

TENTATIVE AGREEMENT BETWEEN
THE SHASTA UNION HIGH SCHOOL DISTRICT
AND THE SHASTA SECONDARY EMPLOYEES ASSOCIATION

The Shasta Union High School District (hereafter "District") and the Shasta Secondary Employees Association (hereafter "SSEA") do tentatively agree as follows:


1. Conference Request Form Updated – With District Administration's approval, certificated employees may request pay for conference days attended at the daily sub rate for required conferences that fall during summer break. See attachment.
2. Agreed upon values have been transitioned from flat rates on the "Other Assignments" salary schedule to percentages of Column 1 Step 1. See attachment.
3. Paid Assignments for Athletics – A document outlining the paid assignments for athletics will be added to the Athletic Handbook. Positions on this list will be paid at a rate up to \$20.00 an hour instead of by activity and will be paid out of District funds. Additional positions will come from site funds, at the discretion of the site. See attachment
4. When the District calendar for certificated staff includes two working days prior to student attendance, one of the days will be set aside solely for employee directed activities. The District and school site administrators will coordinate so that other activities are completed during the same work day.
5. The National Board Certification stipend for Psychologists will no longer be offered on any district salary schedule. District Psychologists with National Board Certification will be paid the National Board Certification stipend for the 2022-23 school year (minus the cost of certification previously reimbursed) and a 50% proration for the first semester of the 2023-24 school year.
6. Approve 2026/27 School Calendar. See attachment.
7. Contract language changes to the following articles as presented effective July 1, 2024 unless otherwise noted:

Article 7 Hours of Employment
Article 8 Class Size
Article 9 Assignment, Reassignments, Transfers
Article 10 Compensation
Article 11 Leaves (11.2.3 effective January 1, 2024)
Article 21 Term

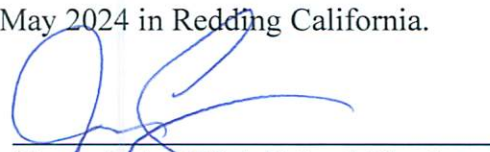
As a reminder, the 2022-2023 TA included the following agreement between the District and SSEA: For the 2024/25 school year, all SSEA members will receive an ongoing salary increase of 75% of the funded 2024/25 COLA percentage effective July 1, 2024.

Copies of the language modifications to the contract will be available on the SSEA and the District web sites.

Tentatively agreed to this 15 day of May 2024 in Redding California.



Shasta Secondary Employees Association
Sheena Thurston, Lead Negotiator



Shasta Union High School District
Jim Cloney, Superintendent

Article 7 Hours of Employment

- 7.1.5 Teachers who are assigned a “zero period” will be expected to **participate in two (when four are scheduled) or three (when five are scheduled) activities when the professional day bell schedule is being used.** ~~participate in staff and department meetings on average of at least two per month when the school site is using the professional day bell schedule.~~ Other meetings (WASC, etc.) may be assigned at the discretion of the site administrator. (Board Approved 5/25/22)
- 7.5 An employee’s responsibility shall include, but shall not be limited to, attendance at parent conferences, curriculum and department meetings, back-to-school nights, **graduation**, student supervision, extra-duty assignments and faculty meetings.
- 7.6 The Principal or other immediate supervisor will assign in any school year such duties outside of the above work periods so that the amount assigned any employee in the school shall be equitable to that amount assigned other employees in the same school. **At comprehensive high schools, this will be no more than four assignments per year. On average, these assignments will be two hours and some assignments may be counted as two (e.g., dances).** These assignments shall be known as non-compensated extra-duty assignments. Employees may request required extra-duty assignments and compensated extra-duty assignments prior to their assignment by the Principal or supervising administrator. **When a duty is canceled or rescheduled, the employee will be allowed to choose another duty.**

Compensated activities cannot be counted as an extra duty; however, an employee may forgo compensation and count the activity as an extra duty.

Article 8 Class Size

~~CORE Classes (English, Mathematics, Science, and Social Science) will be capped at a maximum of 36 pupils per section. Should the teacher have a class over 36 pupils, the teacher will receive a stipend of \$225 per student, per semester for each student over 36 in each section taught.~~

CORE Classes (English, Mathematics, Science, and Social Science): Max number of contacts per teacher is 170 students. The cap per class is 36. Pay 0.5% of Col 1 Step 1 per student per semester over 36 per period and 0.5% of Col 1 Step 1 per student per semester over max cap of 170. Students will only be counted once toward either individual class size cap or the maximum cap of students, not both. Maximum number of contacts will be prorated for teachers on a 6 period assignment.

