

**SANTA MARIA JOINT UNION HIGH SCHOOL
DISTRICT BOARD OF EDUCATION**

**Special Meeting
September 17, 2019
5:30 p.m. Open Session**

**Support Services Center
2560 Skyway Drive, Santa Maria, CA 93455**

The Santa Maria Joint Union High School District mission is, "We prepare all learners to become productive citizens and college/career ready by providing challenging learning experiences and establishing high expectations for achievement."

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

Individuals who require special accommodation including, but not limited to, American Sign Language interpreter, accessible seating or documentation in accessible formats should contact the superintendent or designee within a reasonable amount of time before the meeting date.

I. OPEN SESSION

A. Call to Order/Flag Salute

II. ITEMS SCHEDULED FOR ACTION

1. Ratification of CSEA Labor Agreement – Appendix A

Resource Person: Joni McDonald

The District and the California School Employees Association (CSEA) have completed successor negotiations and have reached a tentative agreement. Upon ratification and approval by both parties, the successor agreement will be in effect from July 1, 2019 through June 30, 2022. (See Appendix A)

***** IT IS RECOMMENDED THAT** the Board of Education approve the new CSEA Labor Agreement as presented.

Moved _____

Second _____

Vote _____

2. Approval of MOU for Classified Bargaining Unit regarding Delta Dental rates – Appendix B

Resource Person: Joni McDonald

The District and the California School Employees Association (CSEA) have reached settlement agreement regarding Delta Dental rates effective October 1, 2019.

The Memorandum of Understanding (MOU) tentatively agreed to on September 9, 2019 will take effect upon approval by both parties. (See Appendix B)

*** **IT IS RECOMMENDED THAT** the Board of Education approve the Agreement with the Classified Bargaining Unit as presented.

Moved _____

Second _____

Vote _____

3. Public Disclosure of Collective Bargaining Agreement with Classified Unit – Appendix C

Resource Person: Yolanda Ortiz

In accordance with AB 1200 reporting requirements, the District must make public disclosure of any proposed collective bargaining agreements with their various employee organizations as to the effects of the agreements on the District's financial status. The District has reached a tentative agreement with the Classified Bargaining Unit (California School Employees' Association Chapter #455). The agreement is for a 2.00% salary schedule increase effective July 1, 2019 and an additional increase to the District contribution for medical and dental benefits.

The total cost of the tentative agreement is projected to be \$577,863 in 2019-20. Of this amount, \$550,889 is chargeable to the General Fund and \$26,974 is chargeable to the Cafeteria Fund. Upon ratification and approval, these amounts will be reflected in the District's 1st Interim Revised Budget and accompanying multi-year projection in December. Further documentation of the fiscal impacts (as required by AB1200) is shown in Appendix C.

*** **IT IS RECOMMENDED THAT** the Board of Education approve the AB 1200 Public Disclosure of Collective Bargaining Agreement with the Classified Bargaining Unit.

Moved _____

Second _____

Vote _____

4. Public Disclosure of Agreement and Approval of Compensation Increase for Confidential, Classified Management and Certificated Management – Appendix D

Resource Person: Yolanda Ortiz

In accordance with AB 1200 reporting requirements, the District must make public disclosure of any proposed collective bargaining agreements with their various employee organizations as to the effects of the agreement on the District's financial status. Administration is proposing the same increase given to the classified bargaining unit for non-bargaining unit members which consist of confidential, classified management and certificated management employees. The proposed increase is for 2.00% to the salary schedule effective July 1, 2019 and an increase to dental benefits.

The total cost of the recommended increase is projected to be \$127,835 in 2019-20. Of this amount, \$125,382 is chargeable to the General Fund and \$2,453 is chargeable to the Cafeteria Fund. Further documentation of the fiscal impacts (as required by AB1200) is shown in Appendix D.

*** **IT IS RECOMMENDED THAT** the Board of Education approve the AB 1200 Public Disclosure of the Agreement and Approval of compensation increase with the Confidential, Classified Management and Certificated Management effective July 1, 2019.

Moved _____

Second _____

Vote _____

III. OPEN SESSION PUBLIC COMMENTS

The public may address the Board on agenda items prior to or during board consideration of that item. Persons wishing to speak should complete a blue request form and hand it to the Board secretary. Note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment.

IV. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting will be held on October 8, 2019. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the Santa Maria Joint Union High School District Support Services Center at 2560 Skyway Drive, Santa Maria, CA 93455.

V. ADJOURN

SPECIAL BOARD MEETING
September 17, 2019

APPENDIX A

Ratification of CSEA Labor Agreement

TENTATIVE AGREEMENT
between the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CENTRAL COAST CHAPTER 455
and the
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

September 9, 2019

The following Agreement reflects the full and complete agreement of the Santa Maria Joint Union High School District (hereinafter "District") and the California School Employees Association and its Central Coast Chapter 455 (hereinafter "CSEA") regarding a successor Collective Bargaining Agreement between the District and Association commencing July 1, 2019, through June 30, 2022.




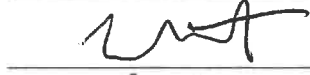


The attached tentative agreements shall constitute all changes to the 2019-2022 Collective Bargaining Agreement with no changes being made except as noted herein. The attached tentative agreements are:

Article 1 – Recognition
Article 2 – Hours of Employment
Article 3 – Pay and Allowances
Article 4 – Health and Welfare Benefits
Article 5 – Employee Expenses and Materials
Article 7 – Vacations
Article 8 – Leaves of Absence
Article 9 – Job Vacancies
Article 12 – Evaluation Procedures
Article 14 – Safety
Article 16 – Organizational Rights







Article 17 – Organizational Security
Article 19 – Classification/Reclassification
Article 24 - Discipline
Article 25 – Discrimination
Article 27 – Term and Recognition
Appendix A – Unit Classifications (Alpha)
Appendix B – Unit Classifications (Job Family)
Appendix C – Salary Schedule
Appendix D – Health Plan District Contribution
Appendix F – Leave Guide

Tentatively agreed to this 9th day of September 2019. This Tentative Agreement shall become final upon ratification by the membership of the Association (as outlined in the Association's Internal Policy 610) and adoption by the Santa Maria Joint Union High School District Board of Education.

FOR THE ASSOCIATION:

 9/9/19
 9-9-19
 9-9-19
 9-9-19
 9-9-19
 9/9/19

FOR THE DISTRICT:

ARTICLE 1
RECOGNITION

- 1.1 The District confirms its recognition of the Association as the exclusive representative for all bargaining unit employees specifically enumerated in Appendix A.
- 1.2 All management, supervisory, confidential, professional experts, substitute and short-term employees (as defined in Education Code 45103(b)(1) and (2)), walk-on coaches, certificated staff, and student workers shall be excluded from the unit. **Education Code is available at <http://leginfo.legislature.ca.gov/>**
- 1.3 Confidential Employees:
- Accountant-Confidential
 - Administrative Assistant – Human Resources, Confidential
 - Executive Assistant to the Superintendent
- 1.4 The District agrees to consult with the Association on the inclusion of new positions within the Confidential unit set forth above.

ARTICLE 2
HOURS OF EMPLOYMENT

2.1 Hours

2.1.1 The regular work week of a full-time unit member shall be forty (40) hours, Monday through Friday, and the regular work day shall be eight (8) hours exclusive of a duty-free meal period of no less than thirty (30) minutes as assigned by the District in accordance with other provisions of this Collective Bargaining Agreement. A calendar week shall be defined as Monday through Sunday.

The work week of a full-time unit member working a non-traditional work week shall include five (5) work days and two (2) consecutive days off. ~~Custodians whose initial date of employment is before May 1, 1986, shall maintain their regular work week schedule and will not be assigned a non-traditional work week.~~

2.1.2 Evening Custodians whose regularly assigned work day ends after 7:00 p.m. shall receive a Shift Differential as noted in Article 3.9 of this Collective Bargaining Agreement.

2.1.3 Upon hiring, transferring, and/or promoting into a bargaining unit position, the unit member shall be provided by the District with a written work schedule that shall include start time, end time, rest and lunch periods (if applicable). For Bus Drivers, the written schedule shall only include start and end times reflecting the unique nature of their work schedules for rest and lunch periods.

2.2 Adjustment of Work Day

2.2.1 The work day of all unit members shall be established by the District upon hire. Any permanent change in the work schedule of the unit member working hours of one (1) hour or less shall require written notification to the affected unit member(s)

a minimum of two (2) weeks prior to implementation. This two (2) week period may be waived by mutual agreement. Written notice, including a copy of this article (2.2.1), shall be provided during the employee's regular work year. During the period between notification and implementation, the unit member may request a meeting with the Assistant Superintendent of Human Resources and CSEA to discuss the change. Any permanent shift in work days or work schedule of more than one (1) hour after the date of hire shall be coordinated through the Human Resources Department, and shall be by written mutual agreement of the unit member and the District. If mutual agreement is not reached, the Association and District shall negotiate any proposed change(s).

2.2.2 By mutual agreement of management and the employee, a unit member may work temporary flexible non-standard starting and ending time workdays based upon demonstrated needs of the department. This clause shall not be used to avoid overtime. The unit member shall not be evaluated negatively for declining a temporary flexible schedule. This agreement shall be in writing and an agreement for any flexible assignment of more than a day shall be forwarded to the Assistant Superintendent of Human Resources (or management designee) and CSEA.

2.2.3 Unit members who work a minimum of thirty (30) minutes per day in excess of their part-time assignment for a period of twenty (20) consecutive working days or more shall have their basic assignment changed to reflect the longer hours in order to acquire fringe benefits on a properly prorated basis (Education Code 45136 and 45137). This change of basic assignment shall also include changes in health benefit eligibility.

2.3 Rest Periods

2.3.1 Rest periods of up to fifteen (15) minutes will be provided to unit members during each scheduled work period of four (4) consecutive hours. These paid rest periods,

as assigned by the District, should not be combined with another rest period, or combined with a lunch period to extend the lunch period, or **Rest periods shall not be** used to shorten the work day. Rest periods are meant to be duty free. Should a rest period be interrupted by the District, the unit member shall be permitted to resume their duty-free rest period for the amount remaining of the rest period time prior to the interruption. Rest periods must be taken at the time scheduled by the immediate supervisor, unless temporarily changed by mutual agreement.

2.4 Lunch Periods

2.4.1 Unit members who work for a period of more than five (5) hours per day shall be granted a duty-free, unpaid meal period of no less than thirty (30) minutes. This lunch period, as assigned by the District, should be taken as close to the midpoint of the employee's regularly scheduled work day as possible. Should a lunch period be interrupted by the District, the unit member shall be permitted to resume their duty-free lunch period for the amount of lunch period time remaining prior to the interruption. Lunch periods must be taken at the time scheduled by the immediate supervisor, unless temporarily changed by mutual agreement.

2.4.2 The lunch period for unit members working six (6) hours or less per day may be waived in special circumstances by mutual agreement of the unit member and the Assistant Superintendent of Human Resources (or management designee). Upon mutual agreement being reached by the parties, the waived lunch period shall remain in place for the remainder of the school year, or until one or both of the parties determines a need for the lunch period waiver to be removed during the school year. The mutual agreement must be in writing, signed by the parties, with a copy being provided to CSEA.

2.5 Overtime

2.5.1 The District shall provide compensation at a rate equal to one and one-half (1½) times the regular rate of pay for unit members designated by the District and authorized to perform such overtime. Overtime is any time required to be worked in excess of eight (8) hours in any one work day or any time in excess of forty (40) hours in any calendar week.

2.5.2 For the purpose of computing the number of hours worked, time during which the unit member is excused from work because of holidays, sick leave, vacation, or other paid leaves of absence, shall be considered as time worked by the unit member.

2.5.3 The designation, authorization and allocation of any overtime shall rest solely with the District management immediate supervisor. Unit members shall not work overtime/extra hours until authorized and approved by the District immediate supervisor, except in emergency situations. An "emergency" for the purposes of this section is defined as the effects of natural, manmade, war-caused emergencies, or circumstances which could not have been planned for.

~~Overtime shall be distributed to unit members at each site within each classification, in rotating seniority order, as equitably as possible. Unit members have first priority for overtime in their regular assigned duties.~~

2.5.4 Overtime shall be offered, distributed and rotated as equitably as practical within the same classification in the department, first to those who regularly perform the duties and next to those skilled in the duties.

2.5.5 Transportation, Maintenance, and Security shall use a weighted system to ensure that overtime opportunities are applied equitably. In these departments, the weighted system resets itself each year on July 1.

2.5.5.1 In the weighted system for overtime, every July 1 an overtime roster

is generated by seniority. Both the "worked" hours and the "turned-down" hours of overtime accumulated are tracked on the OT roster. Rules for the sequence of employees asked first are: 1) skilled to do the work and 2) have the least hours worked/turned down. At the end of the fiscal year the hours are reset, and the tracking process starts over. Unplanned continuance of a job will be assigned to the person that started the job and the hours will be tracked on the OT roster.

2.5.5.2 For Maintenance employees at the sites, employees shall respond by the date set by the immediate supervisor. No response from an employee shall constitute a rejection of the overtime opportunity. Overtime opportunities shall be flown for at least 72 hours.

2.5.6 Forced overtime, by department, will be assigned to the unit member with the lowest seniority first, then assigned upward in seniority to ensure overtime is assigned equally.

2.5.6.1 Seniority is defined in Article 20.3.1.

2.5-4 7 A unit member having an average work day of less than four (4) hours during the work week on a regular basis shall, for any work required to be performed on the seventh day following commencement of his/her work week, be compensated at a rate equal to one and one-half (1½) times the regular rate of pay.

2.5.58 When an employee is required to work on a paid holiday listed in Article 6, paragraph 6.1.1 of this Agreement, the employee shall be paid compensation at the rate of time and one-half of the employee's regular rate of pay for all hours worked. This amount of pay is in addition to the employee's regular pay for the holiday which is already incorporated into their monthly salary or even pay calculation.

2.6 Extended Work Day

2.6.1 An attempt will be made to hold all work-related meetings during work time. If a unit member is required to attend a meeting outside of regular work hours or on a day not designated as a regular work day, he/she will be compensated for such time at their regular hourly rate or overtime rate as appropriate.

2.6.2 Employees who are scheduled to work less than eight (8) hours per day, and are authorized to work extra hours shall be compensated up to and including the 8th hour at their regular hourly rate.

2.6.3 The District shall offer Extended Day Work in the same manner as outlined above for overtime in Article 2.5.3.

2.7 Call Back Time

2.7.1 Whenever a unit member has left the work site and is called back to work when not regularly scheduled to be on duty, compensation will be for a minimum of two (2) hours.

2.7.2 In the event a unit member is contacted for a work related reason after leaving the work site, and is not required to return to the work site, the unit member shall be compensated for fifteen (15) minutes or the actual time to complete the task whichever is greater.

2.8 Release Time for Mandatory Training

2.8.1 Specialized training for any unit member required to maintain or obtain an EMT certificate is compensable time.

2.8.2 The District shall provide CPR and/or first aid training during work hours for those unit members who are required to maintain a current certificate.

2.8.3 The District shall provide Security Guard Training (SB1626) and Non-Violent Crisis Intervention Training during work hours for those unit members who have these requirements in their job descriptions.

2.9 Increased Hours and/or Workdays for Part Time Employees

In the event hours and/or workdays for a position are increased on a permanent basis, the incumbent shall first be offered the increase. Should the incumbent not accept the increased hours and/or work days, the District shall, in seniority order, offer those hours and/or workdays to employees in the same classification and at the same worksite. Should no employee at that worksite accept those increased hours and/or workdays, the position may be posted and all members of the classification may apply. All of those applicants shall be given an interview.

2.10 Workload Concerns

Bargaining unit members who feel that their workload has exceeded their ability to safely and effectively complete their assigned duties shall be encouraged to discuss their concerns with their immediate supervisor who shall assess their assigned duties, and where they feel appropriate, prioritize or adjust those duties.

2.11 Volunteers

The encouragement and utilization of volunteers is not intended to supplant, reduce or transfer bargaining unit work. Copies of Volunteer Request forms shall be forwarded to CSEA upon request.

ARTICLE 3
PAY AND ALLOWANCES

The Parties agree that all steps and ranges of the salary schedule (Appendix C of this Collective Bargaining Agreement) shall be raised by two ~~point zero nine eight percent (2.098%)~~ (2.00%) effective July 1, 2018 2019.

3.1 Regular Rate of Pay

3.1.1 The regular rate of pay for each position in the unit shall be in accordance with the designated ranges established for each classification in this Agreement. All classified employees newly hired in the District shall be placed on Step A of the current salary schedule (Appendix C) at the appropriate range of the designated job.

3.1.2 If an error has caused an employee to be underpaid, all monies due to the employee shall be paid to the employee within five (5) workdays as prescribed by Education Code 45167.

3.1.2.1 If there is an overpayment to a classified employee, the District shall notify the employee in writing of the overpayment. The District and employee shall work out a repayment plan. All repayment plans shall be reduced to writing, signed by the District and the employee, and result in full reimbursement to the District within twelve months. If an employee leaves District service with an outstanding repayment plan, any remaining funds owed the District shall be deducted from the employee's final pay warrant. The employee shall sign a written agreement to this deduction at the time of establishment of the repayment plan. No monies shall be deducted from an employee's salary absent a signed repayment plan as noted above, or by a valid court order.

3.1.3 If a part-time unit member concurrently fills an additional part-time position in the same or lesser range, the unit member shall be paid on the same step in the additional position as in the position currently held.

3.2 Step Increases

3.2.1 Step increases shall be granted each July 1, based on a unit member's anniversary date occurring before March 1 of that school year until the unit member reaches the maximum salary step of the class assigned. If the anniversary date is on or after March 1, the step increase shall occur on the second July 1.

3.2.2 Throughout this Collective Bargaining Agreement, Anniversary Date is determined as follows: If an employee's hire date is from the 1st through the 15th of the month, their anniversary date will be the 1st of that same month. If an employee's hire date is from the 16th to the end of the month, their anniversary date will be the 1st of the following month.

