

AGREEMENT
BETWEEN
MAXWELL UNIFIED SCHOOL DISTRICT
AND
MAXWELL TEACHERS' ASSOCIATION
CTA/NEA
July 1, 2026 through June 30, 2029

ARTICLE I
AGREEMENT AND RECOGNITION

- A. The articles and provisions contained within this Agreement constitute a bilateral and binding agreement by and between Maxwell Unified School District (District) and Maxwell Teachers Association/CTA/NEA (Association). The term "Contract" as used herein means the written agreement provided under subdivision (h) of Section 3540.1 of the Government Code.
- B. The Association and the District agree that the appropriate representation unit shall exclude classified, confidential, supervisory, and management employees, and substitute teachers.

ARTICLE II
NEGOTIATION PROCEDURE

- A. The District and Association shall exchange initial bargaining proposals for a successor agreement, and the District will initiate the public notice process on the initial proposals.

District and MTA will exchange initial proposals for the following year by January 31, and sunshine them at the February board meeting.

ARTICLE III
EMPLOYEE AND ASSOCIATION RIGHTS

- A. All employees shall have the right to become members and participate in activities of employee organizations. Conversely, all employees have the right not to become members or not participate in such organizational activities as defined in the Educational Employment Relations Act (commencing at Government code §3540).
- B. The Association and its members shall have the right to make use of the school equipment, buildings, and facilities (not to interfere with the instructional program).

ARTICLE IV
MANAGEMENT RIGHTS AND RESPONSIBILITIES

- A. The District, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitations, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of California, and of the United States, including, but not limiting the generality of the foregoing, the right:
1. To the executive management, organization, and administrative control of the District and its properties and facilities, and the activities of its employees;
 2. To direct the work of its employees, determine the time and hours of operation of the school plant, and determine the kinds and levels of service to be provided and the methods and means of providing those services, including entering into contracts with private vendors for services;
 3. To hire all employees, and, subject to the provisions of law, determine their qualifications and conditions for their continued employment, discipline, dismissal, or demotion; and to promote, assign, and transfer all such employees;
 4. To establish educational policies, goals, and objectives to insure rights and educational opportunities of students; to determine staffing patterns; to determine the number and kinds of personnel required in order to maintain the efficiency of District operation; and
 5. To build, move, or modify facilities, establish budget procedures, and determine budgetary allocations; determine the methods of raising revenue; and take action on any matter in the event of an emergency.
- B. The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the District, the adoption of policies, rules, regulations, and practices in the furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of California and the Constitution and laws of the United States.
- C. The District retains the right to amend, modify, or rescind policies and practices referred to in the Agreement in case of emergency. The determination of whether or not an emergency exists is solely within the discretion of the District. If an emergency is declared in the District, the District and the Association shall meet as soon as possible to determine the effect of the emergency on pertinent provisions of this contract.

ARTICLE V LEAVE POLICIES

A. Paid Sick Leave

1. The District shall provide for leave of absence from duty for the reasons and under the conditions described in this Article.
2. Paid leave shall be credited annually and unused paid leave will accrue from year to year.
3. Certificated employees shall be entitled to ten days leave with full pay for each school year for sick leave. Sick leave shall include personal illness, medical care, and personal necessity. Certificated part-time employees shall be entitled to that portion of the ten-day leave as is the ratio of their part-time employment to full-time employment.
4. Personal Necessity
 - a. The District shall, in accordance with the law and pursuant to the provisions of this contract, provide for an employee's absence for personal necessity while charging such absence to sick leave. Personal necessity shall be defined as follows: A circumstance which requires unit member's presence at a place other than the assigned place of duty. The circumstance must typically be unforeseen or beyond the control of the unit member and involve an occurrence or situation of such type that the unit member could not reasonably be expected to accommodate for it outside of assigned working hours.
 - b. The Board reserves the right to specify within the limits of statute and judicial precedent, the manner of proof of personal necessity, the type of situations in which such leave will be permitted and the total number of sick leave days which may be used in any school year for personal necessity leave.
 - c. The total number of days for personal necessity may not exceed ten.
 - d. The number of teachers taking personal necessity leave on any one day shall not exceed the number of qualified (credentialed) substitute teachers available to fill the resultant vacant classes. Exceptions regarding "qualified" substitutes may be made at the discretion of the Superintendent or his/her designee.
 - e. A maximum of two of the seven days for personal necessity may be used for bereavement on the death of a close friend.

- f. Advance permission of the site administrator for the use of personal necessity leave is required in all cases except the following:
 - (1) Death or serious illness of a member of the employee's immediate family.
 - (2) Accident involving the employee's person or property, or the person or property of a member of the employee's immediate family.
 - g. Seven personal necessity leave days may be used for personal reasons that cannot reasonably be taken care of outside the hours of assigned duty or are obligatory in nature. The reason for absence for any of these seven days need not be stated; however the definition of "personal necessity" contained in A.4.a., above, is applicable to these days. The employee must provide to his/her supervisor as much advance notice of the intended absence as possible under the circumstances and must complete an Absence Request Form to secure a substitute and allow validation of the availability of personal necessity leave days. In addition to the restriction on use under the definition of "personal necessity" above, these days may not be used to create time off during an inservice immediately prior to the start of school instruction, to engage in concerted activities against the District, to engage in other employment, or to create time off during the final week of school.
 - h. Additional personal leave not otherwise covered by this Article may be granted by the Superintendent on an unpaid basis.
 - i. Two days paternity leave may be used under personal necessity.
5. Labor Code Section 233 — Leave Of Absence
- a. In any calendar year commencing 2000, an employee may use his/her accrued and available sick leave, up to an amount that would be accrued during six months' employment at the employee's then-current rate of entitlement, to attend to an illness of a child, parent, spouse, or domestic partner of the employee. All conditions and restrictions applicable to the use by an employee of sick leave shall apply to the use by the employee of sick leave to attend to an illness of his/her child, parent, spouse, or domestic partner.

The entitlement described herein does not extend the maximum period of leave to which an employee is entitled under Section 12945.2 of the Government Code regardless of whether the employee receives sick leave compensation during that leave.

As used in this section a:

- (1) “Child” means a biological, foster, or adopted child, a stepchild, a legal ward, a child of a domestic partner, or a child of a person standing in loco parentis.
 - (2) “Parent” means a biological, foster, or adoptive parent, a stepparent, or a legal guardian.
 - (3) “Sick leave” means accrued increments of compensated leave provided by the District to an employee as a benefit of the employment for use by the employee during an absence from the employment for any of the following reasons:
 - (1) The employee is physically or mentally unable to perform his/her duties due to illness, injury, or a medical condition of the employee.
 - (2) The absence is for the purpose of obtaining professional diagnosis or treatment for a medical condition of the employee.
 - (3) The absence is for other medical reasons of the employee, such as pregnancy or obtaining a physical examination.
- b. “Sick leave” does not include any benefit provided under an employee welfare benefit plan subject to the federal Employee Retirement Income Security Act of 1974 (Public Law 93-406, as amended) and does not include any insurance benefit, workers’ compensation benefit, unemployment compensation disability benefit, or benefit not payable from the District’s general assets.

