

SHARED CONTRACT CHANGES

Based upon approval and successfully addressing the criteria detailed below, the District will authorize shared contracts for teachers. These are situations in which the shared contracts fulfill a single teaching position that is shared between two teachers, typically sharing the same students.

1. Only permanent teachers are eligible to participate in a shared contract, unless specifically approved by the Superintendent or designee.
2. When a full-time, permanent teacher shares a contract, he/she must request a part-time leave of absence to complement the shared contract part-time service. All leaves require Board ratification.
3. All shared contracts are expressly approved on an annual basis.
4. Except in unusual cases, there will be no 80/20 splits or less.
5. Written proposals should address the full range of duties including instruction, partner and team planning, school and grade-level meetings, school and District staff development, Back-To-School, Open House as may be a required duty at the time, and parent conferences. In many cases this will require double service.
6. Written proposals should address the proration of health benefits, per the PFT contract; Section III – Health and Welfare Benefits.
7. Written proposals must specify the percentages of part-time and how service will be provided with times and days. The division must be instructionally sound.
8. Shared contracts shall be with teachers who based upon their proposal and interview by the principal have demonstrated their ability to work as a team.
9. At the kindergarten level, the proposal must be consistent with Education Code 46118.
10. Each shared contract proposal must include an acknowledgment by each teacher that upon returning to full time, that either party may be assigned to another assignment/school within their credential, if the school is overstaffed.
11. A complete shared contract proposal, submitted by June 30 of the preceding year (except in unusual situations), signed by both teachers, is forwarded to the site principal for review and recommendation and then to the Associate Superintendent Learning Support Services and then to the Associate Superintendent Personnel Support Services. Final authority for approving or denying a shared contract proposal rests with the Superintendent or designee.
12. If a shared contract is denied, the teacher(s) may, request the reason for the decision. The teacher shall indicate whether he/she/they want(s) the reasons stated in writing, in a personal conference or in a personal conference with a representative present. The response will identify the reasons for which the shared contract was denied.

OK
NOW
04/22/10

OK
04/22/10