 Accrued vacation shall be paid to the employee, and not accrued for use.
The pay for the vacation shall be prorated over their work calendar school year
3. This agreement is effective as of July 1, 2002. It will remain in effect unless amended or deleted through notice and negotiations with SEIU.
4. In consideration of the terms and conditions of this Agreement, the Union shall dismiss any existing grievance, claim, complaint, action or charge with prejudice, and shall not file any other grievance, claim, complaint, action or charge against the District concerning this issue.
5. The remaining issues of permanent 9, 10, and 11 month employees working in other classifications during the summer or intersession and their step placement in the classification shall be referred to the current successor contract negotiations, as well as the use of sick leave during temporary summer or intersession work.
6. This MOU shall not be construed as an interpretation of any provision(s) of the District / Union CBA, or other rule, policy or procedure and is non-precedential.


For the union

1-30-03
Date


For the District

1/30/03
Date

ATTACHMENT G

CATASTROPHIC SICK LEAVE BANK

CATASTROPHIC SICK LEAVE BANK

- A. The purpose of the Catastrophic Sick Leave Bank ("Bank") is to create a bank of donated sick leave days which may be used by unit members who are permanent employees suffering from a catastrophic illness or injury. The establishment of this Bank replaces the previous catastrophic leave practice agreed to by the parties.
- B. Catastrophic illness or injury is defined to mean a severe, incapacitating illness or injury to the employee which is expected to continue for an extended period of time which prevents the unit member who is a permanent employee from performing his/her duties.
- C. Membership in and use of the Bank
 1. The unit member who wishes to participate in the Bank must donate a minimum of one full sick leave day based on regular assignment hours worked to the Bank. The designated donation period shall occur on August 1 through October 31 annually. After 15 years of consecutive annual donations, the employee will no longer be required to make further donations to be recognized as a vested member of the catastrophic leave bank.
 2. In order for an employee to be eligible for catastrophic leave, they must have made a donation to the Bank during the donation period for that school year as outlined above.
 3. Donations to the Bank are irrevocable and may not be designated for the use of any specific participant.
 4. To use the Bank, a unit member must have exhausted all paid leaves including worker's compensation leave, except extended sick leave (100 half days). Donated catastrophic leave will run concurrently with extended sick leave. If catastrophic sick leave extends into a new fiscal year, newly granted sick leave days must be exhausted prior to resuming the use of the catastrophic sick leave bank. One day of granted sick leave must be donated to the bank to continue eligibility into the new fiscal year. There shall be no break in pay.
 5. The Associate Superintendent, Human Resources or designee and the Staff Manager, SEIU or designee will develop the procedure whereby a unit member applies for use of catastrophic sick leave days.

6. The Associate Superintendent, Human Resources or designee and the Staff Manager, SEIU or designee will develop the form to be used by unit members to contribute to and apply for use of the Bank.
7. The Associate Superintendent, Human Resources or designee and the Staff Manager, SEIU or designee will develop the procedure for replenishing the Catastrophic Leave Bank should it be depleted prior to the annual donation date.
8. The Associate Superintendent, Human Resources or designee shall grant or deny all requests for use of the Bank. If the application is denied, the Associate Superintendent, Human Resources or designee and the Staff Manager, SEIU or designee will discuss the reason for denial.

D. General Provisions

1. Days from the Bank shall be authorized on a first come, first-serve basis (date stamped received by Human Resources). Applicants may annually request the use of up to sixty (60) full salary, sick leave days that have been donated to the Bank. Upon full use, an additional twenty (20) days may be requested for a maximum of eighty (80) days to be used per catastrophic illness or injury.
2. Days may only be used by an employee who per medical verification, is incapacitated by a catastrophic illness or injury. Unused catastrophic sick leave days granted will be returned to the Bank. Unit members will be compensated at their current* regular assignment hours**. Unit members will be compensated at their current* work calendar. Unit members will be compensated at their current* rate of pay for each catastrophic sick leave day used. Total unused bank time will roll over from year to year.

* Current is defined as "in effect when application for Catastrophic Leave is received by Human Resources".

**Includes definition in 9.15.3 (Temporary Changes in Work Schedules for Part Time Employees).
3. Unit members on worker's comp leave and receiving compensation under Worker's Compensation provisions shall not be eligible to withdraw days from the Bank until exhausting all such benefits.

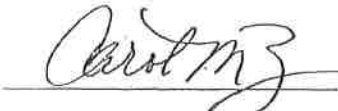
4. Upon an approval by CalPERS of retirement disability payments, the unit member's eligibility for withdrawal of days from the Bank shall cease.

E. The provisions of this section which relate to the application process and the approval of requests for catastrophic sick leave days shall not be subject to the grievance procedures established in this agreement.

Intent: Sections C4 and D2. For example, if an employee has 60 days of their 100 half days available, they could use those 60 days in conjunction with 60 half Catastrophic Leave days to give them full salary for 60 days. This will use 30 full days of Catastrophic Leave days, leaving the employee with a balance of 30 Catastrophic Leave days.

Committee Members: Shelly Hiibel, Archie Johnson, Wendy Smelosky, Marianne Clemmens, Patty Hagemeyer, Ron Hill

For the District:



Date: 2-3-06

For SEIU:



Date: 2/3/06

ATTACHMENT H

**MOU CONCEPTUAL AGREEMENT REGARDING
10-11 MONTH EMPLOYEES RECEIVING
PAY OVER 12 MONTHS**

Memorandum of Understanding
Between
Sacramento City Unified School District
And
Service Employees International Union, Local 790

Conceptual Agreement Regarding 10-11 Month Employees Receiving Pay Over 12 Months

The parties agree on the concept of providing the "summer bucket" method of paying 10 and 11 month employees over a 12 month period. The implementation date, ~~if the parties agree to move forward,~~ will be based on the number of participants who are eligible and have expressed interest in this pay option. The survey must be completed by April 1, 2006. Discussions will take place in the committee after the surveys have been returned. The committee will develop the implementation process and on-going procedures and timelines. m
a

The parties agree to work collaboratively on the method of communication to each eligible employee. This agreement does not pertain to per diem or substitute pay.

If this proposal is tentatively agreed (TA'd) to then the parties will sign below.



SCUSD Chief Negotiator

3-10-06
Date



SEIU Chief Negotiator

March 10, 2006
Date

ATTACHMENT I

**MOU TOUCH SCREEN AND
MAINTENANCE ENGINEER SPECIALIST**

MEMORANDUM OF UNDERSTANDING

BETWEEN THE
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION REGARDING
Negotiations for the CBA Beginning July 1, 2005

The Sacramento City Unified School District, hereinafter the "District," and the Service Employees International Union (SEIU), Local 790, hereinafter the "Union," also jointly referred to as the "Parties".

During negotiations of Winter 06, the parties discussed the idea of placing a "touch screen" computer in the District lobby of the Serna Center Building. Using interest based principals the proposal from SEIU was explored and considered. In addition, discussion took place regarding the current classification of the Maintenance Engineer Specialist.

After review of the touch screen proposal it was mutually determined that the cost of the proposal would hinder any movement on tentatively agreeing to the proposal. As a compromise, the parties agreed to the language of this MOU should the District find itself in a position to absorb the ongoing cost of purchasing and maintaining a "touch screen" computer in the lobby.

After review of the proposal about the Maintenance Engineer Specialist (MES) classification, the parties agreed to return the employees who were previously classified as Roofers to the Roofer classification. The employees' classification was changed per Board adoption of the Maintenance Engineer Specialist job description in March of 2003.

This agreement was reached in the interest of promoting harmonious labor relations. It is non-precedential and its *terms will sunset (expire) on the last operating day of the District/SEIU CBA that begins on July 1, 2005.* The terms of this agreement shall not be used to interpret contract language of the District/union CBA.

The terms and conditions are as follows:

- for #1 only. @D M
1. The parties Agree that if funds become available that allow the District to purchase and maintain a "touch screen" computer, the District will inform the union so that a meeting can be scheduled to discuss the proposal and review its impact on the District as determined at that time.
 2. The Parties agree to return employees currently classified as "Maintenance Engineer Specialists" to the classification of "Roofer". Currently, not all of the employees with the MES classification were previously classified a Roofer. Therefore, those employees who have never been classified as Roofers, will remain classified as Maintenance Engineer Specialists.

3. This MOU will sunset (expire) on the last operating day of the District/SEIU CBA beginning on July 1, 2005.
4. This MOU shall not be construed as an interpretation of any provision(s) of the District / Union CBA, or other rule, policy or procedure and is non-precedential.