[The provisions of this section A5 are added solely to implement the requirements of Labor Code §233 (added to law effective January 1, 2000) and shall remain in effect only as long as the law requires such additional leave of absence.]

6. Pregnancy Disability Leave

- a. Employees are entitled to use sick leave for disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery

there from in the same terms and conditions governing leaves of absence for other illness or medical disability. Such leave shall be limited to those disabilities as set forth above. The length of such disability leave, including the date on which the leave commences, shall be determined by the employee and the employee's physician; a written statement confirming these dates shall be signed by the employee's physician and forwarded to the District Office.

7. Extended Leave

- a. During each school year, when a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from his/her duties on account of illness or accident for an additional period of five school months, whether or not the absence arises out of or in the course of the employment of the employee, the amount deducted from the salary due him/her for any of the additional five months in which the absence occurs shall not exceed the sum that is actually paid a substitute employee employed to fill his or her position during his/her absence or, if no substitute employee was employed, the amount that would have been paid to the substitute had he or she been employed. The District shall make every reasonable effort to secure the services of a substitute employee.
- b. For purposes of subdivision (a): (1) The sick leave, including accumulated sick leave, and the five-month period shall run consecutively. (2) An employee shall not be provided more than one five-month period per illness or accident. However, if a school year terminates before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year.
- c. The District shall adopt a salary schedule for substitute employees which will indicate a salary for a substitute for all categories or classes of certificated employees of the District. If the District does not do so, the amount paid the substitute employee during any month shall be less than the salary due the employee absent from his/her duties.

When an employee has exhausted all available sick leave, including accumulated sick leave and continues to be absent on account of illness or accident for a period beyond the five-month period provided above, and the employee is not medically able to resume the duties of his/her position, the employee shall, if not placed in another position, be placed on a reemployment list for a

period of 24 months if the employee is on probationary status, or for a period of 39 months if the employee is on permanent status. When the employee is medically able, during the 24- or 39-month period, the employee shall be returned to employment in a position for which he/she is credentialed and qualified. The 24-month or 39-month period shall commence at the expiration of the five-month period provided above.

B. Paid Leave

1. Bereavement Leave

- a. Employees shall be allowed leave of absence with full pay on account of death of any member of the employee's immediate family.
- b. The District reserves the right to specify the manner of proof of bereavement leave.
- c. The "immediate family" is defined to include husband, wife, mother, father, sister, brother, son, daughter, stepmother, stepfather, stepdaughter, stepson, grandparent, grandchild, mother-in-law, father-in-law, sister-in-law, brother-in-law, stepchild, stepbrother, stepsister, son-in law, daughter-in-law or any relative of either spouse living in the immediate household of the employee. Other cases will be determined on an individual basis by the Superintendent.
- d. The total number of days of absence for bereavement purposes shall not exceed three days, or five days if travel out-of-state or 200 miles one way to the funeral is necessary.

2. Industrial Accident or Illness Leave

- a. Members of the bargaining unit shall be allowed industrial accident and illness leave for up to 60 days during which the schools of the District are required to be in session, or when the employee would otherwise have been performing work for the District in any fiscal year for the same accident.
- b. Allowable leave shall not be accumulated from year to year.
- c. Industrial accident or illness leave shall commence the first day of absence. When a member of the bargaining unit is absent from his/her duties on account of an industrial accident or illness, he/she shall be paid such portion of the salary due him/her for any month in which the absence occurs as, when added to his/her temporary disability indemnity under Division 4 or 4.5 of the Labor Code,

will result in payment to him/her of no more than his/her full salary.

- d. The phrase "full salary" as utilized herein shall be computed so that it shall not be less than employee's "average weekly earnings" as that phrase is utilized in section 4453 of the Labor Code. For purposes of this section, however, the maximum and minimum average weekly earnings set forth in section 4453 of the Labor Code shall otherwise not be deemed applicable.
- e. Industrial accident or illness leave shall be reduced by one day for each day of authorized absence regardless of a temporary disability indemnity award.
- f. When an industrial accident or illness leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of unused leave due him/her for the same illness or injury.

Upon termination of the industrial accident or illness leave, the employee shall be entitled to the benefits provided in sections 44977, 44978 and 44983 of the California Education Code, and for the purposes of each of these sections, his/her absence shall be deemed to have commenced on the date of termination of the industrial accident or illness leave, provided that if the employee continues to receive temporary disability indemnity, he/she may elect to take as much of his/her accumulated sick leave which, when added to his/her temporary disability indemnity, will result in a payment to him/her of not more than his/her full salary.

- g. During any paid leave of absence, the employee shall endorse to the District the temporary disability and indemnity checks received on account of his/her industrial accident or illness. The District, in turn, shall issue the employee appropriate salary warrants for payment of the employee's salary and shall deduct normal retirement and other authorized contributions.
- h. Any employee receiving benefits as the result of this section shall, during periods of illness or injury, remain within the State of California unless the governing board authorizes travel outside the State.

3. Jury Duty Leave

- a. Leave for jury duty shall be granted with full pay if the following condition is met: the employee endorses over to the District all fees, except travel reimbursement, received by the employee for jury services.

- b. Upon notification of jury or grand jury duty, it is the obligation of the employee to immediately inform the principal to make a request for leave of absence through the District.

C. Unpaid Leave

1. Childbearing Preparation and Childrearing

- a. At the employee's request, leave without pay shall be granted for preparation for childrearing and for childbearing subject to the following conditions:
 - 1) The employee shall request such leave as soon as practicable. Except in case of adoption, notice shall be given no less than 30 working days prior to the date on which the leave is to begin. Such request shall be in writing and shall include a statement as to the date the employee wishes to begin and end the leave.
 - 2) The determination as to the day on which the leave is to begin and the duration of such leave shall be made at the discretion of the Superintendent on leaves of 30 days or less, and by the Board of Trustees on any leaves exceeding 30 days when considering the scheduling and replacement problems of the District.
 - 3) The duration of childrearing leave shall be for a period of up to one year, except that the District retains the option to delay the employees return until the end of the semester to provide for educational continuity.
 - 4) An employee on childbearing or childrearing leave may continue in the District group health, dental, and vision plan by paying the premiums during the period of leave.
- b. Special Consideration
 - 1) Upon recommendation of the Superintendent and approval by the Board, leave may be granted for one school year to a bargaining unit employee subject to whatever conditions are mutually agreeable between the parties.