~~The District will strive to maintain a 46—1 ratio in Physical Education classes. Should the teacher have a class roster over 50 pupils, the teacher will receive a stipend of \$225 per student, per semester for each student over 50.~~

Physical Education: Max number of contacts per teacher is 240. The cap per class is 50 students per class. Pay 0.5% of Col 1 Step 1 per student per semester over 50 per period and 0.5% of Col 1 Step 1 per student per semester over max cap of 240. Students will only be counted once toward either individual class size cap or the maximum cap of students, not both. Maximum number of contacts will be prorated for teachers on a 6 period assignment.

Access (M, S, E) Electives: The max cap per class is 27 students. Pay 0.5% of Col 1 Step 1 per student per semester over 27 per period.

Max caps in Special Education Courses: Max cap per class is 14 students for SDC and SDCI. Pay 0.5% of Col 1 Step 1 per student per semester over 14 per period. Max cap per class is 20 students for RSP. Pay 0.5% of Col 1 Step 1 per student per semester over 20 per period.

The number of students in a class shall not exceed the number of workstations in the facility used for the class, except with the written consent of the instructor. (example: computer labs, science labs, etc.)

Class rosters will be confirmed on the 11th school day of each semester for Core, ~~and~~ Physical Education, **Access (M,S,E) Electives, and Special Education classes**. Teachers who have class sizes in excess of the above totals will be compensated for the entire semester regardless if the student caseload then drops at a later date in the semester. If a teacher's official roster exceeds the above totals at any point beyond the 11th day of the semester, following a 10 day grace period, the teacher will be compensated for the entire semester. Teacher's Aides will not count toward class size or official roster totals.

If the District adds a section to a site within the semester to obtain the District Staffing Ratio in a particular subject and grade level, then the employee will ~~be paid receive~~ at a pro-rated ~~stipend rate~~ in accordance with this article. (Board Approved 12/17/19, 5/25/22)

Article 9 Assignment, Reassignments, Transfers

9.6.7 Full time Administrative Interns will be assigned to six periods per day. Evening work and extra days before and after the regularly calendared school year are required. Evening work shall be compensated pursuant to a stipend of ~~\$6,000~~ ~~\$5772~~ (Appendix A). Assignments which are not full time shall receive a prorated stipend and prorated expectations of evening work. Payment will be split between the December and June check. (Board Approved 5/25/22)

Article 10 Compensation

10.3.10 The employee in this program shall receive assignments in a similar manner as full-time employees and will participate as a member of the full-time staff. **The employee in this program will be expected to participate in two (when four are scheduled) or three (when five are scheduled) activities when the professional day bell schedule is being used.**~~including attendance at faculty meetings and committee assignments, unless he or she has no assignments in a given semester.~~

Article 11 Leaves

11.2.3 During these five months, the amount deducted from the salary due the employee for the time which the absence occurs, shall not exceed the sum paid a substitute employed to fill the position during his/her absence, or if no substitute was employed, the amount which would have been paid to the substitute had he/she been employed.

If the employee absence is due to Pregnancy Disability Leave (PDL), the District will deduct no more than the current daily substitute rate in place throughout the duration of the PDL. Long term substitute rate will not be deducted from the employee's compensation during the PDL.

11.4 Parental and Adoption Leave

11.4.1 Two days of parental and/or adoption leave shall be granted the prospective parent on "the day of birth" and "the take-home day." Such leave shall be with pay and shall **not** be deducted from accumulated sick leave. For employees who need to utilize parental, or adoption leave, the District will comply with California Government Code Section 12945 and Education Code Section 44977. If employees need further information regarding parental, adoption, paternity, or maternity leaves, they should contact the Human Resources Department.

11.9 Personal Leave

11.9.2.6 ~~Prior day~~ **Three business days'** notice to site administration is required except in emergency situations.

11.14 Earning Additional Leave Through Substituting

Any staff member wishing to have accrued additional leave credit earned through substituting paid out at the end of any other month will notify payroll on or before the 1st of the month. (Board Approved 2/12/08, 5/21/12, 6/13/23).

