

Salary Proposal  
LCUSD Proposal to La Cañada Unified School District  
March 1, 2018

*TCU  
LCTA President  
Mark Ewan  
LCUSD Lead  
Negotiator*

Article XIII

Wages

~~H. 2016-17 Salary~~

~~Retroactive to July 1, 2016, an increase of 0.55% shall be permanently added to all of the 2015-16 salary schedules (Appendices B, D, E, F1 and F2). An additional 1.0% increase shall be permanently added to all the 2016-17 salary schedules (Appendices B, D, E, F1 and F2) beginning July 1, 2017~~

~~La Cañada Unified School District proposes increased salary expenditures for the La Cañada Teachers' Association in the sum of \$200,000 (salary only not inclusive of benefits) to be applied beginning on July 1, 2018. These funds may be applied to salary schedules, for additional services by LCTA members that are mutually agreed upon with the district, or a combination of each.~~

May 10, 2018

2017-18 Salary

Retroactive to July 1, 2017, an increase of 2.0% shall be permanently added to all of the current salary schedules (Appendices B, D, E, F1 and F2).

**May 10, 2018 3:41 PM**

2017-18 Salary

Retroactive to July 1, 2017, an increase of 2.0% shall be permanently added to all of the ~~current~~ 2016-17 salary schedules and related appendices (Appendices B, D, E, F1 and F2).

LCUSD response

April 26, 2018 May 10, 2018

*Regina Leonor*  
*LCTA President*  
*Mark E. Evans*  
*LCUSD Lead Negotiator*

**ARTICLE XVIII - LEAVES**

**IV. PERSONAL NECESSITY LEAVE**

A.-C. A bargaining unit member is entitled to up to ten (10) days of paid leave in any one year for cases of personal necessity. The days allowed shall be deducted from and up to the number of full days of sick leave to which the bargaining unit member is entitled.

B A. Personal Necessity Leave is defined as leave requested by the bargaining unit member for any of the following reasons: death of a member of the employee's immediate family (bereavement must be exhausted); accident involving the person or property of the employee or a member of the employee's immediate family; appearance in court or before any administrative tribunal as a litigant, party, or witness; home protection in the event of a natural catastrophe, such as flood or fire; observance of a religious holiday; bereavement for someone other than immediate family; other Personal Business **which cannot be conducted outside the contractual workday.** No advance permission shall be required for members utilizing Personal Necessity Leave. However advance notification to a site administrator is required except in the following cases:

C. ~~Bargaining unit members will make an effort to conduct personal necessity business on non-instructional days when possible. Prior approval for Personal Necessity Leave is required for bargaining unit members except as noted in this Section.~~

1. F. ~~No advance permission notification permission notification shall be required for Personal Necessity Leave taken for any of the following reasons: 1) death or serious illness of a member of his or her immediate family, and 2) accident~~

involving his or her person or property or the person or property of a member of his or her immediate family (EC 44981). Teachers absent for these reasons will sign the ### form (Appendix ##) upon return from ~~such~~ Personal Necessity Leave.

~~2. D. Bargaining unit members will make an effort to conduct personal necessity business on non-instructional days when possible. The use of Personal Necessity Leave for Personal Business that extends a for the extension of holiday or vacation period will be discouraged. needs approval from site administration. Teachers will sign a form upon return from personal necessity leave. needs approval from site administration.~~

3. ~~E. Personal Necessity Leave for Personal Business shall not be utilized for staff development days without prior approval from the site administrator.~~

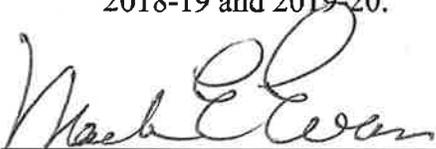
C. Bargaining unit members will make an effort to conduct personal necessity business on non-instructional days when possible.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN LA CANADA UNIFIED SCHOOL DISTRICT  
AND LA CANADA TEACHERS ASSOCIATION  
REGARDING THE CHANGE OF THE START OF THE YEAR TEACHER  
WORKDAY AND BUY BACK DAYS FOR THE 2018-2019 AND 2019-2020  
SCHOOL YEAR CALENDARS**

The La Canada Unified School District ("District") and La Canada Teachers Association ("LCTA" or "Association") enter into this Memorandum of Understanding concerning the change of the buy back days and teacher work days for the 2018-19 and 2019-20 school year calendars.