3.3 Longevity Pay

3.3.1 All bargaining unit members shall be eligible for longevity pay based on their anniversary date (See Appendix C), as follows:

~~Beginning with 6-10 years of employment, 1.5% of monthly base salary;~~

~~Beginning with 11-15 years of employment, 2.0% of monthly base salary;~~

~~Beginning with 16-20 years of employment, 2.5% of monthly base salary;~~

~~Beginning with 21-25 years of employment, 3.5% of monthly base salary;~~

~~Beginning with 26-30 years of employment, 4.5% of monthly base salary;~~

~~Beginning with 31+ years of employment, 5.0% of monthly base salary.~~

Increments for part-time employees shall be prorated accordingly.

3.3.2 In determining eligibility for such longevity pay, the following leaves do not constitute a break in service.

3.3.2.1 Time spent on earned vacation, sick leave, bereavement leave,

industrial accident or illness leave, or FMLA for which salary benefits are provided by the District, and on military leave.

3.3.3 Time served while on substitute or short-term assignment and/or time not in the service of the District exceeding twenty (20) consecutive work days constitutes a break in service.

3.3.4 The service applicable toward longevity pay eligibility shall commence on the beginning date of last continuous employment.

3.3.5 Longevity pay shall be considered pensionable compensation as allowed under CalPERS guidelines and law.

3.4 Mileage, Meals and Lodging

Authorized use of a private vehicle for school district business shall be reimbursed for mileage at the rate established by Board Policy and Administrative Regulation 3350.

Such use requires prior approval of the District. Expenses for meals and lodging incurred while on approved District business shall be reimbursed at the rate established by Board

Policy and Administrative Regulation 3350. **All Board Policies and Administrative Regulations can be found at <http://www.gamutonline.net/districts/santamariajoint/>**

3.5 Promotion

3.5.1 An employee who receives a promotion shall be placed in the step of the new higher salary range that will provide a minimum of five percent (5%) increase in regular pay. However, when the promotion involves moving from the top step of one range to the top step of a new range and the top step of the new range is less than a five percent (5%) increase, the employee will receive the top step of the new range. A promotion cannot exceed the negotiated salary schedule.

3.5.2 When an employee is promoted to a higher range within six (6) months of the employee's anniversary date, the District will accept the employee's original anniversary date for increment consideration from that point forward.

3.6 Professional Growth

3.6.1 The District shall continue to make a professional growth program available to unit members for the duration of this contract. The Professional Growth Program is an organized activity to improve performance of employees in the classified service of the District and to provide training enabling employees to gain new skills. In cooperation with the CSEA a point system will qualify participants for salary increments. Supervision of the Professional Growth Program will be provided by the Human Resources Department.

~~3.6.2 Procedure for Course/Conference Approval~~

~~3.6.2.1 Course work should be appropriate for work within the same job family, or related to earning a college degree.~~

~~3.6.2.2 A Course/Conference Approval form must be submitted to the Assistant Superintendent of Human Resources for approval for each course, conference, institute, lecture, seminar, workshop or convention prior to the date of attendance. The Course/Conference Approval form shall be made available on the District's website.~~

~~3.6.2.3 An employee may appeal the Assistant Superintendent of Human Resources denial for approval to a committee comprised of two (2) classified members appointed by the Association and two (2) management members, for their decision, which shall be final.~~

~~3.6.2.4 In the event of an activity where hours in attendance need to be verified, complete the bottom half of the Course/Conference Approval form and have it signed by the activity administrator to verify attendance.~~

~~3.6.2.5 When a unit member has completed enough hours and/or units to have earned a professional growth increment, transcripts or attendance~~

verifications must be forwarded to the Human Resources Department.

3.6.3 ~~2~~ Professional Growth Increment Qualifications

An increment for professional growth shall be \$150 each year for every ten (10) points earned. A professional growth increment will be paid in addition to the regular salary and can extend the maximum salary up to \$1,500 annually. Credit will not be granted when activities are held during regular working hours or if any of the expense is paid by the District. A professional growth increment can be earned by:

3.6.32.1 Course work and/or conferences should be appropriate for work within the same job family and deemed beneficial by the district or related to earning a college degree. Courses **must be** taken at an approved **accredited** university, college, community college or trade school. ~~College credits shall equal two (2) points per semester unit or equivalent. Quarter unit courses will be converted to semester units on the basis of two (2) semester units for each three (3) quarter units.~~

Professional Growth Points will be awarded as follows:

Quarter/Semester Conversion

1 Quarter Credit = .67 Semester Credits

1 Semester Credit = 1.5 Quarter Credits

1.5 Quarter Units = 1 Semester Units = 2 Professional Growth Points

3 Quarter Units = 2 Semester Units = 4 Professional Growth Points

~~3.6.3.2 Courses taken from accredited correspondence schools will be prorated according to semester hours of credit allowed for the course.~~

~~3.6.3.3 Credit for other approved education courses will be equated as one (1) point each semester unit or equivalent as follows:~~

<u>Hours in Course</u>	<u>Points Earned</u>
35 hours	1
36-55 hours	2

56-75 hours	3
76-95 hours	4
96+ hours	5 maximum

3.6.32.4.2 Credit for attendance at conferences, institutes, lectures, seminars, conventions and workshops not paid for by the district will be equated as one-quarter (¼) point for eight (8) hours appropriate for work within the same job family and deemed beneficial by the District.

3.6.43 The ten (10) points of each increment may be a combination of any of the areas listed above. When a unit member has qualified for an annual increment and has more points than are required to meet that increment, the points may be carried over and applied to a future increment.

3.6.3.1 The Professional Growth Program Application showing what courses have been applied to professional growth and any points carried over for future increment shall be available to the unit member upon request.

3.6.54 Limitations and Requirements

3.6.54.1 All professional growth candidates must, except for pass-fail courses, obtain a passing grade of "C" or better to receive full credit for the course.

3.6.54.2 Points must have been earned after July 1, 1980, or the employment date with the District, ~~whichever is later.~~

3.6.54.3 Courses cannot be duplicated for the purpose of earning additional increments.

3.6.54.4 No more than one professional growth increment of \$150 may be granted to a unit member in a single fiscal year.

3.6.54.5 Effective dates for the adjustment or compensation for those completing the required points during any current school year would begin the following July 1.

3.6.~~54~~.6 All work must be verified by official transcript or by other acceptable verification and must be filed in the Human Resources Office by June 30 of each year.

3.6.~~54~~.7 In order for a unit member to be eligible to receive a professional growth increment, he/she must have qualified and be in paid status with the District at the time the award is made.

3.7 Pay Warrants

3.7.1 Unit members shall be paid once per month in accordance with dates established by the Santa Barbara County Education Office. These dates shall be reflected in the District's Payroll Calendar.

3.7.1.1 In the event there is a conflict with the scheduled payday and the District's holiday schedule, pay warrants shall be issued by delivering the pay warrants to the United States Postal Service for mailing via first class mail, on the day prior to the scheduled payday.

3.7.2 Newly hired unit members whose first day of employment occurs on or before the 15th of the month, shall be paid for the actual paid days scheduled in that month. Newly hired unit members whose first day of employment occurs after the 15th of the month, shall have payment for the actual paid days scheduled in that month added to the following month's pay warrant. Thereafter, the balance of the unit member's annual compensation shall be paid monthly in even installments until the end of the school year.

3.7.3 Returning unit members shall be paid for the actual paid days scheduled in the month they return. Thereafter, the balance of the unit member's annual compensation shall be paid monthly in even installments until the end of the school year.

3.8 Bilingual **Multilingual** Premium

The District may determine that a site or an office requires an individual with oral bilingual **multilingual skills** be available to provide services to non-English speaking parents, students, and visitors. Determination of sufficient oral **multilingual** bilingual skills shall be the responsibility of the District, based on examination. **Employees are eligible for multiple stipends dependent upon District need, and determination of skill in each language.** An employee designated by the District to provide oral **multilingual** bilingual skills shall receive a premium of \$125.00 per month during their assigned work year for each designated language. This compensation shall be considered pensionable compensation as special assignment pay according to CalPERS regulations. The District reserves the right to evaluate the need for oral **multilingual** bilingual skills and the payment of the premium at least once per year. There shall be no additional premium applied to classifications that require **multilingual** bilingual skills in their job descriptions as those classification salary ranges already reflect those **multilingual** bilingual duties and responsibilities. ~~The premium shall become effective January 1, 2016.~~ Employees no longer required to use oral **multilingual** bilingual skills shall not be asked to perform those duties after the date the District determines the use of that skill is no longer needed.

3.9 **Specialized Health Care Procedures Premium**

3.9.1 The District may determine based on student and classroom need that it is necessary for a unit member to perform specific specialized health care procedures as identified by the District. Unit members who perform specialized health care procedures shall be required to attend District facilitated training in accordance with Education Code sections 49422 and 49423. All trainings shall be at the District's expense and unit members shall be compensated for their time if any trainings are held outside their work day.

3.9.2 Unit members shall receive \$125.00 per month during their assigned work year for each of the specialized health care services for which they have been trained, certified, and authorized by the District to perform. The District reserves the right to evaluate the need for specialized health care procedures as it deems necessary. This compensation shall be considered pensionable compensation as special assignment pay according to CalPERS regulations.

3.9.3 The number of unit members in each classroom where the District has determined specialized health care procedures are required will be made in consultation with the classroom teacher but shall be no less than two (2).

3.9.4 Unit members will be selected for participation based on (1) willingness to participate and (2) seniority.

3.10 Shift Differential

Evening Custodians whose regularly assigned work day ends after 7:00 p.m. shall receive a Shift Differential equal to five percent (5%) above their monthly base salary for all time worked. This Shift Differential shall be pensionable under CalPERS to the extent permitted by law and CalPERS regulations.

ARTICLE 4

HEALTH AND WELFARE BENEFITS

4.1 Benefits

4.1.1 The District shall provide, at no cost to the employee, \$1,000 Accidental Death and Dismemberment Insurance.

4.1.2 The District shall provide Income Protection Insurance and a \$20,000 term life insurance policy for the employee only, at no cost to the employee, for those employees with a permanent assignment of at least fifty-percent (50%).

4.1.3 Health and welfare benefits are: medical, dental and vision insurance. Employees must enroll in the medical plan to qualify for dental and vision plans. All classified employees may voluntarily elect to participate in either the dental or vision plans offered by the District at any coverage level.

4.1.3.1 ~~The history of Fund 67, formerly Fund 90, a self-insurance fund, has included Blue Shield retention/rebate dollars, IRC 125 funds, self-insurance premiums for dental and self-insurance premiums for vision. Each fiscal year, an annual accounting shall be done to evaluate the status of the components of the fund to adjust any/all premiums accordingly. All deposits to and income earned in this fund shall be accounted for and expended in accordance with California Government Code Section 53205 and Education Code Section 17566.~~

4.1.4 A full time employee is defined for health benefits only as indicated in 4.1.4.1.

4.1.4.1 All full-time employees working eight (8) hours per day, twelve (12) months per year, shall be required to enroll in the CSEA approved Base Plan at a minimum, or enroll in the WABE if eligible. Enrollment is a condition of employment.

- 4.1.4.2 The health benefit package offered to classified employees will consist of plans selected by the Association, as allowed by the provider. Additional plans may be offered as required by state and/or federal law. Only employees who work five (5) or more hours per day are eligible to participate in the District health benefit plan. The District contributions are presented in Appendix D.
- 4.1.5 When both the subscriber and spouse/domestic partner are employees of the District and participate prior to February 1, 2008 in the health benefit program, their combined co-payment of premiums shall be calculated based on the percentage of time worked by each. At least one employee shall be full-time.
- 4.1.5.1 If both spouses/domestic partners are considered full-time for health and welfare benefit purposes, the premiums shall be paid in full by the District for CSEA selected Base Plan at the single rate.
- 4.1.5.2 If two full-time employees are married/domestic partners, the district's contribution will be increased by \$100 monthly (\$1,200.00 annually) for one eligible dependent, or \$200 monthly (\$2,400.00 annually) for two or more eligible dependents on one of the employees' plans for any CSEA selected Plan.
- 4.1.5.3 If two employees are married/domestic partners and one employee works less than full time, but five (5) or more hours, the fulltime employee shall be the subscriber and the less than full-time employee shall be a dependent on the plan selected. The District's contribution will be increased in accordance with the following:

Coverage Type		7.00 – 7.99 12 month	5.00 – 6.99 12 month	7.00 – 8.00 10 month	5.00 – 6.99 10 month
Single	Monthly	N/A	N/A	N/A	N/A
2 Party	Monthly	\$ 87.50	\$ 62.50	\$ 105.00	\$ 75.00
Family	Monthly	\$175.00	\$125.00	\$210.00	\$150.00

4.2 Benefits Plan Continuation - Early Retirement

4.2.1 This plan is designed for classified staff members who retire under the Public Employees' Retirement System prior to age 65. The employee must have completed at least ten (10) years in the Classified service of this District at a minimum of ~~four (4)~~ **five (5)** hours per day, and participated in the District's health benefit plan for at least the last ten (10) years, and reached the age of 50 before the employee would be eligible to apply for the program which includes the following:

4.2.1.1 Retirees may continue the district health benefit program (medical only) with the District contributing at the same amount as if actively employed for;

4.2.1.1.1 a maximum of ten (10) years, or

4.2.1.1.2 until retiree attains the current Medicare eligibility age (65 years in 2013), or

4.2.1.1.3 until such time as Federal or State insurance covers the retiree,

4.2.1.1.4 whichever comes first.

4.2.1.2 Retirees may participate in any CSEA selected health benefit plan. However, the District contribution will remain the same as if actively employed.

4.2.1.3 The employee may not return as a member of the classified service.

ARTICLE 5

EMPLOYEE EXPENSES AND MATERIALS

5.1 Uniforms and Protective Clothing

~~5.1.1 The District will provide uniforms for mechanics, maintenance, warehouse, grounds maintenance, custodians, bus drivers, and IT staff to be professionally cleaned at the District's expense. Unit members provided uniforms by the District shall be required to wear the provided uniform as intended during all work hours. The unit member will be responsible for laundering and for the minor repair of the uniform.~~

~~5.1.2 A request by the unit member for the replacement of uniforms that may be defective, badly damaged and/or no longer effective shall be made to their immediate supervisor.~~

~~5.1.3 The unit member will be responsible for the replacement of lost uniforms, or uniforms damaged or destroyed if purposefully misused.~~

~~5.1.4 The District agrees to provide all tools, equipment and supplies reasonably necessary for the performance of employment duties.~~

~~5.1.4.1 Should the duties of an employee reasonably require the use of _____ Personal Protective Equipment, the District will furnish the _____ equipment.~~

~~5.1.2 Gloves and/or rubber boots will be provided when required to work with dangerous chemicals.~~

~~5.1.3 The District will provide aprons to Food Service Workers, to be maintained by the District.~~

~~5.1.45 The District will provide safety-toed **safety** footwear upon request and approval by the immediate supervisor. The District's contribution shall not exceed \$130.00. If the cost exceeds \$130.00, the employee will be responsible for the balance.~~

5.1.5.1 Unit members provided safety footwear by the District shall be required to wear the provided safety footwear as intended during all work hours.

5.1.5.2 Safety footwear which is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries shall not be worn. A request by the unit member for replacement safety footwear that may be defective and/or no longer effective shall be made to their immediate supervisor.

5.1.6 Unit members assigned to a School Site Health Office shall be eligible to receive reimbursement for the purchase of scrubs to be worn during their work day.

5.1.6.1 The allowed reimbursement will be no more than \$250.00 per school year (August through June).

5.1.6.2 The purchased scrubs should have a professional appearance and maintain a positive impression of the school.

~~5.1.5 The District will provide a seasonally appropriate, black or blue SMJUHSD security vest, with reflective lettering, and a hat (as needed) to Campus Security Assistants and Security Coordinators, to be cleaned and maintained by the District. The vest is to be worn over the outermost garment for easy identification.~~

~~5.1.5.1 The Site may also provide site specific shirts to be worn by security staff in lieu of the vests. The employee will be responsible for laundering and for the general repair of the security shirt.~~

~~5.1.6 Upon termination, employees shall return all District clothing and equipment prior to receiving their final salary warrant.~~

~~5.1.7 All employees listed in this Article shall be required to wear the uniforms, vests,~~

~~or security shirts issued by the District during their working hours. If a hat or jacket is worn, it must be the District provided hat or jacket only.~~

5.2 Medical Examination

~~5.2.1~~ The District will pay for the cost of any medical examination required by the District for continued employment. The Superintendent may select or approve the doctor. The doctor selected shall be a State of California licensed physician. The District shall only require a medical examination of current employees if they have directly observed performance problems or symptoms which may indicate that the employee may have a medical condition that will prevent them from performing their essential job functions or pose a direct threat to staff, students, and/or the public. When the District is asking for a fitness for duty examination, they shall provide the doctor with a copy of the affected employee's job description. The doctor shall only be asked to determine whether or not the affected employee can perform the duties found in that job description. If the doctor determines that the employee cannot, the District shall ask the doctor to provide any limitations and if those limitations are temporary or permanent in nature. The District shall commence an interactive process with the employee to determine reasonable accommodations regarding any limitations. The employee may be represented by CSEA in this process should they choose to be.

5.3 Other Equipment

~~5.3.1~~ Unit members shall not be required to use their personal equipment for District business.

5.4 District Property

Upon separation from the District, employees shall return all District clothing and equipment.

ARTICLE 7

VACATIONS

7.1 A new employee of the classified service shall not be eligible to take more than six (6) days, or the proportionate amount to which entitled, until the first day of the calendar month after completion of six (6) months of continuous service with the District. Earned vacation shall not become a vested right until completion of the initial six (6) months of employment. A vacation may be granted an employee during the probationary period only under certain circumstances and upon approval of the District.

