

# **Contract Modifications Effective**

**January 25, 2008**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

**APPENDIX B**

**Salaries**

**Salary:**

**All salary schedules except for N shall be increased by 4.53% effective July 1, 2007; retroactivity shall apply only to unit members on the payroll as of the close of business January 25, 2008.**

Stipend Agreement: All salary schedules, including Schedule S, are subject to salary increase except Schedule N. Schedule N will be increased per proposal in so far as it applies to regular contract teachers except that in Schedule N and elsewhere, all hourly stipends tied to Schedule N will increase 10% effective 7/1/06.

**Compensation for Bilingual and Special Education Additional Assignments.**

Each year for the duration of this Agreement, the District will commit \$300,000 for the purpose of compensating bilingual and special education teachers for additional assignments directly related to their area of specialization. To be eligible for this compensation teachers will:

- Hold either a Bilingual Crosscultural Language and Academic Development (BCLAD) or Special Education credential; and
- Have a current teaching assignment which requires such credential; and receive prior site and **PALMS/Special Education Office authorization** for additional assignment to accomplish specified tasks beyond their regular workday/work year.

Additional assignment as described above will be compensated per Schedule P and will be limited to \$1,000 per eligible employee per year.

**Department Head – Additional Amount**

All department heads will be compensated based upon the teacher periods of instruction within the department.

**PROVISIONS FOR ADMINISTRATION OF SALARY SCHEDULES**

**A. REQUIREMENTS RELATIVE TO INITIAL PLACEMENT ON SALARY SCHEDULES:**

**1. Teaching Experience:**

a. As authorized by Education Code, Section 45028, teachers are allowed credit for previous satisfactory K-12 credentialed teaching experience up to the maximum step on the appropriate column on the salary schedule, excluding career increments. For purposes of this Section, a total school year is defined as a period from the first day of the professional assignment through the final day of the regular professional assignment. If a teacher has served under contract for fifty (50) percent or more of the total school year or a full semester; has worked as a substitute teacher for one hundred thirty-five (135) days in one (1) school year; or has a combined service of one hundred thirty-five (135) days in one (1) school year under contract as a substitute or hourly teacher, credit will be given for one (1) year of experience.

b. **Adjustment for Previous Experience.** Official Verification of satisfactory K-12 credentialed teaching experience must be provided within the first three years of employment with the District. If an employee is hired by September 1 of the first year of employment, verification must be received in Human Resource Services by November 1 and salary schedule placement adjustment is retroactive to the beginning of that fiscal year. If verification is received after November 1, salary schedule placement adjustment will be effective the following pay period.

If an employee is hired after September 1 of the first year of employment, verification must be received in Human Resource Services within sixty (60) days of initial date of employment and salary placement adjustment is retroactive to the initial date of employment.

c. **Career Increments.** An employee who has not previously been employed by the District in a certificated assignment who has five or more years of previous teaching experience as defined in this Appendix will be granted exactly five years of credit toward attainment of the twenty and twenty-five year career increments. The maximum of five years of credit will be granted regardless of which step the new employee has attained on the salary schedule. In addition to the maximum credit, an employee who has been previously employed by the District and who returns to a certificated

APPENDIX B – SALARIES (continued)

1 assignment in the District shall be granted credit toward attainment  
2 of career increments only for those years of service served  
3 previously in the employ of the District.  
4

