

## NON-ATHLETIC SPECIAL ASSIGNMENTS

## EXHIBIT "D"

Special assignments are defined as services which are necessary and desirable in the function of the schools, and which require time and assumption of responsibilities by members of the bargaining unit beyond their normal duties.

It shall be policy to consider both normal duties and special assignments of the school as part of the teaching load of the school. The immediate supervisor, under the supervision of the Superintendent or his/her designee, shall endeavor to effect equitable distribution of the workload among members of the unit. In instances where it is impractical or impossible to make an adjustment in the normal duties, extra compensation shall be paid. The following constitutes the total list of approved Special Assignments.

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The following special assignments shall be expressed in terms of a special assignments percentage multiplier applied to the sum of \$19,618 effective July 1, 2007.

### SPECIAL ASSIGNMENT EXPERIENCE FACTOR SCHEDULE

The actual compensation paid for a given special assignment shall be determined by multiplying the base compensation times the appropriate experience factor obtained below.

<u>Step</u>	<u>Factor</u>
1	1.0
2	1.1
3	1.2
4	1.3
5	1.4
6	1.5
7	1.6
8	1.7
9	1.8

- a. Step means years of experience in the specific special assignment with the Petaluma High School District.
- b. An employee who is moved to a special assignment in the same field having a higher base compensation range shall be allowed up to five years of experience credit for service rendered the District in a special assignment in the same field having a lower base compensation (Example: Junior High Band to High Band).
- c. An employee who is moved to a special assignment in the same field that has a lower base compensation shall be given full experience credit for services rendered the District in a special assignment in the same field having a higher base compensation.

Rates of compensation at either the elementary or secondary level for other such extra-duty assignments deemed necessary by the District, but not specifically listed, shall be determined commensurate with the duties involved.

	<u>Base</u>	<u>Compensation</u>
<u>High School</u>		
Academic Decathlon Coach	4.1	\$ 804
Activities Director* (plus a free period)	11.1	2178*
Advisor: Student Peer Counseling*	9.0	1766*
Agriculture Director	5.9	1157
Band Director	8.0	1569
Choral Director	6.0	1177
Debate Coach	3.7	726
Drama Coach	6.5	1275
Drama Coach, Assistant	3.0	589
Future Business Leaders of America (FBLA) Advisor	4.5	883
Golden Gate Speech Association Coach	4.3	844
Health Occupation Students of America (HOSA)*	6.5	1275*
Jazz Ensemble Director	2.8	549
Orchestra Director	3.0	589
Writing Project Director	5.5	1079
Yearbook Director*	5.5	1079*
Journalism Advisor*	5.5	1079*
<u>Junior High School</u>		
Activities Director* (if no Leadership class)	10.0	1962*
Activities Director* (with Leadership class)	7.5	1471*
Band & Instrumental Director	3.5	687
Choral Director	3.2	628
Drama Coach	3.2	628
Homeroom Coordinator (semester)	5.5	1079
Jazz Ensemble Director	2.0	392
Yearbook Director* (if no Yearbook class)	5.5	1079*
Yearbook Advisor* (with Yearbook class)	2.75	539*
<u>Other</u>		
Administrative Designee	6.5	1275

The following special assignments shall be expressed in terms of a special assignments percentage multiplier applied to the sum of \$13,442, effective July 1, 2007.

Department Chairs

Junior High School Department Chairperson	5.9	793
High School Department Chairperson		See Below

High School - One Subject

10 - 19 Sections	6.0	807
20 - 39 Sections	6.25	840
40 + Sections	6.5	874

\* denotes site funds

	<u>Base</u>	<u>Compensation</u>
<u>Department Chairs - continued</u>		
<u>High School - Two Subjects</u>		
10 - 19 Sections	6.5	\$874
20 - 39 Sections	6.75	907
40 + Sections	7.0	941
Special Service Chairs (Nurses, Speech and Language Specialists, Psychologists, Full Inclusion Specialists)		
2 - 4 FTEs	6.0	807
5 - 8 FTEs	6.25	840
9 + FTEs	6.5	874
<u>District Theatrical Production *</u>		
Accompanist*	0.7	94*
Choreography*	0.5	67*
Chorus*	1.0	134*
Costumes*	0.5	67*
Drama/makeup*	1.0	134*
Lighting*	0.4	54*
Orchestra*	1.0	134*
Publicity*	0.5	67*
Sets*	1.0	134*
Sound*	0.4	54*

**The following special assignments are expressed in terms of the total stipend; no experience factors are applied to these:**

High School

Audio Visual Director*	\$1070*
Site Technology Leader**	2140**
Intramural (semester)	1195
PSAT Proctor*	based on program participation and will be revenue neutral*
SIP Coordinator*	5564*
Small Learning Community (SLC) Lead Teacher	807
STAR Test Coordinator: PHS & Casa Grande***	910 (paid in spring only)***

Alternative Schools

STAR Test Coordinator: CD, SM, SA, VO***	385 (paid in spring only)***
STAR Test Coordinator: Crossroads***	193 (paid in spring only)***

- \* denotes site funds
- \*\* denotes parcel tax funds
- \*\*\* must be certificated

Junior High School

Detention Hall Coordinator*	\$2247*
Intramural (semester)	931
SIP Coordinator*	5564*
Technology Coordinator*	2247*
STAR Test Coordinator: PJHS & KJHS***	589 (paid in spring only)***
Title I Coordinator*	3371*

Elementary

Choral Music Director	706
Elementary Librarian of Record	3371
Instrumental Music Director	706
Intramural	931
Outdoor Education Instructors and Instructors on overnight field trips, in district-approved programs (in addition to their regular salary)*	80.25/night*
STAR Test Coordinator***	385 (paid in spring only)***
STAR Test Coordinator: Sixth Grade Charter Academy***	125 (paid in spring only)***

Independent Study Coordinator

Contract Days:	95 days or less	428
	96-143 days	856
	144-191 days	1284
	192-239	1712
	240-days and up	2139

English Learner Resource Teacher

1 release period

Teacher Induction Program (TIP) Support and Assessment & Peer Assistance and Peer Review (PAPR)

TIP Mentor	2028
TIP Mentor to an Early Completion Option (ECO)	600/semester
TIP Mentor to an Intern	800/semester
PAPR Coach	35/hour; maximum 28 hours/semester
PAPR Consultant	37.45/hour
PAPR Professional Development Seminar Participant	535
PAPR Seminar Presenter	88.34/seminar hour

Other

Extra Assignment	25.44/hour
Gate Coordinator - Elementary	642
Homework Center Coordinator*	25.44/hour*
Honor Society Coordinator	248
Saturday School*	25.44/hour*
Mentor Reading Advisor - MCSCV	1000

\* denotes site funds

\*\*\* must be certificated