Wynne S. Malison
For the union

February 1, 2006
Date

Carol M. Z
For the District

2-1-06
Date

ATTACHMENT J

**TENTATIVE AGREEMENT REGARDING
COMMITTEES AGREED TO SUCCESSOR
CONTRACT BEGINNING JULY 1, 2005**

Committees Agreed To Successor Contract

Committees: The parties agree to the following committees:

1. **Committees to Reduce Substitute Costs:**
The parties agree to constitute a task force to review and reduce substitute costs. The committee will be established and begin work on or about July 1, 2006 and will provide a progress report by September 30, 2006.

2. **Committee to Review Workman's Compensation**
The parties agree to review the process for workman's compensation rules, processes, regulations and procedures. The committee will be established and begin work on or about September 1, 2006, and will provide a progress report by March 1, 2007.

3. **Health Benefits for 3-4 Hour Employees**
The parties agree to review and research health benefit options for employees working between 3 and 4 hours. The committee will develop a report to be discussed during the third year of the SEIU contract.

Tentative Agreement
Between

SCUSD and Service Employees International Union, Local 1021

2008-09, 2009-10 and 2010-11

The Sacramento City Unified School District (SCUSD) and the Service Employees International Union, Local 1021 (SEIU) known as the parties, have considered mutual interest and recognize the value of a long-term agreement for the benefit of employees, students, and the community.

The parties also recognize both economic realities and reasonable expectations, as well as the common desire to improve academic achievement/reward employees.

The parties therefore agree to the following:

A. For 2009-10 and 2010-11, the parties agree to the following considerations:

1. For the 2008-09, 2009-10 and 2010-11 school years, bargaining for compensation will be reopened if the final state budget results in more or less funds for the district's General Fund than budgeted in the previous adopted budget.

B. The Parties agree to extend the termination date of the Agreement through June 30, 2011. This CBA extension agreement will extend the "Rule of One" agreement through June 30, 2010 to give the parties additional time to meet and discuss.

For the Union:

For the District:

_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date
_____	Date	_____	Date

3/26/2010

	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date
	Date		Date

Subject to approval of the parties' governing boards.

ATTACHMENT K

**TENTATIVE AGREEMENT REGARDING
PERFORMANCE EVALUATION OF
CLASSIFIED PERSONNEL**



Performance Evaluation of Classified Personnel

(Confidential)

NAME:	DATE OF REPORT (mm/dd/yy):
ADDRESS:	SOCIAL SECURITY NUMBER:
CLASSIFICATION:	TYPE OF EVALUATION: (SELECT ONE) <input type="checkbox"/> Probationary, 1st Rating <input type="checkbox"/> Probationary, 2nd Rating <input type="checkbox"/> Permanent <input type="checkbox"/> Special <input type="checkbox"/> Attached Improvement Plan (PSL-F102A)
DEPARTMENT:	
SCHOOL/OFFICE:	

Instructions and Guidelines

1. This form is to be used as the official report of the performance evaluation for all classified personnel designated as non-management.
2. Reports on probationary or permanent personnel are to be made twice during the probationary period. Probationers need not be evaluated if elected less than three months. The second evaluation report will be required 60 calendar days prior to the completion of the probationary period. Reports on permanent personnel shall be made in accordance with the Union Agreement.
3. Additional reports on probationary or permanent personnel may be submitted by administrators responsible for evaluation at any time. They may also be required by the Associate Superintendent, Human Resource Services, and any administrator responsible for evaluation at such times as such additional reports are believed necessary or desirable for the improvement of performance (see Article XIV of the Union Agreement).
4. Reports shall be forwarded through and reviewed by higher level supervisors as described in current administrative bulletins and shall be received in Human Resource Services not later than 15 days after the date of preparation.
5. Whenever an item is marked "Does Not Meet Expectations," specific written factual statements describing the deficiency and recommending corrective actions shall be made in the Comments section or on an attached sheet. The overall evaluation on the back page of this report is to be completed for all employees, but should not be completed until all specific items have been considered. Employees whose overall evaluation "Does Not Meet Expectations" must be so informed orally and in writing. A letter giving detailed reasons for the evaluation must be attached to all copies of this report.
6. All employees are to sign the evaluation forms. If anyone is unwilling to do so, a witness shall certify that a copy was presented to the employee. Probationers do not have the right of appeal, but permanent personnel may appeal to the supervisor/administrator who completed the evaluation within 10 working days. The supervisor/administrator shall meet with the employee within 10 days in an attempt to resolve the appeal informally. If the employee is not satisfied with the result of the informal appeal, a written appeal may be filed to the Associate Superintendent, Human Resource Services, or designee; a final decision will be made 15 working days from the date the appeal was filed.
7. See Article XIV of the Union Agreement for regulations. Whenever there is a conflict between the above instructions and the Union Agreement, the latter shall prevail.
8. When this document is being used as a special evaluation, it must be noted as so, above in the section titled "Type of Evaluation." A special evaluation that requires an Improvement Plan must have the Improvement Plan attached on the authorized form (PSL-F102A). The fact that an Improvement Plan is attached must be noted above by marking the appropriate box under the section titled, "Types of Evaluation." Special evaluations can be used any time an employee's supervisor feels such reports will lead to improved performance (see Article 14.4.2). When a special evaluation is used in this way, an Improvement Plan must be attached.

Standards for the Evaluation of the Performance of Classified Personnel

Quality and Quantity of Work	Exceeds Expectations <small>(Explanation Needed)</small>	Meets Expectations	Does Not Meet Expectations <small>(Explanation Needed)</small>
1. Work is accurate and complete.			
2. Takes pride in one's work.			
3. Meets time and work schedules.			
4. Performs assigned job tasks with precision and neatness.			
Comments:			

Work Habits	Exceeds Expectations <small>(Explanation Needed)</small>	Meets Expectations	Does Not Meet Expectations <small>(Explanation Needed)</small>
1. Observes rules, regulations, and prescribed procedures.			
2. Organizes work efficiently.			
3. Exercises proper care of materials and property.			
4. Gives proper attention to details.			
5. Is self-reliant and resourceful.			
6. Develops logical methods and techniques.			
7. Is industrious, alert, and decisive.			
8. Can be relied upon to carry out assignments as directed.			
9. Is rarely late or absent, and never without valid reason.			
10. Does not abuse break or lunch periods.			
Comments:			

STAPLE HERE

Attitudes	Exceeds Expectations (Explanation Needed)	Meets Expectations	Does Not Meet Expectations (Explanation Needed)
1. Is flexible and willing to seek and try new ideas and methods.			
2. Seeks/accepts assistance when needed.			
3. Willingly accepts and accomplishes responsibilities of the job.			
4. Respects the confidential nature of information with which entrusted.			
5. Seeks opportunities to improve oneself in one's work.			
6. Works respectfully, effectively, and courteously with:			
• pupils			
• public			
• colleagues			
• supervisor			
Comments:			

Personal Characteristics and Abilities	Exceeds Expectations (Explanation Needed)	Meets Expectations	Does Not Meet Expectations (Explanation Needed)
1. Is well-groomed and appropriately dressed for one's work.			
2. Has the ability to perform the physical responsibilities of the job.			
Comments:			

Note: Employees are to be evaluated on the following factors only when applicable.

Supervisory and Administrative Ability	Exceeds Expectations (Explanation Needed)	Meets Expectations	Does Not Meet Expectations (Explanation Needed)
1. Recognizes that supervision is an essential aid to the improvement of performance.			
2. Helps those supervised to realize their potential.			
3. Is able to motivate those under one's supervision to work together harmoniously and effectively.			
4. Is aware of staff needs and takes steps to meet them.			
5. Evaluates the service of others honestly and accurately.			
6. Formulates objectives and plans, and organizes procedures effectively.			
7. Leads rather than directs, but directs when necessary.			
8. Enforces and executes, in a fair manner, board policies and administrative regulations in spirit, as well as in fact.			
9. Delegates appropriate responsibility with necessary authority and encouragement.			
10. Works for the good of the entire system, not just one's unit or department.			
Comments:			

Analytical Ability	Exceeds Expectations (Explanation Needed)	Meets Expectations	Does Not Meet Expectations (Explanation Needed)
1. Is accurate, thorough, and complete in analyzing data, facts, policies, laws, and rules.			
2. Presents one's analyses in well-organized, understandable form.			
Comments:			

STAPLE HERE

Recommendations and Commendatory Remarks: (Required for any employee whose overall evaluation is marked with "Exceeds Expectations" or "Does Not Meet Expectations.")

Special Abilities (Optional):

Overall Evaluation: (A mark [X] in the appropriate box is required for all employees.)

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Recommendation: I recommend this employee be:

Retained	Released (Probationary)	Dismissed (Permanent)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signed: _____, Evaluator(s)

Print Name: _____

Print Title: _____

Employee's Acknowledgment:

This report has been reviewed and discussed with me, and I have received a copy of it. My signature does not necessarily signify agreement.