Any staff member may replace a previously used day of leave (sick, personal necessity, or personal leave) with a leave day earned through substituting within the same school year in which it was earned. This may be done only in full day increments and cannot exceed the 10 leave days provided to certificated staff each year. The deadline for any such request shall be May 15th of any given school year.

11.6 Bereavement Leave

11.6.2 "Member of the immediate family" shall here mean: mother, father, mother-in-law, father-in-law, wife, husband, son, daughter **(including stillbirth or miscarriage); grandchild;** brother, sister of the employee; grandparents of the employee and spouse; the son-in-law or daughter-in-law of the employee; or any relative in the immediate household of the employee.

Article 21 Term

21.1 This Agreement shall remain in full force and effect from the date of ratification by both parties up to and including June 30, 20245; and thereafter shall continue year-by-year unless one of the parties notifies the other in writing no later than April 1 (beginning with the year 2010) of its request to modify, amend, or terminate the Agreement. Each party may have a compensation re-opener and two other re-openers and until modified by a successor agreement.

**SHASTA UNION HIGH SCHOOL DISTRICT
CONFERENCE & TRAVEL REQUEST**

D310-1/1/22

Must have *prior* approval for any travel to take place. Advance notice required for pre-paid expenses through the Accounting Department.

NAME _____ SITE _____ DATE _____

CONFERENCE DETAILS (Attach conference brochure or itinerary)

Conference Name: _____ Purpose: _____

Location: _____ City, State: _____

Departure Date & Time: _____ Return Date & Time: _____

Substitute Dates: _____

EXPENSES (who will be funding this travel)

Funding/Account Code: _____ Signature (If not funded by site Principal) _____

CURRENT PER DIEM RATES: MILES = 67 cents per mile BREAKFAST = \$13.00 LUNCH = \$15.00 DINNER = \$26.00

Per Diem meals do NOT need receipts All other expenses (air fare, registration, hotel, tolls and etc.) must be submitted with receipts.
Any meals included with conference or hotel will not be eligible for reimbursement.

	BEFORE TRAVEL		AFTER TRAVEL	
	ESTIMATED COSTS	ACTUAL COSTS	COSTS TO BE REIMBURSED	
Conference Registration (attach completed form) <input type="checkbox"/> Accounting to send in registration and pay fee <input type="checkbox"/> Already registered Payable to: _____				
Lodging/Hotel (attach reservation) <input type="checkbox"/> Accounting to reimburse traveler upon return <input type="checkbox"/> Accounting to mail check to Hotel Payable to: _____				
Air Fare (attach reservation) <input type="checkbox"/> Accounting to reimburse to traveler upon return <input type="checkbox"/> Accounting to reimburse to traveler <i>before</i> travel (attach receipt)				
Rental Car (attach reservation)				
Parking (attach receipt upon return)				
Miles (attach map, route from your worksite to destination)	_____ x \$.670 = _____	_____ x .670 = _____	_____ x \$.670 = _____	
MEALS: REIMBURSED FOR OVERNIGHT, OUT-OF-TOWN TRAVEL ONLY				
Breakfast (Necessary travel beginning before 7:01 AM and lasting at least four hours)	_____ x \$13 = _____	_____ x \$13 = _____	_____ x \$13 = _____	
Lunch (Necessary travel beginning before 11 AM and extending at least four hours)	_____ x \$15 = _____	_____ x \$15 = _____	_____ x \$15 = _____	
Dinner (Necessary travel beginning before 5 PM and extending to 6:59 PM)	_____ x \$26 = _____	_____ x \$26 = _____	_____ x \$26 = _____	
Other:				
Other:				
TOTAL				

Professional Growth Credit Requested? Yes No Article B. 1. 5.3 - Certificated employees shall pay all costs related to attendance at conferences, workshops, in-service training, or any other meeting(s), if the employee receives, or intends to receive, unit credit for advancement on the salary schedule. If the employee's attendance is approved by the supervising administrator, the District will pay the cost of a substitute and employee's regular pay when the absence occurs on a scheduled workday.

Summer Conference Pay Requested? Yes No # of Days: _____ With District Administration's approval, certificated employees can request pay for conference days attended at the daily sub rate for mandated conferences that fall during summer break.

