

SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT
AGREEMENT WITH CSEA, 2015-2018
ARTICLE IV PAY PRACTICES

1 K. Call Back Pay

- 2 1. An employee called back to work after the end of his/her normal workday
3 will receive a minimum of three (3) hours compensation.
4 2. When an employee receives an after hour phone call and can support the
5 request via remote device (computer, phone) his allowable chargeable
6 overtime is the actual time worked or a minimum of thirty (30) minutes.

7 L. Professional Growth Pay

- 8 1. A Professional Growth Program, administered by the District Human
9 Resources Office, shall be maintained for the duration of this Agreement.

10 a. First Tier: Full-time employees will receive an increment of \$10.70
11 per semester unit, per month for each earned, approved unit of work
12 completed at an accredited university, college, or community college,
13 or other approved educational source up to a maximum of forty (40)
14 approved credited units. Units taken must improve an employee's
15 present skills in their present job, allow the employee to acquire new
16 skills in a new job in the District to which the employee may wish to
17 advance, or for which the employee may be training, or be applicable
18 to a requirement for a degree program which the employee is
19 pursuing. Unit(s) of work must be verified with appropriate
20 documentation. For those employees who work less than eight (8)
21 hours per day, professional growth pay will be on a prorated basis.

22 b. Second Tier: Full-time employees will receive an increment of
23 \$10.70 per semester unit, per month for each earned, approved unit
24 of work completed an accredited university, college, or community
25 college, up to a maximum of thirty-five (35) approved credited units.
26 Units taken must be applicable to a requirement for a Bachelors
27 degree, Masters degree, and/or a teaching credential. Unit(s) of
28 work must be verified by transcript or grade card. For those

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1 employees who work less than eight (8) hours per day, professional
2 growth pay will be on a prorated basis.

- 3 2. Units to be taken in Tier 1 and Tier 2 must be approved by the supervisor.
4 The total amount of units for both Tier 1 and Tier 2 is seventy-five (75)
5 units. All classes taken for professional growth must be taken outside the
6 work day during non work time.
- 7 3. Professional Growth Appeal Committee, consisting of five (5) classified
8 employees who are CSEA members in good standing from the bargaining
9 unit, three (3) appointed by the District and two (2) appointed by the
10 Association shall be formed and maintained as needed.
- 11 4. Pay for professional growth is not retroactive but credit for approved/
12 qualifying professional growth will be granted retroactively.
- 13 5. Effective July 1, 2002, employees in The Learning Connection and the
14 Preschool shall be eligible to enter into the Professional Growth program
15 upon completion of seven (7) continuous years of service with the District.

16 M. Mileage Reimbursement
17 An employee required by the District to use his/her own vehicle on District
18 business shall be reimbursed at the prevailing rate established by policy of the
19 District within thirty (30) days after the submission of the claim.

20 N. Payroll Adjustments
21 If any payroll adjustment is due an employee because of County or District
22 error, the District shall issue a supplemental check immediately after the
23 employee notifies the payroll department.

24 O. Classified Coach
25 Employees who coach two or more teams during a school year shall be paid a
26 stipend.

27 P. Stipends
28 Stipends, including certificate pay and professional growth pay, will become