

COLLECTIVE BARGAINING AGREEMENT

TORRANCE TEACHERS ASSOCIATION

and

TORRANCE UNIFIED SCHOOL DISTRICT

UPDATE AND AMEMDMENT

July 1, 2009 - June 30, 2012

Changes to CBA (changes reflected in bold)

HOURS OF EMPLOYMENT AND ADJUNCT DUTY~ (Article VI)

D. Counselors/Librarians/Nurses/Psychologists/Speech Pathologists Hours

- It is understood that the workday for non-teaching unit members shall include time before and after the regular school day for the purpose of meeting with students, teachers, and parents, and attending administrative conferences and meetings.
- Unit members may be required to notify the site administrator, designee, or the school office upon arrival or departure from the campus

E. Resource Teachers and Program Specialists (not assigned to a school site)

The minimum length of the workday shall be equivalent to the professional day of other District office certificated employees.

Unit members may be required to notify the site administrator, designee, or the school office upon arrival or departure from the campus.

J. Adjunct Duties

3. The parties also recognize that unit members participate in adjunct duties on a voluntary and assigned basis. These adjunct duties include supervising and providing leadership in student organizations and student activities, and service as a representative on School Site Council (SSC), District Curriculum Development Steering Committees, the Association Representative Council and/or Association Board of Directors member, and school and District advisory committees.

TRANSFERS AND REASSIGNMENTS~ (Article IX)

A. Definitions

4. The "most junior unit member" refers to the probationary or permanent unit member with the shortest length of District-paid service. Length of District service shall mean all continuous paid service by a permanent, probationary, temporary, or long-term substitute uninterrupted by a break in service. Service as a long term substitute shall count provided 75% of each year was completed.

TTA/TUSD Agreement Details ratified January 2008

ADDED TO SALARY SCHEDULE

- Hourly compensation for Speech and Language Pathologists' for time beyond the regular workday for the purpose of conducting "make-up" hours.

HEALTH AND WELFARE BENEFITS (Article XXV) ~

- The development of a Fringe Benefit enrollment procedure that includes positive communication and contact between the employee and district office. This is to insure that no employee is in danger of losing their health care coverage because of the enrollment process.

HOURS OF EMPLOYMENT AND ADJUNCT DUTY (Article VI) ~

I. Substitutes

2. Allow payment for substitute coverage at the Elementary School for class coverage and additional student load as needed for subbing during their regular work day.
3. Allow payment beginning the first time of sub coverage during conference period at the high school and middle school.
4. Allow school sites to pay personnel (“at will”) on a limited basis for morning and/or recess supervision duty at the elementary school and middle school.

TTA/TUSD Agreement Details ratified April 2010

HOURS OF EMPLOYMENT AND ADJUNCT DUTY (Article VI)~

- TUSD and TTA agree to develop a joint committee in 2010-11 to identify and evaluate adjunct duties district wide to make recommendations/accommodations where needed to reduce the amount of “extra” duty encumbered by site staff and adopt into contract language any changes going forward.

Changes in language to Article VI of the TUSD/TTA Collective Bargaining Agreement (contract) are reflected in bold:

A. Elementary Teachers (K-5) Hours

4. Collaboration models (PLC) shall be built as not to add any minutes to the school or workday.
5. Grades will not be required before 4PM on the fourth work day after the end of the grading period as established in the school year calendar, except the end of year grades which will not be required before the start of the instructional day four days from the last work-day of the school year calendar.

B. Middle School Teachers (6-8) Hours

4. Collaboration models (PLC) shall be built as not to add any minutes to the school or workday.
5. Grades will not be required before 4PM on the fourth work day after the end of the grading period as established in the school year calendar, except the end of year grades which will not be required before noon on the last work-day of the school year calendar.

C. High School Teachers (9-12) Hours

4. Collaboration models (PLC) shall be built as not to add any minutes to the school or workday.
5. Grades will not be required before 4PM on the fourth work day after the end of the grading period as established in the school year calendar, except the end of year grades which will not be required before noon on the last work-day of the school year calendar.

L. Faculty Meetings

- The District shall act in a reasonable manner in requiring unit members to attend meetings outside the regular workday. Faculty meetings shall not exceed 60 minutes in length and not occur more than two times a month except in cases of emergency. Every effort will be made to develop staff meeting schedules through a collaborative process that considers the educational and instructional needs of students and those of the school and unit members.

TTA/TUSD Agreement Details ratified May 2011

HOURS OF EMPLOYMENT AND ADJUNCT DUTY (Article VI) ~

Changes in language to *Article VI* of the TUSD/TTA Collective Bargaining Agreement (contract) are reflected in **bold**:

A. Elementary Teachers (K-5) Hours

4. Collaboration models (**PLC**) shall be built as not to add any minutes to the school or workday.
 - a. **Using the Site-Based Decision making model, optional school site activities may occur one time a month during collaboration model (PLC) days and include the following:**
 - **Parent Conferences**
 - **Retention/Promotion Conferences**
 - **Lesson planning in conjunction with explicit PLC goals**
 - **STAR testing training and discussion**
 - **Reading and discussing educational articles**
 - **Tier I Student Success Team meeting (Rtl)**
 - **ITDP writing and revisiting**
 - **SOLOM**

The following are examples that may not be used as optional activities during collaboration model (PLC) days:

- **Leaving campus without administrative approval**
- **Personal calls, appointments or errands**
- **Individual lesson planning or grading**
- **Classroom preparation, cleaning, bulletin boards, etc.**
- **IEP meetings**
- **Making copies, laminating, die-cut punching, etc.**

B. Middle School Teachers (6-8) Hours

4. Collaboration models (**PLC**) shall be built as not to add any minutes to the school or workday.
 - a. **Using the Site-Based Decision making model, optional school site activities may occur one time a month during collaboration model (PLC) days and include the following:**
 - **Parent Conferences**
 - **Retention/Promotion Conferences**
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- **Classroom preparation, cleaning, bulletin boards, etc.**
- **IEP meetings**
- **Making copies, laminating, die-cut punching, etc.**

Changes in language to *Article XIV Leaves* of the TUSD/TTA Collective Bargaining Agreement (contract) are reflected in **bold**, discarded language in ~~strikeout~~:

LEAVES ~(Article XIV)

F. Personal Necessity Leave

g. personal ~~business-use~~ (no tell) leave may be used according to the following criteria:

- 1) up to a maximum of three ~~(3)~~ (6) days per year, with no reason given, may be utilized for personal ~~business use~~ (no tell);
- 2) ~~unit members who request approval for personal business leave must do so at least three (3) workdays in advance;~~ unit members must notify the principal (2) workdays in advance prior to using personal use (no tell) leave.
- 3) unit members shall not use personal ~~business use~~ (no tell) leave to “withhold service from the District”; and
- 4) no request for personal ~~business use~~ (no tell) leave shall be granted during the first or last week of school, on days of Back-to-School and Open House meetings, staff development days, STAR testing days, Final exam days, or days one is assigned to administer the CAHSEE exam, nor any extension of days preceding or following a legal or local holiday.