The buy back days will be moved to the first workday and the teacher work day will be moved to the second work day of each school year calendar referenced above. The change of buy back and teacher work days differ than what was originally negotiated. The parties make this change to allow the teacher workday to fall on the day before the start of instruction for the 2018-19 and 2019-20 school years.

This MOU shall be in effect immediately and change the calendars for the school years 2018-19 and 2019-20.

  
\_\_\_\_\_  
La Canada Unified School District

  
\_\_\_\_\_  
La Canada Teachers Association

Dated: 5/10/18

Dated: 5/10/18

*Mark Ellerson*  
*LCUSD Lead Negotiator*

**La Cañada Unified School District**  
**School Calendar**  
**2018-19**

*James B. Brown*  
*Superintendent*

Revision Draft 1, 5/10/18

	1 <sup>st</sup> week							2 <sup>nd</sup> week							3 <sup>rd</sup> week							4 <sup>th</sup> week							Student Instructional Days	Records & Reporting At Semester Beginning & End	Professional Training Prior to Opening Day	Legal Holiday	Local Holiday	
	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S						
1 <sup>st</sup> school month	July 16	17	18	19	20			23	24	25	26	27			30	31	1	2	3			Aug. 6	7	8	9	10			16					
Aug. 16 - Sept. 7	Aug. 13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			Sept. 3	4	5	6	7			1	1	1			
2 <sup>nd</sup> school month	Sept. 10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			Oct. 1	2	3	4	5			20					
3 <sup>rd</sup> school month	Oct. 8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26			29	30	31	1	2			20					
4 <sup>th</sup> school month	Nov. 5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23			Dec. 2	3	4	5	6	7		19					
5 <sup>th</sup> school month	Dec. 10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			Jan. 7	8	9	10	11			13	1			2	9
6 <sup>th</sup> school month	Jan. 14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1			Feb. 4	5	6	7	8			19				1	
7 <sup>th</sup> school month	Feb. 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1			Mar. 1	2	3	4	5	6	7	18				2	
8 <sup>th</sup> school month	Mar. 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1			Apr. 4	5	6	7	8			15					5
9 <sup>th</sup> school month	Apr. 8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26			May 2	3	4	5	6	7		20					
10 <sup>th</sup> school month	May 6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24			May 27	28	29	30	31			22	1			1	
Total Days	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21			24	25	26	27	28			182	3	1	9	18	

**Elementary Trimester Dates:**

- 1<sup>st</sup> trimester: Aug. 16 – Nov. 2 (56 days)
- 2<sup>nd</sup> trimester: Nov. 5 – Feb. 14 (55 days)
- 3<sup>rd</sup> trimester: Feb. 19 – June 5 (71 days)

**Secondary Quarter Dates:**

- 1<sup>st</sup> quarter: Aug. 16 – Oct. 12 (41 days)
- 2<sup>nd</sup> quarter: Oct. 15 – Dec. 20 (43 days)
- 3<sup>rd</sup> quarter: Jan. 8 – Mar. 29 (56 days)
- 4<sup>th</sup> quarter: Apr. 8 – June 5 (42 days)

First day of school for students: Aug. 16

Legal Holiday: Sept. 3, Nov. 12, Nov. 22, Dec. 25, Jan. 1, Jan. 21, Feb. 15, Feb. 18, May 27

Buy Back Days: Aug. 14

Teacher Work Days (non-student days): Aug. 15, Jan. 7, June 6

School Begins: Nov. 19, 21, Nov. 22, Dec. 21, 22, Dec. 26, 28, Dec. 31, Jan. 24, Apr. 15  
 New Teacher Orientation Day: Aug. 8

Last day of school for students: June 5

**Additional Days:**

- Counselors and Nurse - July 31, Aug. 7, 8, 9, 10 & 13, 2018 and June 7, 10, 11 & 12, 2019
- Psychologists - July 31, Aug. 3, 6, 7, 8, 9, 10 & 13, 2018 and June 7, 10, 11, 12 & 13, 2019