7.2 Each regular full-time member shall be entitled to paid vacation leave as follows:

Years Of Emp.	(180-189) 9½ Month Employee Days Per Year	(190-199) 10 Month Employee Days Per Year	(200-209) 10½ Month Employee Days Per Year	(210-219) 11 Month Employee Days Per Year	(234-235) 12 Month Employee Days Per Year
1	9.5	10	10.5	11	12
2	9.5	10	10.5	11	12
3	9.5	10	10.5	11	12
4	9.5	10	10.5	11	12
5	9.5	10	10.5	11	12
6	9.5	10	10.5	11	14
7	9.5	10	10.5	11	15
8	10	11	11.5	12	16
9	11	12	12.5	13	17
10	12	13	13.5	14	18
11	13	14	14.5	15	20
12	13	14	15	16	20
13	14	15	16	17	20
14	15	16	17	18	20
15	16	17	18	19	20

7.2.1 All requests for vacation must be made in writing and approved by the immediate supervisor prior to the employee being absent. Vacation must be scheduled in advance and must be taken at times mutually agreed upon by the employee and the District. Requests by employees for vacation of five (5) days or longer must be made to the immediate supervisor in writing a minimum of ten (10) working days in advance and shall be approved or denied by the immediate

supervisor within three (3) working days of the submittal. ~~All requests for vacation must be made in writing and approved by the immediate supervisor prior to the employee being absent.~~ At the request of the employee, any vacation request that is denied shall be reviewed at a meeting with Human Resources, management, the employee and a representative from CSEA.

- 7.2.2 All vacation days earned must be taken within twenty-four (24) months of accrual. In the event the employee's balance may exceed the twenty-four (24) months accrual by the end of the fiscal year a written plan between the employee and management will be established in order to meet this requirement. If no written plan is developed, the matter shall be referred to Human Resources for resolution. Should a mutual agreement on a vacation plan not be reached and/or implemented, Human Resources and the Association shall explore alternative resolutions which may include, but not be limited to, a revised/alternate plan, payout, or other potential solutions. In no case shall an employee ever stop earning vacation.
- 7.2.3 All employees scheduled to work less than twelve (12) months shall have their earned vacation paid through the even pay plan as a component of the annual compensation as referenced in Article 3.7.2.
- 7.2.4 When unit members are absent due to authorized vacation for less than a full day, their vacation will be charged in increments rounded up to the next quarter hour.
- 7.2.5 A twelve (12) month employee who commences an approved vacation and subsequently becomes ill or bereaved before the vacation has completed, may request that the appropriate amount (no less than one day) be charged against sick leave and/or bereavement leave rather than vacation. Proof of illness will be required.

7.2.6 Whenever a vacation period includes any declared holidays, it shall be extended by the number of days equal to said included holidays.

7.2.7 Leave without pay shall not be granted if a unit member has accumulated vacation.

ARTICLE 8
LEAVES OF ABSENCE

A guide to leave referenced in the Collective Bargaining Agreement is available in Appendix F.

8.1 Leaves of Absence-General

- 8.1.1 Leaves of absence are authorized time away from work and may be with or without pay. A unit member who is absent from work other than for those periods as authorized by the leave provisions of this Agreement is taking an unauthorized absence in violation of this Agreement. Any unit member who is absent from work without authorized leave, or who fails to return to work as scheduled, shall be subject to disciplinary action, which may include a deduction of salary equal to the ratio of days absent.
- 8.1.2 Unit members are required to request all leaves of absence except sick leave, industrial accident or illness leave, or bereavement leave. All requests must receive a response from the supervisor within a timely manner. Except in emergencies, leaves of absence may not commence prior to approval.
- 8.1.3 For those absences not requiring prior approval, unit members must notify the site administrator or named site designee of their need to be absent prior to the start of their normal reporting time or their leave compensation will be withheld.
- 8.1.3.1 Night Custodians, Food Service staff, and transportation personnel must contact their supervisor at least one (1) hour prior to their normal reporting time.
- 8.1.4 A unit member on sick leave and/or personal necessity leave shall not be gainfully employed by any other employer.
- 8.1.5 A unit member who fails to return to work at the expiration of approved leave,

without notice to the District, shall be deemed absent without leave and may be subject to disciplinary action.

8.1.6 Members of the immediate family shall mean the mother, father, grandmother, grandfather, or grandchild of the unit member, or of the spouse/domestic partner of the unit member, and the spouse/domestic partner, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, step-mother, step-father, step-son, step-daughter, step-brother or step-sister of the unit member, or any relative living in the immediate household of the unit member.

8.1.7 ~~A current employee leave statement shall be provided no less than four (4) times during the year and any time upon request.~~ **Leave statements are available through the employee on-line portal.**

8.2 **Bereavement Leave**

8.2.1 The District agrees to grant necessary leave of absence with pay at the unit member's regular rate not to exceed five (5) days on account of the death of any member of the immediate family of the unit member.

8.2.2 Members of the unit may request permission of their immediate supervisor to be absent without pay on account of any death not covered in 8.1.6 designated as immediate family.

8.2.3 Members of the unit may be required to provide proof of eligibility for bereavement leave benefits.

8.3 **Judicial Leave**

8.3.1 The District agrees to grant to members of the unit regularly called for jury duty in the manner provided by law, or subpoenaed to appear as a witness in court other than as a litigant or as a witness against the District, leave of absence without loss of pay for time the unit member is required to perform jury or witness duty during the unit member's regularly assigned working hours. Unit members so called for jury

duty or witness duty must notify the District of service date(s) upon receiving said notice from officers of the court. Unit members shall reimburse the District for the amount received for jury duty or as a witness, less meals, travel or parking allowances.

8.3.2 Unit members are required to work during any portion of the day in which jury duty or witness services are not required.

8.3.3 Employees whose regular shift commences at 3:00 p.m. or thereafter, shall be relieved from work with pay on days they have served at least four (4) hours on jury duty.

8.3.4 The District may require verification of jury duty time prior to or subsequent to providing judicial leave.

8.4 **Military Leave**

Members of the unit shall be granted any military leave to which they are entitled, under law, as Classified school employees. Unit members shall request military leaves **to the Human Resources Department** in writing as soon as they receive orders to report for duty, and, upon request, supply the District with "orders" and status report.

8.5 **Sick Leave**

8.5.1 Sick leave is the authorized absence of a unit member due to a temporary disability preventing the unit member from working.

8.5.2 Legal holidays, Saturdays and Sundays shall not be counted as any part of sick leave unless the unit member is obligated to work on such days.

8.5.3 Except as required by statute, no remuneration will be paid for unused sick leave upon separation from the District.

8.5.4 Upon separation from the District, any absence due to temporary disability beyond authorized sick leave shall be deducted from any salary due the unit member.

- 8.5.5 When unit members are absent due to illness or personal necessity for less than a full day, their sick leave will be charged one (1) hour for every hour of absence, in increments rounded up to the next quarter hour.
- 8.5.6 ~~Dental and medical appointments are included only if the appointment cannot be scheduled outside of working hours.~~ If possible, medical and dental appointments should be scheduled outside of working hours.
- 8.5.7 Members of the unit shall be entitled to one (1) day sick leave for each month worked.
- 8.5.8 Sick leave days not taken shall be accumulated from year to year.
- 8.5.9 Once a year, each regular unit member shall be entitled to additional non-accumulated sick leave in an amount that when added to his/her accumulated sick leave shall not exceed one hundred (100) working days. Such days of sick leave shall be compensated at the rate of fifty percent (50%) of the unit member's regular salary.
- 8.5.9.1 When a unit member's accumulated sick leave is exhausted, he/she may request the district use any accumulated vacation to supplement the fifty-percent (50%) sick leave pay until such accumulated vacation leave is exhausted. Requests are made through the Human Resources Department.
- 8.5.10 After three (3) consecutive days of absence, the Human Resources Department may require a doctor's certificate attesting to the unit member's illness during the absence.
- 8.5.11 **Kin Care**
- Bargaining unit members may use up to one-half of their annual accrual of sick leave for the care of a parent, child, spouse, or domestic partner, parent-in-law, sibling, grandchild, or grandparent for the diagnosis, care, or treatment of an

existing health condition or preventative care.

8.6 Industrial Accident and Illness Leave

8.6.1 A unit member absent from duty because of illness or injury resulting from industrial accident qualifying for Worker's Compensation shall be entitled to an industrial accident or illness leave of absence, not to exceed sixty (60) working days for the same accident or illness.

8.6.2 When a unit member incurs an industrial accident or illness, it shall be reported to the immediate supervisor before the close of the working day in which the accident or illness occurs. An industrial incident report (SIPE Form 6-588-1) shall be filed with the Human Resources Department within seventy-two (72) hours of such time the accident or illness occurred.

8.6.3 For any days of absence from duty as a result of the same industrial accident whether the unit member receives salary payments under industrial accident leave, other paid leave, or vacation, the unit member shall endorse to the District any wage loss benefit check from the Compensation Insurance Fund which would make the total compensation from both sources exceed one hundred percent (100%) of the amount the unit member would have received as salary had the industrial accident or illness not occurred.

8.7 Personal Necessity

8.7.1 Members of the unit are required to request personal necessity leave from their immediate supervisor prior to the beginning of the work shift in which the absence is requested. Supervisors may waive this requirement in cases of extreme emergency.

8.7.2 A maximum of nine (9) days of absence per year for illness or injury leave earned pursuant to the sick leave provisions of this Agreement, may be used by the unit member, at his/her election, in cases of personal necessity, including

any of the following:

8.7.4~~2~~.1 Death of a member of the unit member's immediate family when additional leave is required beyond that provided in the bereavement leave provisions of this Agreement.

8.7.4~~2~~.2 Death of a relative or friend of the unit member not included in the bereavement leave.

8.7.4~~2~~.3 ~~Accident or illness involving the unit member's person or property, or the person or property of a member of the unit member's immediate family, and which requires the immediate presence of the unit member during the period of leave.~~ Accident involving the property of the unit member or their immediate family, or the illness of the unit member's immediate family requiring the unit members presence.

8.7.4~~2~~.4 Appearance in any court or before any administrative tribunal as a litigant, party, or witness under subpoena or any order made with jurisdiction, except to the extent otherwise provided when serving as a witness in court under "judicial leave".

8.7.4~~2~~.5 Personal presence of the parent for the birth, adoption, or care of a child.

8.7.4~~2~~.6 Unforeseen circumstances involving transportation or weather conditions that prevent the unit member from traveling to work.

8.7.2~~3~~ Members of the unit are required to request personal necessity leave from their immediate supervisor prior to the beginning of the work shift in which the absence is requested. Supervisors may waive this requirement in cases of extreme emergency.

8.7.3~~4~~ A unit member who is denied the use of personal necessity leave which results in a pay adjustment or charge of another leave type, may appeal the decision by requesting a meeting with the Assistant Superintendent of Human Resources. The appeal shall

be made as soon as possible, but no later than thirty (30) days after receipt of the final leave statement for the fiscal year.

8.7.4 ~~5~~ Upon return from a personal necessity leave, unit members shall be required to complete absence verification forms provided by the District and to submit such verification as may be required. **document the absence and may also be required to provide verification.**

8.7.6 Personal Business

8.7.5. **6.1** Unit members shall be entitled to use two (2) days per year of **their nine (9) maximum Personal Necessity days** leave under this section for personal business which cannot be transacted outside of assigned working hours. This day of leave may not be used for purposes of extending holidays and vacations.

8.7.6. **2** ~~The employee shall only reference the Section number of the contract _____ when reporting an absence under this Article.~~ **The reason for use of Personal Business does not need to be disclosed. A Unit member on Personal Business leave shall not be gainfully employed by any other employer.**

8.8 Leave of Absence Without Pay

8.8.1 Leave of absence without pay must be requested in writing **to the Human Resources Department** and may be granted to a unit member for any of the following reasons:

- 8.8.1.1 Attend school or college to be trained to improve the quality of service or prepare for promotion.
- 8.8.1.2 Temporarily incapacitated by illness.
- 8.8.1.3 Loaned to another governmental agency for the performance of a specific assignment.
- 8.8.1.4 Maternity or paternity.
- 8.8.1.5 Other reasons authorized by the Superintendent.

8.8.2 Authorized leave of absence without pay shall not be construed as a break in service or employment, and rights accrued at the time the leave is granted shall be retained but not increased by the unit member; however, vacation credits, sick leave credits, increases in salary, and other benefits shall not accrue to a unit member granted such leave during the period of absence. A unit member returning from a leave of absence without pay shall receive the same step in the salary range received when leave of absence began. Time spent on such leave without pay shall not count toward service for step increases or career increments and the unit member's anniversary date shall be postponed one (1) calendar month for each month of leave or major fraction thereof taken.

8.8.3 A unit member on leave of absence without pay shall be entitled to continued coverage under the medical, dental and vision plans for the duration of this Agreement provided that:

8.8.3.1 The benefit policies in effect permit such continued coverage.

8.8.3.2 Application for such continued coverage is made pursuant to forms and procedures, including prior payment of premiums, established by the District.

8.8.4 For leaves of absence six (6) months or longer, the unit member is to notify the District in writing of his/her intent to return to work no later than thirty (30) days prior to the expiration of the leave. The District will send a notice to the employee at the last known address at least forty-five (45) days prior to the expiration of the leave. If there is no response, the District will send a certified letter. Failure to respond within fourteen (14) days prior to the expiration of the leave could lead to disciplinary action up to and including dismissal.

8.9 **Family Care and Medical Leave**

The District will provide family care and medical leave in accordance with all state and

federal provisions. Bargaining unit members may review the provisions of the Family Medical Leave Act (FMLA) at: www.dol.gov/whd/fmla/.

8.10 Floating Discretionary Days

8.10.1 All bargaining unit members shall be provided two (2) non-accumulative Floating Discretionary Days (FDD) off each fiscal year, to be taken at any point during the fiscal year, upon prior approval of their immediate supervisor. FDD days shall be requested and receive approval prior to May 1 of each year, for use by June 30 of the same year. If it is not used prior to June 30, each year, the floating discretionary days off are forfeited.

8.10.2 Floating Discretionary Days shall be used in full-day or half-day increments.

8.10.3 Unit members whose start date is on or after March 1 through June 30 shall not be granted Floating Discretionary Days until July 1 of the following school year.

8.10.4 Bus Drivers and Transportation Attendants are exempt from receiving the two (2) Floating Discretionary Days (FDD's). Bus Drivers and Transportation Attendants will be paid for their regular hours equivalent to the two (2) FDD's.

8.11 Catastrophic Leave

8.11.1 Catastrophic leave shall be available to all permanent classified employees as set forth in Education Code §44043.5, inclusive:

Catastrophic illness or injury means an illness or injury that is expected to incapacitate the employee for an extended period of time, or that incapacitates a member of the employee's family which incapacity requires the employee to take time off from work for an extended period of time to care for the family, and taking extended time off work creates a financial hardship for the employee because he/she has exhausted all of his/her sick leave and other paid time off.

8.11.2 A permanent classified employee (or a representative of the member) may request donations of sick leave under this catastrophic leave program for illness or

injury, except industrial injuries.

- 8.11.3 In the event the employee is requesting catastrophic leave to provide care for a member of the employee's family, the family shall be defined as set forth by Family Medical Leave Act, in Section 8.9.1.
- 8.11.4 The classified employee must exhaust all other leave, including sick leave, vacation, or any other accrued time, prior to the receipt of the donated time.
- 8.11.5 Upon requesting donations under this program, the member (or representative) shall submit an application to the Human Resources Department and provide verification of the catastrophic illness or injury from a licensed physician indicating the nature and extent of the illness or injury, the projected date of employee's return to work, and a statement that the employee is unable to work due to the illness or injury.
- 8.11.6 When the Human Resources Department receives a request from an employee who provides the district with authorization, the district will solicit donations, or accept donations if the employee informs the district to refrain from solicitation.
- 8.11.7 Classified employees may make voluntary donations, in hours, not to exceed five (5) days of the donor. Classified donors must have one (1) year's worth of accrued, unused sick leave after any donation is made.
- 8.11.8 Donations shall be processed in the order in which the donation is received by the Human Resources Department on the appropriate form. Donations shall not be deducted until they are transferred to the requesting employee. If an employee wishes to donate more than five (5) days to any one individual, donations will be deducted in five (5) day increments after all other donations have been applied.
- 8.11.9 Transfer of donations shall be applied to the requesting employee in weekly increments to cover each day he/she is absent. The requesting employee shall

receive his/her regular rate of pay when receiving donated time.

8.11.10 The Assistant Superintendent of Human Resources may, upon verification of a catastrophic need from an employee's family, and exhaustion of Personal Necessity Leave and all other leave categories, authorize remaining sick leave be used in the event of a member's spouse or child's illness or injury that would otherwise qualify as catastrophic illness as defined in Section 8.7.

8.11.11 Family Medical Leave Act time will run concurrently with Catastrophic Leave.

8.11.12 Catastrophic Leave can be used for a maximum of ninety (90) days. An employee may re-apply for an additional ninety (90) days.

ARTICLE 9
JOB VACANCIES

9.1 Job Vacancy Posting

- 9.1.1 All unit vacancies shall be posted on bulletin boards at each work site and a copy sent via electronic mail to all bargaining unit members by the District not less than seven (7) days at designated work locations prior to being permanently filled. Any employee may apply for a vacant position with the Human Resources Department. Bargaining unit transfer requests shall be considered pursuant to Article 10 prior to any hiring process being initiated by the District.
- 9.1.2 For the purpose of this provision, a unit vacancy is any unit position which is new, vacated or which remains unfilled for more than sixty (60) calendar days. Posting does not apply to any unit position held by a unit member who is on an approved leave and has rights to return to their position (for example, a unit member on sick leave, extended sick leave, Industrial Accident and Illness Leave, workers' compensation, Family Medical Leave, etc.).
- 9.1.3 Applicants who meet the job vacancy qualifications and the District-established guidelines of the screening process will be eligible for an interview.
- 9.1.4 Any employee on leave or layoff who has requested notification of a specific job vacancy and has provided a self-addressed stamped envelope to the Human Resources Department will be mailed a notice of such vacancy.
- 9.1.5 A unit member has the option of taking a written test for any position in the District even if that position currently does not have a vacancy. The test may only be taken once in a six (6) month period, unless a new vacancy occurs **and you are invited to re-test**. The most recent score on the current test will be the prevailing score. For the purposes of this section, employees shall use their personal time.

