

REDLANDS UNIFIED SCHOOL DISTRICT
2024-25 INITIAL PROPOSAL
OF THE
BOARD OF EDUCATION
TO THE
REDLANDS EDUCATION SUPPORT PROFESSIONALS ASSOCIATED/CTA/NEA
June 2024

Bold print indicates additions or modifications, strike through indicates deletions

ARTICLE 6 – PAY AND ALLOWANCES

6.7 Longevity Pay

The District agrees to additionally compensate long-service, unit members. Longevity pay ~~incentives~~ **increments** will be paid monthly **to bargaining unit members** at the start of the following specified years of employment (see salary schedule A-1 for amounts): 11th (2%), 14th (4%), 19th (6%), 24th (8%), 29th (10%).

6.7.1 Effective with the 2025-2026 fiscal year, all longevity anniversary increments and step increases will take effect on July 1 of each school year. The longevity date for each bargaining unit member shall be July 1 of the calendar year in which they were hired as a bargaining unit member.

6.7.42 Longevity Pay will be adjusted to reflect any percentage increase which may be applied to the salary schedule. Such an adjustment shall be made each time that a percentage increase is applied to the salary schedule.

~~6.7.2 Longevity pay will be prorated for unit members working less than full time.~~

ARTICLE 8 – LEAVES

8.1 Sick Leave

Sick leave is granted to unit members covered by this Agreement when absence from work is caused by actual illness or injury and is not covered by Article 8.5 of this Agreement. Unit members must enter their absence into the substitute management system at least ~~ninety (90) minutes~~ **two (2) hours** prior to the start of their workday shift, except in extenuating circumstances.

8.2.9 Bargaining unit members may join the Sick Leave Bank during the annual open enrollment period (October 1 to October 31) ~~only~~. **Unit members who elect not to join the Sick Leave Bank during the annual open enrollment period may join at any time; however, they shall have a waiting period of thirty (30) duty days after joining the Sick Leave Bank before becoming eligible to make a withdrawal from the Sick Leave Bank.**

8.5 Personal Necessity Leave

- 8.5.1 Every employee covered by this Agreement shall be entitled to use up to eight (8) days per year of paid sick leave for reasons of personal necessity. A unit member shall enter their absence into the District's absence reporting system indicating which authorized reason for leave (as outlined below) is being utilized. Such absences must be for the following personal and compelling reasons:
- 8.5.1.1 The death of a unit member's immediate family when the number of days absent exceeds the limit provided in Article 8.3 of this Agreement.
 - 8.5.1.2 The serious illness of a unit member's immediate family.
 - 8.5.1.3 An accident involving the unit member's property or the person or property of any unit member's immediate family.
 - 8.5.1.4 The birth of a child, making it necessary for the unit member who is the non-birth parent of the child to be absent from their position during their assigned hours of service.
 - 8.5.1.5 Imminent danger to the home of a unit member occasioned by an event such as a flood or fire, serious in nature which under the circumstances the unit member cannot reasonably be expected to disregard, and which requires the attention of the unit member during their assigned hours of service.
 - 8.5.1.6 Official appearance as a personal litigant.
 - 8.5.1.7 Other compelling reasons or emergencies which may occur, serious in nature, which under the circumstances the unit member cannot reasonably be expected to disregard, and which requires the attention of the unit member during their assigned hours of service.**
- 8.5.2 ~~Personal Necessity Leave may be granted for other emergencies and events which may occur, serious in nature, which under the circumstances the unit member cannot reasonably be expected to disregard, and which requires the attention of the unit member during their assigned hours of service, by permission of the Superintendent/designee.~~
- 8.5.32 A unit member shall submit through the substitute management system, the reasons for taking personal necessity leave.
- 8.5.43 For non-emergency leaves under this Article, an employee shall provide at least five (5) workdays' advance notice of their intent to use personal necessity leave via email to their principal/division head or designee.

8.6 General Leave

Every employee covered by this Agreement shall be entitled to use up to two (2) days per year of paid sick leave as general leave for any reason. A unit member shall, except in case of emergency, **provide at least five (5) workdays'** ~~give reasonable~~ advance notice of the intent to use general leave. Employees shall enter their absence into the District's substitute management system.

8.10 Leaves of Absence for Personal Reasons

Permanent unit members covered by this Agreement may request personal leave at no cost to the District. Such leaves may be granted at the sole and exclusive discretion of the District and may be granted for a period up to one (1) year. Unit members on Leaves of Absence for Personal Reasons shall have the right to participate in the District Health and Welfare benefit programs, not expressly prohibited by law and consistent with insurance carrier requirements, at no expense to the District. An employee shall return, if possible, to the position held prior to the leave of absence or to a similar position if available, in the same classification for which the employee is qualified. **Leaves of absence for the purpose of employment outside of the district shall not be approved.**

ARTICLE 31 – SUMMER SCHOOL/EXTENDED SCHOOL YEAR (ESY)

31.1 Summer School

- 31.1.1 Permanent bargaining unit members shall be given preference for classified summer school positions.
- 31.1.2 Summer school positions shall be designated in accordance with existing job descriptions and the duties assigned will be in keeping with those specified by the job description.
- 31.1.3 The District will determine the location and number of positions to be offered. These will be posted as temporary assignments no later than May 1.
- 31.1.4 Bargaining unit members must meet the minimum qualifications of the position for which they apply.
- 31.1.5 Employees currently serving at the site in the identical position of a summer school vacancy shall be given priority for summer school positions. **Employees serving in the identical position of a summer school vacancy who currently serve at another site shall be given second priority.** Other employees currently serving at the site who are qualified as defined in Article 14.1.7 for a summer school vacancy shall receive ~~second~~ **third** priority. After those appointments are finalized, unit members will have the opportunity to apply and interview for any remaining vacancies.
- 31.1.8 Bargaining unit members who accept summer school assignments are expected to complete the entire assignment. **If a unit member is absent in excess of two (2) days during a summer school or ESY assignment and does not provide an off work order from an authorized health care provider shall be excluded from summer school and/or ESY assignments for the following two (2) years.**

31.2 Extended School Year (ESY) – Special Education

- 31.2.1 Permanent bargaining unit members shall be given preference for extended **school** year positions except as provided in Article 31.2.1.1.
 - 31.2.1.1 In order to maintain continuity of program for special education students requiring 1:1 support, preference for a 1:1 assignment for ESY will be given to the 1:1 Instructional Paraprofessional already assigned to a specific student during the regular school year.

- 31.2.1.2 Employees currently serving in a specified program with a similar disability and/or age level span ~~of an ESY vacancy~~, shall be given **priority consideration** for summer school **and/or ESY** positions for a given disability and/or age level. Among equal candidates, appointments shall be made based on seniority. After those appointments are finalized, unit members will have the opportunity to apply and interview for any remaining vacancies.
- 31.2.1.3 ESY positions shall be designated in accordance with existing job descriptions and the duties assigned will be in keeping with those specified by the job description.
- 31.2.1.4 The District will determine the location and number of positions to be offered in ESY. These will be posted as short-term assignments.
- 31.2.1.5 Notification of assignment to ESY positions shall be in writing. Those applicants not selected shall also be notified in writing.
- 31.2.1.6 Bargaining unit members shall be compensated in accordance with contract provisions for the hourly rate of the ESY position assigned.
- 31.2.1.7 Bargaining unit members who accept ESY assignments are expected to complete the entire assignment. **If a unit member is absent in excess of two (2) days during a summer school or ESY assignment and does not provide an off work order from an authorized health care provider shall be excluded from summer school and/or ESY assignments for the following two (2) years.**