Employee's Signature

Date

Witness's Verification:

(To be used if employee is unwilling to sign.)

I certify that a copy of this report was presented to the person named on the first page on: _____
Date

Signature



Human Resource Services

Improvement Plan

Classified Personnel

(Confidential)

NAME:	DATE OF REPORT (mm/dd/yy):		
CLASSIFICATION:	SOCIAL SECURITY NUMBER:		
DEPARTMENT:	SCHOOL/OFFICE:		

Correcting Deficiency Instructions

The responsibility for correcting deficiencies is a mutual responsibility between the employee and the supervisor or unit administrator. If the evaluation is less than satisfactory, the supervisor or unit administrator shall take positive steps to assist in the correction of any cited deficiencies. Such action shall include a mutually developed work plan for improvement, as well as assistance in implementing such recommendations.

Area Needing Improvement of Performance

Improvement Plan / Recommendation (Plan must be for a minimum of 60 days.)

Timeline

Employee's Acknowledgement

Date

Evaluator's Acknowledgement

Date

ATTACHMENT L

COMMONLY USED PERSONNEL FORMS



Human Resource Services

Application for Family Medical Leave

Employee's Serious Health Condition

Date: _____

Family Leave requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons.

Eligibility

Employees are eligible if they have worked for a covered employer for at least one year and for 1,250 hours over the previous 12 months, and if there are at least 50 employees within 75 miles.

Job Benefits

Employers are required to maintain coverage, except life insurance and accidental death and dismemberment benefits, for employees on leave under a group health plan on the same basis as if they had continued regular employment during the leave period. The employer and employee contribution responsibilities for maintaining continued health coverage remain unchanged during the leave period.

I hereby apply for a Family Leave for the period beginning at the close of the day _____ and terminating at the close of the day _____.

Reason for Taking the Family Leave:

- A serious health condition prohibits me from performing my job duties and responsibilities.

Type of Leave Requested:

- 12 consecutive weeks.
- Intermittent (please explain): _____
- Reduced schedule from full time to part time (specify number of hours a week and days of week): _____

Advance Notice and Medical Certification:

- The employee must provide 30 days advance notice when the leave is "foreseeable." If you do not notify the District in advance for foreseeable leave, the District may delay your leave as necessary to make appropriate arrangements for your temporary replacement. Such delay will not postpone your leave for more than 30 days from date of your request.
- Medical certification to support a request for leave because of a serious health condition is required, Form WH-380-E attached. You must provide a medical certificate at the time you request leave if your leave is your own serious health condition.
- Before you return to duty from Family Leave, you will be asked to obtain a fitness report providing medical certification that you are able to return to work.

Certification of Health Care Provider must be attached.

Advance Notice and Medical Certification (continued)

The District may require an employee requesting intermittent or reduced leave as a result of planned medical treatment, to transfer to an alternate position which has equivalent pay and benefits and accommodates recurring periods of leave better than the employee's regular position.

Restoration Rights

You will be reemployed in the same, comparable, or equivalent position upon return from full leave.

By my signature, I attest that I have read and understand the above.

_____ Name (Print or Type)	_____ Signature		
_____ Social Security Number	_____ Mailing Address		
_____ Telephone	_____ City	_____ State	_____ Zip Code
	_____ School Site/Department	_____ Position	
	_____ Grade and/or Subjects Taught		

Leave of absence granted in accordance with above:

_____ Associate Superintendent or Designee Human Resource Services	_____ Date
--	---------------

<i>(Do not write in this space. For office use only.)</i>	
Eligibility Certified By: _____	
Medical Certification, Form WH-380-E Verified: _____	
Agenda Date: _____	Position Number: _____
Hold Position: _____	Transfer to Unassigned: _____
Recommended By: _____	

Certification of Health Care Provider must be attached.

Certification of Health Care Provider for
Employee's Serious Health Condition
(Family and Medical Leave Act)

U.S. Department of Labor
Employment Standards Administration
Wage and Hour Division



OMB Control Number: 1215-0181
Expires: 12/31/2011

SECTION I: For Completion by the EMPLOYER

INSTRUCTIONS to the EMPLOYER: The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave due to a serious health condition to submit a medical certification issued by the employee's health care provider. Please complete Section I before giving this form to your employee. Your response is voluntary. While you are not required to use this form, you may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308. Employers must generally maintain records and documents relating to medical certifications, recertifications, or medical histories of employees created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies.

Employer name and contact: _____

Employee's job title: _____ Regular work schedule: _____

Employee's essential job functions: _____

Check if job description is attached: _____

SECTION II: For Completion by the EMPLOYEE

INSTRUCTIONS to the EMPLOYEE: Please complete Section II before giving this form to your medical provider. The FMLA permits an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to your own serious health condition. If requested by your employer, your response is required to obtain or retain the benefit of FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA request. 20 C.F.R. § 825.313. Your employer must give you at least 15 calendar days to return this form. 29 C.F.R. § 825.305(b).

Your name: _____
First Middle Last

SECTION III: For Completion by the HEALTH CARE PROVIDER

INSTRUCTIONS to the HEALTH CARE PROVIDER: Your patient has requested leave under the FMLA. Answer, fully and completely, all applicable parts. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your best estimate based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage. Limit your responses to the condition for which the employee is seeking leave. Please be sure to sign the form on the last page.

Provider's name and business address: _____

Type of practice / Medical specialty: _____

Telephone: (_____) _____ Fax: (_____) _____

PART A: MEDICAL FACTS

1. Approximate date condition commenced: _____

Probable duration of condition: _____

Mark below as applicable:

Was the patient admitted for an overnight stay in a hospital, hospice, or residential medical care facility?

No Yes. If so, dates of admission:

Date(s) you treated the patient for condition:

Will the patient need to have treatment visits at least twice per year due to the condition? No Yes.

Was medication, other than over-the-counter medication, prescribed? No Yes.

Was the patient referred to other health care provider(s) for evaluation or treatment (e.g., physical therapist)?
 No Yes. If so, state the nature of such treatments and expected duration of treatment:

2. Is the medical condition pregnancy? No Yes. If so, expected delivery date: _____

3. Use the information provided by the employer in Section I to answer this question. If the employer fails to provide a list of the employee's essential functions or a job description, answer these questions based upon the employee's own description of his/her job functions.

Is the employee unable to perform any of his/her job functions due to the condition: No Yes.

If so, identify the job functions the employee is unable to perform:

4. Describe other relevant medical facts, if any, related to the condition for which the employee seeks leave (such medical facts may include symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment):

PART B: AMOUNT OF LEAVE NEEDED

5. Will the employee be incapacitated for a single continuous period of time due to his/her medical condition, including any time for treatment and recovery? No Yes.

If so, estimate the beginning and ending dates for the period of incapacity: _____

6. Will the employee need to attend follow-up treatment appointments or work part-time or on a reduced schedule because of the employee's medical condition? No Yes.

If so, are the treatments or the reduced number of hours of work medically necessary?
 No Yes.

Estimate treatment schedule, if any, including the dates of any scheduled appointments and the time required for each appointment, including any recovery period:

Estimate the part-time or reduced work schedule the employee needs, if any:

_____ hour(s) per day; _____ days per week from _____ through _____

7. Will the condition cause episodic flare-ups periodically preventing the employee from performing his/her job functions? No Yes.

Is it medically necessary for the employee to be absent from work during the flare-ups?
 No Yes. If so, explain:

Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have over the next 6 months (e.g., 1 episode every 3 months lasting 1-2 days):

Frequency: _____ times per _____ week(s) _____ month(s)

Duration: _____ hours or _____ day(s) per episode

ADDITIONAL INFORMATION: IDENTIFY QUESTION NUMBER WITH YOUR ADDITIONAL ANSWER.

Signature of Health Care Provider

Date

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 20 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Ave., NW, Washington, DC 20210. **DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT.**



Human Resource Services

Application for Family Medical Leave

Family Member's Serious Health Condition

Date: _____

Family Leave requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons.

Eligibility

Employees are eligible if they have worked for a covered employer for at least one year and for 1,250 hours over the previous 12 months, and if there are at least 50 employees within 75 miles.

Job Benefits

Employers are required to maintain coverage, except life insurance and accidental death and dismemberment benefits, for employees on leave under a group health plan on the same basis as if they had continued regular employment during the leave period. The employer and employee contribution responsibilities for maintaining continued health coverage remain unchanged during the leave period.

I hereby apply for a Family Leave for the period beginning at the close of the day _____ and terminating at the close of the day _____.

Reason for Taking the Family Leave:

- To care for my child(ren) after birth, or placement for adoption or foster care.
- To care for my spouse, son, daughter, or parent who has a serious health condition.