9.1.6 The District shall take into consideration seniority when all else is equal.

9.1.7. The CSEA Chapter President shall be notified a minimum of five (5) working days prior to all interviews.

9.2 Temporary Higher Classification Vacancy

9.2.1 In the absence of the regular incumbent, qualified employees ~~who have previously qualified through the District testing process~~ shall be offered the opportunity to work in a higher classification. **Those who have previously passed the required District test for the Temporary Higher Classification vacancy will be invited to submit a letter of interest outlining their qualifications.** The most senior qualified employee **shall be offered the opportunity to work in the assignment**~~in the next highest classification shall be selected to work in a higher classification when all other qualifications are equal.~~ The following sequence of eligibility shall be utilized:

- a. Site
- b. Within job family district wide
- c. Outside job family district wide
- d. 39-month rehire list
- e. Outside relief personnel

9.2.2 The District shall have discretion to assign the Temporary Higher

Classification hours as needed. The immediate supervisor(s) of the affected position(s) shall prioritize the workload(s) for those serving in the Temporary Higher Classification(s).

9.2.23 The District retains the right to fill, or not fill, the position. Substitute or outside relief personnel, if needed, shall be brought in at the lower classification in the department or work site after all higher classifications have been filled by unit members.

9.2.34 If an employee is placed in a temporary higher classification assignment or a

temporary vacancy and during the course of the temporary assignment is selected to fill said position on a permanent basis, the hours worked in the temporary assignment shall be counted as time served toward the probationary period in that position. Evaluation procedures shall be the same as for regular promotional assignments. Seniority shall be accrued from the first day of the temporary assignment to such position if the unit member is selected to fill the position on a permanent basis.

ARTICLE 12

EVALUATION PROCEDURES

The evaluation process is intended to provide objective feedback to an employee from their immediate supervisor (management or supervisory district employee) to ensure satisfactory or better performance of assigned duties within their job description. It is not to be used as discipline, but can be used to inform the employee of less than satisfactory performance in an effort to have that performance improve to satisfactory or better levels within an appropriate timeframe.

12.1 New employees shall be evaluated at least once during the first four (4) months, and a second evaluation between the ninth (9th) and eleventh (11th) month of their twelve (12) months of probationary employment.

12.1.1 During the 12 month probationary period, a classified unit member may be released without cause.

12.2 A permanent employee who accepts a probationary promotion to a class in a higher level shall be evaluated at least once during the first three (3) months, and a second evaluation by the fifth (5th) month of their six (6) month probationary promotion. If the permanent employee is deemed unsatisfactory during the probationary period of six (6) months, he/she shall be reinstated to the former class.

12.3 There shall be at least a biennial evaluation of all permanent employees. Evaluations shall be completed before June 15 of the year scheduled for evaluation.

12.4 Evaluations shall be prepared by the immediate supervisor or the next level manager if the supervisor is not available. If the immediate supervisor has not been in this position for at least half of the employee's evaluation period, the evaluation shall be done in consultation with the next line level supervisor.

12.5 Each unit member shall be given a copy of the completed evaluation form. Each unit member will be requested to place his/her signature on the report, but such signature does not necessarily signify agreement with the evaluation report. In the event that a unit

member refuses to sign the evaluation report, the refusal shall be noted on the employee signature line.

12.6 The supervisor shall identify employee strengths and weaknesses. If weaknesses are identified, the supervisor and employee shall discuss how the weaknesses might be improved.

12.6.1 If an immediate supervisor has a concern about an employee's work performance, they shall bring that concern to the attention of the employee in a timely manner. The employee should be provided with an opportunity to provide their perspectives and to correct any concerns of the immediate supervisor.

12.6.2 The supervisor shall provide assistance to the employee, including a specific improvement plan for any less than satisfactory performance evaluations. A date for the preparation of a follow-up evaluation will be identified at the time of the evaluation containing a specific improvement plan. That follow-up evaluation shall allow no less than thirty (30) working days to allow for improvement, and shall also be completed no less than sixty (60) working days from the original evaluation.

12.6.3 Any information used for an employee's performance evaluation that was not a result of the immediate supervisor's direct observation, shall be noted in the performance evaluation, and the person who provided the information used in that evaluation shall be identified to allow the employee the opportunity to provide a meaningful rebuttal to the evaluation.

12.6.4 The employee shall have no less than ten (10) days from receipt of the evaluation to prepare a rebuttal to that evaluation. Rebuttals shall be stapled to all copies of the performance evaluation. The employee shall provide a copy of their rebuttal to their immediate supervisor and to the Human Resources Department.

ARTICLE 14

SAFETY

- 14.1 The District shall comply with all Federal and State health and safety codes.
- 14.2 It shall be the employee's responsibility to report to the immediate supervisor any observed unsafe conditions in the work environment or on the school or District premises. No employee shall be discriminated against as a result of reporting such condition(s).
- 14.3 The District shall not knowingly require unit members to use, operate, drive any piece of equipment, or work in an environment which is deemed unsafe. It is the responsibility of the District to acknowledge and investigate the reports of employees regarding unsafe conditions, and take the necessary steps to correct the potential danger.
- 14.4 The employee shall report any industrial accident or illness immediately, and within the time limits prescribed by law, no matter how minor, in accordance with Article 8.6.
- 14.5 A District Safety Committee shall be formed. The Association shall have representation on the District Safety Committee. The Committee shall review health, safety, sanitation and working conditions. The Committee shall make recommendations to the District concerning improvements in health, safety, sanitation and working conditions.
- 14.5.1 The unit members of the Committee shall be allowed reasonable release time to carry out their obligations under Section.14.5.
- 14.6 The District will notify all staff in direct contact with a student with a history of violent behavior within ten (10) school days of receipt of notice from the law enforcement agency. Any information received by a unit member pursuant to this section shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the unit member. (EC §49079).
- 14.7 As part of the District's Security Program, surveillance systems, including video, audio, and other technology, has been installed on District property and vehicles. Except under the circumstances identified below, no surveillance shall be used to**

monitor bargaining unit members in the performance of their duties.

14.7.1 It is acknowledged that the District may monitor District property, including District vehicles, for the purposes of ensuring the safety of students, staff, and/or property. This monitoring may incidentally capture sights and/or sounds of bargaining unit members in the performance of their duties. Should that incidental viewing show a bargaining unit member not performing his or her duties properly or in violation of law, policy, and/or contract, CSEA shall be notified of the surveillance recording where the District intends to utilize the surveillance recording for disciplinary action. Where the recommended disciplinary action necessitates a Skelly meeting, notice of the District's intent to utilize the surveillance recording shall occur at least three days prior to the conference. In the case of a lesser form of discipline, the bargaining unit member shall be notified of the contents of the surveillance recording at least three days prior to the implementation of the disciplinary action.

14.7.2 There shall be no monitoring or live surveillance of bargaining unit members without a reasonable suspicion that the bargaining unit member(s) is not performing his or her duties properly or is violating the law, District policy, and/or contract.

14.7.3 Access to any surveillance system or surveillance recordings for the purpose of monitoring CSEA bargaining unit members shall be restricted to District management and/or supervisory staff. Other staff who may conduct surveillance to ensure the safety of property, students, and/or staff shall immediately report any concerns regarding bargaining unit members to a management and/or supervisory employee.

14.7.4 The District shall conspicuously post at each worksite and in each vehicle

with a surveillance system, signage which indicates that the area or vehicle may be under surveillance.

14.7.5 The District shall not install and/or operate any surveillance equipment in restrooms, locker rooms, nursing stations or staff lounges.

ARTICLE 16
ORGANIZATIONAL RIGHTS

- 16.1 CSEA shall have the following rights:
- 16.2 Right of access at reasonable times to areas in which employees work.
- 16.3 The right to use, without charge, designated bulletin boards, mailboxes, the school mail system (including electronic mail) for posting or transmission of information or notices concerning CSEA activities. The CSEA Chapter President or designee shall be allowed to use District telephones during non-working hours for CSEA business calls provided there is no additional cost to the District for such calls.
- 16.4 The right to reasonable use, without charge, of District-owned office and audio-visual equipment facilities and buildings. Any additional costs incurred by the District due to usage by the Association shall be reimbursed by the Association.
- 16.5 The right to be supplied with a roster of all unit members by May 15th of each year. The roster shall indicate the unit member's present classification and hire date as a regular employee into that classification.
- 16.6 The right to receive, without charge, one (1) copy of the Board of Education agenda with any pertinent non-confidential supporting information.
- 16.7 The right to receive a copy of the preliminary District budget for the ensuing year at the time it is forwarded to the Board of Education, the adopted budget at the time it is adopted, and any adopted revisions to the budget during the budget year.
- 16.8 The right to review at reasonable times other non-confidential materials in the possession of or produced by the District necessary for CSEA to fulfill its role as the exclusive agent.
- 16.9 The District shall notify the CSEA Chapter President in writing of substitutes serving in bargaining unit positions for more than ten (10) consecutive days, and any extended leaves which will create temporary vacancies per Article 9.1.2.

- 16.10 Any time the District appoints a district level advisory committee, including but not limited to budget, health, safety and Shared Decision Making, that includes a representative of Classified, CSEA shall appoint the representative(s).
- 16.11 The District acknowledges that they may not meet and negotiate nor enter into any written agreements over matters within the scope of representation with any organization other than CSEA concerning rights of unit members.
- 16.12 As soon as possible after execution of this successor agreement, the District shall provide a printed copy of this Agreement to each unit member. A copy of the most current agreement shall be posted on the District website. Any additional memoranda of understanding, side letters, or any other mutually agreed upon documents during the term of the successor agreement shall also be posted on the website.
- 16.12.1 As soon as possible after ratification by both parties of any re-opener negotiation, the District shall provide a printed copy of ratified articles to each unit member.
- 16.13 All references made to "release time" in this Agreement shall be understood to be in District paid status.
- 16.14 The Association shall be entitled to 240 hours per year of release time for conducting Association business. Such release time may be used but not limited to the following purposes: preparation or planning for negotiations on days outside of scheduled negotiations days, Presidents' Meetings, or association business as authorized by the Chapter President.
- 16.14.1 The following shall not be charged to release time: actual negotiations with District representatives, informal problem solving, grievance proceedings with District management personnel, contract ratification meetings, attendance at annual CSEA Conference (total number of delegates as determined by CSEA), or any other presence at meetings requested by management.

- 16.14.2 Members of the negotiating team shall be allowed a maximum of sixty (60) minutes of District release time for preparation or planning for negotiations on days when negotiations are scheduled. This time is not inclusive of the time needed for caucusing during negotiations.
- 16.15 Employees whose work shift coincides with the Association Chapter meeting shall be allowed to attend the meeting, but must report to work early on the day of the meeting in order to make up the time missed from their work site. Employees must so notify their supervisor on the day prior to the meeting.
- 16.16 In addition CSEA may request additional release time for both elected and non-elected members of the bargaining unit in compliance with AB 1203 which amends California Education Code 45210 and allows non-elected employees to be on leave, paid for by the local union, in order to attend important organizational activities authorized by the local union upon request of the local, state, or national union.
- 16.17 The District shall provide up to thirty (30) minutes of paid release time each calendar month for all new employees to attend a CSEA presented New Bargaining Unit Employee Orientation. There shall be one (1) orientation per site each month. The orientation will be scheduled in advance and the new employee shall attend the orientation to which they are invited, at the site at which they are assigned to work. A CSEA appointed representative shall also be given up to thirty (30) minutes of paid release time to present that orientation to new bargaining unit employees.

16.17.1 The District shall notify the Chapter President via email of newly hired unit members within ten (10) days of clearance once a new hire has cleared the pre-employment requirement and a start date is confirmed.

16.18 The District shall provide CSEA with contact information on the newly hired unit members consistent with Government Code Section 3558. The information shall be provided electronically via mutually agreeable format within thirty (30) days of hire and shall include the following:

- a) Name**
- b) Job title**
- c) Department**
- d) Work location**
- e) Work, home, and personal cellular telephone numbers**
- f) Personal email addresses on file with the employer**
- g) Home address**

16.19 The District shall provide CSEA with a list of all bargaining unit members' names and contact information on the last working day of September, January, and May. This information will be provided to CSEA electronically in a mutually agreeable format and shall include the same information as listed in Article 16.18.

~~16.18~~ **16.20**The Human Resources Department and CSEA will form a Classified Professional Development Team for the purpose of identifying professional development needs for the classified staff, and creating a calendar of trainings to be made available to the staff.

ARTICLE 17

ORGANIZATIONAL SECURITY

17.1 ~~Check Off~~

~~CSEA shall have the sole and exclusive right to have membership dues and service fees deducted for employees in the unit by the District. The District shall, upon appropriate written authorization from any employee, deduct and make appropriate remittance for insurance premiums, credit union payments, savings bonds, charitable donations, or other plans or programs jointly approved by CSEA and the District. The District shall pay to the designated payee within fifteen (15) days of the deduction all sums so deducted.~~

17.2 ~~Dues Deduction~~

~~17.2.1 The District shall deduct, in accordance with the CSEA dues and service fee schedule, dues from the wages of all employees who are members of CSEA on the date of the execution of this Agreement, and who have submitted dues authorization forms to the District.~~

~~17.2.2 The District shall deduct the dues, in accordance with the dues and service fee schedule, from the wages of all employees who, after the date of execution of this Agreement, become members of CSEA and submit to the District a dues authorization form. The effective date of the deduction shall be as indicated on the form.~~

~~17.2.3 If a member wishes to revoke their chapter dues, a signed written request shall be submitted to the Chapter Treasurer who will notify the District within five (5) days of receipt.~~

~~17.3 Service Fee~~

~~17.3.1 CSEA and the District agree that each employee in the unit should contribute equally toward the cost of administration of this Agreement by CSEA and for the representation of employees in the unit by CSEA.~~

~~17.3.2 Employees in the unit who are not members of CSEA on the effective date of this Agreement and employees who hereafter come into the unit shall, either within thirty (30) days of the date of this Agreement or their employment, apply for membership and execute an authorization for dues deduction on a form provided by CSEA, or in the alternative the District shall deduct from the salaries of employees not applying for membership, a service fee as set forth in the CSEA service fee schedule.~~

~~17.3.3 However, nothing contained herein shall prohibit an employee from paying service fees directly to CSEA.~~

~~17.3.4 In the event that an employee revokes a dues or service fee authorization or fails to make arrangements with CSEA for the direct payment of service fees, the District shall deduct service fees until such time as CSEA notifies the District that arrangements have been made for the payment of such fees.~~

~~17.4 Religious Objection~~

~~Any employee covered by this Agreement who is a member of a religious body whose traditional tenets or teachings include objections to joining or financially supporting employee organizations shall not be required to join, maintain membership in or financially support any employee organization as a condition of employment, except that once such employee has submitted evidence to CSEA which proves that he/she sincerely holds such beliefs will be required, in lieu of a service fee, to pay sums equal to such service fee either to a nonreligious, non-labor organization, charitable fund exempt from taxation under~~

~~Section 501(c)(3) of Title 26 of the Internal Revenue Code, chosen by such employee from the following list of three:~~

- ~~a. Central Coast Senior Citizens Foundation~~
- ~~b. Domestic Violence Solutions~~
- ~~c. United Way of Santa Barbara County~~

~~An employee claiming such religious exemption shall submit a written request to CSEA's legal department for review and processing. Such written requests must be submitted to:~~

~~Legal Department
Attn: Religious Exemption Request
California School Employees Association
2045 Lundy Avenue
San Jose, CA 95134~~

~~17.5 Deduction and Payment of Charitable Contributions~~

~~To exercise the religious exemption, the employee must submit a written request to the Legal Department of the Association establishing the basis for the exemption. If the exemption is accepted, the employee shall make a selection among the charities listed in Article 17.4 above.~~

~~17.6 The Association will inform the District of the employees designated charity and the District shall ensure that all future deductions of service fees from the employees pay warrant go directly to the designated charity.~~

~~17.7 The Association agrees to indemnify and hold harmless the District, its members and each member of the management against all costs, losses, or damages because of civil or other actions arising from the administration and implementation of these provisions.~~

17.1 Membership and Dues Deduction

17.1.1 The District shall honor the terms of any agreement between CSEA and the District's employee with regard to that employee's membership in CSEA, including but not limited to automatic yearly renewal unless the employee drops out during a specified window period. This window period shall be tracked by CSEA within its membership database.

17.1.2 CSEA shall have the sole and exclusive right to receive the payroll deduction for regular membership dues.

17.1.3 The employer shall deduct CSEA dues from the wages of all employees who are members.

17.1.4 The District's managers, supervisors and confidential employees shall be either positive or neutral regarding employees' decisions to belong to an employee organization or participate in its activities. Any questions regarding CSEA membership shall be referred to CSEA.

17.1.5 The employer shall not be obligated to put into effect any new or changed deductions until the pay period commencing thirty (30) days or more after such submission.

17.1.6 There shall be no charge by the employer to CSEA for regular membership dues deductions.

17.2. Hold Harmless

17.2.1 CSEA shall defend and indemnify the District for any claims arising from its compliance with this article made by the employee for deductions made in reliance on information provided by CSEA to the District to cancel or change membership dues authorization. The District shall be required to promptly notify CSEA of any claims

made by employees relating to dues authorization. CSEA shall have the exclusive right to decide and determine whether any such action shall be compromised, resisted, defended, tried, or appealed. Regardless of the outcome, CSEA will indemnify and financially hold harmless the District.

