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4 **APPENDIX C**  
5 **EXTRA DUTY RATES**

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10 **1. ELEMENTARY GRADE LEVEL AND SECONDARY DEPARTMENT CHAIRPERSONS**

11 Grade Level and Department Chairpersons, shall be elected by the teachers that they represent no  
12 later than the end of the current school year. This shall be accomplished on an annual basis and  
13 unit members will be entitled to cast votes in department elections in accordance with the actual  
14 classes that they are assigned to teach in each respective department. Annual department elections  
15 shall be facilitated by the administration and Association representatives at each site, and the  
16 results shall be subject to Board approval. Each site shall develop a nominating process that will  
17 allow for the private expression of preference for grade level and department chairs. Those unit  
18 members nominated shall be elected by majority vote (on a plurality basis) through the use of  
19 secret ballots which are to be counted by the site administrators and the Association  
20 representatives.

21 In instances where the unit member elected to serve as chairperson is determined to be ineffective  
22 by the administration, the Principal may request that the department provides a replacement  
23 representative to serve as chair for the duration of the school year.

24 It is agreed and understood that grade level and department chairs are members of the bargaining  
25 unit, and, therefore, their duties and responsibilities shall not include having “authority to hire,  
26 transfer, suspend, layoff, recall, promote, discharge, assign, reward, or discipline other employees,  
27 or the responsibility to assign work to and direct them, or to adjust their grievances, or effectively  
28 recommend such action if, in connection with the foregoing functions, the exercises of that  
29 authority is not of merely routine or clerical nature, but requires the use of independent judgment”  
30 [see Government Code section 3540.1 (M)]. Grade level and department chair meetings shall be  
31 open to others, with a recommendation that agendas and minutes be kept for all meetings to  
32 improve communication. Finally, grade level and department chairs may not be involved in the  
33 evaluation of other unit members.

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37 **2. CURRICULUM WRITING**

38 Unit members shall be provided release time for curriculum writing or be paid the hourly  
39 instructional rate per #5 below. (See page 82)

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44 **3. GENERAL PROVISIONS OF EXTRA-DUTY COACHING PAY**

- 45 A. Bargaining unit members shall have first consideration for extra duty athletics/activities  
46 positions approved, according to appendix c. If no bargaining unit member applies for  
47 an extra duty stipend position, then the position will be flown and filled by either a  
walk-on athletics/activities person. When an athletics/activities position is held or  
filled by a non-bargaining unit person the position shall become vacant at the end of  
the season or activity (whichever comes first) then the position will be flown district-  
wide.

1           **APPENDIX C (cont.)**  
2

3           B. No extra duty stipend in a designated area (athletics/activities) may be given to non-unit  
4           members until all unit members providing a service for which a stipend has been  
5           approved, according to Appendix C, have been compensated. The District shall notify  
6           the Association before offering an extra duty stipend assignment to a non-unit member,  
7           and on request shall provide a list of names of anyone receiving an extra duty stipend.  
8

9           C. Ten percent (10%) of the season’s stipend will be paid to the Varsity Head Coach and  
10          any Varsity Assistant Coach (in those cases where an assistant coach or coaches are  
11          approved, pursuant to Appendix C) Band Director, Assistant Band Director, and Drill-  
12          team advisor for each week the coaches’ team remains in CIF play-offs. For the  
13          purpose of this paragraph, the factor will be applied to the stipend, as reflected in  
14          Appendix C.  
15

16          D. Extra duty pay for unit members involved in athletics shall be increased to give  
17          experience credit, as follows:  
18

19                 For each year of coaching in the same sport, the coaching stipend will increase by the  
20                 percentage of 1.046 added to the basic stipend. The increase will be applied to the  
21                 stipend, as defined in Appendix C, and will continue for three (3) years (three steps---  
22                 step 1, step 2, and step 3). Step 1 shall be the amount of the annual stipend reflected in  
23                 Appendix C.  
24

25                 Unit members may switch assignments between men and women’s teams of the same  
26                 level of sport without penalty.  
27

28                 A unit member leaving a coaching position for the purpose of a “leave of absence” as  
29                 defined in Article 13, shall not lose credit for prior service in that sport so long as the  
30                 unit member returns to coaching the same sport immediately following the leave of  
31                 absence.  
32

33          E. Credit will be given for coaching experience in the District only. Coaching service in  
34          the same sport is transferable within the District.  
35