Type of Leave Requested:

- 12 consecutive weeks.
- Intermittent (please explain): _____
- Reduced schedule from full time to part time (specify number of hours a week and days of week): _____

Advance Notice and Medical Certification:

- The employee must provide 30 days advance notice when the leave is "foreseeable." If you do not notify the District in advance for foreseeable leave, the District may delay your leave as necessary to make appropriate arrangements for your temporary replacement. Such delay will not postpone your leave for more than 30 days from date of your request.
- Medical certification to support a request for leave because of a serious health condition is required, Form WH-380-F attached. You must provide a medical certificate at the time you request leave if your leave is to care for a qualifying family member.

Certification of Health Care Provider must be attached.

Advance Notice and Medical Certification (continued)

The District may require an employee requesting intermittent or reduced leave as a result of planned medical treatment, to transfer to an alternate position which has equivalent pay and benefits and accommodates recurring periods of leave better than the employee's regular position.

Restoration Rights

You will be reemployed in the same, comparable, or equivalent position upon return from full leave.

By my signature, I attest that I have read and understand the above.

Name (Print or Type)

Signature

Social Security Number

Mailing Address

Telephone

City State Zip Code

School Site/Department Position

Grade and/or Subjects Taught

Leave of absence granted in accordance with above:

Associate Superintendent or Designee
Human Resource Services

Date

(Do not write in this space. For office use only.)

Eligibility Certified By:

Medical Certification, Form WH-380-F Verified:

Agenda Date:

Position Number:

Hold Position:

Transfer to Unassigned:

Recommended By:

Certification of Health Care Provider must be attached.

Certification of Health Care Provider for
Family Member's Serious Health Condition
(Family and Medical Leave Act)

U.S. Department of Labor
Employment Standards Administration
Wage and Hour Division



OMB Control Number: 1215-0181
Expires: 12/31/2011

SECTION I: For Completion by the EMPLOYER

INSTRUCTIONS to the EMPLOYER: The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave to care for a covered family member with a serious health condition to submit a medical certification issued by the health care provider of the covered family member. Please complete Section I before giving this form to your employee. Your response is voluntary. While you are not required to use this form, you may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308. Employers must generally maintain records and documents relating to medical certifications, recertifications, or medical histories of employees' family members, created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies.

Employer name and contact: _____

SECTION II: For Completion by the EMPLOYEE

INSTRUCTIONS to the EMPLOYEE: Please complete Section II before giving this form to your family member or his/her medical provider. The FMLA permits an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave to care for a covered family member with a serious health condition. If requested by your employer, your response is required to obtain or retain the benefit of FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA request. 29 C.F.R. § 825.313. Your employer must give you at least 15 calendar days to return this form to your employer. 29 C.F.R. § 825.305.

Your name: _____
First Middle Last

Name of family member for whom you will provide care: _____
First Middle Last

Relationship of family member to you: _____

If family member is your son or daughter, date of birth: _____

Describe care you will provide to your family member and estimate leave needed to provide care:

Employee Signature

Date

SECTION III: For Completion by the HEALTH CARE PROVIDER

INSTRUCTIONS to the HEALTH CARE PROVIDER: The employee listed above has requested leave under the FMLA to care for your patient. Answer, fully and completely, all applicable parts below. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your best estimate based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage. Limit your responses to the condition for which the patient needs leave. Page 3 provides space for additional information, should you need it. Please be sure to sign the form on the last page.

Provider's name and business address: _____

Type of practice / Medical specialty: _____

Telephone: (_____) _____ Fax:(_____) _____

PART A: MEDICAL FACTS

1. Approximate date condition commenced: _____

Probable duration of condition: _____

Was the patient admitted for an overnight stay in a hospital, hospice, or residential medical care facility?

No Yes. If so, dates of admission: _____

Date(s) you treated the patient for condition: _____

Was medication, other than over-the-counter medication, prescribed? No Yes.

Will the patient need to have treatment visits at least twice per year due to the condition? No Yes

Was the patient referred to other health care provider(s) for evaluation or treatment (e.g., physical therapist)?

No Yes. If so, state the nature of such treatments and expected duration of treatment:

2. Is the medical condition pregnancy? No Yes. If so, expected delivery date: _____

3. Describe other relevant medical facts, if any, related to the condition for which the patient needs care (such as medical facts may include symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment):

PART B: AMOUNT OF CARE NEEDED: When answering these questions, keep in mind that your patient's need for care by the employee seeking leave may include assistance with basic medical, hygienic, nutritional, safety or transportation needs, or the provision of physical or psychological care:

4. Will the patient be incapacitated for a single continuous period of time, including any time for treatment and recovery? No Yes.

Estimate the beginning and ending dates for the period of incapacity: _____

During this time, will the patient need care? No Yes.

Explain the care needed by the patient and why such care is medically necessary:

5. Will the patient require follow-up treatments, including any time for recovery? No Yes.

Estimate treatment schedule, if any, including the dates of any scheduled appointments and the time required for each appointment, including any recovery period:

Explain the care needed by the patient, and why such care is medically necessary: _____

6. Will the patient require care on an intermittent or reduced schedule basis, including any time for recovery? No Yes.

Estimate the hours the patient needs care on an intermittent basis, if any:

_____ hour(s) per day; _____ days per week from _____ through _____

Explain the care needed by the patient, and why such care is medically necessary:

7. Will the condition cause episodic flare-ups periodically preventing the patient from participating in normal daily activities? ___ No ___ Yes.

Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have over the next 6 months (e.g., 1 episode every 3 months lasting 1-2 days):

Frequency: ___ times per ___ week(s) ___ month(s)

Duration: ___ hours or ___ day(s) per episode

Does the patient need care during these flare-ups? ___ No ___ Yes.

Explain the care needed by the patient, and why such care is medically necessary: _____

ADDITIONAL INFORMATION: IDENTIFY QUESTION NUMBER WITH YOUR ADDITIONAL ANSWER.

Signature of Health Care Provider

Date

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 20 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Ave., NW, Washington, DC 20210.

DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT.



Vacation Request

I request permission to take vacation as follows:

First Day of Vacation	Last Day of Vacation	Total Number of Hours

I understand that vacation is to be taken in accordance with the following regulations:

Classified Non-Management Employees

Although the preferences of employees are to be considered in scheduling vacations, there must not be a conflict with the needs of the District. The following regulations shall apply:

1. No vacation shall be scheduled prior to the time it is earned.
2. All vacation earned, with the exception of the maximum accumulation as identified in union contract or District policy, must be taken within twelve (12) months following earning and may not be accumulated beyond this period.
3. Vacations for personnel assigned to schools shall not be taken when schools are in session, whenever possible.
4. Personnel employed for less than twelve (12) months shall be paid for their vacation in lieu of being permitted to take vacation during the school year.
5. Employees are not eligible to take vacation until they have completed six (6) months of service, although vacation is earned from the first day of service.

Management Employees

Although the personal convenience and preference of employees are to be considered in scheduling non-service days, they must not be in conflict with the primary consideration in the most effective operation of its schools and offices. Non-service days shall be scheduled in accordance with District needs upon the recommendation of administrative supervisors. The following regulations shall apply:

1. No vacation shall be scheduled prior to the time it is earned.
2. With the exception of a maximum accumulation of as defined by District policy, non-service days or earned vacation must be taken within twelve (12) months following their earning and may not be accumulated beyond this period. Employment contracts may grant additional accrual and carry over of vacation days.

Signature of Employee:	Title/Location:	Date:
------------------------	-----------------	-------

APPROVAL: I approve the above request and certify that it is consistent with District policies and regulations.

Signature of Supervisor:	Title/Location:	Date:
--------------------------	-----------------	-------

Original: Employee
Copy: Supervisor



Human Resource Services

Request for Name Change

I wish to change my name as it appears on my records:

From: _____

To: _____

(As it is to appear on official district records.)

Social Security Number: _____

Location: _____

Signature: _____

Date: _____

Distribution of Copies: Human Resource Services and Employee Benefits

Instructions

In order to change your name as it appears on your district records, you will need to provide Human Resource Services with the original document that authorizes the legal change of your name. Fill out a **Request for Name Change** form, and submit the following documents:

SUBMIT ONE OF THE FOLLOWING:

- Marriage Certificate
- Divorce Decree (stating that you may return to your previous name)
- Court Order
- Legal Documentation **AND**
- Driver's License with picture and Social Security Card

Certificated Employees: To change your name as it appears on your teaching credential, you must go directly to the Commission on Teacher Credentialing, 1900 Capitol Avenue, Sacramento, CA 94244-2700, Phone: 445-7254. You have the option of doing this now or waiting until you renew your credential(s). The cost for processing prior to renewal will be \$27.50* per credential.