07/01/19

ARTICLE 19

CLASSIFICATION/RECLASSIFICATION

19.1 The District shall have the right to establish and classify positions and shall ensure that a job description exists for all bargaining unit classifications. If a new classification is established, the salary allocation shall be negotiated upon request by the Association. The lack of agreement shall in no way impede the District from initial salary allocation and filling of the vacant positions.

19.1.1 All bargaining unit classifications in the classified service are required to have a mutually agreed upon job description.

19.1.2 Any new bargaining unit job descriptions and/or revisions to existing bargaining unit job descriptions must be provided to the Association Chapter President as a proposal by the District.

19.1.3 Once mutual agreement has been reached between the District and the Association, the job description(s) shall be signed and dated by both parties as a tentative agreement subject to the review and ratification process contained in Association Policy 610.

19.1.4 Once ratified/adopted by both parties, the job description(s) is deemed fully approved, final, and binding unless further changed by the parties utilizing this process.

19.2 Unit members shall not be required to perform duties which are not fixed and prescribed for the position by the governing board in accordance with Education Code Section 45109, unless the duties reasonably relate to those fixed for the position by the governing board, for any period of time which exceeds five (5) working days within a fifteen (15) calendar day period. An employee may be required to perform duties inconsistent with those assigned to the position by the governing board for a period of more than five (5) working days provided that his/her salary is adjusted upward for the entire period he/she is required to

work out of classification and in such amounts as will reasonably reflect the duties required to be performed outside his/her normal assigned duties, but in no case, shall the increase be less than two and one half percent (2½%) above the unit member's current salary.

19.3 Reclassification

A "reclassification" is defined as the upgrading of a position to a higher classification as a result of the gradual increase of the duties being performed by the incumbent in such position. Additionally, the Reclassification process might yield a changed job description that does not warrant a change of salary range.

Reclassification requests shall not be submitted regarding increased workload. Concerns regarding workload should be addressed utilizing other available avenues.

19.3.1 Reclassification Committee

A Reclassification Committee shall be established, and shall meet once each year.

The Committee shall consist of four members. Two (2) shall be appointed by the Association and two (2) by the District. Members of each negotiating team (including non-District staff) shall be eligible to serve on the Reclassification Committee. The Committee shall develop the appropriate forms and procedures to permit reclassification requests to be made. The appropriate forms and procedures will be available on the District's website.

19.3.2 Any requests for reclassification must be submitted by October 1 for consideration that year. A request for reclassification will only be considered once per fiscal year. Requests can be submitted by an individual employee, a classification of employees, CSEA, or the District. The Committee shall communicate its recommendations to the District and Association who shall reduce the recommendation(s) to a written agreement subject to the ratification/approval process of the parties.

19.3.3 An employee who has been reclassified with his/her position shall be ineligible for

subsequent reclassification with his/her position for a period of at least three (3) years from the initial action.

19.3.4 The Reclassification Committee shall meet as needed to complete the review process by March 31 of each year. The review process shall include:

- a. All reclassification requests that were received by October 1 of each year shall be paper screened by the Reclassification Committee;
- b. An interview of the employee(s) who is requesting a reclassification in order for the committee to ask questions and supplement the written request for reclassification. The Reclassification Committee shall determine whether or not it needs to interview one or more members of the classification to make a determination;
- c. An interview with the employee's immediate supervisor(s) to receive their input regarding the requested reclassification;
- d. A recommendation regarding whether or not the Reclassification Committee believes a reclassification is warranted. If reclassification is warranted, the Reclassification Committee shall recommend reclassification to an existing bargaining unit classification. The Reclassification Committee shall also be responsible for drafting a proposed new job description to be recommended to the parties full negotiating teams, when applicable. The written recommendation of the Reclassification Committee shall be provided to the applicant no later than five (5) working days after the recommendation is rendered by the Reclassification Committee.

19.3.5 Should the employee requesting a reclassification disagree with the recommendation of the Reclassification Committee, they may within five (5) working days of receiving the recommendation, present a written request for

reconsideration and attach documentation to support their appeal to the full negotiating teams. The appeal shall be delivered to the Human Resources Department by the deadline. The appeal shall be considered no later than ten (10) working days after the 5-day appeal window closes. The written decision of the negotiating teams shall be provided to the employee within five (5) working days of their findings. The determination of the negotiating teams shall be final and binding. A negative outcome in no way will affect the unit member's eligibility to apply for a reclassification in the following year.

19.3.6 All reclassification requests approved by the Committee are subject to ratification by the Association bargaining unit and School Board approval. The District and Association shall ensure that the names of individuals recommended for reclassification are not written into the agreement going to ratification/approval by the parties. Employees recommended for reclassification shall be assigned a number and only the Reclassification Committee shall know the matching names and numbers of those recommended for reclassification. All approved reclassified position changes shall go into effect on July 1 of the next fiscal year.

ARTICLE 24

DISCIPLINE

24.1 Probationary Period Unit Members

24.1.1 ~~New~~ Classified unit members shall serve a period of probation which shall be twelve (12) months in duration.

24.1.2 During the probationary period, a new classified unit member may be released without cause.

24.2 Permanent Classified Unit Members – Discipline & Dismissal

24.2.1 Types of Disciplinary Action

24.2.1.2 Demotion: A unit member may be demoted to a lower salary classification for cause.

24.2.1.3 Suspension: A unit member may be suspended for a period of up to thirty (30) days without pay for cause.

24.2.1.4 Dismissal: A unit member may be dismissed and shall be separated from employment for cause.

24.2.1.5 Involuntary transfer: Any reassignment without the unit member's voluntary consent.

24.2.2 Discipline shall be imposed only for cause and pursuant to Administrative Regulation 4218 and pertinent law(s).

24.2.3 Whenever possible, disciplinary action will be taken only after the unit member has been counseled by his/her immediate supervisor and/or the Assistant Superintendent of Human Resources regarding the unsatisfactory action(s) or lack of action(s).

24.2.4 Unit members shall receive all due process rights to which they are entitled. As part of these legal due process rights, unit members who have received a notice of intended discipline shall have the opportunity to present their rebuttal/response

to the proposed discipline to a hearing officer at a pre-disciplinary meeting ("Skelly" meeting). They may do so in writing or in person. They may also waive the pre-disciplinary meeting entirely. The decision of the hearing officer shall be communicated in writing to the employee and Association.

24.2.5 After the pre-disciplinary meeting and decision (should the affected unit member not waive that meeting), the affected employee shall have the right to request an evidentiary hearing before the school board or a hearing officer should the school board choose to have the hearing done by one.

24.2.6 The Association shall be provided a copy of any notices of intended discipline (and all related documents) for any unit members at the time the affected employee is given such notice of proposed discipline. The affected unit member may choose to be represented by CSEA, by themselves, or by a representative of their own choosing.

24.3 A letter of reprimand, written warning and/or written directive relating to the action or lack of action may be placed in the unit member's personnel file. The unit member shall be provided a copy and a notice of opportunity to reply. The unit member must be given at least ten (10) business days to reply before the document is placed in his/her personnel file. The unit member's written comments/response, if any, must be attached to the District's document.

ARTICLE 25

DISCRIMINATION

25.1 Discrimination Prohibited

~~No employee in the bargaining unit shall in any way be favored or discriminated against in wages, hours, or other terms and conditions of employment because of his/her political opinion or affiliations, union affiliation, ethnic group identification, race, color, religion, national origin, ancestry, age, medical condition, status as a military veteran, marital status, sexual orientation, or any other legally protected category.~~ **No employee in the bargaining unit shall in any way be favored or discriminated against in wages, hours, or other terms and conditions of employment on the basis of and/or association with a person or group with one or more of the following: actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation, union affiliation, or any other legally protected category.**

ARTICLE 27
TERM AND RENEGOTIATION

27.1 This Agreement shall remain in full force and effect from July 1, ~~2016~~ 2019 through June 30, ~~2019~~ 2022.

27.2 For the ~~2017-18~~ 2020-21 and ~~2018-19~~ 2021-22 fiscal years, the parties may reopen and negotiate Article 3, (Pay and Allowances), Article 4, (Health and Welfare Benefits), and one additional Article selected by each party. Initial proposals for reopener or successor negotiations shall be exchanged by the parties no later than ~~January~~ March 1 for the next fiscal year. The District shall place any initial proposals on the next school board meeting agendas after ~~January~~ March 1 for public comment prior to negotiations commencing.

Tami Contreras, Chapter President

Joni McDonald, Human Resources
Manager/Chief Negotiator

Dayna DeBernardi-Watson, Negotiation
Team

Kevin Platt, Assistant Superintendent/
Human Resources

Susie Eichel, Negotiation Team

Yolanda Ortiz, Assistant Superintendent/
Business Services

Greg Gentile, Negotiation Team

Paul Robinson, Assistant Principal, PVHS

Nicole Latham, Negotiation Team

Daniel Sheridan, Plant Manager, RHS

Stacy Newby, Negotiation Team

Phyllis Comstock, CSEA Labor Relations
Representative

~~7/1/16~~ 07/1/19

Job Classification (Alpha-Order)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Accompanist	Student Svcs	15	9.5
Accountant I	Clerical	32	12
Accounting Assistant I	Clerical	14	9.5
Accounting Assistant II	Clerical	17	9.5 / 12
Administrative Assistant - Testing	Clerical	26	12
Administrative Assistant I - DHS	Clerical	22	10
Administrative Assistant I - SSC	Clerical	22	12
Administrative Assistant II - School Site	Clerical	24	10.5
Administrative Assistant II - SSC	Clerical	24	12
Administrative Assistant III - DHS	Clerical	26	10.5
Administrative Assistant III - SSC	Clerical	26	12
Administrative Assistant IV - School Site	Clerical	28	11
Administrative Assistant V - SSC	Clerical	30	12
Attendance Assistant	Clerical	15	10
Attendance Technician	Clerical	20	10
Behavioral Instructional Assistant-Special Ed-DT	Paraprofessional	48	9.5
Behavioral Instructional Assistant (BIA) Special Ed	Paraprofessional	18	9.5
Benefits Technician	Clerical	25	12
Bus Driver	Student Svcs	18	9.5
Bus Driver-Instructor	Student Svcs	24	42
Buyer	Clerical	22	12
Campus Security Assistant	Student Svcs	12	9.5
Campus Security Assistant II	Student Svcs	14-17	9.5
Campus Security Coordinator	Student Svcs	25-26	9.5
Campus Security Officer	Student Svcs	18-19	9.5
Career Center Specialist	Student Svcs	20	10
Career Center Technician	Student Svcs	16-18	9.5
Carpenter/Welder	MOT	28	12
Child Care Assistant	Student Svcs	9	9.5
Community Liaison Specialist	Student Svcs	26	10
Community Services Center Specialist	Student Svcs	26	9.5
Computer Lab Technician	Paraprofessional	18	9.5
Computer Network Technician	Info/Tech	28	12
Computer Network Technician II	Info/Tech	30	12
Computer Technician	Info/Tech	22	12
Crisis Intervention Consultant	Student Svcs	24	9.5
Custodial Supervisor	MOT	23	12
Custodian	MOT	15	9.5 / 12
Data Specialist	Info/Tech	20	10.5
Electrician	MOT	28-31	12
Facilities Bookkeeper	MOT	22	12
Fiscal Technician	Clerical	24	12
Food Service Lead	Food Svcs	23	9.5

APPENDIX A

Job Classification (Alpha-Order)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Food Service Worker I	Food Svcs	9	9.5
Food Service Worker II	Food Svcs	12	9.5
Grounds Maintenance I	MOT	16	12
Grounds Maintenance II	MOT	21	12
Guidance Technician	Clerical	22	10
Health Technician	Student Svcs	20	10
Human Resources Technician	Clerical	28	12
Instructional Assistant	Paraprofessional	11	9.5
Instructional Assistant-Bilingual	Paraprofessional	13	9.5
Instructional Assistant - Multilingual	Paraprofessional	15	9.5
Instructional Assistant-Special Ed CTE	Paraprofessional	16	9.5
Instructional Assistant-Special Ed TLC - Level I	Paraprofessional	16	9.5
Instructional Assistant-Special Ed I	Paraprofessional	13	9.5
Instructional Assistant-Special Ed II	Paraprofessional	15	9.5
Intervention Lab Specialist	Paraprofessional	22	9.5
Job Coach	Student Svcs	13	12
Language Assessment Assistant I	Student Svcs	16	12
LCAP Specialist	Clerical	28	12
Lead District Maintenance	MOT	34	12
Lead Mechanic	MOT	35	12
Lead Warehouse Worker / Delivery Driver	MOT	19	12
Library Assistant	Clerical	14	10.5
Library Technician	Clerical	18	10.5
LVN Health Assistant	Student Svcs	18-22	9.5
Maintenance Worker I	MOT	21	12
Maintenance Worker II	MOT	25	12
Mechanic	MOT	32	12
Migrant Bilingual Statistician	Clerical	19	12
Migrant Education Recruiter-Statistician	Clerical	22	12
Migrant Guidance Technician	Clerical	16	9.5
Migrant Health Assistant	Student Svcs	13	9.5
Migrant Program Assistant	Clerical	13	10
Migrant School Advisor	Paraprofessional	24	12
Multilingual & Migrant Education Program Analyst	Student Svcs	20	12
Multilingual Translator- Interpreter	Clerical	26	10
Multi-Media Lab Technician	Student Svcs	16	9.5
Network Operations Coordinator	Info/Tech	34	12
Network Systems Specialist	Info/Tech	32	12
Office Assistant	Clerical	12	9.5
Operations Specialist - Alternative Education	Clerical	24	10
Outreach Consultant	Student Svcs	26	10
Painter	MOT	26	12
Payroll/Benefits Specialist	Clerical	32	12

Job Classification (Alpha-Order)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Personnel Technician - Certificated	Clerical	32	12
Plumber	MOT	28	12
Project Analyst	MOT	37	12
Program Resource Technician	Student Svcs	20	10
Program Specialist	Student Svcs	24	9.5
Purchasing Technician	Clerical	18	12
Reading Center Technician	Paraprofessional	16	9.5
Registrar I	Clerical	18	10.5
Registrar II	Clerical	22	11
School Support Secretary	Clerical	16	9.5 / 10 / 12
School/Community Liaison	Student Svcs	20	9.5
Security Officer	Student Svcs	30	9.5
Staff Secretary	Clerical	18	10
Student Body Bookkeeper	Clerical	22	11
Student Data Specialist	Clerical	22	11
Student Information System Analyst	Info/Tech	31	12
Transportation Dispatcher/Instructor	Student Svcs	24	12
Transportation Service Technician	MOT	25	12
Translator - Interpreter	Clerical	24	10 / 10.5
Transition Specialist	Student Svcs	26	12
Transportation Attendant	Student Svcs	12	9.5
Warehouse Worker/Delivery Driver	MOT	18	12

Job Classification (Job Family)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Accountant I	Clerical	32	12
Accounting Assistant I	Clerical	14	9.5
Accounting Assistant II	Clerical	17	9.5 / 12
Administrative Assistant - Testing	Clerical	26	12
Administrative Assistant I - DHS	Clerical	22	10
Administrative Assistant I - SSC	Clerical	22	12
Administrative Assistant II - School Site	Clerical	24	10.5
Administrative Assistant II - SSC	Clerical	24	12
Administrative Assistant III - DHS	Clerical	26	10.5
Administrative Assistant III - SSC	Clerical	26	12
Administrative Assistant IV - School Site	Clerical	28	11
Administrative Assistant V - SSC	Clerical	30	12
Attendance Assistant	Clerical	15	10
Attendance Technician	Clerical	20	10
Benefits Technician	Clerical	25	12
Buyer	Clerical	22	12
Fiscal Technician	Clerical	24	12
Guidance Technician	Clerical	22	10
Human Resources Technician	Clerical	28	12
LCAP Specialist	Clerical	28	12
Library Assistant	Clerical	14	10.5
Library Technician	Clerical	18	10.5
Migrant Bilingual Statistician	Clerical	19	12
Migrant Education Recruiter-Statistician	Clerical	22	12
Migrant Guidance Technician	Clerical	16	9.5
Migrant Program Assistant	Clerical	13	10
Multilingual Translator- Interpreter	Clerical	26	10
Office Assistant	Clerical	12	9.5
Operations Specialist - Alternative Education	Clerical	24	10
Payroll/Benefits Specialist	Clerical	32	12
Personnel Technician - Certificated	Clerical	32	12
Purchasing Technician	Clerical	18	12
Registrar I	Clerical	18	10.5
Registrar II	Clerical	22	11
School Support Secretary	Clerical	16	9.5 / 10 / 12
Staff Secretary	Clerical	18	10
Student Body Bookkeeper	Clerical	22	11
Student Data Specialist	Clerical	22	11
Translator - Interpreter	Clerical	24	10 / 10.5
Food Service Lead	Food Svcs	23	9.5
Food Service Worker I	Food Svcs	9	9.5
Food Service Worker II	Food Svcs	12	9.5
Computer Network Technician	Info/Tech	28	12

