



*Pasadena Unified School District
Human Resources
Education-Employees-Excellence*

FROM: Dr. Meg A. Abrahamson, Interim Chief Human Resource Officer

TO: Dr. Brian McDonald, Superintendent and Board of Education

DATE: December 14, 2017

RE: UTP December 8, 2017 Negotiations Update

On December 8, 2017, the bargaining teams of the Pasadena Unified School District (PUSD) and United Teachers of Pasadena (UTP) met for a half day of negotiations. The agenda for the day is included as Attachment A.

1. Salary Counter Proposal #2 - PUSD- Attachment B

- a. The District presented a counter salary proposal #2, which was in response to the salary proposal presented by UTP on November 3, 2017 which had included increased compensation for both 2017-18 and 2018-2019.
- b. The Districts Counter Proposal was for the 2017-2018 school only, and maintains status quo for salary.
- c. Additionally, PUSD Counter Proposals includes language placing School Psychologists and Clinical Psychologists on the appropriate UTP salary schedules, these positions are currently on the management salary schedule F as part of a PERB settlement in 2014 when Psychologist moved from being administrative to certificated bargaining unit.
- d. It is the Districts position that we close salary for 2017-2018 and subsequently all bargaining for 2017-2018 prior to any negotiations for future years. The entire UTP Collective Bargaining Agreement (CBA) will be opened for bargaining as the current CBA expires June 2018; at which time 2018-2019 salary can be bargained. The District wishes to bargain salary and all other articles in the context of the total contract.

2. Seven-Period Day – District Proposal –Attachment C

- a. The District provided a Seven-Period Day proposal which was presented as a “Seven Period Day at Secondary Schools”

- b. The proposal includes language in regards to;
 - i. The need for teachers to have planning and/or professional development when teaching a new elective
 - ii. Elimination of the advisory period
 - iii. That no teacher be assigned more than one (1) elective without consultation between teacher and administration
 - iv. Teachers assigned a new elective will not be evaluated for the new elective course

- 3. MOU Counselor of Special Assignment (COSA) 2017-2018 Assignment –Attachment D
 - a. This extends the existing MOU for COSAs for specific programs. Current MOU includes COSAs for District programs; College and Career.
 - b. The extended MOU includes language that allows for a COSA to support Early College Program as part of the District Magnet Program implementation at John Muir High School.

- 4. UTP Proposal Calendar 2020-2021 –Attachment E
 - a. The Calendar Proposal for 2020-2021 reflects proposed changes to include the most significant of which;
 - i. Move first day of school for students to August 17, 2020
 - ii. First semester ends December 18, 2020 (17 weeks)
 - iii. Include Cesar Chavez Day , March 31, 2021 as a District holiday
 - iv. Second Semester begins January 4, 2021 (21 weeks)
 - v. Last day for students June 3, 2021

- 5. JROTC MOU- No Attachment
 - a. Discussion on MOU JROTC supplemental hours that had been agreed to through grievance process.
 - b. Additional conversation and drafting of language will occur away from the bargaining table and brought back at a later time.

Bargaining Agenda
December 8, 2017
At
Pasadena Unified School District
9:00 a.m. – 5:00 p.m.

1. Rumor and News
2. Salary Counter-Proposal #2 - PUSD
3. 7-Period Day Counter-Proposal #1 - PUSD
4. MOU re: Counselor on Special Assignment for 2017-2018 - UTP
5. 2020-2021 Calendar Proposal #1 - UTP
6. MOU re: JROTC Teachers Supplemental Pay – UTP
7. Set Agenda for the next bargaining session

10:32
12/8/17

PUSD Counter- Proposal #2
December 8, 2017
Time:

Article XIV (Salary and Salary Schedule Rules and Regulations)

Please note: All other provisions of Article XIV shall remain the same, except for the following sections.

