



## GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

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**DATE OF MEETING: March 5, 2024**

**TITLE: Study of Proposed Recommendations Developed through the Meet and Confer Process for:**

- 1. Revisions to Governing Board Policy GCCA (Professional Staff Sick Leave)**
- 2. Revisions to Governing Board Policy GCCD (Professional Staff Military/Legal Leave)**

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**BACKGROUND:**

The Meet and Confer committee teams met and conferred regarding policies and employee working conditions in accordance with Policy HD. The teams began with a joint survey of employees to gather input on matters to be discussed during the policy portion of meet and confer. The data was used to identify the specific employment policies and working conditions discussed by the Meet and Confer committee.

The Professional/Certificated Committee recommendations are as follows:

*The Professional/Certificated Committee met on policies specific to professional and certificated employees. This committee developed the following recommendations:*

- 1. Revisions to Governing Board Policy GCCA (Professional Staff Sick Leave)*
- 2. Revisions to Governing Board Policy GCCD (Professional Staff Military/Legal Leave)*

Their recommendations include:

- Revising Policy GCCA to remove the language “sick leave may be taken in increments of one (1) hour” and replace with, “Sick and personal leave shall be taken in increments of four (4) consecutive hours in cases when a substitute is required. In the case that a substitute is not required, leave may be taken in one (1) hour increments.”
- Revising Policy GCCA under Sick Leave Accrual for clarity.
- Revising Policy GCCD to allow employees to keep the reimbursement that allows for compensation of their mileage and meals. Employees are responsible for turning all documentation into the District to ensure that only the regular salary may be received by an employee on jury duty.

In the joint survey results the Meet and Confer teams sent out before the policy work began, our teachers stated they want to continue the Sick Leave Buyback program that has been piloted for the past two years. To continue the Sick Leave Buyback program, it must remain “cost neutral”. For this to happen the policy GCCA had to change. In Amphi, a half time substitute is paid for four hours of work. When a teacher takes off one hour they are only are charged for the hour, but the substitute is paid for four hours, creating a financial deficit. The information from the survey was very clear to the Meet and Confer teams, employees want to continue the Sick Leave Buyback program as it was intended to value our veteran employees and remain “cost neutral”. If a substitute is not needed, then the employee will only be charged in one (1) hour increments.

The area of “all” in policy GCCA for Sick Leave Accrual needed to be removed for clarity. The policy reads, “Upon retirement, resignation or termination for inadequacy of classroom performance or other cause the District will pay for “all” unused sick leave at the rate established by the Governing Board for this purpose.” The meet and confer teams determined that the language was misleading to our employees. For example, there is no sick leave payback for employees with less than seven years of service at the time of separation. By removing “all” our employees will have clear expectations about sick leave during their employment.

In policy GCCD the changes will ensure that employees keep their mileage and meal stipends. Employees will need to turn documentation into the District for any Jury Duty they attend. Employees can only receive their regular salary, not any additional monies they are paid. The intent of the small stipend from the court system is to pay for mileage and meals.

Copies of these recommendations are attached to this agenda item.

Employee Input on Recommendations

Consistent with Regulation HD-R (Meet and Confer Procedures), the Meet and Confer committee presented its recommendation to District personnel for approval and comment on Tuesday, February 27, 2024. The survey results will be shared during the Board meeting.

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**RECOMMENDATION:**

These recommendations are presented for the Board's initial study. The policy revisions will be presented at a later meeting for adoption.

Finally, appreciation is expressed to Meet and Confer committee members for their continued work to complete the policy recommendation through the meet and confer process. Those team members are:

**Amphi Education Association  
Professional Staff Team**

Colin Cordell  
Rebecca Green  
Trish Hebert

**District Professional Staff Team**

Matt Munger  
Chris Trimble  
Angela Wichers

**Amphi Education Association  
Support Staff Team**

Linda Lewis  
Vanessa Harding  
Robert Wacker

**District Support Staff Team**

John Hastings  
Richard La Nasa  
J.J. Letts

**Facilitators**

Tassi Call  
Chris Gutierrez  
Brie Ronnie

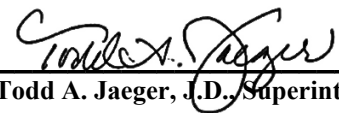
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**INITIATED BY:**



Tassi Call, Associate Superintendent for Elementary Education K-5

Date: February 28, 2024



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Todd A. Jaeger, J.D., Superintendent