Please note that Human Resource Services will make the copies of all original documents.

*Fees are subject to change.



Human Resource Services

Change of Address and/or Phone Number

Date: _____	<input type="checkbox"/> SUBSTITUTE
Name: _____	<input type="checkbox"/> CLASSIFIED
Social Security Number: _____	Supervisor <input type="checkbox"/>
Correct Address: _____	Administrative <input type="checkbox"/>
Street Address	<input type="checkbox"/> CERTIFICATED
City	Supervisor <input type="checkbox"/>
Zip Code	Administrative <input type="checkbox"/>
New Telephone Number: _____	REASON FOR CHANGE:
	New Address <input type="checkbox"/>
	Error in Address <input type="checkbox"/>
	New Phone Number <input type="checkbox"/>

Mailing Address: _____
 Street Address City Zip Code

Signature of Employee _____

DMV License Number/Other ID: _____

Information Taken By: _____ On Line: _____
Initials/Date Initials/Date



Instructions

Since pay warrants and other documents are mailed to your home address, it is important to keep Human Resource Services informed of your correct mailing address.

Employees are to fill out a Change of Address Form and either:

1. Hand-deliver the Change of Address Form to Human Resource Services, 5735 47th Avenue. Human Resource Services will need to verify your identity, so please be sure to bring identification with you. **OR**
2. If you are at a school site, give the completed Change of Address Form to the School Office Manager, who will sign off on the form and send to Human Resource Services via district mail or fax (916 399-2016).

HR Internal Process: Field 1 and Field 3 must match, or Field 3 needs to be empty.

Distribution: Human Resource Services; Employee Benefits or Substitute Office; Accounts Payable



Prior Approval for: Overtime or CTO

TO: _____

DATE: _____

FROM: _____

REQUEST PRIOR APPROVAL FOR:

Overtime CTO

Begin and End Date(s):
Time (From – To):
Maximum Hours:
Reason and/or Duties and Responsibilities to be Performed:
Deadline Date to Complete Duties and Responsibilities:

Employee Signature

Date

Approved (Supervisor)

Date

Disapproved (Supervisor)

Date



Overtime Compensation Verification

Employee Name: _____

Month: _____

Total Overtime Hours Worked: _____ (see record below)

Compensatory Agreement

Overtime pay at 1.5 times the regular hourly rate.
 Number of actual overtime hours to be paid.

AND/OR

Compensatory time off (CTO) at 1.5 times the overtime hours worked.
 Number of actual overtime hours worked to be taken as compensatory time off.

Employee's Signature _____

Supervisor's Signature _____

Date _____

Date _____

Record of Overtime Worked and Compensated

Date of Overtime Worked	Hours of Overtime Worked	Amount of Paid Overtime	Amount of CTO Overtime	Amount and Date CTO Taken	Amount and Date CTO Taken	Amount and Date CTO Taken	Employee Initials	Supervisor Initials
			x 1.5 =					
			x 1.5 =					
			x 1.5 =					
			x 1.5 =					
			x 1.5 =					
			x 1.5 =					
			x 1.5 =					
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			x 1.5 =					
			x 1.5 =					
TOTALS								

CTO must be granted and taken within twelve months of the date earned; any time not taken within a twelve month period must be paid. Maximum accrued CTO allowable is 240 hours. Untaken accrued CTO must be transferred with any employee who is reassigned (and a copy of this form to new location). Accrued CTO must be paid to any employee terminated for any reason.

Distribution: Supervisor, Employee, Office Copy for Employee File



Human Resource Services

**Request for Working Out of Classification
(Classified Employees)**

Instructions: *Submit original to Budget Services. Budget Services will forward after approving to Human Resource Services to request additional compensation be provided to an employee for performing the duties of a higher-level classification. The original will be returned to the originating department or school to indicate disposition of the request. Refer to reverse side for procedures.*

School or Department:	Date (mm/dd/yy):
------------------------------	-------------------------

Name of Employee Recommended:		Name of Absent Employee:	
Employee's Classification:		Absent Employee's Classification:	
Employee's Social Security Number:	Dates Additional Duties Are to be Performed:		
	From (mm/dd/yy):	To (mm/dd/yy):	
Reason for Absence (Type X to Select Box): <input type="checkbox"/> Vacation <input type="checkbox"/> Illness <input type="checkbox"/> Resigned <input type="checkbox"/> Other			
Describe the additional duties to be performed which are in addition to the employee's present duties, and give the approximate percent of time the employee will spend in performing such additional duties.			
_____ Administrator's Signature		_____ Operations Services (when required)	

DO NOT WRITE BELOW THIS LINE

Disposition of Request by Budget Services:	
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	_____ Signature
Disposition of Request by Human Resource Services:	
Mr./Mrs./Ms. _____	<input type="checkbox"/> is <input type="checkbox"/> is not authorized to be paid an additional
\$ _____ per hour for the period _____	to _____
_____ Signature Approval	

Distribution: Payroll Services; Employee; Human Resource Services

Procedures

Before a classified employee may be compensated for performing higher-level duties, approval must first be obtained from the appropriate Director of Human Resource Services. This approval is obtained by submitting a "*Request for Working Out of Classification*" form.

A request should be submitted only under the following conditions:

1. The employee is required to perform the higher classification for **more** than three (3) working days within a fifteen (15) calendar-day period.
2. The higher-level duties to be performed are those of an absent classified employee.
3. The higher-level duties do not fall within the recommended employee's job classification.
4. The assignment of the higher-level duties is not expected to last more than two months.
5. This is due into Human Resource Services Services prior to submitting the Monthly Absence Report, or Per Diem Time Report, as the case may be.
6. If the time period covers more than one (1) month, a Vacancy Requisition needs to be used instead of Working Out of Classification Form.

When the above conditions exist, complete and submit a "*Request for Working Out of Classification*" form to the appropriate Director of Human Resource Services. After Budget Services and Human Resource Services review the request, a copy will be returned to the originating administrator indicating the disposition of the request and, if approved, the additional compensation authorized. When approval is received, the administrator in charge is to indicate in the remarks column of the monthly absence report those days on which the employee performed the higher-level duties.



Employee Compensation Services
Authorization for Electronic Money Transfer
Direct Deposit

TO BE COMPLETED BY EMPLOYEE

I hereby authorize Sacramento City Unified School District to electronically deposit warrants (a credit entry) to my account, and to initiate deposit reversals (a debit entry), if necessary, to correct errors in the initial deposit. Such reversals may only be completed within a few days of deposit. Include bank routing number for savings account deposit.

- | | |
|---|---|
| <input type="checkbox"/> New Set up | <input type="checkbox"/> New set up of Additional Account |
| <input type="checkbox"/> Change Financial Institution | <input type="checkbox"/> Change Account Number |
| <input type="checkbox"/> Change Account Type | <input type="checkbox"/> Cancellation of Direct Deposit |

EMPLOYEE NAME _____ EIN/SSN # _____
(PLEASE PRINT)

SIGNATURE _____ DATE _____

FINANCIAL INSTITUTION DATA OF ACCOUNT #1

NAME OF BANK _____
(PLEASE PRINT)

ROUTING # _____ ACCOUNT NUMBER _____

ACCOUNT TYPE (CHECK ONE) CHECKING or SAVINGS

I wish to deposit \$ _____ or I wish to deposit the Entire Net Amount

FINANCIAL INSTITUTION DATA of SECOND ACCOUNT (IF DESIRED)

NAME OF BANK _____
(PLEASE PRINT)

ROUTING # _____ ACCOUNT NUMBER _____

ACCOUNT TYPE (CHECK ONE) CHECKING or SAVINGS

I wish to deposit \$ _____ or I wish to deposit the Entire Net Amount

After completing the above form, **return it to Payroll Services, Box 772**, by the 10th of the month. You will receive an **ACTUAL** warrant for the first month. If the financial institution information and account numbers are correct, the next warrant will be electronically deposited in the employee's account.

**** Please attach a copy of a voided check or bank direct deposit authorization form.**



Human Resource Services

Complaint Form

For Office Use Only

Case #:

Check One

- Employee
 Applicant
 Parent/Guardian
 Public
 Student*
 Anonymous

Date (mm/dd/yy):	/	/	Response Requested:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Site/Location:				Administrator:	
Course or Grade Level:				Room Number or Location:	
Site/Location Address:				Email address:	
Name of Complainant (Print):					
Complainant Address:					
Complainant Home/Work Phone:			Location:		

Please indicate the type of complaint below: (BP refers to Board Policy; E refers to Exhibit.)

