

## ARTICLE 22

### HIGH SCHOOL SUMMER SCHOOL

22.1 High School Summer School (Grades 9-12) is a district-based program and is therefore independent of site-based programs.

#### 22.2 TIMELINES

22.2.1 High School Summer School positions shall be posted via email to all bargaining unit members for a minimum of five (5) business days. The postings will include site, assignment, subject or grade level, and closing date. The District may simultaneously recruit for the vacancy from any other source.

22.2.2 All High School Summer School vacancies shall be posted no later than March 15.

22.2.3 Interested bargaining unit members must submit an application for a High School Summer School assignment to the Human Resources Department no later than the posted closing date.

(A) No late applications will be accepted.

(B) If a bargaining unit member accepts any summer program assignment that runs concurrently with High School Summer School, they shall not be eligible for a High School Summer School assignment.

22.2.4 High School Summer School assignments shall be made on or before May 10.

(A) Notification of High School Summer School assignments shall be provided to the bargaining unit member via email and shall include the location and the assignment.

(B) The District shall provide the Association with a list of all applicants and the assignment of those selected and who accepted a High School Summer School assignment. All data used for High School Summer School selection will be made available to the Association upon request.

#### 22.3 WAGES

22.3.1 Each bargaining unit member who works High School Summer School shall be paid the hourly rate set forth in Appendix C.

#### 22.4 HOURS

22.4.1 The daily hours shall be listed on the High School Summer School application.

22.4.2 Each bargaining unit members shall be paid for instructional time and for one-half (1/2) hour preparation time per day.

#### 22.5 SELECTION

- 22.5.1 Regularly employed bargaining unit members of the District shall be given preference over applicants outside the District for High School Summer School placement.
- 22.5.2 Every person selected to work High School Summer School shall have the following:
- (A) A valid preliminary or clear credential for the subject or position they are assigned.
  - (B) A current overall evaluation of “proficient” or better.
- 22.5.3 Bargaining unit members shall be selected to work High School Summer School based upon the following criteria:
- (A) Every effort will be made to assign bargaining unit members to their current Site/Location.
  - (B) Bargaining unit members who were not assigned to High School Summer School the prior year shall be given priority.
  - (C) Every effort will be made to align High School Summer School assignments to bargaining unit members’ current subject area/assignment.
- 22.5.4 Bargaining unit members not selected but willing to work at another site will be selected based on district seniority for unfilled assignments.
- 22.5.5 Tie-break criteria:
- (A) District seniority
  - (B) Seniority ties will be broken with a coin flip
- 22.5.6 Cancellation of an Assignment
- (A) Prior to the end of the fourth (4th) day of student attendance, a High School Summer School assignment may be cancelled due to low enrollment numbers or program need.
  - (B) If an assignment is cancelled, the bargaining unit member in the affected assignment with the lowest priority status under Section 22.5 shall lose the High School Summer School assignment. If selected to work High School Summer School and the assignment was cancelled, the bargaining unit member will be given priority for the following year.
    - (1) If two (2) or more bargaining unit members have the same priority the bargaining unit member with the lowest district seniority will lose the assignment.
    - (2) The bargaining unit member will be paid as provided in this Article for the time the bargaining unit member worked.
    - (3) In order to maintain a High School Summer School position, a cancellation of an assignment may result in a bargaining unit member being offered an assignment at a different site.

- (4) In the event that the bargaining unit member declines the modified assignment, the assignment shall revert to the member who previously held the position.

## 22.6 EMPLOYEE LEAVE DURING HIGH SCHOOL SUMMER SCHOOL

- 22.6.1 Bargaining unit members participating in High School Summer School will be allocated one (1) day of sick leave for such employment, consistent with the High School Summer School contractual agreements. If allocated sick leave is not utilized, it shall remain in the bargaining unit member's sick leave bank.
- 22.6.2 Bargaining unit members will be notified in advance of the following policy with regard to the use of sick leave and personal necessity leave during High School Summer School:
  - (A) Bargaining unit members will be allowed to use one (1) day of personal necessity or sick leave during High School Summer School.
  - (B) If an illness or another emergency requires that a bargaining unit member is absent for more than one (1) day, the absence will not be covered by paid leave.
  - (C) Conference attendance will not normally be authorized during the High School Summer School calendar periods for bargaining unit members in these programs except under extraordinary circumstances with approval of the Superintendent or Designee.

## 22.7 SHARED CONTRACTS

- 22.7.1 Bargaining unit members may share a contract for High School Summer School services if the bargaining unit members obtain administrative approval for the shared contract in advance of the start of High School Summer School.
  - (A) Selection criteria will be based on the bargaining unit member with the lower priority in a shared assignment.
- 22.7.2 Bargaining unit members participating in a shared contract arrangement are required to prorate the sick leave allocation and use.