


Scotts Valley Unified School District  
Proposal to  
Scotts Valley Education Association

February 2, 2017


Time: 12:45 

**ARTICLE 8. HOURS OF EMPLOYMENT**

**8.1 Work Calendar**

During the school year, counselors shall work one hundred ninety-seven (197) days. An additional five (5) days may be paid on a per diem basis up to two-hundred two (202) days, if needed, and as agreed to between the counselor and his/her supervisor. All other members of the unit shall work one hundred eighty-six (186) days, four (4) of which shall be ~~considered~~ non-instructional workdays and two (2) of which shall be ~~considered~~ required district-wide Professional Development Days, included on the salary schedule. Two (2) of the four (4) non-instructional workdays ~~shall be considered for~~ may be used by unit members for "flexible scheduling", upon advanced written notice to and approval by provided- ~~the individual teacher accounts to the site principal for scheduling those days on the District form using (the form at Appendix D).~~

In addition, the work calendar for elementary school unit members will have four (4) minimum days for parent conferences at the conclusion of the first grading period. Middle and high school unit members will schedule parent conferences as requested by parents throughout the school year. ~~Reasonable provision will be made~~ All unit members agree to make a reasonable effort arrange parent conference times to accommodate ~~for parents who cannot be released from work during normal~~ attend a conference during the school day times in order to attend ~~parent-teacher conferences.~~

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APPENDIX D

**VERIFICATION AND APPROVAL OF TWO (2) FLEXIBLE SCHEDULING DAYS**

Section 8.1 of the Agreement with SVEA includes provides that "Two (2) of the four (4) non-instructional workdays shall be considered for may be used by unit members for "flexible scheduling", upon advanced written notice to and approval by provided the individual teacher accounts to the site principal for scheduling these days on the District form using the form at Appendix D."

Therefore, it is necessary for you to Using this form, designate your the two noninstructional days that you wish to use as "flexible scheduling" days for of service work on at a District site. and receive Please submit this form to your site administrator for approval from site administrator: at least seven (7) calendar days before each requested flexible scheduling day, except that the form may not be submitted during the month of July.

Flexible scheduling days may be used for a variety of purposes, including classroom set up, planning and preparation, collaboration and/or consultation with colleagues at the school, and /or performance of other job duties.

First flexible Scheduling Date\*: \_\_\_\_\_

Description of work planned for first flexible scheduling day:

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Second flexible Scheduling Date\*: \_\_\_\_\_

Description of work planned for second flexible scheduling day:

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Employee Name \_\_\_\_\_

School \_\_\_\_\_

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

T.A.  


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Site Administrator's Signature for Supervisor's Approval      Date

\*The requested flexible scheduling dates may be submitted for approval of one or both days.