Employee/Applicant: Employment Discrimination/Harassment <i>(BP 1312.3, 4144)</i>	
<input type="checkbox"/> Age	<input type="checkbox"/> Sex
<input type="checkbox"/> Race	<input type="checkbox"/> Ancestry
<input type="checkbox"/> Religion	<input type="checkbox"/> Color
<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> National Origin
<input type="checkbox"/> Ethnic Group Identification	<input type="checkbox"/> Other:
<input type="checkbox"/> Mental or Physical Disability	<input type="checkbox"/> Employee Complaint <i>(BP 4144)</i>
Student *	
<input type="checkbox"/> Student Complaint <i>(BP 5144, 5145.7)</i>	
Parent/Public	
<input type="checkbox"/> Complaint Concerning Schools <i>(BP 1312)</i>	<input type="checkbox"/> Complaint Concerning District Employee(s) <i>(BP 1312.1)</i>
<input type="checkbox"/> Discrimination in Programs <i>(BP 4144)</i>	<input type="checkbox"/> Complaint Concerning Instructional Material <i>(BP 1312.2)</i>
Parent/Public: Williams Case Complaint Concerning Deficiencies Related to <i>(BP 1312.4, E[1] 1312.4):</i>	
Instructional Materials	<input type="checkbox"/> A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state-adopted textbooks or other required instructional materials to use in class. <i>(EC 35186[e][1][A], T5CCR 4681)</i>
	<input type="checkbox"/> A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials. <i>(EC 35186[e][1][B], T5CCR 4681)</i>
	<input type="checkbox"/> Textbooks or instructional materials are in poor or unusable condition, having missing pages, or are unreadable due to damage. <i>(EC 35186[e][1][C], T5CCR 4681)</i>
	<input type="checkbox"/> A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials. <i>(T5CCR 4681)</i>

(Continued on the following page)

Parent/Public: Williams Case Complaint Concerning Deficiencies Related to:
(BP 1312.4, E[1] 1312.4): (continued)

Teacher Vacancy or Misassignments	<ul style="list-style-type: none"><input type="checkbox"/> A semester begins and a teacher vacancy exists. (A position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position of which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.) (EC 35186[e][2][A], T5CCR 4682)<input type="checkbox"/> A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20% English learner pupils in the class. (EC 35186[e][2][B], T5CCR 4682)<input type="checkbox"/> A teacher assigned to teach a class for which the teacher lacks a subject matter competency. (EC 35186[e][2][C], T5CCR 4682)
Conditions of Facilities	<ul style="list-style-type: none"><input type="checkbox"/> A condition poses an urgent or emergency threat to the health or safety of pupils or staff, including: gas leaks, nonfunctioning heating, ventilation, fire sprinklers or air-conditioning systems, electrical power failure, major sewer line stoppage, major pest or vermin infestation, broken windows or exterior doors or gates that will not lock and that pose a security risk, abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff, structural damage creating a hazardous or uninhabitable condition, and any other emergency conditions the school district determines appropriate. (EC 17592.72, T5CCR 4683)<input type="checkbox"/> A school restroom has not been maintained or cleaned regularly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers. (EC 35292.5[a][1])<input type="checkbox"/> The school has not kept restrooms open during school hours when pupils are not in classes, and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when temporary closing of the restroom is necessary for pupil safety or to make repairs. (EC 35292.5)
Intensive Instruction and Services Provided to Students Who Have Not Passed One or Both Parts of CAHSEE After the Completion of 12 th Grade	<ul style="list-style-type: none"><input type="checkbox"/> Intensive instruction and services were not provided pursuant to Education Code Section 37254 to pupils who have not passed one or both parts of the high school exit examination after the completion of grade 12. (EC 35186[a][4], EC 35186[e][4], EC 35186[f][4])

(Continued on the following page)

Person(s) Involved in Complaint:	1.		
	2.		
Date of Occurrence (mm/dd/yy):	/ /	Time:	Witness:
Ethnicity (if applicable):	Age (if applicable):	Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Describe the Specific Nature of the Complaint: (Include as much information you feel is necessary. Attach additional pages, if necessary.)			
Complainant's Requested Remedy:			

***Return student complaints to:** Student Hearing and Placement Department, 5735 47th Avenue, Sacramento, CA 95824, through District Mail to Box Number 760, fax to (916) 399-2029, phone (916) 643-9425.

Return all other complaints to: Human Resource Services, 5735 47th Avenue, Sacramento, CA 95824, through District Mail to Box Number 770, fax to (916) 399-2016, phone (916) 643-9050.

Note: If dissatisfied with the District's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the district's decision. For good cause, the Superintendent of Public Instruction may grant an extension for filing appeals. (CCR 4652)

**UNIFORM COMPLAINT PROCEDURES SHALL BE AVAILABLE FREE OF CHARGE.
PHONE NUMBERS ARE LISTED ABOVE TO REQUEST COPIES OF THE PROCEDURE.**



Human Resource Services

Title IX Grievance Review Request

CONFIDENTIAL

Instructions: Individuals alleging Title IX discrimination and requesting review are required to complete this form and submit it to the appropriate Title IX Compliance Coordinator:

Student Related Issues: Director of Student Services/Alternative Education OR

Employee Related Issues: Chief Human Resources Officer

5735 47th Avenue, Sacramento, CA 95824 • P.O. Box 246870, Sacramento, CA 95824-6870

1. **Name of Grievant:**

Home Address

Zip

Home Telephone

School/Office:

2. **Nature of Your Grievance:** Please describe the action you believe may be in violation of Title IX, and identify any person(s) you believe may be responsible. (Attach additional sheets if necessary.)

3. Have you discussed your grievance with any Sacramento City Unified School District personnel?

Yes

No

If yes, to whom have you spoken?

Date:

4. What was the result of the discussion(s):

PLEASE ATTACH ANY STATEMENTS, NAMES OF WITNESSES, REPORTS, OR OTHER DOCUMENTS WHICH YOU FEEL ARE RELEVANT TO YOUR GRIEVANCE.

I certify that the foregoing is true and correct.

Print Name

Signature

Date

FOR HUMAN RESOURCE SERVICES USE ONLY:

Date Received: _____

Initial _____



Human Resource Services

SEIU Catastrophic Leave Request

In addition to filling out this leave request, you must also attach a physician's statement which must cover the dates listed below.

Name:		Last 4 Digits of Social Security Number:	
Street Address:		City/State/Zip:	
Work Phone:		Home/Cell Phone:	
Position Title:		School/Department:	
Date the Catastrophic Leave Will Begin:	Date the Catastrophic Leave Will End:	Extension to Original Request: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Signature:			Date:

If the above request is granted, I agree to the following:

1. I have donated the appropriate amount of sick leave to the Catastrophic Sick Leave Bank for this fiscal year.
2. I have exhausted all paid leaves according to the Catastrophic Sick Leave Bank guidelines.
3. I will comply with the requirements and conditions set forth in the SEIU contract.
4. If needed, I will request the allowable additional 20 days in writing and must attach the required doctor's note(s) for review and approval. I understand the maximum days available are eighty (80) days per catastrophic illness or injury.
5. I understand that unused Catastrophic Sick Leave Bank days will be returned to the Bank.
6. I have read and understand the Catastrophic Sick Leave Bank guidelines.
7. I will inform Human Resource Services of any changes to my health status.

For Human Resource Services Use Only

Date Catastrophic Leave Request Received:

Received By:

Catastrophic Leave Approved

Catastrophic Leave Not Approved

Signature: Chief Human Resource Services Officer

Date

Please keep a copy for your own records.

cc: Human Resource Services, Personnel File
Appropriate Supervisor
Employee



SEIU Donation Form for Catastrophic Leave

School/Fiscal Year of Donation: July 1 _____ through June 30 _____	
Employee Name: (Please Print – Last Name, First Name)	Last 4 Digits of Social Security Number:
Position Title:	School/Department:
Work Phone:	Home/Cell Phone:
Current Work Calendar (10, 11, or 12 Month Employee): _____	Current Regular Assignment Hours Worked: Per Day _____ or Week _____
I am donating _____ number of hours to the Catastrophic Sick Leave Bank. This is my regular assignment number of hours as of this date.	
This is my _____ consecutive donation.	
<p>I hereby elect to donate my eligible sick leave credits to the Catastrophic Sick Leave Bank. I understand donations are irrevocable and may not be designated for the use of any specific participant. Donations must be made to the Bank during the donation period for that school fiscal year as indicated above. I understand that after 15 years of consecutive annual donations, I will no longer be required to make further donations to be recognized as a vested member of the Catastrophic Sick Leave Bank. I have read the negotiated agreement regarding the provisions and definitions of the terms of the Bank.</p> <p>If the Catastrophic Sick Leave Bank does not have sufficient days to fund a withdrawal request, the District is under no obligation to provide days and is under no obligation to pay the participant any funds. (Refer to Attachment G of the SEIU Contract for the replenishment process.) If the District denies a request for withdrawal, or an extension of withdrawal, because of insufficient days to fund the request, they shall notify the participant, in writing, of the reason for the denial.</p> <p>If the Catastrophic Sick Leave Bank is terminated for any reason, the days remaining in the Catastrophic Sick Leave Bank shall be returned to the current members of the Bank proportionately.</p>	
Donor's Signature: _____	Date: _____
Date Received (Human Resource Services Only): _____	Received by (Human Resource Services Only): _____

Submit this form to Human Resources – Mailbox 770, or fax to 399-2016.