5 2. **Experience Other Than Teaching:**  
6

- 7 a. In evaluating an applicant's experience other than teaching, the  
8 District may allow a maximum of four (4) steps on the salary  
9 schedule when this experience will contribute directly to the  
10 effectiveness of the major assignment for which the applicant is  
11 being considered. Two (2) years of experience under this provision  
12 are evaluated as equal to one (1) step on the salary schedule. This  
13 experience cannot be concurrent with credit for teaching experience,  
14 but part-time work experience might be combined with part-time  
15 teaching. Verification of not less than eleven (11) months of  
16 consecutive work of not less than twenty (20) hours per week may  
17 be computed as the equivalent of one (1) year toward the two-for-  
18 one requirement for work experience credit. In computing work  
19 experience on more than one (1) job, any interruption of service  
20 beyond one (1) month shall break the consecutive requirement,  
21 unless the prospective employee returns to the same position, with  
22 the same employer, within six (6) months without having been  
23 gainfully employed by another employer during that time. Partial  
24 years of credit are not additive.  
25
- 26 b. Nurses, school librarians, and speech/language teachers are given  
27 one (1) year of credit for one (1) year of full-time work experience  
28 in a non-school setting as a nurse or as a librarian, or as a  
29 licensed/certified speech/language pathologist up to a maximum of  
30 four (4) years per Section 2.a. above.  
31
- 32 c. In addition to the current rules for salary schedule placement  
33 purposes, for purposes of initial placement on the salary schedule,  
34 qualified speech/language/pathologists/specialists hired on or after  
35 July 1, 2006 to work in speech and language positions shall be  
36 allowed one step on the salary schedule for each year of verified  
37 work experience as a speech/language/pathologist/specialist in a  
38 non-school setting.  
39
- 40 d. **Military Service.** Military Service is credited as prior teaching  
41 experience only if the applicant actually taught while in the service  
42 in the field for which he/she is to be employed.  
43
- 44 e. Adjustment for previous experience official verification of service  
45 described in A.2.b. and A.2.c. of the Appendix must be provided  
46 within the first three years of employment with the District. If an

APPENDIX B – SALARIES (continued)

1 employee is hired by September 1 of the first year of employment,  
2 verification must be received in Human Resource Services by  
3 November 1 and salary schedule placement adjustment is retroactive  
4 to the beginning of that fiscal year. If verification is received after  
5 November 1, salary schedule placement adjustment will be effective  
6 the following pay period.

7  
8 If an employee is hired after September 1 of the first year of  
9 employment, verification must be received in Human Resource  
10 Services within sixty (60) days of initial date of employment and  
11 salary placement adjustment is retroactive to the initial date of  
12 employment.

13  
14 3. **Tentative Salary Placement.** Applicants who are considered favorably are  
15 asked to sign a statement relative to tentative salary placement that is  
16 mutually agreeable at the time of employment. Signing the “Tentative  
17 Salary Placement” form indicates that the tentative salary stated thereon is  
18 mutually agreeable.

19  
20 Additional official, verified salary information presented by November 1 or  
21 sixty (60) calendar days after the initial date of employment which might  
22 indicate a need for change will be considered. If a salary change is  
23 warranted, the adjustment will be retroactive to the first day of paid service  
24 in the school year in which the official, verified information is received.

25  
26 4. **Salary Schedule Placement:**

27  
28 a. Certificated employees who are given a contract are placed initially  
29 on the salary schedule in accordance with training completed at an  
30 accredited college or university before the first day of their contract  
31 year. If verification is received after the first day of their contract  
32 year, salary placement adjustment will be effective the following  
33 pay period.

34  
35 b. A teacher employed by the Long Beach Unified School District is  
36 placed on a step of the salary schedule in accordance with his/her  
37 experience. A teacher is advanced year by year, until reaching the  
38 maximum step on the schedule, provided he/she is under contract a  
39 sufficient number of days each year and qualifies for advancement.

40  
41 c. **Beginning Teacher Salary Incentive Program.**

42  
43 Since 1999 the District has participated in the Beginning Teacher  
44 Salary Incentive Program. District participation is contingent on the  
45 continuation of special State funding to support this program. As a  
46 result of continuing District participation, K-12 teachers holding a

APPENDIX B – SALARIES (continued)

1 valid California credential and assigned to specific schedules,  
2 columns, and steps listed below shall be compensated at an annual  
3 rate of pay greater than that provided to new employees who do not  
4 hold a valid California credential.

5 Schedule A3

6 Column 211, Steps A, B, C, D

7 Column 212, Steps A, B, C

8 Column 213, Steps A, B

9 Column 214, Step A

10  
11 Schedule A4

12 Column 711, Steps A, B, C, D

13 Column 712, Steps A, B, C

14 Column 713, Steps A, B

15 Column 714, Step A

16  
17 Schedule B3

18 Column 221, Steps A, B, C, D

19 Column 222, Steps A, B, C

20 Column 223, Steps A, B

21 Column 224, Step A

22  
23 Schedule B4

24 Column 721, Steps A, B, C, D

25 Column 722, Steps A, B, C

26 Column 723, Steps A, B

27 Column 724, Step A

28  
29  
30 **B. CREDIT ON THE SALARY SCHEDULE FOR ADVANCED WORK:**

- 31
- 32 1. All college or university credit shall be from an accredited institution.
  - 33
  - 34 2. Placement on Column 012 or 022 is dependent on verification of twenty-  
35 eight (28) semester hours of upper division or graduate work beyond the  
36 Bachelor's Degree. Extra units earned prior to receiving the Bachelor's  
37 Degree shall not be accepted for placement on the scale of one (1) year  
38 above the Bachelor's Degree unless the extra units are of graduate standing,  
39 were not counted for the Bachelor's Degree, and are so indicated on the  
40 transcript.
  - 41
  - 42 3. Placement on Column 013 or 023 is dependent on (a) verification of fifty-  
43 six (56) semester hours of upper division or graduate work beyond the  
44 Bachelor's Degree or (b) verification of a Master's Degree.
  - 45



