

ARTICLE 11

WAGES AND HOURS

11.1 Salaries

1. Effective 1/1/2016, a 5% adjustment will be granted to the salary schedules in Section 11.1. Step 2 on the salary schedule is eliminated, a new step 5 and a new salary column, MA+30, shall be added to the salary schedule
2. Effective 7/1/2016, a 4% salary adjustment will be granted to the salary schedules in Section 11.1.
3. Effective 7/1/2017, a new step 6 shall be added to the salary schedule and a salary adjustment equivalent to the state-funded COLA shall be implemented.

INSTRUCTION	Column I	Column II	Column III
STEP	LESS THAN MASTER'S	MASTERS	MASTER'S + 30
1			
2			
3	\$46.10	\$47.25	\$48.44
4	\$47.25	\$48.44	\$49.65
5	\$48.44	\$49.65	\$50.89

Non-credit counselors salary paid by the district during 2008-2009 shall continue at that same rate until the schedule below increases to the 2008-2009 rate of pay. If any of the non-credit counselors leave the unit and return at a later date, their rate of pay will continue at what it was as of 2008-2009, or the schedule below, whichever is greater.

COUNSELING	Column I	Column II	Column III
STEP	LESS THAN MASTER'S	MASTER'S	MASTER'S + 30
1			
2			
3	\$39.18	\$40.16	\$41.17
4	\$40.16	\$41.17	\$42.20
5	\$41.17	\$42.20	\$43.26

NON-INSTRUCTION	Column I	Column II	Column III
STEP	LESS THAN MASTER'S	MASTER'S	MASTER'S + 30
1			
2			
3	\$23.05	\$23.63	\$24.22

4	\$23.63	\$24.22	\$24.83
5	\$24.22	\$24.83	\$25.45

COORDINATION OR CURRICULUM DEVELOPMENT	Column I	Column II
	LESS THAN MASTER'S	MASTER'S OR GREATER
STEP		
1	\$37.49	\$38.43

11.2 Placement on Salary Schedules

New unit members shall be placed on Step 3 of the appropriate class. Unit members who have completed at least three (3) semesters of services, as defined below, on Step 4 shall be moved to Step 5. Unit members currently on Step 2 shall be moved to Step 3 and shall be required to complete three (3) semesters on Step 3 before moving to Step 4.

Advancement to the next step shall occur upon completion of three (3) semesters of service. A semester of service means that a unit member teaches at least 75% of the semester length.

Time worked as a substitute, summer school unit member, site administrator or in the credit program shall not count toward step placement.

Unit members who possess at least 30 semester units beyond the Masters Degree will be placed on MA+30 column effective on the first day of the semester following the submission of official transcripts to the District documenting the coursework. Materials for column movement submitted by 2/15/2016 will be effective retroactively to 1/1/2016.

11.3 Unit Member Work Load

Effective January 1, 2009, hourly unit members with classroom teaching assignments may be scheduled up to sixteen point seventy-five (16.75) hours per week within the District. For purposes of compliance with the Affordable Care Act (ACA) each hour of classroom instruction shall include 0.5 hours for preparation and grading.

Hourly counselors may be scheduled up to twenty-three point forty-five (23.45) hours per week within the District

Hourly coordinators may be scheduled up to twenty-six point eighty (26.8) hours per week within the District.

A unit member with any combination of the above assignments shall have a weekly limit proportional to the type of assignment held, and in no case shall a weekly assignment exceed sixty-seven percent of a full time assignment.

To calculate a combined limit, the calculation must begin with the assignment with the lowest weekly hourly limit (first teaching assignment, then counseling, then coordination.) For example: (12 hours teaching=48% of a full time assignment) + (7.6 hours coordination = 19% of a fulltime assignment) = 67% of a full time assignment.

For purposes of calculating service credit in the State Teachers Retirement System (CalSTRS) and in accordance with the requirements of Education Code Sections 22138.5, a full time equivalent annual assignment is defined as follows:

Non-Credit (Adult Education) Instructors 875 hours (25 hrs. x 35 wks)
Counselors 1365 hours (35 hrs. x 39 wks)

11.4 Ancillary Activities:

Per Education Code 87482.5 c (1) unit members may be assigned ancillary activities, such as but not limited to governance, staff development, grant writing, staff meetings, and advising student organizations and that all hours worked in ancillary activities shall not be used for purposes of calculating eligibility for contract or regular status. Ancillary activities are not counted in the calculation of hourly assignment limits. These hours are paid at the non-instructional rate.

Additional Assignments: The District shall determine in advance the number of hours a voluntary assignment is worth. Unit members shall be paid their own hourly non-instructional rate for the number of hours the district has pre-determined the assignment is worth upon completion of the assignment. Assignments include, but are not limited to, supplemental grading outside of regular teaching assignment, club advisors, curriculum development, etc.

11.5 Flex for Teaching Unit Members:

All flex days shall be fixed and noted on the non-credit instructional calendar and compensation for those flex days shall be paid in the next following pay period after those days occur.

Unit members will be eligible for compensation for flex activities each semester. The amount of eligible flex activity will be expressed in "hours" based upon the unit member's teaching assignment on the designated flex days. Maximum flex hour obligation each semester will be calculated by the unit member's teaching load on the designated flex days multiplied by 1.5. Therefore, a 12 hour load on the designated flex days would equal a maximum of 18 hours (12 hours x 1.5) of flex time obligation for the semester.

Unit members who are unable to complete their semester flex obligation during the designated flex week may complete additional flex activities during the semester and receive compensation for those activities. Any additional flex activities must be completed and reported to the member's immediate supervisor by the first day of the last

month of the semester. Compensation for those additional flex activities will be paid in the next pay period.

Separate accounting for flex activities will be made each semester, based upon the unit member's assignment in that semester. Each semester will be treated as a discrete period for flex activities. Flex hours cannot be shifted from one semester to the other.

Unit members assigned to certain programs (such as Inmate Education) may not be required to complete flex activities. These unit members shall be notified by their administrator if they are exempt from flex activities. If these unit members are authorized to attend flex activities by the District outside of their regularly scheduled assignment, they will be compensated at their non-instructional rate.

Counselors and Coordinators who are authorized to attend flex activities by the District outside of their regularly scheduled assignment will be compensated at their hourly rate.

11.6 Canceled Classes

When a class is held in a non-District facility, the Dean will notify the unit member in writing that the facility is subject to closure and could result in the class being canceled on occasion. When a unit member has not been notified of a class cancellation and shows up, the District will pay the unit member for one hour or will attempt to reschedule the class.

11.7 Effective July 1, 2000, unit members shall be eligible to enroll in the District's IRS Section 125 Flexible Benefit Plan for Health Care Expense Reimbursement and Dependent Day Care Expenses.