*Mark E. Evans*  
*LCUSD Lead Negotiator*

La Cañada Unified School District  
 School Calendar  
 2019-20

*Debra L. Johnson*  
 Superintendent

Revision Draft 1, 5/10/18

	1st week							2nd week							3rd week							4th week							Student Instructional Days	Records & Reporting At Semester Beginning & End	Professional Training Prior to Opening Day	Legal Holiday	Local Holiday
	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
1st school month	July	15	16	17	18	19	22	23	24	25	26	29	30	31	1	2	5	6	7	8	9												
Aug. 15 - Sept. 6	Aug.	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	2	3	4	5	6	16	1	1	1								
2nd school month	Sept.	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	1	2	3	4	20											
3rd school month	Oct.	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	1	20											
4th school month	Nov.	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	19											
5th school month	Dec.	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	1	2	3	4	13	1										
6th school month	Jan.	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	3	4	5	6	7	19											
7th school month	Feb.	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	2	3	4	5	6	18											
8th school month	Mar.	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	1	2	3	20											
9th school month	Apr.	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	1	15											
10th school month	May	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	22	1										
May 4 - June 3	June	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	182	3	1	9	18							
<b>Total Days</b>																																	

**Elementary Trimester Dates:**  
 1st trimester: Aug. 15 - Nov. 1 (56 days)  
 2nd trimester: Nov. 4 - Feb. 13 (55 days)  
 3rd trimester: Feb. 18 - June 3 (71 days)

**Secondary Quarter Dates:**  
 1st quarter: Aug. 15 - Oct. 11 (41 days)  
 2nd quarter: Oct. 14 - Dec. 19 (43 days)  
 3rd quarter: Jan. 7 - Mar. 20 (51 days)  
 4th quarter: Mar. 30 - June 3 (47 days)

First day of school for students: Aug. 15  
 Last day of school for students: June 3  
 Legal Holiday: Sept. 2, Nov. 11, Nov. 28, Dec. 25, Jan. 1, Jan. 20, Feb. 14, Feb. 17, May 25  
 Buy Back Days: Aug. 13  
 Teacher Work Days (non-student days): Aug. 14, Jan. 6, June 4  
 School Holidays: Nov. 25, Nov. 26, Nov. 27, Nov. 28, Dec. 29, Dec. 30, Dec. 31, Jan. 2, Jan. 3, Apr. 6-10  
 New Teacher Orientation Day: Aug. 7

**Additional Days:**  
 Counselors and Nurse - July 31, Aug. 6, 7, 8, 9 & 12, 2019 and June 5, 8, 9 & 10, 2020  
 Psychologists - July 31, Aug. 2, 5, 6, 7, 8, 9 & 12, 2019 and June 5, 8, 9, 10 & 11, 2020



LCUSD to LCTA  
**COUNTER PROPOSAL**  
Collaboration Days 2018-19

*James Blinn*  
*JTB*  
*Mark Ewan*  
LCUSD Head Negotiator

Elementary

Grades 1-6

11 Early Release Days @ 11:35 a.m.

August 31  
September 28  
October 26  
November 16  
December 20  
January 18  
February 14  
March 29  
April 19  
May 10  
May 24

TK/Kindergarten (Regular schedule for TK/K students):

4 Full Days - Wednesdays

October 24  
January 16  
March 27  
May 22

3 Half Days Students all AM. Release time 11:35 a.m. (Three ½ day subs needed for PM classes that are shared, sub will be rotated so not to always be with the same class on the all AM days)

- ~~Two of the three proposed dates (Nov. 16, Dec. 20, Mar. 29) to align with grades 1-6 Collaboration dates~~
- November 16
- December 20
- One date on the day of the 6th grade play for each site (PCY in Nov., PCR in Feb., LCE in May)

LCTA/LCUSD NEGOTIATIONS  
LCTA PROPOSAL  
May 10, 2018

MOU  
TRANSFERS/REASSIGNMENTS INVOLVING A CHANGE IN UNIT MEMBER'S FTE

Effective May 11, 2018, a unit member who desires a transfer or reassignment to a vacant position that involves a change in his or her full-time equivalency (FTE) shall be granted an interview prior to considerations of outside candidates. If, after the interview, the unit member is denied the transfer or reassignment, the Superintendent or designee shall provide, upon the unit member's request, written rationale as to why the transfer or reassignment was denied. Such requests shall not be denied for arbitrary or capricious reasons. LCTA agrees that grievances concerning a unit member's request for a transfer or reassignment that involves a change in FTE shall only reference the language herein.