14.2.5.1 *The current salary schedules will remain status quo for the 2017-2018 school year and are contained in Appendix A.*

14.14 Psychologists Salary

14.14.1 Effective July 1, 2017, school psychologists shall be placed appropriately on the 10.5-Month Salary Schedule.

14.14.2 Effective July 1, 2017, clinical psychologists shall be placed appropriately on the 11-Month Salary Schedule.

December 8, 2017

District Seven-Period Day Proposal #1

Time: 2:12 PM

Bold- new language we agree on

Italics- District new language

If we don't agree with UTP language,
we just delete

Article VI
Hours

6.0 Seven Period Day at Secondary schools

6.0.1 *At the Secondary Schools the length of the onsite workday and the length of the instructional day shall remain the same as the 2016-2017 school year in accordance with Sections 6.2 and 6.3.10, and all their subsections of the CBA.*

6.0.2. 3 The advisory period shall be eliminated from the instructional day.

6.0.X Classroom Teachers who are assigned to teach a new elective course for the coming school year shall be entitled to up to two days of professional development and/or planning days at the supplemental rate, related to the elective course, prior to the start of the school year. Requests for compensation for the professional development and/or planning days will be submitted through the school site administrator

Article VII
Transfers and Reassignments

7.0 Teaching Assignments

7.0.X No Classroom Teacher shall be assigned to more than one (1) elective course title *without prior consultation.*

The District proposes introduction of the following new subsection, to be included here or as 8.10, and appropriate renumbering of succeeding sections/subsections of Article VIII, Evaluation procedures:

0.0 / X.X **Evaluation of New Elective**

If a Class Room teacher has been assigned to a new elective course or elective course title for the school year during which they are to be evaluated, neither the subject matter nor the content of the new elective course shall be considered in the unit member's evaluation.

**Memorandum of Understanding
Between
Pasadena Unified School District
And
United Teachers of Pasadena**

AM
UJ
SL

Counselors on Special Assignment

This Memorandum of Understanding (MOU) is entered into by and between Pasadena Unified School District and United Teachers of Pasadena on December 8, 2017. This MOU shall expire on June 30, 2018.

1. Description: A Counselor on Special Assignment is a counselor whose assignment is outside of the regular counseling position.
2. Purpose: The purpose and role of a Counselor on Special Assignment is to provide his/her expertise, skills, talents, and knowledge in order to improve the quality of counseling thus increasing student achievement.
3. Definitions:
 - a. There will be one (1) classification of Counselors on Special Assignment: Counselors on Special Assignment II. Counselors on Special Assignment II are assigned to the Education Center including:
 - i. Career and Pathways Counselors
 - ii. Early College Magnet Program Counselors
 - b. Counselors on Special Assignment shall not be utilized in the computation or application of the class size ratios listed in Article X, Class Size.
4. Selection Procedures:
 - a. The District shall post known openings for Counselors on Special Assignment for an ensuing school year by the prior April 15, in accordance with Section 7.2.2. Open positions shall be posted in the District Certificated Human Resources Office, on the UTP bulletin board at each school site, and at the UTP Office.
 - b. For openings for Counselors on Special Assignment that occur during the summer recess period, the District shall post a list of known vacancies in the Certificated Human Resources Office on or about July 1 and August 1 in accordance with Section 7.2.2.
 - c. Any vacancies that occur during the school year shall be posted in accordance with Section 7.3 of Article VII, Transfers and Reassignments.
 - d. The primary criteria in selecting Counselors on Special Assignment shall be appropriate credentials, appropriate trainings, appropriate experience, and satisfactory evaluations.
 - e. New Counselor on Special Assignment positions shall be identified in a notice prepared and distributed by Human Resources that include responsibilities and application timelines. Selection process will be identified in the notice and will be consistent with eligibility criteria with attention to experience and training identified in the notice.
5. Hours - Workday and Work Year:
 - a. The workday for Counselors on Special Assignment II shall be from 8:00 a.m. to 5:00 p.m., including a one-hour duty-free lunch.
 - b. The work year for Counselors on Special Assignment II shall be eleven (11) months (203 days).
6. Salary - Ratio Factors and Supplemental Pay:
 - a. Counselors on Special Assignment II shall receive 1.15 times their placement on the Certificated Salary Schedule in Appendix A.