APPENDIX B – SALARIES (continued)

- 1 (5) Assignment in a qualified Vocational Educational Program  
2 for not less than forty (40) percent time is required for those  
3 qualifying under (3) and (4).  
4
- 5 c. Equivalent to a Master's Degree:  
6 (1) Bachelor's Degree plus a year of an approved Library School  
7 Program which entails not less than twenty-eight (28) units  
8 of graduate work for librarians;  
9 (2) Bachelor's Degree plus twenty-eight (28) units including a  
10 P.H.N. held by nurses;  
11 (3) Five (5) year (twenty-eight [28] units required) or Life  
12 Vocational Arts Class A Credential;  
13 (4) Standard Designated Subjects Credential with specialization  
14 in Vocational Trade and Technical Teaching, full time clear;  
15 (5) Ryan Designated Subject – Vocational Trade and Technical,  
16 clear;  
17 (6) Assignment in a qualified Vocational Education Program for  
18 not less than forty (40) percent time is required for (3), (4),  
19 and (5).  
20
- 21 d. Equivalent to one (1) year above a Master's Degree:  
22 (1) Bachelor's Degree plus fifty-six (56) semester hours  
23 including a year of an approved Library School Program  
24 which entails not less than twenty-eight (28) units of  
25 graduate work for librarians;  
26 (2) Bachelor's Degree plus fifty-six (56) semester units  
27 including P.H.N. for nurses;  
28 (3) Five (5) year (twenty-eight [28] units required) or Life  
29 Vocational Arts Class A Credential plus a Bachelor's  
30 Degree;  
31 (4) Five (5) year (twenty-eight [28] units required) or Life  
32 Vocational Arts Class B Credential;  
33 (5) Standard Designated Subjects Credential with specialization  
34 in Vocational Trade and Technical Teaching, full time Life;  
35 (6) Ryan designated Subjects – Vocational Trade and Technical,  
36 Life;  
37 (7) Assignment in a qualified Vocational Education Program for  
38 not less than forty (40) percent time is required for those  
39 qualifying under (3), (4), (5), and (6).  
40
- 41 e. No equivalent shall be granted for two (2) years above a Master's  
42 Degree except for a J.D. (juris doctorate) earned from an institution  
43 accredited by the American Bar, that is applicable to the present  
44 assignment of the employee as determined by Human Resource  
45 Services.  
46

APPENDIX B – SALARIES (continued)

- 1 f. Equivalent to a Ph.D. or Ed.D. Degree:  
2 Other earned doctoral degrees may be considered when applicable to  
3 the present assignment of the employee as determined by HRS.  
4
- 5 8. It is the responsibility of the employee to submit official transcripts to  
6 Human Resource Services by November 1 in order to advance on the salary  
7 schedule and receive salary schedule placement retroactive to the beginning  
8 of that fiscal year. If verification is received after November 1, salary  
9 schedule placement adjustment will be effective the following pay period.  
10 The date shown on the transcript indicating conferral of a degree or  
11 completion of coursework will be considered the official date of  
12 conferral/completion.  
13
- 14 9. An employee who is on a leave of absence may take a full academic course  
15 load of advanced work at an accredited college or university. These courses  
16 shall be acceptable for salary credit at the time the employee returns from  
17 leave.  
18
- 19 10. Travel in the United States or in foreign lands is not credited for  
20 advancement unless credit for the travel has been granted by a college or  
21 university recognized by the California State Department of Education.  
22
- 23 11. After the Bachelor's Degree, courses for upgrading on the salary schedule  
24 must be of upper division or graduate standing. After election to the  
25 District and after the Bachelor's Degree, exceptions may be made for prior-  
26 approved lower division transfer credit courses and post-baccalaureate  
27 professional courses provided they are related to the present assignment of  
28 the employee. The granting of salary credit to any employee for such  
29 courses will be limited to a maximum of nine (9) semester hours during the  
30 entire time of the employee's service with the District. Request for  
31 exceptions must be received by Human Resource Services prior to the first  
32 day of attendance in the course and be approved by the Assistant  
33 Superintendent, Human Resource Services, following review by the  
34 Educational Mission: Innovation Advancement Committee (EM:IAC)  
35
- 36 Denials of salary credit under the provisions of this Section may be  
37 appealed by the individual employee to Human Resource Services. Appeals  
38 shall be reviewed by the Educational Mission: Innovation Advancement  
39 Committee (EM:IAC) who shall recommend appropriate action to the  
40 Assistant Superintendent, Human Resource Services.  
41
- 42 12. Exceptions to the requirement that all course work units must be taken at an  
43 accredited college or university may be made by action of the Educational  
44 Mission: Innovation Advancement Committee (EM:IAC) with the approval  
45 of the Assistant Superintendent, Human Resource Services. This committee  
46 is empowered to grant credit on the salary schedule for successful