ARTICLE VI
HOURS AND LENGTH OF WORK YEAR

- A. Teachers are contracted to work 7.5 hour day including a 30 minute duty free lunch. From time to time, teachers may need to perform other duties outside of their instructional day. This may include occasionally attending IEPs, SSTs, parent conference or a staff meeting. It is understood that teachers should be available before school and after dismissal for not less than 15 minutes, so they are accessible to parents, students, and colleagues. The day before a holiday, teachers may leave immediately after the final bell signaling the end of the school day, unless that teacher is needed for school business such as a parent and/or student conference. If there is a need to leave immediately after school on other days, teachers must obtain permission from the administration.
- B. Every employee shall be entitled to one duty-free lunch time per day of not less than 30 consecutive minutes.
- C. Teacher planning and preparation time shall be maintained in grades 6 (if departmentalized) through 12 and shall be used for planning, preparation, and conferences with pupils, parents, other teachers or administration. It may also be used for substituting for absence of another teacher.
- D. For grades TK through 6 (if not departmentalized), the teacher's time made free by the current classroom fine arts program may be deemed "teacher planning and preparation time" and, therefore, be subject to the following provisions:
- If teacher's fine arts 30-minute time period is missed for any reason during a schedule school day and the fine arts teacher has made every effort to accommodate a rescheduling time, the teacher may turn in a time sheet for the time missed
 - If the current classroom fine arts program design is eliminated, teacher are not to be compensated for the missed prep time.
- E. During the term of this agreement, the teacher year shall consist of 185 days:
- 180 student days
 - 2 teacher work days- one at the beginning of the school year in August and one following the last day of school.
 - 1 required attendance professional development day to be held the day before the first teacher work day.
 - 1 staff development days that are to be agreed upon calendar adoption in collaboration with MTA.

- One (1) workday will be provided for teachers annually to be used throughout the school year for attending IEP meetings, 504 meetings, parent conferences, and other professional obligations that occur outside of the regular workday. This time does not need to be formally tracked and shall be considered sufficient to meet the expectation of teacher participation in such meetings.
- F. Summer School: Qualified regular teachers with permanent status will be offered summer school positions before the District hires a teacher from outside the regular service. The Superintendent's determination of a teacher's qualifications for a summer school position shall be conclusive.
- G. Prior to changing the current practice of non-classroom supervision of students, the District agrees to meet and negotiate the impact and effect of the changes.
- H. Prior to Board approval of the school calendar, the District will seek input from the Association. The Superintendent will take a calendar to the board for approval that involves input from all stakeholders. The calendar will be decided according to Board Policy 6111.
- I. TK-5 teachers who are assigned to cover another teacher's class shall be compensated at a rate of \$180 per full day. Compensation will be prorated based on the percentage of the class covered and the length of time. Coverage of less than one (1) hour by another TK-5 teacher shall not be subject to compensation.

ARTICLE VII
GRIEVANCE PROCEDURE

A. Definitions of Grievance Procedure Terminology

1. A “grievance” is an allegation by a grievant of violation of a term or terms of this Agreement that adversely affects the grievant.
2. A “grievant” is one or more employees in the bargaining unit or the Association filing a grievance.
3. A “party of interest” is any person who might be required to take action or against whom action might be taken to resolve this claim.
4. A “day” is any day on which the bargaining unit member is contracted to work.

B. Purpose

1. The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise affecting the welfare or working conditions of employees as defined in A “1”, above. Grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.
2. Nothing contained herein will be construed as limiting the right of any employee having a grievance to discuss the matter informally with an appropriate member of the administration.
3. Since it is important that grievances be processed as rapidly as possible, the time limits specified at each level should be considered to be maximums and every effort should be made to expedite the process. The time limits, however, may be extended by mutual agreement. Failure of the grievant to file a grievance within the specified time limit or to process the grievance within the time limit at each step shall be deemed a waiver of the right to utilize this grievance procedure, and no further action shall be taken. Failure of the administration to comply with a time limit shall allow the grievant to immediately take the grievance to the next level.
4. In the event a grievance is filed at such time that it cannot be processed through all the levels in this grievance procedure by the end of the school term, the time limit set forth herein may be reduced so that the grievance procedure may be completed prior to the end of the school term or as soon thereafter as practicable.

C. Procedure

1. Level 1 – Informal

Informal Level: An aggrieved person will first discuss the issue with the appropriate principal or immediate supervisor with the objective of resolving the matter informally, within 10 days after the grievant knew or reasonably should have known of the act or omission constituting the grievable event. A grievance representative may be present.

2. Level 2 – Formal

Formal – To invoke this grievance procedure beyond the informal conference step, the grievant must file his/her formal grievance in writing within 10 days after the grievant has held the informal meeting in Level 1. A grievance shall be filed with the appropriate principal, or Principal/Superintendent, and shall contain a clear, concise statement of the grievance, citing the specific provision(s) of this Agreement allegedly violated, including the factual circumstances involved and the specific remedy sought. Within 10 days after the filing of the grievance, the principal, or Principal/Superintendent shall respond in writing.

3. Level 3 – Superintendent

If Level 2 was presented to the Principal/Superintendent, the unit member shall skip Level 3 and go directly to Level 4.

If the grievant is not satisfied with the Principal's written decision, the grievant may file the grievance in writing with the Superintendent within 10 days after receipt of the written decision. The formal document shall be a clear concise statement of the grievance, citing the specific provision, as defined in A "1" above, alleged violations, misinterpretations, or misapplication, the circumstances involved, and the specific remedy sought. Within 10 days after filing the formal grievance, the Superintendent/designee shall give a decision in writing to the grievant.

4. Level 4 – Board of Trustees

If the grievant is not satisfied with the written decision of the Superintendent/designee, the grievant may, within 10 days after receiving the Superintendent/designee's decision, submit the grievance to the Board of Trustees. The grievant shall attach to the submittal to the Board President a copy of the original grievance, a copy of the decisions rendered at each level of the procedure, and a clear concise statement of the reason for the appeal to the Board of Trustees.

The Board of Trustees shall review the grievance at the next regularly scheduled Board meeting following receipt of the Level 4 request by the

Board President. The grievant shall state their preference of this procedure taking place in open or closed session. The grievant and the Superintendent shall meet with the Board of Trustees to answer questions. Both parties shall be present at all times, and the meeting shall be conducted fairly and impartially. The decision of the Board of Trustees shall be based solely on the written documents and the statements of both parties. If the unit member chose to have his/her contract grievance heard in public, the Board may deliberate their decision in closed session, but the decision and rationale shall be reported to the public in the open session of the same board meeting, or immediately following the board meeting if the Board of Trustees feels they need more time to make a decision. The unit member and Association representation may be present during this portion of the closed session. The decision shall be reported to the grievant and the Association after the closed session, if the grievant chose not to have it heard in public.

If the unit member chose to have their contract grievance hear in public, the Board may deliberate their decision in closes session, but the decision and rationale shall be reported to the public in open session of the same board meeting, or immediately following the board meeting. The unit member and Association representation may be present during this portion of the closed session.

5 Advisory Arbitration Level

If the grievant is not satisfied with the decision rendered at Level 4, or no written decision has been rendered within ten (10) days of the School Board meeting at which the decision was announced, the grievant may, within a ten (10) day period, submit a request in writing to the Association for Advisory Arbitration of the dispute.

- a. The Association would have ten (10) additional days to review the request. If they agree to the Advisory Arbitration Level, they shall submit the request for Advisory Arbitration to the Superintendent/Principal.
- b. The Superintendent and Association shall attempt to mutually select and arbitrator. If the parities cannot agree upon an arbitrator, the parties will request a list of names of five (5) arbitrators from American Arbitration Association (AAA). The parties will then alternately strike names until an arbitrator is selected. The parties will conduct a coin toss to determine the party who will make the first strike.