36   **4.   AFTER WORKING HOURS SUPERVISION**  
37

38                 Unit members are required to attend “Back-to-School” night and “Open House” as part of  
39                 their contractual obligation to the District. Those unit members who provide service to  
40                 the District for purposes of after-school supervision shall be reimbursed at the rate listed  
41                 in #5 below. Such reimbursement shall be made only for time spent beyond the unit  
42                 member’s regular student contact day. No unit member shall be reimbursed under this  
43                 provision for any duty for which he/she is already receiving a stipend.  
44

45   **5.   RATES OF COMPENSATION**  
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47                 The following rates, other than substitute pay for unit members, are subject to any future  
48                 adjustment which applies to Appendix “B.”  
49

1 **APPENDIX C (cont.)**

2  
3 **A. CHAIRPERSONS**

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5 There will be one grade level chairperson for each of the following grade level/clusters TK-1,  
6 2-3, 4-6. If a school has more than ten (10) classes at a grade level/cluster, additional chair  
7 positions will be added for that grade level/cluster to a maximum number of two (2).  
8

9 The following examples are provided to assist in the application of this article and are intended  
10 to provide clarification as to practices in connection with payment of stipends and permissible  
11 configurations.  
12

- 13 1. If a teacher has a combination class, said teacher may choose which grade/level cluster they  
14 wish to align with, i.e., - a K-1 teacher with 15 kindergarteners and 4 first graders would  
15 probably wish to align with the kindergarten cluster due to the preponderance of students  
16 at that level. However, they would be permitted to align themselves with the first grade  
17 grouping if they so desire, the choice of alignment rests solely with the teacher.  
18
- 19 2. Teachers would be permitted to voluntarily split the duties and responsibilities as well as  
20 the corresponding stipend for service as a grade level chair.  
21
- 22 3. Stipends will be paid in accordance to the number of unit members serviced by each grade  
23 level chair, i.e., if a site had 17 classes of K-1 and 10 were aligned with the kindergarten  
24 cluster and 7 were aligned with the first grade cluster, the stipend would be as follows; the  
25 kindergarten chair would receive the stipend of \$3,807.00 for 10 or more unit members and  
26 the first grade chair would receive the stipend of \$3,045.00 for 7 to 9 unit members.  
27
- 28 4. Should additional questions on permissible practices and configurations relating to  
29 compensation require clarification, the association and the District shall meet and examine  
30 the issue in question and arrive at a mutually acceptable resolution specific to that issue  
31 and/or question.  
32

1 **APPENDIX C (cont.)**

2  
3 Additional stipends for elementary grade level and secondary department chairpersons  
4 shall be paid as follows:

5  
6 Coordinating 1 or 2 unit members - \$ 1,523.00 (.025 x Grp. I, Step I)

7  
8 Coordinating 3 or 6 unit members - \$ 2,284.00 (.0375 x Grp. I, Step I)

9  
10 Coordinating 7 or 9 unit members - \$ 3,045.00 (.05 x Grp. I, Step I)

11  
12 Coordinating 10 or more unit members - \$ 3,807.00 (.0625 x Grp. I, Step I)

13  
14 **B. HOURLY INSTRUCTION**

15 The hourly instruction rate shall be calculated using the Annual Salary for Group III, Step  
16 1 of the Certificated Salary Schedule divided by 183 and then by 6.

17  
18 **C. COACHING/ADVISORS**

19 The coaching stipends are set forth herein Appendix "C."

20  
21 **D. STUDENT SUPERVISION**

22 The hourly student supervision rate shall be 75% of the hourly instructional rate.

23  
24 **E. DRIVER'S EDUCATION**

25 The hourly rate for behind-the-wheel driver's education instruction shall be 95% of the  
26 hourly instructional rate.

27  
28 **F. SUBSTITUTE RATE**

29 The daily rate for unit members substituting while off-contract, and during summer months  
30 shall be at the current daily substitute teacher rate.

31

1 **APPENDIX C (cont.)**

2  
3 **ANNUAL STIPENDS FOR EXTRA DUTY**  
4 **COACHING AND STUDENT ACTIVITY POSITIONS**  
5 **EFFECTIVE JULY 1, 2023 – 8.22%**  
6

7 All positions are single person positions, with the following exceptions: High School Assistant  
8 Varsity Football - 3 positions; High School Assistant Men/Women Track - 2 positions. In respect  
9 of High School Athletic or High School Activities Directors in Level I, service for less than one  
10 year shall entitle the member to a pro rata share of the stipend.  
11