APPENDIX B – SALARIES (continued)

1 completion of in-service courses offered by the Long Beach Unified  
2 School District which (a) involve attendance at sessions equivalent in  
3 time to college or university courses at the same unit value, (b) involve  
4 participation and related work equivalent to that required in college or  
5 university courses of the same unit value, (c) provide needed in-service  
6 opportunities not otherwise readily available, and (d) are found by the  
7 committee to be in the best interest of the instructional program of the  
8 District.  
9

10 **C. SALARY INCREMENTS:**  
11

- 12 1. Increments are granted to certificated employees who have been  
13 compensated for fifty (50) percent or more of the one hundred eighty-two  
14 (182) day school year under contract or who have combined service of one  
15 hundred thirty-five (135) days in one (1) school year under contract and as a  
16 substitute teacher. Any exception to this policy requires specific approval  
17 of the Board of Education.  
18
- 19 2. An employee who at the time of resignation was classified as permanent  
20 and who is re-employed under contract within thirty-nine (39) months after  
21 the last day of service, shall be classified as and restored to all rights of a  
22 permanent employee, except as specifically limited by law.  
23
- 24 3. A certificated employee who has a leave of absence (a) to serve as a  
25 member of the Peace Corps outside the United States, the Domestic Peace  
26 Corps (Volunteers in Service to America), or the Job Corps; (b) to teach in a  
27 foreign country; or (c) to take advanced professional and academic training  
28 is entitled to an increment the same as though he/she had been regularly  
29 employed. To receive such increment, the service or study during the  
30 period of leave must be verified. In order to qualify for the increment  
31 following a leave of absence for advanced professional and academic  
32 training, an employee shall verify that he/she undertook a full load as  
33 defined by the institution attended. A transcript of work taken and grades  
34 earned shall be filed within sixty (60) days of returning to duty. If  
35 verification is received after sixty (60) days, salary schedule placement  
36 adjustment will be effective the following pay period.  
37
- 38 4. A certificated employee who is granted a military leave is entitled to such  
39 increment as would have been received had the employee remained in  
40 active service with the school district.  
41

42 **D. ADDITIONAL EMPLOYMENT BEYOND THE CONTRACT POSITION:**  
43

- 44 1. Employees in full-time contract positions shall not, during the period of  
45 time covered by the contract, engage in other gainful occupations which  
46 impair the efficiency and character of the school service rendered.

APPENDIX B – SALARIES (continued)

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

E. **OCCASIONAL PROJECTS – CURRICULUM WRITING:**

1. **During School Time.** Teachers will be released from their school assignment and scheduled for six-hour work days. Substitute teachers will be provided.
2. **During Vacation Time.** Teachers serving as curriculum planners and writers will be employed for a maximum of six hours per day and paid per hour at their regular contract daily salary rates divided by eight (8).
3. **Individual Writing Projects.** When an individual is able and willing to prepare a curriculum guide on one’s own time during off-duty hours, that person may be elected to receive a lump sum honorarium or extra compensation for additional duties. Such extra compensation will vary with the magnitude of the projects.

F. **OCCASIONAL PROJECTS – IN-SERVICE:**

1. When a stipend is paid for participation in an in-service activity, the hourly rate (\$25.34) shall be increased for the duration of this agreement by the blended average of 2.25% which represents the salary adjustment that is retroactive to the beginning of the current fiscal year (July 1).  