APPENDIX B

Job Classification (Job Family)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Computer Network Technician II	Info/Tech	30	12
Computer Technician	Info/Tech	22	12
Data Specialist	Info/Tech	20	10.5
Network Operations Coordinator	Info/Tech	34	12
Network Systems Specialist	Info/Tech	32	12
Student Information System Analyst	Info/Tech	31	12
Carpenter/Welder	MOT	28	12
Custodial Supervisor	MOT	23	12
Custodian	MOT	15	9.5 / 12
Electrician	MOT	28-31	12
Facilities Bookkeeper	MOT	22	12
Grounds Maintenance I	MOT	16	12
Grounds Maintenance II	MOT	21	12
Lead District Maintenance	MOT	34	12
Lead Mechanic	MOT	35	12
Lead Warehouse Worker / Delivery Driver	MOT	19	12
Maintenance Worker I	MOT	21	12
Maintenance Worker II	MOT	25	12
Mechanic	MOT	32	12
Painter	MOT	26	12
Plumber	MOT	28	12
Project Analyst	MOT	37	12
Transportation Service Technician	MOT	25	12
Warehouse Worker/Delivery Driver	MOT	18	12
Behavioral Instructional Assistant (BIA) Special Ed	Paraprofessional	18	9.5
Behavioral Instructional Assistant-Special Ed-DT	Paraprofessional	18	9.5
Computer Lab Technician	Paraprofessional	18	9.5
Instructional Assistant	Paraprofessional	11	9.5
Instructional Assistant - Multilingual	Paraprofessional	15	9.5
Instructional Assistant-Bilingual	Paraprofessional	13	9.5
Instructional Assistant-Special Ed CTE	Paraprofessional	16	9.5
Instructional Assistant-Special Ed I	Paraprofessional	13	9.5
Instructional Assistant-Special Ed II	Paraprofessional	15	9.5
Instructional Assistant-Special Ed TLC - Level I	Paraprofessional	16	9.5
Intervention Lab Specialist	Paraprofessional	22	9.5
Migrant School Advisor	Paraprofessional	24	12
Reading Center Technician	Paraprofessional	16	9.5
Accompanist	Student Svcs	15	9.5
Bus Driver	Student Svcs	18	9.5
Bus Driver Instructor	Student Svcs	24	12
Campus Security Assistant	Student Svcs	12	9.5
Campus Security Assistant II	Student Svcs	14-17	9.5
Campus Security Coordinator	Student Svcs	25-26	9.5

Job Classification (Job Family)			
ASSIGNMENT	JOB FAMILY	RANGE	MOS
Campus Security Officer	Student Svcs	18-19	9.5
Career Center Specialist	Student Svcs	20	10
Career Center Technician	Student Svcs	16-18	9.5
Child Care Assistant	Student Svcs	9	9.5
Community Liaison Specialist	Student Svcs	26	10
Community Services Center Specialist	Student Svcs	26	9.5
Crisis Intervention Consultant	Student Svcs	24	9.5
Health Technician	Student Svcs	20	10
Job Coach	Student Svcs	13	12
Language Assessment Assistant I	Student Svcs	16	12
LVN Health Assistant	Student Svcs	18-22	9.5
Migrant Health Assistant	Student Svcs	13	9.5
Multilingual & Migrant Education Program Analyst	Student Svcs	20	12
Multi-Media Lab Technician	Student Svcs	16	9.5
Outreach Consultant	Student Svcs	26	10
Program Resource Technician	Student Svcs	20	10
Program Specialist	Student Svcs	24	9.5
School/Community Liaison	Student Svcs	20	9.5
Security Officer	Student Svcs	30	9.5
Transition Specialist	Student Svcs	26	12
Transportation Attendant	Student Svcs	12	9.5
Transportation Dispatcher/Instructor	Student Svcs	24	12

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2019-20 CLASSIFIED PROPOSED SALARY SCHEDULE**

APPENDIX C

Monthly rate is based upon 8 hours per day and 12 months per year

EFFECTIVE 07/01/19

2.000% increase

RANGE	Step A		Step B		Step C		Step D		Step E	
	HOUR	MONTH	HOUR	MONTH	HOUR	MONTH	HOUR	MONTH	HOUR	MONTH
9	\$ 16.57	\$2,882.86	\$ 17.40	\$3,027.02	\$ 18.27	\$3,178.37	\$ 19.18	\$3,337.14	\$ 20.14	\$3,503.90
10	\$ 16.98	\$2,954.83	\$ 17.83	\$3,102.62	\$ 18.72	\$3,257.75	\$ 19.66	\$3,420.70	\$ 20.64	\$3,591.68
11	\$ 17.41	\$3,028.82	\$ 18.28	\$3,180.19	\$ 19.19	\$3,339.33	\$ 20.15	\$3,508.29	\$ 21.16	\$3,681.64
12	\$ 17.84	\$3,104.80	\$ 18.73	\$3,259.76	\$ 19.67	\$3,422.71	\$ 20.65	\$3,593.88	\$ 21.69	\$3,773.62
13	\$ 18.29	\$3,182.18	\$ 19.20	\$3,341.34	\$ 20.16	\$3,508.29	\$ 21.17	\$3,683.84	\$ 22.23	\$3,867.81
14	\$ 18.74	\$3,261.56	\$ 19.68	\$3,424.92	\$ 20.67	\$3,596.07	\$ 21.70	\$3,775.84	\$ 22.78	\$3,964.57
15	\$ 19.21	\$3,343.13	\$ 20.18	\$3,510.49	\$ 21.18	\$3,685.86	\$ 22.24	\$3,870.40	\$ 23.35	\$4,063.78
16	\$ 19.69	\$3,426.71	\$ 20.68	\$3,598.08	\$ 21.71	\$3,778.03	\$ 22.80	\$3,966.98	\$ 23.94	\$4,165.31
17	\$ 20.19	\$3,512.49	\$ 21.20	\$3,688.04	\$ 22.26	\$3,872.40	\$ 23.37	\$4,065.94	\$ 24.54	\$4,269.30
18	\$ 20.69	\$3,600.08	\$ 21.73	\$3,780.43	\$ 22.81	\$3,969.17	\$ 23.95	\$4,167.72	\$ 25.15	\$4,376.08
19	\$ 21.21	\$3,690.45	\$ 22.27	\$3,874.81	\$ 23.38	\$4,068.75	\$ 24.55	\$4,271.88	\$ 25.78	\$4,485.64
20	\$ 21.74	\$3,782.43	\$ 22.83	\$3,971.78	\$ 23.97	\$4,170.13	\$ 25.17	\$4,378.87	\$ 26.42	\$4,597.81
21	\$ 22.28	\$3,877.18	\$ 23.40	\$4,070.94	\$ 24.57	\$4,274.49	\$ 25.79	\$4,488.24	\$ 27.08	\$4,712.58
22	\$ 22.84	\$3,973.98	\$ 23.98	\$4,172.72	\$ 25.18	\$4,381.26	\$ 26.44	\$4,600.41	\$ 27.76	\$4,830.56
23	\$ 23.41	\$4,073.36	\$ 24.58	\$4,277.09	\$ 25.81	\$4,491.04	\$ 27.10	\$4,715.58	\$ 28.46	\$4,951.31
24	\$ 24.00	\$4,175.33	\$ 25.20	\$4,384.06	\$ 26.46	\$4,603.40	\$ 27.78	\$4,833.34	\$ 29.17	\$5,075.09
25	\$ 24.59	\$4,279.49	\$ 25.83	\$4,493.65	\$ 27.12	\$4,718.18	\$ 28.47	\$4,954.31	\$ 29.90	\$5,201.87
26	\$ 25.21	\$4,386.67	\$ 26.47	\$4,605.81	\$ 27.79	\$4,836.16	\$ 29.18	\$5,078.09	\$ 30.64	\$5,332.02
27	\$ 25.84	\$4,496.43	\$ 27.13	\$4,721.19	\$ 28.49	\$4,957.13	\$ 29.91	\$5,205.06	\$ 31.41	\$5,465.39
28	\$ 26.49	\$4,608.63	\$ 27.81	\$4,839.16	\$ 29.20	\$5,081.09	\$ 30.66	\$5,335.02	\$ 32.19	\$5,601.75
29	\$ 27.15	\$4,723.78	\$ 28.51	\$4,960.13	\$ 29.93	\$5,208.25	\$ 31.43	\$5,468.59	\$ 33.00	\$5,741.71
30	\$ 27.83	\$4,841.94	\$ 29.22	\$5,084.10	\$ 30.68	\$5,338.43	\$ 32.21	\$5,605.36	\$ 33.82	\$5,885.49
31	\$ 28.52	\$4,963.14	\$ 29.95	\$5,211.05	\$ 31.45	\$5,471.77	\$ 33.02	\$5,745.31	\$ 34.67	\$6,032.85
32	\$ 29.24	\$5,087.08	\$ 30.70	\$5,341.62	\$ 32.23	\$5,608.65	\$ 33.85	\$5,889.08	\$ 35.54	\$6,183.59
33	\$ 29.97	\$5,214.46	\$ 31.47	\$5,474.98	\$ 33.04	\$5,748.71	\$ 34.69	\$6,036.04	\$ 36.43	\$6,337.96
34	\$ 30.72	\$5,344.83	\$ 32.25	\$5,611.74	\$ 33.86	\$5,892.30	\$ 35.56	\$6,186.99	\$ 37.34	\$6,496.31
35	\$ 31.48	\$5,478.18	\$ 33.06	\$5,752.11	\$ 34.71	\$6,039.84	\$ 36.45	\$6,341.76	\$ 38.27	\$6,658.88
36	\$ 32.27	\$5,615.37	\$ 33.89	\$5,896.08	\$ 35.58	\$6,190.80	\$ 37.36	\$6,500.32	\$ 39.23	\$6,825.44
37	\$ 33.08	\$5,755.51	\$ 34.73	\$6,043.44	\$ 36.47	\$6,345.56	\$ 38.29	\$6,662.87	\$ 40.21	\$6,996.00
38	\$ 33.91	\$5,899.49	\$ 35.60	\$6,194.39	\$ 37.38	\$6,504.13	\$ 39.25	\$6,829.44	\$ 41.21	\$7,170.96
39	\$ 34.75	\$6,047.03	\$ 36.49	\$6,349.36	\$ 38.32	\$6,666.87	\$ 40.23	\$7,000.20	\$ 42.24	\$7,350.29
40	\$ 35.62	\$6,198.21	\$ 37.40	\$6,507.92	\$ 39.27	\$6,833.44	\$ 41.24	\$7,175.15	\$ 43.30	\$7,533.86

Longevity

Beginning with 6 to 10 years of employment	1.50% of Monthly Base Salary
Beginning with 11 to 15 years of employment	2.00% of Monthly Base Salary
Beginning with 16 to 20 years of employment	2.50% of Monthly Base Salary
Beginning with 21 to 25 years of employment	3.50% of Monthly Base Salary
Beginning with 26 to 30 years of employment	4.50% of Monthly Base Salary
Beginning with 31+ years of employment	5.00% of Monthly Base Salary

Professional Growth

Increment	Annual Amount
1	\$150.00
2	\$300.00
3	\$450.00
4	\$600.00
5	\$750.00
6	\$900.00
7	\$1,050.00
8	\$1,200.00
9	\$1,350.00
10	\$1,500.00

APPENDIX D

District contribution for all health plans as approved by CSEA (sec 4.1.4.2)

Hours/Day → Calendar Type →		7.00 – 8.00 12 month	5.00 – 6.99 12 month	7.00 – 8.00 10 month	5.00 – 6.99 10 month
Coverage Tier	Single	\$490.00	\$367.50	\$588.00	\$441.00
		\$543.00	\$407.25	\$651.60	\$488.70
	2 Party	\$594.00	\$445.50	\$712.80	\$534.60
		\$678.00	\$508.50	\$813.60	\$610.20
	Family	\$695.00	\$521.25	\$834.00	\$625.50
		\$799.00	\$599.25	\$958.80	\$719.10

Type of Leave	Alotment	Approval Needed	Authority	Bank of Time Drawn From
Sick	1 day earned for each month worked.	None	8.5	Sick Leave
Personal Necessity	Maximum of 9 days.	Immediate Supervisor.	8.7	Draws from Sick Leave
Personal Business	2 Days	Immediate Supervisor.	8.7.6	Draws from Personal Necessity
Kin Care	Up to 1/2 of annual sick leave accrual.	Immediate Supervisor.	8.5.11	Draws from Sick Leave
Family Care and Medical Leave	Amount required by law.	Request made to Human Resources on required form.	8.9	N/A
Catastrophic Leave	None	Submit application to Human Resources.	8.11	N/A
Floating Discretionary Days (FDD)	2 Days	Immediate Supervisor	8.10	FDD
Bereavement	Not to exceed 5 days.	None	8.2	None
Industrial Accident & Illness	Not to exceed 60 days.	Report to immediate supervisor before the close of the working day the day of the injury.	8.6	Industrial Accident & Illness Leave Balance of 60 days for each accident or illness
Military Leave	Unspecified	Leave request shall be submitted in writing to Human Resources.	8.4	N/A
Judicial Leave	Unspecified	None, proof may be requested.	8.3	N/A
Leave without Pay	Unspecified	Must request in writing to Human Resources.	8.8	N/A

SPECIAL BOARD MEETING
September 17, 2019

APPENDIX B

**Approval of MOU for Classified Bargaining Unit
regarding Delta Dental rates**

MEMORANDUM OF UNDERSTANDING
between the
Santa Maria Joint Union High School District
and the
California School Employees Association and its
Central Coast Chapter 455

This Memorandum of Understanding (hereinafter "MOU") reflects the full and complete agreement of the Santa Maria Joint Union High School District (hereinafter "District") and the California School Employees Association and its Central Coast Chapter 455 (hereinafter "CSEA") regarding Delta Dental rates effective October 1, 2019.

The District and CSEA agree on the following:

1. The increased cost of Dental Insurance will not be passed onto the CSEA employee participating in Dental Insurance.
2. The District agrees to pay the increases of \$7.25 for Single participants, \$13.65 for 2-party, and \$21.47 for Family coverage. Rates are based on 12thly contributions.
3. The parties agree the district contribution and employee cost of Dental Insurance will be addressed during reopeners for the 2020-2021 school year.
4. Provisions of this MOU shall be enforced under provisions of the Collective Bargaining Agreement Grievance Procedures between the District and CSEA.

Tentatively agreed to this 9th day of September 2019. This Tentative Agreement shall become final and binding upon the parties with ratification by the membership of the Association (pursuant to Association Policy 610 and if required by that Policy) and adoption by the Santa Maria Joint Union High School District Board of Education.

FOR THE ASSOCIATION:

Joe Costa 9/9/19
Deirdre 9-9-19
SA 9-9-19
SA 9/9/19
SA 09-09-19
SA 9/9/19

FOR THE DISTRICT:

[Signature]
[Signature]
[Signature]
[Signature]
[Signature]

**REGULAR MEETING
September 17, 2019**

APPENDIX C

**Public Disclosure of Collective Bargaining
Agreement with Classified Unit**

**California School Employees Association
Central Coast Chapter #455**

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Name of Bargaining Unit: CALIF SCHOOL EMPLOYEES ASSN CENTRAL COAST CHAPTER 455
Certificated, Classified, Other: CLASSIFIED

The proposed agreement covers the period beginning: July 1, 2019 and ending: June 30, 2020
(date) (date)

The Governing Board will act upon this agreement on: September 17, 2019
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2019-20	Year 2 Increase/(Decrease) 2020-21	Year 3 Increase/(Decrease) 2021-22
1.	Salary Schedule Including Step and Column	\$ 14,736,201	\$ 294,681		
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 877,236	\$ 16,594		
			1.89%	0.00%	0.00%
	Description of Other Compensation		Bi-lingual stipend, vacation, longevity, prof growth addons		
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 4,360,442	\$ 86,923		
			1.99%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 1,314,304	\$ 179,665		
			13.67%	0.00%	0.00%
5.	Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 21,288,183	\$ 577,863	\$ -	\$ -
			2.71%	0.00%	0.00%
6.	Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	321.99			
7.	Total Compensation Average Cost per Bargaining Unit Employee	\$ 66,114	\$ 1,795	\$ -	\$ -
			2.71%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
CALIF SCHOOL EMPLOYEES ASSN CENTRAL COAST CHAPTER 455

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

This is a one year salary agreement of the 1st year of a 3-year contract ending 06/30/2022. For the 2019-20 school year, there is an on-going salary schedule increase of 2.0%, effective as of / retroactive to, July 1, 2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

Additional increases to health benefits CAP increases are, for a full 1.0 FTE: Single tier \$6,516, two party tier \$8,136; family tier \$9,588. District will pay the cost of the 20% rate increase towards dental benefits for the plan year beginning October 1, 2019. District's portion of premiums by tier: Single \$87; two party \$163.80; family \$257.64.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No
If yes, please describe the cap amount.

2019-20 annual caps are, for full 1.0 FTE: Single tier \$6,516.00; two party tier \$8,136.00; family tier \$9,588.00. Caps are subject to negotiation during successor contracts and/or reopeners.

- B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

- C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None.

F. Source of Funding for Proposed Agreement:

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Projected Local Control Funding Formula (LCFF) increases and enrollment/ADA growth.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 Name of Bargaining Unit: CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED
 Certificated, Classified, Other: CLASSIFIED, OTHER

The proposed agreement covers the period beginning: July 1, 2019 and ending: June 30, 2020
 (date) (date)

The Governing Board will act upon this agreement on: September 17, 2019
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2019-20	Year 2 Increase/(Decrease) 2020-21	Year 3 Increase/(Decrease) 2021-22
All Funds - Combined				
1. Salary Schedule Including Step and Column	\$ 19,629,620	\$ 392,550		
		2.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 904,818	\$ 16,720		
		1.85%	0.00%	0.00%
Description of Other Compensation		Bi-lingual stipend, vacation, longevity, prof growth addons		
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 5,477,265	\$ 109,263		
		1.99%	0.00%	0.00%
4. Health/Welfare Plans	\$ 1,630,729	\$ 187,165		
		11.48%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 27,642,432	\$ 705,698	\$ -	\$ -
		2.55%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	357.99			
7. Total Compensation <u>Average</u> Cost per Bargaining Unit Employee	\$ 77,216	\$ 1,971	\$ -	\$ -
		2.55%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

The CSEA bargaining agreement is a one year salary agreement of the 1st year of a 3-year contract ending 06/30/2022. Certificated & Classified Management and Confidential bargaining agreement is a one year salary agreement for the 2019-20. Both bargaining units for the 2019-20 school year settled for an on-going salary schedule increase of 2.0% effective as of / retroactive to, July 1, 2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

CSEA additional increases to health benefits CAP increases are, for a full 1.0 FTE: Single tier \$6,516, two party tier \$8,136; family tier \$9,588. District will pay the cost of the 20% rate increase for both CSEA & Management & Confidential towards dental benefits for the plan year beginning October 1, 2019. District's portion of premiums by tier: Single \$87; two party \$163.80; family \$257.64.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

CSEA 19-20 annual caps 1.0 FTE: Single \$6,516; two party \$8,136; family \$9,588. Mgmt & Conf.: Single \$5,940; two party \$8,616; family \$10,692. Caps are subject to negotiation during successor contracts and/or

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None.