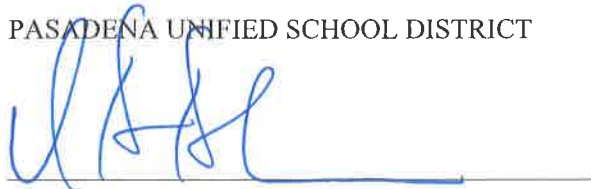
- b. Counselors on Special Assignment shall receive the Supplemental Rate of Pay as contained in Supplemental Employment – Certificated Salary Schedule in Appendix A for any work beyond the contractual workday.
7. Duties:
 - a. The District shall provide a job description of duties and responsibilities for each Counselor on Special Assignment.
 - b. Counselors on Special Assignment shall not evaluate other certificated staff.
 8. Voluntary Transfers: Counselors on Special Assignment requesting a voluntary transfer to a school site position shall follow the procedures contained within Article VII, Transfers and Reassignments.
 9. Return Rights: Unit members who transfer to Counselor on Special Assignment positions are deemed to be on “position leave” from their regular counseling positions. Upon completion of the term of the Counselors on Special Assignment duty, the unit member shall be afforded the rights of a voluntary transfer and shall be assigned before all other voluntary transfer applicants.
 10. Term of Service:
 - a. A unit member shall hold a Counselor on Special Assignment position for a term of three (3) consecutive years. After completing a term of service, the immediate supervisor and the Counselor on Special Assignment may agree on a successor three (3) year term. In the absence of such agreement, the unit member shall receive a voluntary transfer to a regular counseling position.
 - b. A unit member shall hold a Counselor on Special Assignment position for no more than four (4) successive terms. Subsequently, the Counselor on Special Assignment shall be granted return rights as stated above.
 - c. Either a Counselor on Special Assignment or his/her immediate supervisor may end the assignment at the completion of any school year so long as this action is not arbitrary or capricious.
 11. Parties agree that the terms and conditions of this MOU shall be subject to Article V, Grievance Procedure, of the Collective Bargaining Agreement.
 12. Parties agree that provisions of this MOU shall be incorporated into the language of a Tentative Agreement subject to ratification by the United Teachers of Pasadena membership and the Pasadena Unified School District Board of Education no later than June 30, 2018.

Dated: December 8, 2017

Dated: December 8, 2017


UNITED TEACHERS OF PASADENA

PASADENA UNIFIED SCHOOL DISTRICT

Alvin Nash, President

Meg Abrahamson, Chief Human Resources Officer



Bethel Lira, Bargaining Chairperson

UTP Proposal #1
December 8, 2017

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APPENDIX D-1

OFFICIAL CALENDAR

2020-2021 School Year

July 27	First Day for 11-Month Unit Members
August 5	First Day for 10 ½ Month Unit Members
August 7	Admission Day
August 12	Teachers on Duty, Staff Development Day
August 13	Staff Development Day, Pupil Free Day
August 14	Teacher Driven Day, Pupil Free Day
August 17	Beginning of First Semester, First Day for Students
September 7	Labor Day
<u>August 26-October 1</u>	<u>Back-to-School Night (Minimum Day)*</u>
August 26	Blair, Jefferson, & <i>Muir</i>
September 3	Longfellow
September 9	Eliot, Marshall, PALS, Sierra Madre MS, Washington MS, & Wilson
September 16	Norma Coombs, Don Benito, Madison, & Sierra Madre ES
September 22	Washington ES, Webster, & Willard
September 23	Altadena, Cleveland, Field, Franklin, Hamilton, Jackson, Longfellow , McKinley, Roosevelt, & San Rafael
October 1	Focus Point, Muir , PHS & Rose City
October 15	Rose City Quarterly Exams – Shortened Day for Rose City
October 16	Parent Conference Day for Elementary & Middle Schools; Staff Development Day for High Schools, Pupil Free Day
November 11	Veterans Day
November 23-27	Thanksgiving Break
December 11 15	Shortened Day for Over Banked Minutes (High Schools)
December 15-17 16-18	High School Final Exams – Shortened Day for High Schools
December 15 16	Shortened Day for Over Banked Minutes (Rose City)
December 16-17 17-18	Rose City Final Exams – Shortened Day for Rose City
December 17 18	Shortened Day for Over Banked Minutes (K-8)
December 17 18	Fall Semester Ends
December 18 21	First Day of Winter Break