The only exception to this standard rate will be a specified in-service participation rate which is mandated by an agency other than the LBUSD as part of an approved grant or other specially funded program.
2. When a stipend is paid for serving as a presenter outside of the workday at an inservice activity, the rate is currently \$43.05 per hour or the regular hourly rate, whichever is higher. This rate includes documented and pre-approved preparation time outside of the workday for the planning of new presentations. This planning time shall also be paid at the same rate.  

The only exception to this standard rate will be a specified presenter rate which is mandated by an agency other than the LBUSD as part of an approved grant or other specially funded program.

The hourly presenter rate will be adjusted by the same percentage as the average negotiated salary increase.
3. There is no obligation to offer a stipend for participation in or presentation of an in-service activity.
4. A stipend cannot be provided to participants or presenters for an in-service activity held during the regular duty day as described in Article V, Section A. of the K-12 Teachers Contract.

APPENDIX B – SALARIES (continued)

- 1           5.     Except as specified in Article XIV of the K-12 Teachers Contract,  
2                     participants cannot receive both a stipend and salary credit for the same in-  
3                     service activity. (See Appendix B., Section B.12. and 13.)  
4

5     **G.     REGULATIONS GOVERNING PAYMENT FOR ADDITIONAL**  
6     **ASSIGNMENTS:**  
7

- 8           1.     Compensation for extracurricular assignments is based on the level of  
9                     responsibility involved and the time commitment the employee must make  
10                    to assure the successful participation of students. Compensation is provided  
11                    in the form of a stipend paid on a quarterly basis during and occasionally  
12                    subsequent to the conclusion of the activity for which the employee is  
13                    providing instruction, direction, and/or coaching. Specific stipend amounts  
14                    are provided in Salary Schedule S which is distributed under separate cover.  
15  
16           2.     In those sports where the team or individual team members advance to  
17                     championship post-season CIF competition, all employees providing  
18                     instruction, direction, and/or coaching shall be paid at a daily rate set up to  
19                     and including the last day of student participation. In certain sports, post-  
20                     season competition may require the continued participation of students  
21                     under the direction/supervision of the band director and/or the drill team  
22                     and pepster advisors. Daily rates for employees providing instruction,  
23                     direction, and/or coaching during periods of CIF post-season competition  
24                     are also provided in Schedule S.  
25  
26           3.     The newspaper sponsor shall be paid .10 of the annual stipend listed in  
27                     Schedule S per issue not to exceed the total amount of that annual stipend.  
28  
29           4.     When a certificated employee accepts an additional compensation  
30                     assignment, it is not intended that the assignment should be a bar to  
31                     accepting from the school district additional hourly employment. Earnings  
32                     from the employment in excess of his/her contract must not be greater than  
33                     he/she would have received at the maximum hourly rate for the year at the  
34                     maximum number of hours permitted (six [6] hours per week); further, the  
35                     additional employment must not interfere with regular contract duties and  
36                     must bear the approval of the principal. (School district work on Saturdays  
37                     and on vacation days is excluded.)  
38  
39           5.     Payment of compensation is to be made on a quarterly basis during or  
40                     subsequent to the period in which the activity is in progress.  
41  
42           6.     In cases of absences for a few days only, the work for which additional  
43                     compensation is being paid will await the return of the regular teacher,  
44                     except for the middle school playground program. In cases of lengthy  
45                     absences, where it becomes necessary for a replacement service employee  
46                     to carry on those duties for which additional compensation is allowed, the

APPENDIX B – SALARIES (continued)

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

replacement service employee shall be paid an amount which bears the same ratio to the total amount allowed for the activity as the number of school days the replacement service employee worked bears to the total number of days listed to do the job.

The following formula shall be used in computing the pay for a replacement service employee who has performed those duties for which the regular teacher would have received additional compensation:

$$\begin{array}{l} \text{Number of days worked as a replacement service employee} \\ \text{divided by} \\ \text{Number of additional assignment days for which regular employee is compensated} \\ \text{multiplied by} \\ \text{Total compensation for the specific additional assignment} \\ \text{equals} \\ \text{Pay for this assignment to replacement service employee} \end{array}$$

Whenever the replacement service employee has earned this additional pay, it shall be included in the monthly payroll, rather than being allowed to accumulate. At the end of each activity, the amount paid the substitute shall be deducted from the amount set up for that activity.