- c. Both parties shall equally contribute to the fees and expenses for Arbitration.
- d. The Arbitrator shall have no authority to add to, delete, or alter any provision of the agreement, state or federal law, written Board policies, nor make any fiscal award not provided for by the terms of this Agreement, but shall limit his/her recommendation to the application and interpretation of its provisions.
- e. After reviewing the evidence, the Arbitrator shall submit to the District and to the Association, his/her findings and recommendations and hold such additional hearings as they desire and within thirty (30) days render a final advisory recommendation.
- f. The District and Association, will be informed of the final advisory recommendation of the Arbitrator with rational. This Arbitrator's recommendation shall be non-binding and shall be submitted to the Governing Board for final action within (10) days. The Board may adopt, modify, or reject the Arbitrator's recommendation. The Board shall report their final decision in public if the unit member chose to have his/her grievance heard publicly.

6. Grievance Procedure Guidelines

- a. A grievant may be represented at all stages of the grievance procedure except arbitration by himself/herself or at his/her option, by a conferee of the Association. If the grievant is not represented by the Association or conferee, the Association shall still have the right to be present and to state its view at all stages of the grievance procedure. In the event a grievant chooses self-representation, no final resolution of a grievance shall be made by the District until the Association has received a copy of the grievance, any proposed solution, and has been provided an opportunity to file a written response. The Association must exercise its response privilege within ten (10) days of the grievance and a proposed solution.
- b. All communication required to be in writing shall be served by email, and delivered personally, dated based delivered.
- c. Unit members required to be absent from their duties when directly involved in a grievance hearing as an Association representative or witness shall not suffer any loss or pay.

- d. A grievance file, separate from all other employment records, shall be maintained at the District Office. All written materials relating to the grievance shall be maintained in this file. The Association may keep its own file of the grievance.
- e. The Association may as an association, grieve a contract right that is inherent to the Association as an entity, but a condition of employment must be grieved by a unit member or unit members.
- f. No reprisals of any kind will be taken by the District, or by any member or representative of the administration or the Board against any grievant, any party in interest, any bargaining unit member, the Association, or any other participant in the grievance procedure by reason of such participation.

ARTICLE VIII
SALARIES

- A. Salary schedules are attached to this Agreement as Appendix A.
- B. The AB and MA degrees are used to represent these credits or their equivalent: MS, Ed.D., etc. The hours indicated are semester hours earned after the date the degree has been awarded.
- C. For classification purposes, the units required shall be earned after the date of the AB degree, regardless of whether or not the units were necessary for the degree. All units are to be evaluated by the administration with regard to the position held by the employee.
- D. A teacher earning approved college credit during the summer may receive a salary schedule increment the ensuing year. The Superintendent must be notified in writing of this intent by May 1, with transcripts to be filed by November 1, or as soon as they are available from the college. The additional increment will not be included in the teacher's contract until the transcripts are actually received. Increment will be retroactive only if all transcripts are received by November 1.

To be credited for salary schedule movement after the employee is on staff, academic units must (a) be pre-approved by the Superintendent or his/her designee before the coursework is taken and by May 1 for credit for the next school year, and (b) be completed with a passing grade ("C" if a letter grade, "pass" if "pass/fail", or "credit" if "credit/non-credit"). Transcripts verifying the above information must be received by the District office by November 1 in order for credit to be given for that school year.

- E. Employees shall be placed on the proper step in the class according to their teaching experience. Year(s) of experience for placement on the proper step shall be computed as follows:
 - 1. All experience within the District shall be credited on a 1:1 basis.
 - 2. Credit for experience outside the district shall be given on a 1:1 basis through 15 years (step 16 is maximum entry).
 - 3. To count as a year's experience, 75 percent of the days during the school year shall have been taught.
- F. Employees assigned by the District to more than one job location may be required to use their own automobile in the performance of their duties. They shall be reimbursed at the District-approved rate. This includes the distance covered between the employee's first assignment and subsequent assignment.
- G. The Extra-Duty Schedule is attached as Appendix B.

H. The Agriculture teacher(s) shall receive a stipend as follows:

1. Ag Department Lead and FFA Advisor- 15% of Salary
Assistant Project Supervisor- 11% of Salary
2. The classroom Agriculture teacher and/or Shop teacher is encouraged to be the rodeo advisor, and will have first right of refusal. The Rodeo Advisor stipend is listed in Appendix B of this contract.

Stipends

1. A \$2000 annual stipend will be paid to each teacher with a Master's Degree (full stipend paid regardless of % F.T.E.).
 2. A \$500 annual stipend will be paid to each teacher with an Educational Language Certificate (full stipend paid regardless of % F.T.E.). The stipend may be waived in any given year in consideration of District-paid fees which enable the employee to gain the credential and/or certificate. The Educational Language certificate stipend will be automatically adjusted by the annual negotiated cost of living adjustment.
- J. For those teachers who volunteer and are selected by the administration for supplementary programs, including but not limited to before-and/or-after-school programs, Saturday School, or summer school, the District will pay the employee the Non-teaching hourly rate on Appendix B – Extra Duty Salary Schedule.

ARTICLE IX
HEALTH AND WELFARE BENEFITS

- A. The District agrees to provide medical, dental, and vision insurance programs for all participating employees. Such coverage plan shall be:
 - 1. Central Valley Trust. Open enrollment will be allowed for medical plan, thereby allowing each eligible employee of the unit to choose any medical plan offered by CVT.
 - 2. Delta Dental Plan D-1
 - 3. Vision Service Plan C (\$15 deductible)
- B. Starting July 1, 2026 the District contribution will be \$15,000. The maximum aggregate monthly District contribution shall be paid for any employee whose regular assignment is 4/7 or more of a full-time teaching load (four or more periods).
- C. The total monthly cost of medical, dental, and vision plans in excess of the maximum aggregate monthly District contribution level, described above, shall be deducted monthly from each employee's salary payment.
- D. Employees on Board-approved unpaid leaves may elect to continue health, dental, and vision insurance benefits, provided (1) the insurance carrier plan allows such continued coverage, and (2) the employee makes prior arrangements with the District business officer, satisfactory to said officer, to pre-pay premiums for the continued coverage on a month-to-month basis.

ARTICLE X
PROFESSIONAL DUES AND FEES AND PAYROLL DEDUCTIONS

- A. The District shall deduct from the pay of Association members and pay to the Association the normal and regular monthly Association membership dues as voluntarily authorized in writing by the employee on the District form, subject to the following conditions:
1. Such deductions shall be made only upon submission of the District form to the bookkeeper.
 2. Members of the negotiating unit who are currently members of MTA/CTA/NEA maintain their membership dues until authorization is withdrawn.
 3. The District shall not be obligated to put into effect any new changes or discontinued deductions until the pay period commences no less than 30 days after submission.
 4. The Association shall indemnify and hold the District, its officers, and its agents harmless from any claim made of any nature and from any lawsuit initiated against the District, including reasonable attorney's fees, arising from its deduction of the dues for the Association and/or service fees.