District Use Only - Summer Pay Approved: Yes No District Administration Initials: _____

BEFORE TRAVEL

Employee Signature _____ Date _____

Principal Signature _____ Date _____

Superintendent Signature _____ Date _____

AFTER TRAVEL

I agree that, within 10 days after my return, I will submit a copy of this claim, detailing all expenses that are incurred for the described activity. I acknowledge my responsibility to submit receipts in accordance with Board Policy.

Employee Signature _____ Date _____

**SHASTA UNION HIGH SCHOOL DISTRICT
OTHER ASSIGNMENTS**

Schedule A Column 1/Step 1	\$55,799
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The following do not receive longevity bonus:			
HARLAN CARTER	5.00%	2,790	JANUARY
CHOREOGRAPHER/ACCOMPANIST	5.50%	3,069	1/2 DEC 1/2 JUNE
SUPPORT TEACHER	1.00%	558	JUNE
CULINARY ARTS	1.75%	976	JUNE
FFA ADVISOR	3.75%	2,092	JUNE
DEPT CHAIR			
1 - 15 PERIODS	2.75%	1,534	JUNE
16 - 35 PERIODS	5.00%	2,790	JUNE
36 - 49 PERIODS	7.00%	3,906	JUNE
50 + PERIODS	8.75%	4,882	JUNE
SPECIAL ED SITE DEPT. CHAIR	10.00%	5,580	JUNE
ENGLISH LANGUAGE MONITOR			
0 - 20 EL STUDENTS	2.50%	1,395	JUNE
21 - 40 EL STUDENTS	4.50%	2,511	JUNE
41 + EL STUDENTS	6.00%	3,348	JUNE
SITE TESTING COORDINATOR			
0 - 10 AP SECTIONS	2.50%	1,395	JUNE
11 - 20 AP SECTIONS	4.50%	2,511	JUNE
21 + AP SECTIONS	6.00%	3,348	JUNE
504 COORDINATOR			
0 - 15 504'S	7.50%	4,185	JUNE
16 - 30 504'S	9.00%	5,022	JUNE
31 - 45 504'S	10.50%	5,859	JUNE
DISTRICT CHAIR*	6.00%	3,348	JUNE
*Five major areas: English, Social Studies, Math, Science, and Counseling, 10% in June			

- ~HARLAN CARTER CHANGE TO % RATE 7/1/24
- ~CHOREOGRAPHER/ACOMPANIST CHANGE TO % RATE 7/1/24
- ~SUPPORT TEACHER CHANGE TO % RATE 7/1/24
- ~CULINARY ARTS CHANGE TO % RATE 7/1/24
- ~FFA ADVISOR CHANGE TO % RATE 7/1/24
- ~DEPT CHAIR BETWEEN 16 - 50+ PERIODS CHANGE TO % RATE 7/1/24
- ~ENGLISH LANGUAGE MONITOR CHANGE TO % RATE 7/1/24
- ~SITE TESTING COORDINATOR CHANGE TO % RATE 7/1/24
- ~504 COORDINATOR CHANGE TO % RATE 7/1/24

- ~ 3.00% EFFECTIVE 7/1/20
- ~ 5.92% EFFECTIVE 7/1/22
- ~ 2.08% EFFECTIVE 7/1/22
- ~ 6.17% EFFECTIVE 7/1/23

Shasta Union High School District 2026-27 School Calendar

July 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st Quarter Ends: October 9 42
 1st Semester Ends: December 18 44
 3rd Quarter Ends: March 19 48
 2nd Semester Ends: June 3 46

Student Attendance Days (180)

Minimum Days

Finals

August 2026						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

HOLIDAYS/RECESSES	<input type="checkbox"/>
Labor Day	Sep 7
Veteran's Day Holiday	Nov 11
<i>(by law must be Nov 11 if a weekday)</i>	
Thanksgiving Break	Nov 23-27
Winter Break	Dec 21-Jan 4
Martin Luther King Day	Jan 18
Washington Day	Feb 15
Lincoln Day Observed	Feb 16
Presidents' Week	Feb 15-19
Spring Break	March 26-April 2
Memorial Day	May 31
Juneteenth Observed	June 18
Easter - March 28	

CERTIFICATED DATES	
School Starts: August 12	
School Ends: June 3	
District Work Days	○ Aug 11 June 4
Staff Development Days	△ Aug 10 Jan 4
Snow Day Makeup: March 26	
<i>(If snow day makeup is used, then March 26 holiday will be moved to March 30)</i>	