ARTICLE XV
SHARED CONTRACT/PART-TIME CONTRACT

The purpose of this article is to provide options for certificated employees by sharing the responsibility for a full-time position with another employee, or by reducing his/her assignment.

A. Shared Contract

Certificated employees, may at their own option and subject to District approval, elect to reduce their contract from full time under the following conditions:

1. A letter of intent and detailed plan must be filed by both proposed partners by January 15 indicating the teachers' desire to have a reduced contract for the coming year. The detailed plan must include how the curriculum will be delivered and accountability for curriculum and instruction. The plan will also include how the partners communicate with each other, the principal, and parents; how the calendar will be divided; and how the needs of the students will be met. Teachers and the Natomas Teachers Association President will be notified of the decision regarding their shared contract plan in writing by March 15.

2. A teacher shall request in writing unpaid leave of absence for the year in which he/she is requesting less than a full-time (1. 0 FTE) contract. It is the responsibility of any employee on a leave of absence to notify the District administration of his/her desire to return to full employment. Such notice must be given in writing prior to January 15.

3. Minimum employment under this program shall be equal to one-half of the number of days normally required of the full-time certificated employee, plus all staff development and release days listed on the calendar; or working one-half day either morning or afternoon every day school is in session, plus all staff development, and release days listed on the calendar.

4. At least one partner on a shared contract must be tenured.

5. Health and welfare benefits contributions are pro-rated to that of a full-time employee. In the event the employee elects full coverage, the employee shall be responsible to contribute the additional monies to purchase the full coverage.

6. The employee and the District's contribution to the retirement system will be based on actual salary paid. The employee will receive only the pro-rated service credit toward years of service as computed by the teacher's retirement system

7 Salary Schedule Advancement

Teachers on shared contracts will receive one (1) year credit on the salary schedule for each shared contract school year. If a shared contract employee returns to full-time employment, two (2) years of shared contract experience will equal one (1) year of experience for purposes of placement on the salary schedule. (e.g. four (4) years shared contract equals two (2) years of credit, five (5) years shared contract equals two (2) years of credit, six (6) years shared contract equals three (3) years of credit).

8. Sick leave benefits are accrued based on the pro-rated normal rate. Worker's Compensation Insurance is based on the employee's actual salary.

9. Substitutes:

When a teacher in a shared contract program uses a substitute, he/she must indicate which leave provision is being used; such as sick-leave, personal necessity, no tell days, or other leave. The person sharing the contract with that individual will, if he/she desires to do so, substitute for the partner. This will be done at the prevailing substitute pay rate; otherwise, a regular substitute will be employed.

10. Shared Responsibilities

a. Both members of a team sharing a 1.0 FTE contract position are responsible for information from the staff, weekly collaboration, or grade level meetings. Only one (1) member of the team will be required to attend these meeting and will be responsible for sharing all information with the other team partner.

b. Both members of a team sharing a 1.0 FTE contract position are also responsible for taking an active part in District and school inservice, parent conferences, yard duty, back to school night or open house, and other duties as required. Both teachers on shared contracts will attend staff development days having been compensated on the salary schedule each school year. Additional required full-day trainings, seminars, and other district offerings occurring during the professional workday shall be compensated at 1.0 FTE per diem. Shared contract employees are required to submit a timesheet to their administrator by the end of the month.

11. The shared contract teaching assignments shall be made only with the approval of the District.

12. Assignment of shared contract employees shall be made in the best interest ofthe District as finally determined by the District. Assignments will only be made for one (1) year at a time.

13. If a shared contract teacher wishes to return to full-time teaching he/she may request an open teaching position for which he/she is qualified in accordance with

Article XI. The teacher will be placed on the salary schedule on the basis of the accrued years and units earned. If more teachers wish to return to full-time teaching than there are positions open, then assignments will be made in accordance with Article XI.

14. A shared contract team's seniority is determined by the hire date of the more senior partner.

B. Part Time Contract

Certificated employees may, at their own option and subject to District approval, elect to reduce their contract from full time under the following conditions:

1. A letter of intent must be filed by the teacher by January 15 indicating the teacher's desire to have a reduced ("part-time") contract for the coming year. Teachers and the Natomas Teachers' Association President will be notified of the decision regarding his/her part-time contract in writing by March 15.

2. A teacher shall request in writing unpaid leave of absence for the year in which he/she is requesting less than a full-time (1.0 FTE) contract. It is the responsibility of any employee on a leave of absence to notify the District administration of his/her desire to return to full employment. Such notice must be given in writing prior to January 15.

3. Health and welfare benefits contributions are pro-rated to that of a full-time employee. In the event the employee elects to receive full coverage, the employee shall be responsible to contribute the additional monies to purchase the full coverage.

4. The employee and the District's contribution to the retirement system will be based on actual salary paid. The employee will receive only the pro-rated service credit toward years of service as computed by the teacher's retirement system.

5. Salary Schedule Advancement

   Refer to Article IV.C.11

6. Sick leave benefits are accrued based on the pro-rated normal rate. Workers' Compensation Insurance is based on the employee's actual salary.

7. Teachers on part-time contracts are responsible for taking an active part in District and school in-service, parent conferences, yard duty, back to school night or open house, and other duties as required. Teachers on part-time contracts will attend staff development days having been compensated on the salary schedule each school year. Additional required full-day trainings, seminars, and other district offerings occurring during the professional workday shall be compensated up to 1.

0 FTE per diem. Part-time employees are required to submit a timesheet to his/her administrator by the end of the month.

8. The part-time contract teaching assignments shall be made only with the approval of the District.

9. If a part-time contract teacher wishes to return to full-time teaching he/she may request an open teaching position for which he/she is qualified in accordance with Article XI. The teacher will be placed on the salary schedule on the basis of the accrued years and units earned. If more teachers wish to return to full-time teaching than there are positions open, then assignments will be made in accordance with Article XI.