ARTICLE XI
SAFETY CONDITIONS OF EMPLOYMENT

- A. Alleged violations of safe working conditions shall be reported to the principal and/or superintendent. If the situation has not been resolved, the employee may submit such alleged violation to Level 3 grievance, the Board of Trustees, then the appropriate administrative agency such as CAL-OSHA.
- B. Employees shall not be required to participate in activities or work under conditions which may physically endanger their personal safety.
- C. Employees shall immediately report cases of assault and/or battery suffered by them within the course and scope of their employment to the principal, and such report shall be reduced to writing as soon as possible. The principal shall report the incident to, at least, but not limited to, the appropriate law enforcement agency.

ARTICLE XII
EXTRACURRICULAR DUTIES WITHOUT PAY

- A. The administration and staff will, prior to the beginning of the school year, meet and assume responsibilities, on an equitable basis, for activities such as:
1. Secondary (7-12): class advisor, site activities (open house, back-to-school night), dances, rodeo, and graduation.
 2. Elementary (K-6): The administration and K-6 staff will meet annually and mutually agree on dates, times, and responsibilities for extra duties without pay.
 3. Rodeo: The Maxwell High School Rodeo is on a voluntary basis for all teachers. Those teachers who choose to participate will work minimum days on the Friday prior to rodeo and the Monday following rodeo. Those involved teachers will be present the day of the rodeo to oversee their respective club/committee. Those teachers who choose not to be involved will work their regular contracted days for the above referenced Friday and Monday.

ARTICLE XIII
TRANSFERS AND REASSIGNMENTS

- A. A “transfer” is defined as a movement of a teacher from one school to another.
- B. A “reassignment” is defined as a movement of a teacher from one level (K-3, 4-6, 7-12) or subject area to another within a school.
- C. Reassignment shall be made at the principal’s discretion with appropriate employee participation. If the employee is not satisfied with the assignment, the employee may request a meeting with the administration (employee has a right to representation). The rationale for the assignment and objections shall be presented and discussed.
- D. Voluntary transfers are those involving the choices of a teacher(s) to be moved to another school.
 - 1. The District shall post vacancy notices for each school for a period not less than five days.
 - 2. Teachers may request to be transferred to the vacant position defined on the notice within the time deadline stated on the notice.
 - 3. When more than one teacher requests to be transferred to one vacant position, the teacher with the experience, credentials, and training most likely to indicate success in the vacant position shall be selected.
- E. Involuntary transfers are those initiated by the District.
 - 1. Involuntary transfers shall be made only relative to the educational needs of the District.
 - 2. A teacher involuntarily transferred shall have the right to discuss the reason for the transfer with the appropriate administrator before the transfer is accomplished.
 - 3. A teacher involuntarily transferred shall have the right to the reason for the transfer in writing.
 - 4. When the educational needs of the District permit, the teacher with the lowest seniority within the reduced subject area or grade level shall be transferred.
 - 5. If there is a transfer or reassignment due to enrollment changes, the unit member transferred or reassigned will have the first right of return if a position open at his/her original site. If the opening occurs during the school year, the actual transfer will not occur until the end of that school year.

ARTICLE XIV
EVALUATION PROCEDURE

- A. It is understood and agreed by the parties that the primary objective of the evaluation process is to improve the quality of instruction.
- B. Evaluation of each certificated employee shall be made on a continuing basis, at least twice each school year for probationary employees and for temporary personnel who are employed at least 75% of the school year, and at least every other year for permanent (tenured) employees.
- 14-1.B(i) The District may extend the evaluation cycle to at least once every three (3), four (4) or five (5) school/instructional years for permanent employees who have been employed at least 10 years with the District if all of the following conditions are met:
- a) The employee's previous evaluation must have rated the employee as meeting or exceeding standards; and
 - b) The employee must be highly qualified if necessary for his/her position as required by the No Child Left Behind Act. If the employee is not employed in such a position, then highly qualified status is not a required condition of this subpart.
- Both the District and employee being evaluated must consent to an extended evaluation cycle under this subpart. Either the District or employee may withdraw consent to the extended evaluation cycle at any time and for any reason, at which time the evaluation cycle will be as set forth subpart B.
- C. The Superintendent shall be the evaluator unless he/she assigns another administrator to be the employee's evaluator, in which case the assignee shall be the evaluator.
- D. General Procedures are:
- 1. All unit members who are to be evaluated will be notified by October 31, of the school year that they will be evaluated.
 - 2. Evaluator will schedule a pre and a post meeting with the evaluatee to be scheduled within 5 days of the observation unless extenuating circumstances.
 - 3. Other meetings may be held at any time if requested by either the evaluator or the evaluatee.
- E. All formal evaluations to be placed in the employee's personnel file will be in writing and a copy of the evaluation will be given to the employee not later than thirty days prior to the last day of the school year. The employee may respond to the evaluation within ten days either orally or in writing. At the end of the ten-day period, the employee's final evaluation will be placed in his/her personnel file. Any timely response to the evaluation will be attached to the evaluation in the personnel file.

- F. The evaluator shall evaluate the unit member's competency as it reasonably relates to:
1. the progress of the evaluatee's pupils towards standards of expected pupil achievement.
 2. the instructional techniques and strategies used by the evaluatee.
 3. the evaluatee's adherence to curricular objectives.
 4. the establishment and maintenance of a suitable learning environment within the scope of the evaluatee's responsibilities.
- The evaluation of unit members shall not include or be based upon standardized test scores, or achievement of objectives in IEP'S for special education students.
- G. The employee being evaluated will be observed by the evaluator a minimum of sixty minutes during the annual evaluation period. These observations will include two documented formal observations for probationary employees and one formal observation for permanent employees. The evaluator may conduct informal observations and walk-throughs as well. If a mutually agreed-upon time for formal observation is not reached, the evaluator will assign a time and provide at least three instructional days prior written notice.
1. For the two observations of probationary teachers, the first written observation shall be completed by December 1. The second observation shall be completed by March 1.
- H. Unit members shall not be required to participate in the formal evaluation of other unit members.
- I. Only errors in evaluation procedures shall be grievable. Evaluation content is not subject to the grievance procedure.

New Teacher Consultant (TCIP – Tri-County Induction Program)

1. Rules and Procedures for Mentor Teachers

A Mentor Teacher (TCIP Support Provider) is a teacher from Maxwell Unified School District who provides assistance to first year, second year and ECO (Early Completion Option) teachers. The minimum qualifications for a Mentor Teacher are:

- a. A credentialed classroom teacher of permanent status with 4 years of teaching experience in Maxwell Unified School District.
- b. Completion of TCIP support provider training.

2. Applications

All applications and references shall be treated with the strictest confidentiality. Employees may submit a completed application form within the required timelines established for the application process.

3. Duties

A Mentor Teacher shall have the responsibility of meeting with and orientating first year, second year and ECO teachers at Maxwell Unified School District. The Mentor Teacher will meet with teachers to familiarize them with the procedures, events, and general policies of the school district.

- a. The Mentor Teacher will follow TCIP guidelines to schedule meetings during the school year to support new teachers.
- b. The Mentor Teacher will maintain a written log of meeting attendance and items covered.
- c. The Mentor Teacher will be available for assistance regarding procedures, events, or general policies of Maxwell Unified School District.
- d. Procedures, events and general policies to be covered may include but are not limited to Board policies, faculty handbook, and the collective bargaining agreement.
- e. All communication between the Mentor Teacher and first year, second year and ECO teachers shall be confidential.

