

## Maintenance of Workload FAQ

In Nov. 18, 2009, the District and SDEA signed an agreement on unit member workload. The agreement consists of two parts: One part remedying workload issues that arose during the 2008-2009 school year, and the second part addressing potential workload issues that may arise in the future.

The remedies for workload issues that arose in the 2008-2009 school year included SBRCs, benchmarks and other new assessments, and DataDirector. Those remedies are now incorporated into Section 8.5.8 of our contract, and remain in effect.

### **Issue One: Standards-Based Report Cards (SBRCs) (Elementary Only)**

- **Are the workload protections still in place now that the SBRC aligns to the new Common Core State Standards instead of the old California State Standards?**

SDEA's position is YES. The new report is still a Standards-Based Report Card. It has simply been modified to fit the new standards. The content of the report card is virtually identical, and the amount of work is the same.

- **How many meetings can administrators have during modified days?**

For as long as SBRCs are required, a minimum of 75 percent of all modified days will be set aside for unit-member directed preparation time. This is an increase from the 50 percent of all modified days elementary teachers were entitled to before November 2009. No more than one PD can occur in any one month.

- **What about other meetings besides those held on modified days?**

Meetings held outside of the 6-hour 35-minute workday are still subject to the 2005 Memorandum of Understanding on meetings — normally one staff meeting, one grade-level/department meeting and one standing committee meeting per month, for a total of three. Principals are also restricted from holding any meetings outside of the 6-hour 35-minute workday during the two weeks prior to the date that the first SBRC of the year is due, and during the one week prior to the date that the rest of the SBRCs are due.

### **Issue Two: Benchmarks and Other New Assessments**

- **What types of meetings are limited?**

For the five days after the administration of any benchmarks or other new assessments mandated by the District or site, your principal is prohibited from holding any meetings outside of your 6-hour and 35-minute on-site day. Assessments in existence prior to July 2008 (e.g. CSTs, AP tests, the CAHSEE) are not covered by this language. At elementary schools, PDs *can* be held within this window on one of the 25% of modified days that are allocated for administrators.

- **If I have to score benchmarks, how do I get the extra prep time mentioned in this agreement?**

The extra prep shall be awarded per assessment, not once over the course of a year. Each time a unit member must score a benchmark or other new assessment, he or she shall be granted one hour of extra prep time.

### **Issue Three: DataDirector**

- **What type of DataDirector use qualifies for the additional hour of prep time?**

Unit members who are required to input data into DataDirector *manually* (not scanning) are eligible for additional prep time. Eligible unit members will receive one hour of prep time per assessment that requires manual data entry. The act of analyzing data once it is in the system does not qualify for extra prep time.