

**Contract year 2017-2018**

**Tentative Agreement #3**

**Between the**

***Vacaville Teachers Association***

***and***

***the Vacaville Unified School District***

The Vacaville Teachers Association and the Vacaville Unified School District agree to the following article (replaces 4.2.1 and sub articles) concerning the 2017-18 contract:

**4.2 Site Meetings**

- 4.2.1 The District may schedule up to a maximum of twenty-four (24) hours per school year in addition to the regular work time, not to exceed three (3) meetings per month and not to exceed a total of three (3) hours per month.

Meetings may be either before or after the duty day, based on a secret ballot vote of the unit members of the site at the start of each school year. The Site Principal and a VTA Site Representative shall oversee the balloting and whichever option (before or after the duty day) receives fifty-percent plus one (50% + 1) of the ballots cast shall dictate the time of the meetings for that school year.

Morning meetings shall start no earlier than ninety (90) minutes before the start of the duty day, include ten (10) minutes of VTA time on the agenda if needed and end at least ten (10) minutes before the start of the duty day. Afternoon meetings shall end no later than ninety (90) minutes after the end of the duty day and include ten (10) minutes of VTA time if needed on the agenda.

Meeting hours shall be scheduled equitably among the unit members at the site.

All unit members at a site shall have input in to the use and content of site meetings outside of the duty day. The Site Principal shall make reasonable effort to incorporate the input of unit members for site meetings.

Meeting time outside the duty day may be used for:

- 4.2.1.1 Faculty/Staff meetings. Reasonable effort shall be made to communicate agendas to staff at least forty-eight (48) hours in advance of the meetings.
- 4.2.1.1.1 Emergency staff meetings may be called as needed. Emergency is defined to mean a sudden unexpected happening, or an unforeseen occurrence or condition, or a sudden or unexpected occasion for action and is beyond the control of the District.
- 4.2.1.2 Professional growth/in-service training activities.
- 4.2.1.2.1 Professional growth activities provided by an out of District trainer may be scheduled after the duty day, if the trainer's schedule cannot accommodate a morning meeting. Members shall be given at least a two (2) week notice of these scheduled meetings.
- 4.2.1.3 Department/grade level meetings/collaborative/planning time.
- 4.2.1.4 In addition to Article 4.2.1, meetings such as WASC accreditation, State and Federal projects (i.e. Site Planning, Title 1, etc.) will be held when required. The length of these meetings shall not exceed twelve (12) hours per year beyond the duty day and be no longer than ninety (90) minutes in length at a time. These meetings shall not be held on the same day as any other site meeting that is outside of the duty day, unless included in a regular staff meeting.

Meeting time within the duty day:

Non-instructional time on Wednesdays shall be used for Professional Learning Communities focus on student achievement. Agendas for the PLC meetings shall be developed collaboratively between grade level reps or leaders/department chairpersons and Administration. Scheduling of all Wednesday time will be determined by Administration and shall be published in a timely manner.

The District and Association agree to convene a Wednesday Collaboration Committee as needed. The committee shall be comprised of an equal number of Administration and Association representatives. The purpose of the committee is to have ongoing discussions regarding the use of Wednesday Collaborative time.

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Janet Dietrich	Date	Brenda Hensley
VUSD Asst. Supt. of HR	_____	VTA Bargaining Chairperson