4. Release Time

- a. A Mentor Teacher shall be provided sufficient release time for the following items: observations, travel to and from sites, completing Reports, for regular meetings with other consulting teachers, preparation time for class visits, making arrangements for support for the New Teacher, and any other situations deemed necessary.
- b. A Mentor Teacher shall be provided sufficient release time for their own training and staff development.

5. Compensation

- a. A Mentor Teacher shall receive a maximum annual stipend of \$2,000 for work with one new teacher or \$3,000 for work with two new teachers.
- b. If a Mentor Teacher needs to remove himself/herself from the program he/she will receive a prorated percentage of the stipend.
- c. A Mentor Teacher shall be reimbursed for all necessary travel expenses.

ARTICLE XV
PERSONNEL FILES

- A. All personnel files for each member shall be maintained in a central file.
 - 1. Personnel files shall be retained for all employees who have terminated services with the district.
- B. Access to employee's records is limited to authorized persons only.
 - 1. Records will be available only to the employee or the employee's authorized representative, to District supervisory personnel on a "need-to-know" basis, District legal counsel, the Board of Trustees, and to persons having legal court orders.
 - a. When an employee wishes to examine his/her own personnel file, such inspection will take place in the office where the files are maintained, during normal business hours, and in the presence of the Superintendent/Principal or designee responsible for maintaining the files.
 - b. Employees shall have the right to authorize, in writing, a representative to examine their personnel file and to obtain copies of items within the file at their own expense.
- C. All employees shall receive a copy of any materials placed in his/her personnel file. Any materials placed in the employee's file shall be marked with cc: personnel file. The employee has ten working days, after notification, to: 1) add written comments to be appended to the material to be placed in the personnel file: 2) to request that the material not be placed in the personnel file: 3) to request that the material placed in the personnel file be modified or amended: or 4) to do nothing with the result that after ten days the material shall be placed in the employee's personnel file.
 - 1. When an employee wishes to have material amended, appended or not placed in his/her personnel file, the request shall be made in writing within 10 working days, clearly setting forth the reasons for his/her disagreement.
 - 2. The Superintendent or designee shall conduct an investigation and issue a decision in writing to the employee within five working days of receiving the employee's written request that the material will be either amended, appended or not placed in the personnel file, or the material will be placed in the file as originally submitted.
 - a. Employee's written comments, at the employee's request, shall be made part of the permanent file.

- b. The Superintendent or designee's decision on the material shall be final and the materials placed in the employee's personnel file.
- 3. Anonymous documents, letters, or any other materials not signed, dated, and submitted to the employee for a ten working day review, shall not be placed in the personnel file.

ARTICLE XVI
SAVINGS

- A. If any provisions of this Agreement are held to be contrary to California State or Federal law, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.
- B. Any modifications of teacher benefits, working conditions, or provisions of this contract created by statutory changes shall obligate the parties to meet within sixty days to negotiate the provisions affected. All other provisions shall continue in full force and effect.

ARTICLE XVII
COMPLETION OF AGREEMENT

- A. Any individual contract between the District and an individual teacher within the representational unit of this contract heretofore executed shall be subject to and made subject to and consistent with the terms of this or subsequent agreements to be executed by both parties.
- B. This Agreement shall supersede any policy, rules, regulations, or practice of the District which shall be contrary to or inconsistent with its terms. The provisions of the Agreement shall be considered part of the established policies of the Board.
- C. This Agreement shall constitute the full and complete commitment between both parties and shall supersede and cancel all previous agreements both written and oral. This Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written and signed amendment of this Agreement.

ARTICLE XVIII
DISCIPLINE LESS THAN DISMISSAL

- A. The Superintendent may initiate discipline less than dismissal against an employee for cause. Discipline less than dismissal is defined as a suspension from duty without pay, with a maximum length of 15 workdays.
- B. Prior to any such discipline being imposed, the Superintendent or his/her designee will provide the employee with written notice of the proposed action, including the reasons for the proposed action, and shall provide the employee with an opportunity to respond to the proposed action and the reasons for the action. The Superintendent will also provide the employee with an opportunity to discuss the proposed action and the reasons for the action and will take into account any response of the employee in deciding whether to initiate the proposed discipline.
- C. If the Superintendent decides to formally initiate discipline less than dismissal, he/she shall provide written notice of the discipline to the employee containing (1) a statement of the specific discipline and (2) the employee's right to appeal and the manner and time limit for filing an appeal.
- D. Notification to the employee of proposed disciplinary action or of a notice of discipline (B or C, above) shall be deemed sufficient when it is delivered in person to the employee or when it is deposited in the U.S. Certified Mail, postage prepaid, and addressed to the last known address of the employee.
- E. Within seven calendar days after the discipline has been imposed, the employee may file a written appeal with the Superintendent. Failure to file an appeal within this time limit shall be deemed a waiver of the right to appeal.
- F. Selection of Arbitrator: If an appeal is filed the parties shall agree upon an arbitrator. If no agreement is otherwise reached, an arbitrator shall be selected from a list of five arbitrators provided by the State Mediation and Conciliation Service by alternate striking of names until one name remains. Before any name-striking occurs, either party may elect to request a second list.

The party who strikes the first name shall be determined by lot. The arbitrator shall be selected within ten calendar days after the District receives the list of arbitrators from the State. If the arbitrator selected indicates that he/she will not be available for hearing within a reasonable time not exceeding sixty days, the parties shall proceed to select another arbitrator from the above list or from a second list which may be requested by the District or the Association.

- G. Arbitration Standards: The arbitrator shall have no power to alter, amend, change, add to, or subtract from any of the terms of this agreement. All aspects of the appropriateness of the suspension without pay imposed shall be within the exclusive jurisdiction of the arbitrator. The decision of the arbitrator shall be based solely upon the evidence and arguments presented to him/her by the

respective parties in the presence of each other, and upon post-hearing briefs of the parties.

- H. Motions to Dismiss: If the District claims that an appeal should be dismissed because it was filed in an untimely manner, such a claim shall, at the option of the District and upon reasonable notice to the Association, be heard and ruled upon by the arbitrator prior to any hearing on the merits of the appeal. Upon the request of either party, there shall be a suitable stay/continuance between such a ruling and any further proceedings which may be necessary. The District may forego the above preliminary motion procedure and have such a claim heard and ruled upon at the hearing prior to the receipt of evidence on the merits.
- I. Arbitrator's Decision: The decision of the arbitrator, within the limits herein prescribed, shall be binding upon the District, the Association, and the employee-appellant.

All fees and expenses of the arbitrator shall be borne by the District. Each party shall bear the expense of the presentation of its own case.

ARTICLE XIX
CLASS SIZE

1. The Board and Association understand the complexity and difficulties in scheduling classes. Reasonable class sizes are essential to good education. Therefore, the district will keep class size within the limits and constraints imposed by classroom and materials considering thirty students as an ideal maximum.
2. The District shall make every effort not to exceed the following maximum class sizes.