Please keep a copy for your own records.

cc: Human Resource Services, Personnel File



Human Resource Services

Request for PRIOR Approval of Classified Professional Growth

Name		Last Four Digits of Social Security Number	Date (m/d/yy)
School or Office	Work Number	Classification	

I hereby request prior approval to undertake the following professional growth course(s) or activities for salary credit:

Title of Course or Activity	Course/Activity Date	Check (✓) Appropriate Box		
		Fast Track	Job Related	General Ed/District Value
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>

APPROVALS: ADMINISTRATIVE SUPERVISOR (where applicable)

I certify the above work will be of benefit to the applicant's job assignment except as follows:

Date _____
Supervisor's Signature

❖ ❖ ❖ ❖ ❖ ❖ RETURN THIS FORM WHEN COURSES ARE COMPLETED ❖ ❖ ❖ ❖ ❖ ❖

Request for COMPLETED Professional Growth Salary Credit

1. Only credits completed after employment with the district are considered for credit; no credit will be given for activities or courses completed prior to adoption of this program on October 29, 1973; and no salary credit will be paid until the employee has completed three (3) full consecutive years with the District.
2. Attach transcripts or official grade cards for all courses. Credit will be given based on semester unit value.
3. Hours involved in special projects, organizational work, and conference and workshop attendance must be verified in writing by an instructor, organizational officer, or administrator in charge (15 hours = 1/2 unit credit; Fast Track: 16 hours – 1 unit credit).
4. Course(s) taken during work hours while in paid status will not be eligible for professional growth.

Title of Course or Activity	Course/Activity Date	Check (✓) Appropriate Box			Units/Hrs Earned
		Fast Track	Job Related	General Ed/District Value	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	

APPROVALS: ADMINISTRATIVE SUPERVISOR (where applicable)

I certify the above work will be of benefit to the applicant's job assignment except as follows:

Date _____
Supervisor's Signature

I certify the above work will be of benefit to the applicant's job assignment and/or of direct benefit to the district except as follows:

Applicant will receive compensation for _____ units or _____ hours when eligible.

Date _____
Analyst, Human Resource Services

ATTACHMENT M

**TENTATIVE AGREEMENT EXTENDING THE
CONTRACT TO JUNE 30, 2017**

**SEIU Local 1021 Tentative Agreement
Sacramento City Unified School District**

July 5th, 2012

2012-2013 and 2013-2014 Fiscal Years

The District's and Union's interests are to maintain fiscal solvency and provide staff with salary and benefits that are competitive in order to recruit and retain quality staff. In addition, our mutual interest is to mitigate the reductions to classified staffing in order to maintain a quality environment for students to support teaching and learning. Therefore, the Union proposes the following:

1. The parties recognize that this agreement anticipates that the state school finance system will remain substantially unchanged as prescribed in current law. If there is a significant change in the funding system (e.g., "sweeping" of categorical funds, weighted student formula or some other significant structural change in funding,) the District shall provide prompt written notification to SEIU Local 1021 of its belief that such a change has occurred. Based on this notification, the parties shall meet promptly thereafter to negotiate modifications to this Memorandum that attempts to carry forward the intent of the current agreement while also conforming to the relevant changes in the school funding system.
2. Reduction of the 2012-13 and 2013-14 Work Years

Each unit member's work year shall be reduced by a total of three (3) days in each of the 2012-13 and 2013-14 work years with a corresponding pre-tax deduction from the unit member's salary. The days that shall be temporarily reduced shall be non-work days, and shall be determined by mutual agreement of the parties. The value of each day shall be calculated at the rate of .5% and the salary schedule for the 2012-13 and 2013-14 work years shall be reduced accordingly.

A. In addition, the following reductions shall take effect July 1, 2012 and July 1, 2013:

1. The temporary suspension of three (3) Board granted holidays, each member's salary will be reduced by three (3) days.
2. Temporary suspension of the Single Coverage Rebate.
3. Temporary suspension of Step movement.
4. Temporary suspension of Longevity increment movement.
5. Ten (10) Furlough days *(effective 1-1-13)* *AD MS*

For a total of \$3,336,277.00 in concessions for each fiscal cycle.

If the Governor's Tax Initiative passes, effective January 1, 2013 the following shall be restored for the 2012-13 and 2013-2014 fiscal years:

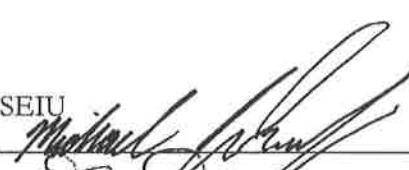

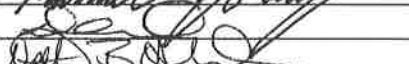
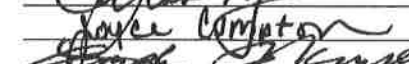
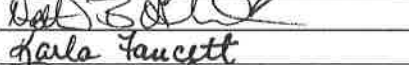

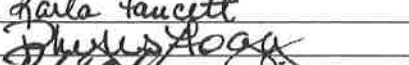
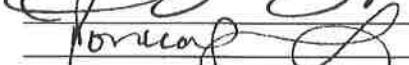
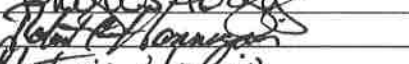
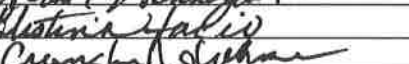
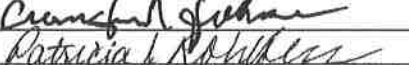
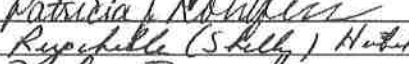
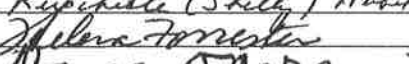
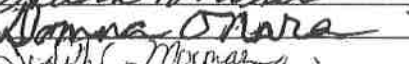
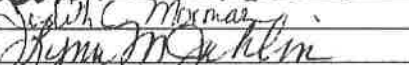
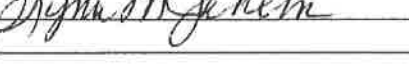
1. The temporary suspension of three (3) Board granted holidays, each member's salary will be reduced by three (3) days.
2. Temporary suspension of the Single Coverage Rebate.
3. Temporary suspension of Step movement.
4. Temporary suspension of Longevity increment movement.
5. Ten (10) Furlough days

- A. If state law does not allow the school year to be reduced up to ten (10) days in either year, the parties shall reopen negotiations for the sole purpose of determining if/how unit members' compensation may be reduced to accommodate a temporary reduction in pay that equates to the difference in what has already been reduced due to loss of days and the maximum possible loss of ten (10) days' pay (per the formula detailed above.)
- B. The designation of days for reduction shall be by mutual agreement of the parties. In the event of no agreement regarding the designation of the work days to be temporarily reduced, those days shall be taken at the end of the work year.
- C. If the District receives any increase in its funded BRL/ADA for 2012-13, or an increase in funded BRL/ADA for 2013-14 that exceeds that necessary for full restoration of the days (and corresponding salary) as specified above, or any other changes to school financing, the parties agree to immediately reopen negotiations to bargain over possible enhancements or other changes to bargaining unit members' compensation.

In the event the District receives new State and/or Federal funding, including but not limited too Tax For Education and Early Childhood Programs, the parties shall reopen negotiations.

Should there be changes to current or prospective other bargaining unit agreements, or salary or salary-related matters to unrepresented management, confidential or any other employee group, the District agrees to reopen negotiations for fair and equitable treatment (me-too.)

This agreement expires June 29th, 2014.

SEIU		7-5-12	District		7-5-12
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ja 9/22/14

Tentative Agreement
Between
Service Employees International Union (SEIU), Local 1021
And
Sacramento City Unified School District

This Agreement is made and entered into September 22, 2014, between Sacramento City Unified School District ("District") and the Service Employees International Union (SEIU), Local 1021 ("SEIU"), collectively referred to herein as the "parties."