LEVEL I \$5,375

H.S. Varsity Football  
H.S. Athletic Director  
H.S. Activity Director

LEVEL IX \$4,006

H.S. Choral Director  
Agriculture Advisor  
H.S. Drama Director

LEVEL II \$5,245

H.S. Band Director

LEVEL X \$3,756

H.S. Soph/JV Football  
H.S. Frosh Football  
H.S. Asst. Frosh Football  
H.S. Frosh Baseball  
H.S. JV Baseball  
H.S. Asst. Var. Baseball  
H.S. Frosh/Soph. Wrestling (Women/Men)  
H.S. Frosh Softball  
H.S. Asst. Swim (Women/Men)  
H.S. Asst. Var. Wrestling (Women/Men)  
H.S. Frosh/Soph. Basketball (Women/Men)  
H.S. Asst. Womens Softball  
H.S. JV Womens Softball  
H.S. Asst. Track (Women/Men)  
H.S. Frosh/Soph. Soccer (Women/Men)  
H.S. JV Wrestling (Women/Men)  
Boys Republic Baseball  
Boys Republic Basketball  
Jr. High Activities Director/Leadership

LEVEL III \$5,004

H.S. Var. Basketball (Women/Men)

LEVEL IV \$4,681

H.S. Head Var. Baseball/Softball  
H.S. Head Var. Track (Women/Men)  
H.S. Asst. Varsity Football

LEVEL V \$4,492

H.S. A-V Coordinator

LEVEL VI \$4,467

H.S. Head Var. Soccer (Women/Men)  
H.S. Head Var. Wrestling (Women/Men)  
H.S. Head Water Polo (Women/Men)  
H.S. Head Women/Men Swim (Women/Men)

LEVEL VII \$4,393

H.S. Drill Team Advisor/H.S. Dance Advisor

LEVEL XI \$3,514

Jr. High Band Director  
H.S. FHA-HERO  
VICA  
FBLA/DECA  
H.S. Career Technical Education (CTE)

LEVEL VIII \$4,102

H.S. Head Tennis (Women/Men)  
Head Cross Country (Women/Men)  
H.S. Head Var. Volleyball (Women/Men)  
H.S. Asst. Basketball (Women/Men)  
H.S. Head JV Basketball (Women/Men)  
H.S. Badminton (Women/Men)  
H.S. Cheer Coach

**APPENDIX C (cont.)**

LEVEL XII \$3,398

H.S. Asst. Volleyball (Women/Men)  
H.S. JV Volleyball (Women/Men)  
H.S. JV Soccer (Women/Men)  
H.S. Asst. Water Polo (Women/Men)  
H.S. Golf (Women/Men)  
H.S. JV Tennis (Women/Men)  
H.S. Asst. JV Football  
Boys Republic Track  
Boys Republic Cross Country  
H.S. Asst. Badminton (Women/Men)

LEVEL XIII \$3,174

H.S. Yearbook Advisor  
H.S. Publications Advisor  
H.S. Pep Sideline Squad Advisor  
H.S. AVID Advisor

LEVEL XIV \$2,926

H.S. Photo Advisor  
Jr. High AVID Advisor  
ES SDC Teacher (Includes Preschool and TK)

LEVEL XV \$2,619

Jr. High Drill Team/Jr. High Dance Advisor  
Jr. High Color Guard Advisor  
Jr. High Renaissance

LEVEL XVI \$2,370

Jr. High Football  
Jr. High Soccer

LEVEL XVII \$2,249

H.S. Asst. Band Director  
Jr. High Basketball  
Jr. High Track  
Jr. High Volleyball  
Jr. High Co-ed Softball  
H.S. Choreographer Dir.  
H.S. Asst. Pep Sideline Squad  
Other J.H.S. coaches  
Two high school extra duty stipends for coaches of academic competition teams.

LEVEL XVIII \$1,831

H.S. Senior Class Advisor  
Jr. High STEM/STEAM Advisor  
Jr. High Yearbook Advisor  
H.S. Jr. Class Advisor  
Jr. High Activity Stipend: \_\_\_\_\_  
H.S. Activity Stipend: \_\_\_\_\_  
After School Activity Stipend: \_\_\_\_\_

LEVEL XIX \$1,587

H.S. Soph. Class Advisor  
Jr. High Visual Performing Arts Advisor  
Jr. High Pep Squad Advisor  
Jr. High Vocal Music  
H.S. Frosh Class Advisor

LEVEL XX \$556

7th grade Decathlon  
8th grade Decathlon  
Jr. High Science Fair Advisor

\*\* Additional funding will be provided for high school FHA-HERO VICA, FBLA/DECA, and CTE when such positions are to be filled by individual sites.

Note: At the high school level the District shall provide 64 coaching stipends, 21 student activities stipends and 14 department chair stipends. At the junior high schools each site get 4 coaching stipends, 6 student activities stipends and 7 department chair stipends. At the elementary schools, in addition to elementary SDC Teacher Stipends, each site will receive two extra duty stipends.