

Contract Corner

General Work Schedule Provisions

- 6.9.1 Under state and federal law, certificated employees are exempt, non-standard work week employees.
- 6.9.2 A regular day's work shall include a minimum of seven (7) hours on-site, performing assigned duties, exclusive of 30 continuous minutes for a duty-free lunch break.
- 6.9.3 **Staff Meetings** The frequency of general staff meetings and other mutually determined meetings during the year shall be kept to a minimum number that is sufficient to assure ample opportunity for all staff to contribute to a quality educational program. It is understood that mutual planning between administration and staff is a requisite for determining meeting content and format that meet building and district needs. To this end, ample opportunity will be provided employees to participate in the meeting planning process. It is fundamental that, as professionals, it is not appropriate to exercise independent discretion to determine whether or not to participate in these activities.

EVALUATION

- 8.1 Statement of Purpose and Policy
This evaluation process, while meeting the criteria established by statute and contract, must be constructive and must take place in an atmosphere of trust and respect. It is designed as a cooperative effort which encourages productive dialogue, promotes professional growth and focuses on the continuous improvement of instruction.
- 8.2.7 Overall Timelines: By February 15, or the Friday before President's Day weekend, whichever comes first – Mid-year check-in must be completed and must have initial ratings for all components in at least criteria 1-6 for comprehensive evaluations and on all components for the chosen criterion for focused evaluation. Any components scored as Basic or Unsatisfactory must have relevant evidence aligned to those components.

Emergency Hardship Leave

- 7.3.1 Six (6) days emergency hardship non-cumulative leave per year, deductible from the annual twelve (12) days of sick leave granted to full-time Employees, will be available to each Employee who qualifies for such leave.
- 7.3.2 Situations for which emergency hardship leave is used must be an emergency hardship situation suddenly precipitated or must be of

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such a nature that pre-planning or rescheduling is not possible or such that pre-planning or rescheduling could not eliminate the need for such leave.

Some examples of situations that qualify for emergency hardship leave are:

- 7.3.2.1 Illness in the immediate family not covered under Article VII, Section 7.2.1.
- 7.3.2.2 Legal affairs or business obligations that are of an emergent nature and cannot be conducted at another time.
- 7.3.2.3 Threat to or damage of an Employee's property such as a result of flooding, severe storm, or fire, earthquake, volcano, or act of God.
- 7.3.2.4 Inclement weather prevents an employee from reporting to work.
- 7.3.2.5 Funeral not covered by bereavement leave.
- 7.3.2.6 For urgent search and rescue assistance.
- 7.3.2.7 For Employees whose religious affiliation requires observance of mandatory holy days on a day when schools are in session and during their working hours.
- 7.3.2.8 Automobile accidents when Employees are in route to work.