1. Except as expressly provided herein, the current collective bargaining agreement between the parties ("CBA") shall be continued without modification through June 30, 2017.
2. Except as otherwise provided herein, the terms of the collective bargaining agreement between the District and SEIU shall be closed for the 2014-2015, 2015-2016 and 2016-2017 school years.

Article 9 - Assignments

3. The parties agree to create a new Section 9.15.4 to read as follows:

For the 2014-2015 school year, and thereafter, the required days of service shall increase by three (3) service days. This increase in service days shall reflect the restoration of three (3) furlough days, to be included on the 2014-2015, 2015-2016, and 2016-2017 calendar.
 - a. For the 2014-2015 school year, ten (10) month employees shall work August 27th and August 28th, prior to the start of the school year.
 - b. For the 2014-2015 school year, eleven (11) month employees shall return one (1) day sooner than their normal start date and stay one (1) day later than their normal last day of work.
 - c. For the 2014-2015 school year, twelve (12) month employees shall work the two (2) days during Thanksgiving Break or request for prior approval of time off.

Article 10 – Calendar Committee

4. The parties agree to revise the following language in Section 10.3.1 to read as follows:

9/22/14

- a. Section 10.3.1: Effective the 2014-2015 school year, a Calendar Committee shall be established. The committee shall be made up of an equal number of appointees from SEIU and the District. The primary purpose of this committee shall be to explore the possibility of adjusting the start and end dates of the school year beginning with the 2015-2016, 2016-2017, and 2017-2018 school years. The committee will review the District's academic calendar, as well as the laws and regulations governing instructional minutes, and make recommendations to the District and SEIU for changes, if needed.

Article 11 – Vacations

5. The parties agree to amend the existing language outlined in Sections 11.2.2, 11.2.3 and 11.4.7 as follows:
 - a. Section 11.2.2: Upon separation from service the employee shall be entitled to lump-sum compensation for all earned and unused vacation.
 - b. Section 11.2.3: Employees with accumulated vacation shall be allowed to cash out up to five (5) days each year. Employees desiring to cash out vacation may do so by providing written notification to the Payroll Department. Requests received by Payroll by October 1 will be reimbursed by November 30 and requests received by Payroll by May 1 will be reimbursed by June 30.
 - c. Section 11.4.7: Twelve month employees are strongly encouraged to utilize their vacation during the school year. All reasonable attempts shall be made to accommodate the requests of employees scheduling vacation. The parties agree to work collaboratively to identify options in addressing the vacation accruals over the contract limit and to minimize the District's unfunded liability.

Article 6 – Compensation

6. The parties agree to create a new Section 6.1.3 to read as follows:
 - a. For the 2014-2015 school year, the SEIU salary schedule(s) will increase by two (2) percent (2.0%) effective July 1, 2014.
 - b. For the 2015-2016 school year, the SEIU salary schedule(s) will increase by one percent (1.0%) effective July 1, 2015. The Parties agree to reopen negotiations to bargain over possible enhancements to SEIU bargaining unit members' compensation for the 2015-2016 and 2016-2017 school years.

9/22/14

Article 9 – Assignments

7. The parties agree to amend the existing language outlined in Section 9.9.1 and 9.9.1.1:

a. Section 9.9.1: For out-of-District field trips where the destination exceeds a radius of forty (40) miles from the District transportation yard and of more than six (6) hours duration, meal allowances will be paid as follows:

Breakfast: \$10.00 (if required to be on duty prior to 6:00 a.m.)

Lunch: \$15.00

Dinner: \$31.00 (if required to be on duty after 7:00 p.m.)

The reimbursement rate shall be at the rate of the U.S. General Services Agency, or whichever amount is greater.

b. Section 9.9.1.1: For in-District or out-of-District field trips or athletic trips of less than a forty (40) mile radius from the District transportation yard and which on a regular workday results in less than a one (1) hour break between completion of the employees' regular workday assignment and the start of the additional assignment, the following meal allowance will be paid to school Bus Drivers:

Dinner: \$31.00 (if required to be on duty after 7:00 p.m.).

The reimbursement rate shall be at the rate of the U.S. General Services Agency, or whichever amount is greater.

Article 10 – Holidays

8. The parties agree to amend the existing language outlined in Sections 10.1.1 and 10.2.4 (b) (c):

a. Section 10.1.1: Eligibility -- Board-Granted Holidays

(Day after Thanksgiving, all of winter vacation, two (2) days during spring vacation)

All probationary and permanent employees, except weekend and holiday watchpersons, are entitled to the day after Thanksgiving, provided they are in a paid status during any portion of the working day immediately preceding or succeeding the holiday.

9/22/14

All probationary and permanent employees, except weekend and holiday watchpersons and construction inspectors (including lead), are entitled to the winter and spring recess holidays, provided they are normally required to serve during the winter and spring recess periods and they are in a paid status during any portion of the working day immediately preceding or succeeding the holidays.

For purposes of determining eligibility for the two (2) days during spring vacation, if the employee is in a paid status immediately preceding and succeeding the spring vacation period, the employee will be considered as being eligible for those holidays.

- b. Section 10.2.4 (b) Holidays--Board Granted: Winter vacation;
- c. Section 10.2.4 (c) Holidays--Board Granted: Two (2) days during spring vacation;
- d. The parties will need to work collaboratively to address the Winter Break and Spring Break holiday changes above.

Article 12 – Leaves

- 9. The parties agree to revise Section 12.6 "Emergency Leave" to read as follows:
 - a. A maximum absence of three (3) days with full pay during any one (1) school year shall be authorized for the sudden and unexpected illness or injury requiring the presence of the permanent or probationary employee for emergency care or attendance of an ill or injured member of the immediate family. Each instance of emergency leave may be for one (1), two (2) or three (3) days up to a maximum of three (3) days per school year.

Article 7 –Fringe Benefits

- 10. The parties agree to create a new Section 7.1.1.3 to read as follows:

During the 2013-2014 school year, the District initiated a bidding process for the purpose of providing all eligible employees with affordable, appropriate value, health care coverage. The District agrees to hold SEIU members harmless, ensuring that their co-pays and/or other out of pocket expenses related to will not increase, until December 31, 2015. The District and SEIU shall reopen negotiations regarding health insurance coverage in sufficient time to ensure an orderly open enrollment process for the 2016 calendar year.

9/22/14

11. The parties agree to revise Section 7.1 to read as follows:

The Benefits Committee shall study all matters related to fringe benefits coverage and make recommendations regarding feasibility and cost efficiency. Special emphasis shall be given to the future plan design of health care coverage offered to all employees of the District in light of requirements established for employers and individuals as a result of the Affordable Care Act and/or other applicable law and the need to control benefit cost. The Board shall provide all eligible employees with a choice of health plans, one of which must be the Kaiser Plan.





Change in District's Current Business Information System

12. The parties acknowledge that the District may replace its current business information system, "ESCAPE", during the term of this Agreement. A transition from the current ESCAPE business information system to a new business information system may require the District to change certain business practices or may provide the District opportunities to reduce costs and improve the efficiency of current business practices. In the event that such changes become foreseeable, the District and SEIU agree to meet and bargain regarding any effects its implementation may have on the parties' Collective Bargaining Agreement or unit members' salaries or working conditions.

Contract Management


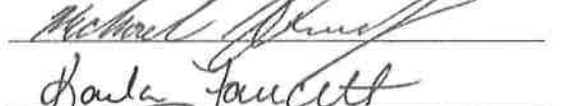


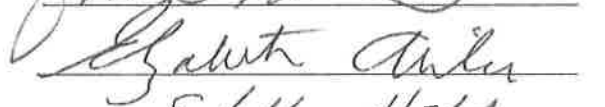

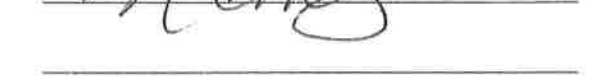
13. The District and SEIU have a mutual interest in maintaining an accurate and updated record of the agreements between the parties. Accordingly, the District and SEIU shall meet upon the commencement of the 2014-2015 school year for the limited purpose of discussing whether any existing agreements between the parties, including but not limited to all known memoranda of understanding, side letters of agreements, and tentative agreements are still effective and unexpired. Upon completion of this comprehensive review, the parties agree to work together in order to consolidate any ratified, unexpired, and effective agreements between the parties and incorporate them into the Appendix of the collective bargaining agreement between the District and SEIU.
14. This tentative agreement shall not be effective until and unless it has been ratified by SEIU and approved by the District's Board of Education. The SEIU and District bargaining team acknowledge that by their signatures below they are entering into a good faith commitment to support this Agreement and take whatever actions are necessary to obtain the approval of the parties they represent.

For the District:

Date: September 22, 2014

For SEIU, Local 1021:

Date: September 22, 2014