January 1	End of Winter Break
January 4	Students Return from Winter Break
January 4	First day of Second Semester
January 18	Martin Luther King, Jr. Day
February 12	Lincoln's Birthday
February 15	Presidents Day
March 19	Rose City Quarterly Exams – Shortened Day for Rose City
March 26	Staff Development Day, Pupil Free Day
March 31	Cesar Chavez Day

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UTP Proposal #1
December 8, 2017

APPENDIX D-2

CHILD DEVELOPMENT PROGRAMS

OFFICIAL CALENDAR

2020-2021 School Year

July 1	First Day for 12-month Child Development Unit Members
July 3	Independence Day
August 7	Admission Day
August 12	First Day for 10-month Child Development Unit Members; Teacher Driven, Pupil Free Day (10-month & 12-month Child Development Unit Members)
August 13	Parent Orientation Day, Pupil Free Day (10-month & 12-month Child Development Unit Members)
August 14	First Day for 10-month Child Development Students
September 7	Labor Day
November 11	Veterans Day
November 23-27	Thanksgiving Break (10-month Child Development Unit Members)
November 25-27	Thanksgiving Holiday (12-month Child Development Unit Members)
December 18 21-January 1	Winter Break (10-month Child Development Unit Members)
December 24	Christmas Eve (12-month Child Development Unit Members)
December 25	Christmas Day (12-month Child Development Unit Members)
December 31	New Year's Eve (12-month Child Development Unit Members)
January 1	New Year's Day (12-month Child Development Unit Members)
January 18	Martin Luther King, Jr. Day
February 12	Lincoln's Birthday
February 15	Presidents Day
March 31	<i>Cesar Chavez Day (10-month Child Development Unit Members)</i>
March 29 April 2 April 5-9	Spring Break (10-month Child Development Unit Members)
May 31	Memorial Day
June 3	Last Day for 10-month Child Development Students
June 4	Last Day for 10-month Child Development Unit Members; Teacher Driven, Pupil Free Day (10-month Child Development Unit Members)
June 30	Last Day for 12-month Child Development Unit Members

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March 26 April 2	Shortened Day for Over Banked Minutes
March 29 - April 2 April 5-9	Spring Break
<u>April 1-May 19</u>	<u>Open House (Minimum Day)*</u>
April 1	Muir , PHS, & Rose City
April 14	Focus Point
April 21	Eliot, PALS, Washington MS, & Wilson
April 27	Franklin
April 28	Blair
May 5	Madison, Roosevelt, & Washington ES
May 6	Altadena, Don Benito, Field, Hamilton, Jackson, Jefferson, Longfellow, McKinley, San Rafael, Sierra Madre ES, & Willard
May 12	Muir & Sierra Madre MS
May 19	Cleveland, Norma Coombs, Franklin , Marshall, & Webster
May 31	Memorial Day
June 1-3	High School Final Exams – Shortened Day for High Schools
June 2-3	Rose City Final Exams – Shortened Day for Rose City
<u>June 3</u>	Last Day for Students– Shortened Day for K-8
June 4	Last Day for Teachers, Pupil Free Day
June 14	Last Day for 10 ½ & 11-month Unit Members

Summer 2021

June 9	Beginning of Summer School / ESY
June 18	No School
June 25	No School
July 2	No School
July 5	Independence Day
July 16	Last Day of Summer School / ESY