F. Source of Funding for Proposed Agreement:

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Projected Local Control Funding Formula (LCFF) increases and enrollment/ADA growth.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: A CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBIT

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ 96,780,226		\$ -	\$ 96,780,226
Federal Revenue 8100-8299			\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,655,505		\$ -	\$ 1,655,505
Other Local Revenue 8600-8799	\$ 521,349		\$ -	\$ 521,349
TOTAL REVENUES	\$ 98,957,080		\$ -	\$ 98,957,080
EXPENDITURES				
Certificated Salaries 1000-1999	\$ 38,292,260	\$ 54,221		\$ 38,346,481
Classified Salaries 2000-2999	\$ 12,897,788	\$ 239,142		\$ 13,136,929
Employee Benefits 3000-3999	\$ 17,499,174	\$ 259,239		\$ 17,758,413
Books and Supplies 4000-4999	\$ 5,262,091		\$ -	\$ 5,262,091
Services, Other Operating Expenses 5000-5999	\$ 8,398,789		\$ -	\$ 8,398,789
Capital Outlay 6000-6999	\$ 1,923,998		\$ -	\$ 1,923,998
Other Outgo 7100-7299 7400-7499	\$ 733,558		\$ -	\$ 733,558
Indirect/Direct Support Costs 7300-7399	\$ (1,031,674)		\$ -	\$ (1,031,674)
TOTAL EXPENDITURES	\$ 83,975,984	\$ 552,602	\$ -	\$ 84,528,586
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699		\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (11,094,282)	\$ (40,875)		\$ (11,135,157)
OPERATING SURPLUS (DEFICIT)*	\$ 3,886,814	\$ (593,477)	\$ -	\$ 3,293,337
BEGINNING FUND BALANCE 9791	\$ 6,448,923			\$ 6,448,923
Prior-Year Adjustments/Restatements 9793/9795				\$ -
ENDING FUND BALANCE	\$ 10,335,737	\$ (593,477)	\$ -	\$ 9,742,260
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts 9711-9719	\$ 204,016	\$ -	\$ -	\$ 204,016
Restricted Amounts 9740				
Committed Amounts 9750-9760		\$ -	\$ -	\$ -
Assigned Amounts 9780		\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ 3,252,027	\$ 20,899	\$ -	\$ 3,272,926
Unassigned/Unappropriated Amount 9790	\$ 6,879,694	\$ (614,375)	\$ -	\$ 6,265,319

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit: A CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBIT

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ 1,694,841		\$ -	\$ 1,694,841
Federal Revenue 8100-8299	\$ 4,332,336		\$ -	\$ 4,332,336
Other State Revenue 8300-8599	\$ 4,221,197		\$ -	\$ 4,221,197
Other Local Revenue 8600-8799	\$ 3,082,262		\$ -	\$ 3,082,262
TOTAL REVENUES	\$ 13,330,636		\$ -	\$ 13,330,636
EXPENDITURES				
Certificated Salaries 1000-1999	\$ 6,276,770	\$ 6,693		\$ 6,283,463
Classified Salaries 2000-2999	\$ 4,659,013	\$ 90,244		\$ 4,749,257
Employee Benefits 3000-3999	\$ 6,808,246	\$ 26,732		\$ 6,834,978
Books and Supplies 4000-4999	\$ 1,467,266			\$ 1,467,266
Services, Other Operating Expenses 5000-5999	\$ 1,807,891		\$ -	\$ 1,807,891
Capital Outlay 6000-6999	\$ 285,000		\$ -	\$ 285,000
Other Outgo 7100-7299 7400-7499	\$ 1,881,416		\$ -	\$ 1,881,416
Indirect/Direct Support Costs 7300-7399	\$ 864,317		\$ -	\$ 864,317
TOTAL EXPENDITURES	\$ 24,049,918	\$ 123,669	\$ -	\$ 24,173,587
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ -	\$ -	\$ 375,000
Contributions 8980-8999	\$ 11,094,282	\$ 40,875		\$ 11,135,157
OPERATING SURPLUS (DEFICIT)*	\$ (0)	\$ (82,795)	\$ -	\$ (82,795)
BEGINNING FUND BALANCE				
9791	\$ 488,956			\$ 488,956
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
ENDING FUND BALANCE	\$ 488,956	\$ (82,795)	\$ -	\$ 406,161
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 488,956	\$ (82,795)	\$ -	\$ 406,161
Committed Amounts 9750-9760				
Assigned Amounts 9780				
Reserve for Economic Uncertainties 9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ -	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: SEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINE

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue	8010-8099	\$ 98,475,067	\$ -	\$ 98,475,067
Federal Revenue	8100-8299	\$ 4,332,336	\$ -	\$ 4,332,336
Other State Revenue	8300-8599	\$ 5,876,702	\$ -	\$ 5,876,702
Other Local Revenue	8600-8799	\$ 3,603,611	\$ -	\$ 3,603,611
TOTAL REVENUES		\$ 112,287,716	\$ -	\$ 112,287,716
EXPENDITURES				
Certificated Salaries	1000-1999	\$ 44,569,030	\$ 60,914	\$ 44,629,945
Classified Salaries	2000-2999	\$ 17,556,800	\$ 329,386	\$ 17,886,186
Employee Benefits	3000-3999	\$ 24,307,420	\$ 285,971	\$ 24,593,391
Books and Supplies	4000-4999	\$ 6,729,357	\$ -	\$ 6,729,357
Services, Other Operating Expenses	5000-5999	\$ 10,206,680	\$ -	\$ 10,206,680
Capital Outlay	6000-6999	\$ 2,208,998	\$ -	\$ 2,208,998
Other Outgo	7100-7299 7400-7499	\$ 2,614,974	\$ -	\$ 2,614,974
Indirect/Direct Support Costs	7300-7399	\$ (167,358)	\$ -	\$ (167,358)
TOTAL EXPENDITURES		\$ 108,025,902	\$ 676,271	\$ 108,702,173
OTHER FINANCING SOURCES/USES				
Transfer In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ 375,000	\$ -	\$ 375,000
Contributions	8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ 3,886,814	\$ (676,271)	\$ 3,210,543
BEGINNING FUND BALANCE				
Prior-Year Adjustments/Restatements	9791	\$ 6,937,879		\$ 6,937,879
	9793/9795	\$ -		\$ -
ENDING FUND BALANCE		\$ 10,824,693	\$ (676,271)	\$ 10,148,421
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts	9711-9719	\$ 204,016	\$ -	\$ 204,016
Restricted Amounts	9740	\$ 488,956	\$ (82,795)	\$ 406,161
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ 3,252,027	\$ 20,899	\$ 3,272,926
Unassigned/Unappropriated Amount	9790	\$ 6,879,694	\$ (614,375)	\$ 6,265,319

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: SEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINE

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 2,553,000		\$ -	\$ 2,553,000
Other State Revenue 8300-8599	\$ 210,000		\$ -	\$ 210,000
Other Local Revenue 8600-8799	\$ 898,800		\$ -	\$ 898,800
TOTAL REVENUES	\$ 3,661,800		\$ -	\$ 3,661,800
EXPENDITURES				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,165,556	\$ 18,969		\$ 1,184,526
Employee Benefits 3000-3999	\$ 335,038	\$ 10,457		\$ 345,495
Books and Supplies 4000-4999	\$ 1,953,700		\$ -	\$ 1,953,700
Services, Other Operating Expenses 5000-5999	\$ 60,707		\$ -	\$ 60,707
Capital Outlay 6000-6999	\$ 200,000		\$ -	\$ 200,000
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 167,358		\$ -	\$ 167,358
TOTAL EXPENDITURES	\$ 3,882,359	\$ 29,427	\$ -	\$ 3,911,786
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ (220,559)	\$ (29,427)	\$ -	\$ (249,986)
BEGINNING FUND BALANCE	\$ 2,030,589			\$ 2,030,589
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
ENDING FUND BALANCE	\$ 1,810,031	\$ (29,427)	\$ -	\$ 1,780,604
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 1,810,031	\$ (29,427)		\$ 1,780,604
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ -	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COME

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 96,780,226	\$ 99,684,262	\$ 102,464,891
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,655,505	\$ 1,655,505	\$ 1,655,505
Other Local Revenue 8600-8799	\$ 521,349	\$ 521,349	\$ 521,349
TOTAL REVENUES	\$ 98,957,080	\$ 101,861,116	\$ 104,641,745
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 38,346,481	\$ 38,706,436	\$ 39,117,665
Classified Salaries 2000-2999	\$ 13,136,929	\$ 13,281,511	\$ 13,371,334
Employee Benefits 3000-3999	\$ 17,758,413	\$ 19,502,743	\$ 20,071,366
Books and Supplies 4000-4999	\$ 5,262,091	\$ 5,859,232	\$ 6,191,542
Services, Other Operating Expenses 5000-5999	\$ 8,398,789	\$ 8,451,289	\$ 8,398,789
Capital Outlay 6000-6999	\$ 1,923,998	\$ 727,000	\$ 727,000
Other Outgo 7100-7299 7400-7499	\$ 733,558	\$ 771,432	\$ 812,085
Indirect/Direct Support Costs 7300-7399	\$ (1,031,674)	\$ (1,031,674)	\$ (1,031,674)
Other Adjustments			\$ -
TOTAL EXPENDITURES	\$ 84,528,586	\$ 86,267,969	\$ 87,658,107
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (11,135,157)	\$ (11,472,256)	\$ (11,734,299)
OPERATING SURPLUS (DEFICIT)*	\$ 3,293,337	\$ 4,120,891	\$ 5,249,339
BEGINNING FUND BALANCE			
9791	\$ 6,448,923	\$ 9,742,260	\$ 13,863,151
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 9,742,260	\$ 13,863,151	\$ 19,112,490
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ 204,016	\$ 204,016	\$ 204,016
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -		
Reserve for Economic Uncertainties 9789	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
Unassigned/Unappropriated Amount 9790	\$ 6,265,319	\$ 10,340,177	\$ 15,539,951

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COME

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCCFF Revenue 8010-8099	\$ 1,694,841	\$ 1,694,841	\$ 1,694,841
Federal Revenue 8100-8299	\$ 4,332,336	\$ 4,332,336	\$ 4,332,336
Other State Revenue 8300-8599	\$ 4,221,197	\$ 3,782,246	\$ 3,782,246
Other Local Revenue 8600-8799	\$ 3,082,262	\$ 3,082,262	\$ 3,082,262
TOTAL REVENUES	\$ 13,330,636	\$ 12,891,685	\$ 12,891,685
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 6,283,463	\$ 6,384,367	\$ 6,483,148
Classified Salaries 2000-2999	\$ 4,749,257	\$ 4,826,724	\$ 4,886,071
Employee Benefits 3000-3999	\$ 6,834,978	\$ 7,175,872	\$ 7,294,114
Books and Supplies 4000-4999	\$ 1,467,266	\$ 1,467,266	\$ 1,467,266
Services, Other Operating Expenses 5000-5999	\$ 1,807,891	\$ 1,238,980	\$ 1,224,652
Capital Outlay 6000-6999	\$ 285,000	\$ 150,000	\$ 150,000
Other Outgo 7100-7299 7400-7499	\$ 1,881,416	\$ 1,881,416	\$ 1,881,416
Indirect/Dirrect Support Costs 7300-7399	\$ 864,317	\$ 864,317	\$ 864,317
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 24,173,587	\$ 23,988,942	\$ 24,250,984
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ 11,135,157	\$ 11,472,256	\$ 11,734,299
OPERATING SURPLUS (DEFICIT)*	\$ (82,795)	\$ (1)	\$ -
BEGINNING FUND BALANCE			
9791	\$ 488,956	\$ 406,161	\$ 406,160
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 406,161	\$ 406,160	\$ 406,160
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 406,161		
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 406,160	\$ 406,160

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMB

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 98,475,067	\$ 101,379,103	\$ 104,159,732
Federal Revenue 8100-8299	\$ 4,332,336	\$ 4,332,336	\$ 4,332,336
Other State Revenue 8300-8599	\$ 5,876,702	\$ 5,437,751	\$ 5,437,751
Other Local Revenue 8600-8799	\$ 3,603,611	\$ 3,603,611	\$ 3,603,611
TOTAL REVENUES	\$ 112,287,716	\$ 114,752,801	\$ 117,533,430
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 44,629,945	\$ 45,090,803	\$ 45,600,813
Classified Salaries 2000-2999	\$ 17,886,186	\$ 18,108,235	\$ 18,257,405
Employee Benefits 3000-3999	\$ 24,593,391	\$ 26,678,615	\$ 27,365,480
Books and Supplies 4000-4999	\$ 6,729,357	\$ 7,326,498	\$ 7,658,808
Services, Other Operating Expenses 5000-5999	\$ 10,206,680	\$ 9,690,269	\$ 9,623,441
Capital Outlay 6000-6999	\$ 2,208,998	\$ 877,000	\$ 877,000
Other Outgo 7100-7299 7400-7499	\$ 2,614,974	\$ 2,652,848	\$ 2,693,501
Indirect/Direct Support Costs 7300-7399	\$ (167,358)	\$ (167,357)	\$ (167,357)
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 108,702,173	\$ 110,256,911	\$ 111,909,091
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 3,210,543	\$ 4,120,890	\$ 5,249,339
BEGINNING FUND BALANCE			
9791	\$ 6,937,879	\$ 10,148,421	\$ 14,269,311
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 10,148,421	\$ 14,269,311	\$ 19,518,650
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ 204,016	\$ 204,016	\$ 204,016
Restricted Amounts 9740	\$ 406,161	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
Unassigned/Unappropriated Amount 9790	\$ 6,265,319	\$ 10,746,337	\$ 15,946,111

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2019-20	2020-21	2021-22
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 109,077,173	\$ 110,631,911	\$ 112,284,091
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 109,077,173	\$ 110,631,911	\$ 112,284,091
d.	State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 3,272,315	\$ 3,318,957	\$ 3,368,523

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 6,265,319	\$ 10,340,177	\$ 15,539,951
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)			
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ 1,260,126	\$ 1,266,427	\$ 1,272,759
e.	Total Available Reserves	\$ 10,798,370	\$ 14,925,562	\$ 20,181,233
f.	Reserve for Economic Uncertainties Percentage	9.90%	13.49%	17.97%

3. Do unrestricted reserves meet the state minimum reserve amount?

2019-20	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2020-21	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 705,698
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (676,271)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ (29,427)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (705,698)

Variance \$ (0)

Variance Explanation:

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/ (Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
Current FY Surplus/(Deficit) before settlement(s)?	\$ 3,886,814	3.6%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 3,210,543	2.9%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 4,120,890	3.7%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 5,249,339	4.7%	

Deficit Reduction Plan (as necessary):

Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd

7. Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2019-20	2020-21	2021-22
a. LCFF Funding per ADA	11,632.00	12,069.00		
b. Amount Change from Prior Year Funding per ADA		437.00	-	-
c. Percentage Change from Prior Year Funding per ADA		3.76%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		705,698.10	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		2.55%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	-	-

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Santa Maria Joint Union High School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2018 to June 30, 2019.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	\$ -
Expenditures/Other Financing Uses	\$ 705,698
Ending Balance(s) Increase/(Decrease)	\$ (705,698)

Subsequent Years

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	\$ -
Expenditures/Other Financing Uses	\$ -
Ending Balance(s) Increase/(Decrease)	\$ -

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

_____ _____
District Superintendent **Date**
 (Signature)

I hereby certify I am unable to certify

_____ _____
Chief Business Official **Date**
 (Signature)

Special Note: The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

District Name

District Superintendent
(Signature)

Date

MICHELLE COFFIN, FISCAL SERVICES DIRECTOR

Contact Person

805-922-4573 X4403

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on September 17, 2019, took action to approve the proposed agreement with California School Employees' Association Central Coast Chapter 455.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.

REGULAR MEETING
September 17, 2019

APPENDIX D

**Public Disclosure of Management and
Confidential Employees' Salary Increase**

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 Name of Bargaining Unit: Certificated Management, Classified Management, Confidential
 Certificated, Classified, Other: OTHER

The proposed agreement covers the period beginning: July 1, 2019 and ending: June 30, 2020
 (date) (date)

The Governing Board will act upon this agreement on: September 17, 2019
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2019-20	Year 2 Increase/(Decrease) 2020-21	Year 3 Increase/(Decrease) 2021-22
1.	Salary Schedule Including Step and Column	\$ 4,893,419	\$ 97,869		
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 27,581	\$ 126		
			0.46%	0.00%	0.00%
	Description of Other Compensation		Longevity, bi-lingual stipends		
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 1,116,822	\$ 22,341		
			2.00%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 316,425	\$ 7,500		
			2.37%	0.00%	0.00%
5.	Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 6,354,247	\$ 127,835	\$ -	\$ -
			2.01%	0.00%	0.00%
6.	Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	36.00			
7.	Total Compensation Average Cost per Bargaining Unit Employee	\$ 176,507	\$ 3,551	\$ -	\$ -
			2.01%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Certificated Management, Classified Management, Confidential

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

This is a one year salary agreement for the 2019-20 school year for an on-going salary schedule increase of 2.0%, effective as of / retroactive to, July 1, 2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

District will pay the cost of the 20% rate increase as a new employer contribution towards dental benefits for plan year beginning October 1, 2019. District portion of premiums by tier: Single \$87; two party \$163.80, family \$257.64.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

2019-20 annual caps are, for full 1.0 FTE: Single tier \$5,940.00; two party tier \$8,616.00; family tier \$10,692.00. Caps are subject to negotiation during successor contracts and/or reopeners.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Certificated Management, Classified Management, Confidential

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None.