The parties agree to negotiate in good faith Article XVII in its entirety as part of 2018-2019 negotiations. This MOU shall expire upon ratification of the 2018-2019 Tentative Agreement.

  
LCUSD Lead Negotiator

  
LCTA President

Memorandum of Understanding for 2017-18 ~~2018-19~~

*147*  
*Joseph Skonan*  
*LCUSD Superintendent*  
*Mark Evans*  
*LCUSD Lead Negotiator*

**LATE START SCHEDULE FOR LA CANADA HIGH SCHOOL (7-12)  
PENDING GOVERNING BOARD ACTION ON START/END TIMES**

~~Per California Education Code 46100, the Governing Board shall determine the start and end times of the school day, fix the start and end time of the school day. The \* denote the start and end time of the school day in this proposal.~~

Both parties are in agreement that if the Governing Board does not take action to approve start and end times of the school day to reflect those indicated on this proposal, then the proposed schedule cited below will not be implemented in the 2017-18 school year.

The contractual day for LCTA members at grades 7 – 12 will be from 7:30 AM until 3:19 PM.

**LCHS 9-12 Bell Schedule**

Regular Schedule – 6 Periods	
Period 1	*8:30 – 9:26
Period 2	9:32 – 10:28
Break	10:28-10:38
Period 3	10:43 – 11:39
<del>Period 4 Lunch</del>	<del>11:45 11:39– 12:41 12:09</del>
<del>Lunch Period 4</del>	<del>12:41 12:14- 1:11 1:10</del>
Period 5	1:16 – 2:12
Period 6	2:18 – 3:14*

**LCHS 7/8 Bell Schedule**

Regular Schedule – 6 Periods	
Period 1	*8:30 – 9:26
Period 2	9:32 – 10:28
Break	10:28 – 10:38
Period 3	10:43 – 11:39
<del>Lunch Period 4</del>	<del>11:39 11:45 –12:09 12:41</del>
<del>Period 4 Lunch</del>	<del>12:14 12:41 - 1:10 1:11</del>
Period 5	1:16 – 2:12
Period 6	2:18 – 3:14*

- Student Day Runs \*8:30 – 3:14
- 56 Minute Class Periods
- Passing Periods Connected to Break/Lunch – 5 minutes
- Passing Period Between Class Periods – 6 minutes
- 10 Minute Break
- 30 Minute Lunch
- ~~Teacher Contractual Day (7 hr. 49 min.) 7:30 a.m. – 3:19 p.m.~~

**Block Schedule 9-12 (W/Th)**

Period 1/2	*8:30 – 10:14
Break	10:14 – 10:24
Period 3/4	10:29 – 12:13
STEP	12:19 – 12:54
Lunch	12:54 – 1:24
Period 5/6	1:29 – 3:13*

**Block Schedule 7/8 (W/Th)**

Period 1/2	*8:30 – 10:14
Break	10:14 – 10:24
Period 3/4	10:29 – 12:13
Lunch	12:13 – 12:43
HOMEROOM	12:48 – 1:23
Period 5/6	1:29 – 3:13*

- Student Day Runs \*8:30 – 3:13
- 1:44 Minute Class Periods; 35 Minute STEP (Includes Announcements)
- Passing Periods Connected to Break/Lunch – 5 minutes
- Passing Period Between Class Periods – 6 minutes
- 10 Minute Break
- 30 Minute Lunch
- ~~Teacher Contractual Day (7 hr. 49 min.) 7:30 a.m. – 3:19 p.m.~~

LCTA PROPOSALS

May 10, 2018

*Supriya S. Chong* <sup>A</sup>  
LCTA President  
*Mark E. Evans*  
LCUSD Lead Negotiator

**Grading**

LCUSD and LCTA agree to form a joint committee to review District grading policies and practices in grades 7-12. This committee shall consist of one representative of each High School Department (8), two representatives from Middle School, and four (4) representatives from LCUSD.