

## **AR 4128 Shared Teaching Assignments**

### **Number of Teams:**

For the duration of this agreement, the number of shared teaching assignments at each school site shall not exceed three (3) teams per school, under the following terms and conditions.

### **Definitions:**

Shared teaching assignments shall refer to two (2) unit members sharing one (1) full-time position. Job sharing may occur involving proportionate teaching responsibilities in amounts of other than 50%/50%.

### **Eligible Employees:**

1. Currently employed tenured unit members.
2. Teachers who have previously attained tenure in the Etiwanda School District, who have resigned their position with the District in good standing and who have current valid California teaching credentials.

### **Procedure:**

Shared teaching assignments will be filled only by eligible unit members who have jointly agreed to work together and who have submitted a written proposal for shared teaching to the Superintendent or designee. The proposal must be received on or before February 15 of each school year prior to the year in which the shared teaching assignment will be requested. The proposal may be submitted simultaneously with the request for a year of unpaid leave, and neither request will prejudice the other. If one request is denied, the other will still be considered. Both unit members will be informed of the status of their proposal by April 1.

### **Hours:**

1. Both unit members are required to work the five (5) pre-and post-service days required of full-time teachers, plus regularly scheduled parent conferences, back to school night, and open house on the dates established by the District. Other responsibilities associated with the teaching assignment which occur outside of the regular work day will be divided by the two teachers, subject to the approval of the principal.
2. Both members of the team will be responsible for sharing all information pertaining to their mutual assignment, including information from staff meetings and inservices.
3. Upon reasonable notice to the job sharing team, the principal may require up to two (2) additional days of service from each team member to be paid at the member per diem rate.
4. Both unit members must meet with the principal prior to June 1 to review the responsibilities of the assignment, and again prior to the opening of school to establish the exact working days and receive directions regarding attendance at staff and team meetings. The working calendar must be approved by the principal prior to the opening of school.

### **Salary Schedule, Placement and Credit:**

1. Both unit members will receive an amount proportionate to their annual salary equivalent to the percentage of the job share.

## **AR 4128 Shared Teaching Assignments (continued)**

2. If the share is 50% to 50%, both unit members will be required to work two years in a shared teaching assignment to one year's credit on the teacher's salary schedule. Any service of less than 50% of the days of the contract shall not be credited toward salary advancement.

### **Retirement:**

Both unit members will receive an amount proportionate to the year's credit toward the State Teacher's Retirement System equivalent to the percentage of the job share.

### **Seniority List:**

Both unit members will maintain their place on the District seniority list.

### **Tenure:**

1. A teacher who has previously attained tenure in the District, who resigned his/her position in good standing, and subsequent to the resignation, is rehired as part of a shared teaching assignment **less than 39 months after his or her resignation**, and will be considered a permanent unit member with a new seniority date of the first date of service in the shared teaching assignment.
2. A teacher who has previously received tenure in the district, who resigned his/her position in good standing, and subsequent to the resignation, is rehired as part of a shared teaching assignment **more than 39 months after his or her resignation**, will be considered a probationary employee, with a new seniority date of the first date of service in the shared teaching assignment. To achieve permanent status, the unit member must actually work at least 75% of the school days in two consecutive years. The unit member will remain in probationary status until this requirement is met.

### **Health and Welfare Benefits and Leave:**

1. Each unit member in the shared teaching assignment is entitled to an amount proportionate to the total current benefits package equivalent to the percentage of the job share.
2. Leave provisions shall be pro-rated.

### **Renewal:**

The District reserves the right to review the effectiveness of the positions, and to determine whether or not to continue them on a year-to-year basis. A unit member on a shared teaching assignment must notify the District by February 15 if he or she wishes to reapply for a similar shared teaching assignment of the upcoming school year.

### **Criteria:**

The District will apply the following criteria in consideration of job sharing requests:

1. Quality of previous service to District.
2. Compatibility of teaching styles of the team members, as determined by the District.
3. The impact of the potential shared teaching assignment upon the school involved.

**AR 4128 Shared Teaching Assignments (continued)**

4. The needs and efficient operation of the District.
5. Unit member certification and competency.

**Board Approved:**  
August 19, 2004  
Effective Date: August 19, 2004