Grade	Maximum Class Size
TK/K	26
1-3	28
4-5	32
6-12	34

3. The District agrees to make a good faith effort to stay within these guidelines. If a class size exceeds the desired class maximum the District will consult the teacher and principal and then the District will decide on one of the following:
 - a. 3.70 hours of instructional assistant will be placed in each affected class daily.
 - b. An additional teacher will be hired to alleviate the overcrowded class.
 - c. A stipend will be granted to the teacher in the overcrowded class.

(K-5)

When a stipend is granted, it will be based on the following criteria: Once a class reaches the class maximum class size above for more than 5 consecutive days, he/she will be paid at a rate of \$10/day starting on the 6th day. For every student over the class maximum the teacher will earn \$5/day.

Example: 5th grade class reaches 32. Teacher will be paid \$10/day after the 5th day of being at 32. Same class reaches 33. Teacher will be paid an additional \$5/day for a total of \$15/day.

(6-12)

When a stipend is granted, it will be based on the following criteria: Once a class reaches the class maximum above for more than 5 consecutive days, he/she will be paid at a rate of \$2/day for each class period impacted by the overcrowded class. For every student over the class maximum above (34) the teacher will be paid at a rate of \$1/day. This applies only to core classes: math, science, social science and English.

Teachers will report their overages in writing by the last work day of every month (for the prior month), to his/her site administrator. Site administrators will turn in the documentation to the District for the teacher to be paid the following supplemental pay period.

6. The District and the Association recognize that it may be necessary from time to time, to form classes compromised of students of different grade levels. These combined classes, while occasionally necessary, should be scheduled only when no other suitable alternative exists.
7. The Board and Association realize that there are facility and equipment limitations in some instructional areas that require special consideration. Currently the following facilities have teacher/learning situations for a specific number of students which shall be used as guidelines for assisting students:
 - a. Art Twenty seven students
 - b. Shop Classes Twenty students
 - c. Laboratory Science Twenty students
8. The calculation of the school site average ratio of students to teachers shall be calculated as required by the State of California ("State Guidelines") pursuant to Local Control Funding Formula ("LCFF").
9. If State Guidelines are modified in a manner that causes the District to incur a CSR penalty or lose any CSR funds, then the parties agree to immediately meet and renegotiate this class size article in a manner that will restore state class size funding.

ARTICLE XX
DURATION

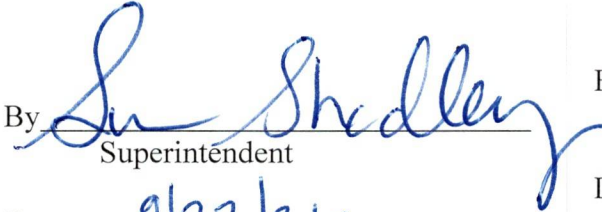
- A. This Agreement shall remain in full force and effect from July 1, 2023 through June 30, 2026. Reopeners in 2025-2026.
- B. By mutual consent of both parties, which shall be set forth in writing, any provision of this Agreement may be renegotiated at any time. As soon as practical after April 15 of the second and third years of this Agreement, the parties agree to reopen negotiations on the following:
 - 1. Salaries
 - 2. Health and Welfare Benefits
 - 3. Two unspecified articles to be named by each party. These articles can be within the contract or creation of new articles.

ARTICLE XXI
SIGNATURE PAGE

APPROVED by formal action of the Governing Board of Maxwell Unified School District and Maxwell Teachers Association (CTA/NEA).

SIGNATURES

MAXWELL UNIFIED SCHOOL
DISTRICT

By 
Superintendent
Date: 9/22/26

MAXWELL TEACHERS ASSOCIATION

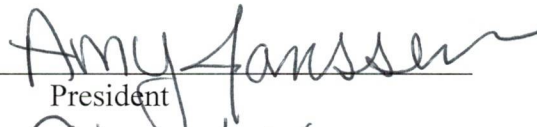
By 
President
Date: 9/22/26

TABLE OF CONTENTS

	Page
ARTICLE I AGREEMENT AND RECOGNITION	1-1
ARTICLE II NEGOTIATION PROCEDURE.....	2-1
ARTICLE III EMPLOYEE AND ASSOCIATION RIGHTS	3-1
ARTICLE IV MANAGEMENT RIGHTS AND RESPONSIBILITIES	4-1
ARTICLE V LEAVE POLICIES.....	5-1
ARTICLE VI HOURS AND LENGTH OF WORK YEAR.....	6-1
ARTICLE VII GRIEVANCE PROCEDURE	7-1
ARTICLE VIII SALARIES	8-1
ARTICLE IX HEALTH AND WELFARE BENEFITS	9-1
ARTICLE X PROFESSIONAL DUES AND FEES AND PAYROLL DEDUCTIONS.....	10-1
ARTICLE XI SAFETY CONDITIONS OF EMPLOYMENT	11-1
ARTICLE XII EXTRACURRICULAR DUTIES WITHOUT PAY	12-1
ARTICLE XIII TRANSFERS.....	13-1
ARTICLE XIV EVALUATION PROCEDURE.....	14-1
ARTICLE XV PERSONNEL FILES.....	15-1
ARTICLE XVI SAVINGS.....	16-1
ARTICLE XVII COMPLETION OF AGREEMENT.....	17-1
ARTICLE XVIII DISCIPLINE LESS THAN DISMISSAL	18-1
ARTICLE XIX CLASS SIZE	19-1
ARTICLE XX DURATION.....	20-1
ARTICLE XXI SIGNATURE PAGE	21-1
APPENDIX A – SALARY SCHEDULE	
APPENDIX B – EXTRA DUTY SCHEDULE	
APPENDIX C – SCHOOL CALENDAR	
APPENDIX D – STRS	

An extra section break has been inserted above this paragraph. Do not delete this section break if you plan to add text after the Table of Contents/Authorities. Deleting this break will cause Table of Contents/Authorities headers and footers to appear on any pages following the Table of Contents/Authorities.

APPENDIX A- SALARY SCHEDULE

Maxwell Unified School District

2026-2027

Certificated Salary Schedule

		Column 1 AB	Column 2 AB + 30 or CTE: ≤5 years work experience	Column 3 AB + 45 or MA or CTE: 6-10 years work experience	Column 4 AB + 60 or MA + 15 or CTE: 11-15 years work experience	Column 5 AB + 75 or MA + 30 or CTE: >15 years work experience
STEP	1	\$58,914	\$61,251	\$61,855	\$62,461	\$64,487
STEP	2	\$61,251	\$61,855	\$62,461	\$64,487	\$66,328
STEP	3	\$61,855	\$62,461	\$64,487	\$66,328	\$68,217
STEP	4	\$62,461	\$64,487	\$66,328	\$68,217	\$70,172
STEP	5	\$64,796	\$66,328	\$68,217	\$70,172	\$72,171
STEP	6		\$68,217	\$70,172	\$72,171	\$74,240
STEP	7		\$70,172	\$72,171	\$74,240	\$76,368
STEP	8		\$72,171	\$74,240	\$76,368	\$78,561
STEP	9		\$74,240	\$76,368	\$78,561	\$80,818
STEP	10		\$76,368	\$78,561	\$80,818	\$83,135
STEP	11		\$78,561	\$80,818	\$83,135	\$85,538
STEP	12		\$80,818	\$83,135	\$85,538	\$88,003
STEP	13			\$85,538	\$88,003	\$90,544
STEP	14			\$88,003	\$90,544	\$95,903
STEP	15				\$95,903	\$98,677
STEP	18				\$98,677	\$101,607
STEP	21				\$101,607	\$105,111
STEP	24				\$105,111	\$110,368