F. Source of Funding for Proposed Agreement:

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Projected Local Control Funding Formula (LCFF) increases and enrollment/ADA growth.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 Name of Bargaining Unit: CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED
 Certificated, Classified, Other: CLASSIFIED, OTHER

The proposed agreement covers the period beginning: July 1, 2019 and ending: June 30, 2020
 (date) (date)

The Governing Board will act upon this agreement on: September 17, 2019
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2019-20	Year 2 Increase/(Decrease) 2020-21	Year 3 Increase/(Decrease) 2021-22
1. Salary Schedule Including Step and Column	\$ 19,629,620	\$ 392,550		
		2.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 904,818	\$ 16,720		
		1.85%	0.00%	0.00%
Description of Other Compensation		Bi-lingual stipend, vacation, longevity, prof growth addons		
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 5,477,265	\$ 109,263		
		1.99%	0.00%	0.00%
4. Health/Welfare Plans	\$ 1,630,729	\$ 187,165		
		11.48%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 27,642,432	\$ 705,698	\$ -	\$ -
		2.55%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	357.99			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 77,216	\$ 1,971	\$ -	\$ -
		2.55%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

The CSEA bargaining agreement is a one year salary agreement of the 1st year of a 3-year contract ending 06/30/2022. Certificated & Classified Management and Confidential bargaining agreement is a one year salary agreement for the 2019-20. Both bargaining units for the 2019-20 school year settled for an on-going salary schedule increase of 2.0% effective as of / retroactive to, July 1, 2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

CSEA additional increases to health benefits CAP increases are, for a full 1.0 FTE: Single tier \$6,516, two party tier \$8,136; family tier \$9,588. District will pay the cost of the 20% rate increase for both CSEA & Management & Confidential towards dental benefits for the plan year beginning October 1, 2019. District's portion of premiums by tier: Single \$87; two party \$163.80; family \$257.64.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

CSEA 19-20 annual caps 1.0 FTE: Single \$6,516; two party \$8,136; family \$9,588. Mgmt & Conf.: Single \$5,940; two party \$8,616; family \$10,692. Caps are subject to negotiation during successor contracts and/or

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None.

F. Source of Funding for Proposed Agreement:

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Projected Local Control Funding Formula (LCFF) increases and enrollment/ADA growth.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: A CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBIT

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue	8010-8099	\$ 96,780,226	\$ -	\$ 96,780,226
Federal Revenue	8100-8299		\$ -	\$ -
Other State Revenue	8300-8599	\$ 1,655,505	\$ -	\$ 1,655,505
Other Local Revenue	8600-8799	\$ 521,349	\$ -	\$ 521,349
TOTAL REVENUES		\$ 98,957,080	\$ -	\$ 98,957,080
EXPENDITURES				
Certificated Salaries	1000-1999	\$ 38,292,260	\$ 54,221	\$ 38,346,481
Classified Salaries	2000-2999	\$ 12,897,788	\$ 239,142	\$ 13,136,929
Employee Benefits	3000-3999	\$ 17,499,174	\$ 259,239	\$ 17,758,413
Books and Supplies	4000-4999	\$ 5,262,091	\$ -	\$ 5,262,091
Services, Other Operating Expenses	5000-5999	\$ 8,398,789	\$ -	\$ 8,398,789
Capital Outlay	6000-6999	\$ 1,923,998	\$ -	\$ 1,923,998
Other Outgo	7100-7299 7400-7499	\$ 733,558	\$ -	\$ 733,558
Indirect/Direct Support Costs	7300-7399	\$ (1,031,674)	\$ -	\$ (1,031,674)
TOTAL EXPENDITURES		\$ 83,975,984	\$ 552,602	\$ 84,528,586
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979		\$ -	\$ -
Transfers Out and Other Uses	7600-7699		\$ -	\$ -
Contributions	8980-8999	\$ (11,094,282)	\$ (40,875)	\$ (11,135,157)
OPERATING SURPLUS (DEFICIT)*		\$ 3,886,814	\$ (593,477)	\$ 3,293,337
BEGINNING FUND BALANCE				
	9791	\$ 6,448,923		\$ 6,448,923
Prior-Year Adjustments/Restatements	9793/9795			\$ -
ENDING FUND BALANCE		\$ 10,335,737	\$ (593,477)	\$ 9,742,260
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts	9711-9719	\$ 204,016	\$ -	\$ 204,016
Restricted Amounts	9740			
Committed Amounts	9750-9760		\$ -	\$ -
Assigned Amounts	9780		\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ 3,252,027	\$ 20,899	\$ 3,272,926
Unassigned/Unappropriated Amount	9790	\$ 6,879,694	\$ (614,375)	\$ 6,265,319

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit: A CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBIT

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCCF Revenue	8010-8099	\$ 1,694,841	\$ -	\$ 1,694,841
Federal Revenue	8100-8299	\$ 4,332,336	\$ -	\$ 4,332,336
Other State Revenue	8300-8599	\$ 4,221,197	\$ -	\$ 4,221,197
Other Local Revenue	8600-8799	\$ 3,082,262	\$ -	\$ 3,082,262
TOTAL REVENUES		\$ 13,330,636	\$ -	\$ 13,330,636
EXPENDITURES				
Certificated Salaries	1000-1999	\$ 6,276,770	\$ 6,693	\$ 6,283,463
Classified Salaries	2000-2999	\$ 4,659,013	\$ 90,244	\$ 4,749,257
Employee Benefits	3000-3999	\$ 6,808,246	\$ 26,732	\$ 6,834,978
Books and Supplies	4000-4999	\$ 1,467,266		\$ 1,467,266
Services, Other Operating Expenses	5000-5999	\$ 1,807,891	\$ -	\$ 1,807,891
Capital Outlay	6000-6999	\$ 285,000	\$ -	\$ 285,000
Other Outgo	7100-7299 7400-7499	\$ 1,881,416	\$ -	\$ 1,881,416
Indirect/Direct Support Costs	7300-7399	\$ 864,317	\$ -	\$ 864,317
TOTAL EXPENDITURES		\$ 24,049,918	\$ 123,669	\$ 24,173,587
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ 375,000	\$ -	\$ 375,000
Contributions	8980-8999	\$ 11,094,282	\$ 40,875	\$ 11,135,157
OPERATING SURPLUS (DEFICIT)*		\$ (0)	\$ (82,795)	\$ (82,795)
BEGINNING FUND BALANCE				
	9791	\$ 488,956		\$ 488,956
Prior-Year Adjustments/Restatements	9793/9795	\$ -		\$ -
ENDING FUND BALANCE		\$ 488,956	\$ (82,795)	\$ 406,161
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 488,956	\$ (82,795)	\$ 406,161
Committed Amounts	9750-9760			
Assigned Amounts	9780			
Reserve for Economic Uncertainties	9789		\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ 0	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: SEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINE

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue	8010-8099	\$ 98,475,067	\$ -	\$ 98,475,067
Federal Revenue	8100-8299	\$ 4,332,336	\$ -	\$ 4,332,336
Other State Revenue	8300-8599	\$ 5,876,702	\$ -	\$ 5,876,702
Other Local Revenue	8600-8799	\$ 3,603,611	\$ -	\$ 3,603,611
TOTAL REVENUES		\$ 112,287,716	\$ -	\$ 112,287,716
EXPENDITURES				
Certificated Salaries	1000-1999	\$ 44,569,030	\$ 60,914	\$ 44,629,945
Classified Salaries	2000-2999	\$ 17,556,800	\$ 329,386	\$ 17,886,186
Employee Benefits	3000-3999	\$ 24,307,420	\$ 285,971	\$ 24,593,391
Books and Supplies	4000-4999	\$ 6,729,357	\$ -	\$ 6,729,357
Services, Other Operating Expenses	5000-5999	\$ 10,206,680	\$ -	\$ 10,206,680
Capital Outlay	6000-6999	\$ 2,208,998	\$ -	\$ 2,208,998
Other Outgo	7100-7299 7400-7499	\$ 2,614,974	\$ -	\$ 2,614,974
Indirect/Direct Support Costs	7300-7399	\$ (167,358)	\$ -	\$ (167,358)
TOTAL EXPENDITURES		\$ 108,025,902	\$ 676,271	\$ 108,702,173
OTHER FINANCING SOURCES/USES				
Transfer In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ 375,000	\$ -	\$ 375,000
Contributions	8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ 3,886,814	\$ (676,271)	\$ 3,210,543
BEGINNING FUND BALANCE				
Prior-Year Adjustments/Restatements	9791	\$ 6,937,879	\$ -	\$ 6,937,879
	9793/9795	\$ -	\$ -	\$ -
ENDING FUND BALANCE		\$ 10,824,693	\$ (676,271)	\$ 10,148,421
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts	9711-9719	\$ 204,016	\$ -	\$ 204,016
Restricted Amounts	9740	\$ 488,956	\$ (82,795)	\$ 406,161
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ 3,252,027	\$ 20,899	\$ 3,272,926
Unassigned/Unappropriated Amount	9790	\$ 6,879,694	\$ (614,375)	\$ 6,265,319

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: SEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINE

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of June 11, 2019 Adopted Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 2,553,000		\$ -	\$ 2,553,000
Other State Revenue 8300-8599	\$ 210,000		\$ -	\$ 210,000
Other Local Revenue 8600-8799	\$ 898,800		\$ -	\$ 898,800
TOTAL REVENUES	\$ 3,661,800		\$ -	\$ 3,661,800
EXPENDITURES				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,165,556	\$ 18,969		\$ 1,184,526
Employee Benefits 3000-3999	\$ 335,038	\$ 10,457		\$ 345,495
Books and Supplies 4000-4999	\$ 1,953,700		\$ -	\$ 1,953,700
Services, Other Operating Expenses 5000-5999	\$ 60,707		\$ -	\$ 60,707
Capital Outlay 6000-6999	\$ 200,000		\$ -	\$ 200,000
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499				
Indirect/Direct Support Costs 7300-7399	\$ 167,358		\$ -	\$ 167,358
TOTAL EXPENDITURES	\$ 3,882,359	\$ 29,427	\$ -	\$ 3,911,786
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ (220,559)	\$ (29,427)	\$ -	\$ (249,986)
BEGINNING FUND BALANCE 9791	\$ 2,030,589			\$ 2,030,589
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
ENDING FUND BALANCE	\$ 1,810,031	\$ (29,427)	\$ -	\$ 1,780,604
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 1,810,031	\$ (29,427)		\$ 1,780,604
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ -	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COME

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 96,780,226	\$ 99,684,262	\$ 102,464,891
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,655,505	\$ 1,655,505	\$ 1,655,505
Other Local Revenue 8600-8799	\$ 521,349	\$ 521,349	\$ 521,349
TOTAL REVENUES	\$ 98,957,080	\$ 101,861,116	\$ 104,641,745
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 38,346,481	\$ 38,706,436	\$ 39,117,665
Classified Salaries 2000-2999	\$ 13,136,929	\$ 13,281,511	\$ 13,371,334
Employee Benefits 3000-3999	\$ 17,758,413	\$ 19,502,743	\$ 20,071,366
Books and Supplies 4000-4999	\$ 5,262,091	\$ 5,859,232	\$ 6,191,542
Services, Other Operating Expenses 5000-5999	\$ 8,398,789	\$ 8,451,289	\$ 8,398,789
Capital Outlay 6000-6999	\$ 1,923,998	\$ 727,000	\$ 727,000
Other Outgo 7100-7299 7400-7499	\$ 733,558	\$ 771,432	\$ 812,085
Indirect/Direct Support Costs 7300-7399	\$ (1,031,674)	\$ (1,031,674)	\$ (1,031,674)
Other Adjustments			\$ -
TOTAL EXPENDITURES	\$ 84,528,586	\$ 86,267,969	\$ 87,658,107
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (11,135,157)	\$ (11,472,256)	\$ (11,734,299)
OPERATING SURPLUS (DEFICIT)*	\$ 3,293,337	\$ 4,120,891	\$ 5,249,339
BEGINNING FUND BALANCE			
9791	\$ 6,448,923	\$ 9,742,260	\$ 13,863,151
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 9,742,260	\$ 13,863,151	\$ 19,112,490
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ 204,016	\$ 204,016	\$ 204,016
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -		
Reserve for Economic Uncertainties 9789	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
Unassigned/Unappropriated Amount 9790	\$ 6,265,319	\$ 10,340,177	\$ 15,539,951

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COME

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 1,694,841	\$ 1,694,841	\$ 1,694,841
Federal Revenue 8100-8299	\$ 4,332,336	\$ 4,332,336	\$ 4,332,336
Other State Revenue 8300-8599	\$ 4,221,197	\$ 3,782,246	\$ 3,782,246
Other Local Revenue 8600-8799	\$ 3,082,262	\$ 3,082,262	\$ 3,082,262
TOTAL REVENUES	\$ 13,330,636	\$ 12,891,685	\$ 12,891,685
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 6,283,463	\$ 6,384,367	\$ 6,483,148
Classified Salaries 2000-2999	\$ 4,749,257	\$ 4,826,724	\$ 4,886,071
Employee Benefits 3000-3999	\$ 6,834,978	\$ 7,175,872	\$ 7,294,114
Books and Supplies 4000-4999	\$ 1,467,266	\$ 1,467,266	\$ 1,467,266
Services, Other Operating Expenses 5000-5999	\$ 1,807,891	\$ 1,238,980	\$ 1,224,652
Capital Outlay 6000-6999	\$ 285,000	\$ 150,000	\$ 150,000
Other Outgo 7100-7299 7400-7499	\$ 1,881,416	\$ 1,881,416	\$ 1,881,416
Indirect/Dirrect Support Costs 7300-7399	\$ 864,317	\$ 864,317	\$ 864,317
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 24,173,587	\$ 23,988,942	\$ 24,250,984
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ 11,135,157	\$ 11,472,256	\$ 11,734,299
OPERATING SURPLUS (DEFICIT)*	\$ (82,795)	\$ (1)	\$ -
BEGINNING FUND BALANCE			
9791	\$ 488,956	\$ 406,161	\$ 406,160
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 406,161	\$ 406,160	\$ 406,160
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 406,161		
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 406,160	\$ 406,160

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMB

Object Code	2019-20	2020-21	2021-22
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 98,475,067	\$ 101,379,103	\$ 104,159,732
Federal Revenue 8100-8299	\$ 4,332,336	\$ 4,332,336	\$ 4,332,336
Other State Revenue 8300-8599	\$ 5,876,702	\$ 5,437,751	\$ 5,437,751
Other Local Revenue 8600-8799	\$ 3,603,611	\$ 3,603,611	\$ 3,603,611
TOTAL REVENUES	\$ 112,287,716	\$ 114,752,801	\$ 117,533,430
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 44,629,945	\$ 45,090,803	\$ 45,600,813
Classified Salaries 2000-2999	\$ 17,886,186	\$ 18,108,235	\$ 18,257,405
Employee Benefits 3000-3999	\$ 24,593,391	\$ 26,678,615	\$ 27,365,480
Books and Supplies 4000-4999	\$ 6,729,357	\$ 7,326,498	\$ 7,658,808
Services, Other Operating Expenses 5000-5999	\$ 10,206,680	\$ 9,690,269	\$ 9,623,441
Capital Outlay 6000-6999	\$ 2,208,998	\$ 877,000	\$ 877,000
Other Outgo 7100-7299 7400-7499	\$ 2,614,974	\$ 2,652,848	\$ 2,693,501
Indirect/Direct Support Costs 7300-7399	\$ (167,358)	\$ (167,357)	\$ (167,357)
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 108,702,173	\$ 110,256,911	\$ 111,909,091
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 3,210,543	\$ 4,120,890	\$ 5,249,339
BEGINNING FUND BALANCE			
9791	\$ 6,937,879	\$ 10,148,421	\$ 14,269,311
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 10,148,421	\$ 14,269,311	\$ 19,518,650
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts 9711-9719	\$ 204,016	\$ 204,016	\$ 204,016
Restricted Amounts 9740	\$ 406,161	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
Unassigned/Unappropriated Amount 9790	\$ 6,265,319	\$ 10,746,337	\$ 15,946,111

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
 CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2019-20	2020-21	2021-22
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 109,077,173	\$ 110,631,911	\$ 112,284,091
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 109,077,173	\$ 110,631,911	\$ 112,284,091
d.	State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 3,272,315	\$ 3,318,957	\$ 3,368,523

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 3,272,926	\$ 3,318,958	\$ 3,368,523
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 6,265,319	\$ 10,340,177	\$ 15,539,951
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)			
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ 1,260,126	\$ 1,266,427	\$ 1,272,759
e.	Total Available Reserves	\$ 10,798,370	\$ 14,925,562	\$ 20,181,233
f.	Reserve for Economic Uncertainties Percentage	9.90%	13.49%	17.97%

3. Do unrestricted reserves meet the state minimum reserve amount?

2019-20	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2020-21	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 705,698
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (676,271)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ (29,427)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (705,698)

Variance \$ (0)

Variance Explanation:

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/ (Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
Current FY Surplus/(Deficit) before settlement(s)?	\$ 3,886,814	3.6%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 3,210,543	2.9%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 4,120,890	3.7%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 5,249,339	4.7%	

Deficit Reduction Plan (as necessary):

Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd

7. Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

CSEA CCC 455, CERT & CLASS MGMT, CONFIDENTIAL COMBINED

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2019-20	2020-21	2021-22
a. LCFF Funding per ADA	11,632.00	12,069.00		
b. Amount Change from Prior Year Funding per ADA		437.00	-	-
c. Percentage Change from Prior Year Funding per ADA		3.76%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		705,698.10	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		2.55%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	-	-

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Santa Maria Joint Union High School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2018 to June 30, 2019.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	705,698
\$	(705,698)

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

District Superintendent
 (Signature)

Date

I hereby certify I am unable to certify

Chief Business Official
 (Signature)

Date

Special Note: The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

District Name

District Superintendent
(Signature)

Date

MICHELLE COFFIN, FISCAL SERVICES DIRECTOR

Contact Person

805-922-4573 X4403

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on September 17, 2019, took action to approve the proposed agreement with California School Employees' Association Central Coast Chapter 455.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.