\$2000.00 for Master Degree in addition to the above. (Full stipend paid regardless of % FTE)

185 - Day Calendar

Board Approved: 9.9.26

4.5% increase to 2025/26 salary schedule, retro to 7/1/26

APPENDIX B- EXTRA DUTY STIPEND

Maxwell Unified School District Extra Duty Stipends

<u>Sports</u>	<u>Amount</u>	<u>Sports</u>	<u>Amount</u>
Athletic Director	\$5500 w/ Prep \$7500 w/o Prep *(Includes Basketball/Softball and Baseball Tournament and JH)	Jr High Coach	\$1800
Varsity Coach	\$3000	Fall Cheer Coach	\$1800
Football		Soccer Coach	\$1800
Baseball		Golf Coach	\$1600
Softball		Track Coach	\$1600
Basketball		Cross Country Coach	\$1600
Volleyball		Wrestling Coach	\$1600
JV Coach	\$2800	Hybrid Team Assistant Coach***	
Football		Assistant Track	\$1250
Basketball		Assistant Cross Country	\$1250
Volleyball		Assistant Wrestling	\$1250
Assistant Coach	\$2350		
Varsity Football			
<u>Non-Sports</u>	<u>Amount</u>		
AG*	Ag Department Lead and FFA Advisor- 15% salary Assistant Project Supervisor- 11% of salary		
ASB Director*	\$1000 Jr High and \$1500 HS		
FBLA*	\$2000 or \$2500 with a Section or State Officer		
GATE Coordinator*	\$1000		
Sr Graduation/* Promotion	\$500 <u>for each</u>		
Music	\$2000		
Rodeo Advisor	\$2000		
Shady Creek Advisor	\$1250		
SST Coordinator	\$2500		
TCIP**	\$2000 for 1 teacher and \$3000 for 2 teachers		
Teacher hourly rate*	\$50/hour-Before/After School Tutoring, Driver's Ed, Summer School, Teacher in Charge as needed		
Non-teacher hourly rate*	\$45/hours-Covering Another Teacher's Class on Prep, Detention, In- School Suspension on Prep, Saturday School		
Gate Attendant:			
Football (2 attendants)	\$50/game		
Gate Attendant:			
All Other Sports	\$35/game		
(1 attendant)			

Continued on next page

Referee Jr. High game \$35/game
 (1 referee)

*Addition contract language In Salary, Article VIII for these Items

**Additional contract language in Evaluation Procedure, Article XIV, New Teacher Consultant, #6 for TCIP

***An assistant coach stipend may be authorized under the following conditions:

- The team roster exceeds twenty (20) student-athletes; and
- The sport fields both Junior Varsity and Varsity teams; and
- The sport fields both boys and girls; and
- The sport requires additional supervision due to multiple event areas or safety considerations (e.g., track, cross-country, wrestling, e.g.)

Board Approved: 10.8.25

Added Hybrid Assistant Coach 11.12.25

APPENDIX C- SCHOOL CALENDAR

MAXWELL UNIFIED SCHOOL DISTRICT DISTRICT MASTER CALENDAR School Board Meetings 2nd Wednesday of Each Month

Board Adopted: December 10, 2025

2026-2027 SCHOOL CALENDAR

S	M	T	W	Th	F	S
July						
			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	

S	M	T	W	Th	F	S
August						
						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					

August 10: Teacher Workday
August 11: Teacher Workday
August 12: Teacher Inservice
August 13: First Day of School

S	M	T	W	Th	F	S
September						
		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			

S	M	T	W	Th	F	S
October						
				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

September 2: Collaboration Day (Min Day TK-12)
September 7: Labor Day Holiday
September 11: Progress Reports 6-12
October 7: Collaboration Day (Min Day TK-12)
October 9: End of 1st Quarter 6-12
October 12-13: No School TK-12

S	M	T	W	Th	F	S
November						
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					

S	M	T	W	Th	F	S
December						
		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		

November 4: Collaboration Day (Min Day TK-12)
November 6: End of 1st Trimester TK-5
November 11: Veteran's Day Holiday
November 13: Progress Reports 6-12
November 18-20: Parent Teacher Conferences (Min Day TK-8)
November 23-27: Thanksgiving Holiday
December 2: Elementary/Middle School Collaboration (Min Day TK-8)
December 15-18: Finals (Min Day 9-12)
December 18: End of 1st Semester/District Wide Minimum Day
Dec 21-Jan 1: Winter Break

S	M	T	W	Th	F	S
January						
						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					

S	M	T	W	Th	F	S
February						
		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			

January 6: Elementary/Middle School Collaboration (Min Day TK-8)
January 18: Martin Luther King Jr Day
February 3: Collaboration Day (Min Day TK-12)
February 5: Progress Reports 6-12
February 15-19: President's Day Holiday

S	M	T	W	Th	F	S
March						
		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		

S	M	T	W	Th	F	S
April						
				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	

March 3: Collaboration Day (Min Day TK-12)
March 5: End of 2nd Trimester TK-5
March 10-12: Parent Teacher Conferences (Min Day TK-8)
March 19: End of 3rd Quarter 6-12
March 26: District Wide Minimum Day
March 29- April 2: Spring Break
April 7: Elementary/Middle School Collaboration (Min Day TK-8)
April 30: Progress Reports 6-12

S	M	T	W	Th	F	S
May						
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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					

S	M	T	W	Th	F	S
June						
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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			

May 5: Elementary/Middle School Collaboration (Min Day TK-8)
May 14: Rodeo Set Up (Min Day 9-12)
May 17: Rodeo Clean Up (Min Day 9-12)
May 28- June 2: Finals (Min Day 9-12)
May 31: Memorial Day
June 2: District Wide Minimum Day
June 3: 8th Grade Promotion
June 3: Last Day of School (Min Day TK-12)
June 4: High School Graduation
June 18: Juneteenth Observed

CLASSIFIED HOLIDAYS:

Jul 3 Independence Day
Sep 7 Labor Day
Nov 11 Veterans' Day
Nov 25-27 Thanksgiving
Dec 24 Christmas Eve

Legal / Local Holiday

Dec 25 Christmas Day
Dec 28 Day After Christmas
Jan 1 New Years' Day
Jan 18 Dr. Martin Luther King Day
Feb 15 Presidents' Day

Non-Student Days

Feb 19 Lincoln's Day Observed
March 29 Easter Observed
May 31 Memorial Day
June 18 Juneteenth Observed

Min. Day Elementary

* Min. Day District wide

< Min Day HS

() Preservice Day

\ \ Teacher Workday

End of Trimester

End of Semester

180 days