

The School for the Visual Arts and Humanities ELECTION TO WORK AGREEMENT 2009-2010

Preamble

The *School for the Visual Arts and Humanities* is a Pilot School with the Los Angeles Public School District that by union contract has been granted increased autonomy and flexibility to be a laboratory of educational innovation. This includes the right to set the “school day” and “school year” for both faculty and students and to make other alterations in the traditional teaching and learning conditions. The UTLA contract serves as the work agreement at non-pilot schools; however this contract goes beyond the UTLA contract to include additional contractual requirements. All teachers working at the School for the Visual Arts must sign this contract.

As a Pilot School, the *School for Visual Arts and Humanities'* primary decision-making body will be its Governing Board, replacing the role of the School Site Council. The Governing Board will comprise non-paid members that include administrators, teachers, parents, students and community members who will approve the annual work election agreement (EWA), budget, policies and vision of the school. In order to realize our vision, teachers at the *School for the Visual Arts and Humanities* are expected to undertake a number of specific responsibilities.

As part of the school's professional community, all teachers will strive to meet the following expectations.

SAMPLE

Teachers will:

- Work to set and achieve school-wide attendance and achievement goals
- Work on a variety of teams to support the mission of the school; each teacher will participate in monthly content-area meetings and bi-monthly grade-level team meetings to be held outside of professional development time and will be scheduled by these teams to at the time most convenient for them (before school, lunch, after school, weekends)
- Produce and teach at least one interdisciplinary lesson or unit during the course of each semester and submit these lesson and unit plans to the school curriculum library.
- Implement their assigned grade-level *Advisory* program
- Plan, schedule and participate in all community-building activities (e.g. Freshman orientation, family nights, conferences, annual picnic, etc)
- Plan, schedule and participate in the annual Student Art Exhibitions, Grade-Level Benchmark and Culmination Events, and Graduation
- Attend a minimum of one 8th grade recruitment fair or event
- Plan and participate in the peer observation process (teach, plan, reflect) as part of the collaborative, professional culture
- Participate in an “open door” approach to teaching in which other teachers and staff are welcome at all times in the classroom
- Seek and welcome constructive criticism from peers, administrators, students, community members, and families

- Provide at least two hours of unpaid after school tutoring weekly and be available to students outside of class time; these hours must be documented and submitted on a weekly basis
- Participate in IEP, SST, and intervention meetings as needed to support student achievement.
- Recognize that all teachers must contribute the time and resources above if the school is to be successful

Communications

All employees will have access to LAUSD email in their classrooms and are expected to check it at least one time per day as well as to read email outlining upcoming events sent each weekend in preparation for the week. Email will increasingly be used as a forum for collegial discussion of whole-school issues.

Distributed Leadership in a Pilot School

The distributed leadership/shared decision-making model used by this and other pilot schools necessitates collegial and frequent dialogue among staff, administrators, students, and families about every aspect of the school. This is an additional responsibility that requires teachers to:

- Participate in at least one of five SVAH committees (Instructional Leadership Team and others to be developed to meet school needs)
- Fulfill the duties of “point person” for one of the committees, grade-level team, or content-level team (unless a 1st year teacher or a 2nd year teacher with 3 preps)
- Participate in regular and collegial discussions about school policy, curricula, and all other school-related topics with the goal of democratic decision-making and transparent school operation
- Contribute to dialogue around school issues in a collegial, productive, and timely manner
- Seek ways to facilitate rather than hinder distributed leadership
- Bring concerns, ideas, questions, and proposals to colleagues through transparent channels such as the ILT (Instructional Leadership Team), the Governing Board, grade-level or content-area teams, or whole faculty meetings
- Expect to take responsibility for implementing such changes in school operations or proposals, rather than view this as the domain of the “administration”
- Work with administrative personnel in positive and constructive rather than adversarial ways
- Understand that the pilot school autonomies provide our school with the opportunity to innovate, but they also put far greater responsibility on teachers to be accountable for the decisions made by the school

First and Second Year Teachers

In lieu of taking on key leadership roles, such as point person for a committee, new teachers will participate in BTSA support meetings and be expected to complete all requirements by the end of their 2nd year.

Mentoring and Professional Support

Teachers with a minimum of 5 or more years in the teaching profession may be asked to support new teachers as BTSA support providers or informally by working with new teachers on lesson planning, classroom management, grading support, and in-class assistance.

Salary, benefits, seniority, and membership in bargaining unit

The *School for the Visual Arts and Humanities* teachers will continue to accrue seniority as they would if working elsewhere in the Los Angeles Unified School District. Anyone hired as a teacher will receive the wages and benefits established in the LAUSD Teacher's Contract. Teachers will continue to be members of the United Teachers of Los Angeles bargaining unit.

Compensation for additional hours

Every effort will be made to compensate teachers above and beyond all hours required by the UTLA contract. Compensation will depend on availability of funds.

Excessing at end of the year

Teachers may unilaterally excess themselves from the *School for the Visual Arts and Humanities* at the end of the school year. When voluntarily terminating service, teachers are required to inform the principal verbally by the end of March and in writing by April 15. Principal will invite teachers to return or inform them of dismissal by April 15. The School for the Visual Arts and Humanities will observe due process in supervision and dismissal procedures.

Dismissal

Teachers will be subject to dismissal from the *School for the Visual Arts and Humanities* in accordance with existing laws and regulations as outlined in the UTLA Contract and by this Elect-to-Work Agreement. Teachers are expected to fulfill all UTLA contractual obligations including but not limited to attending regularly and punctually, providing lesson plans when out, calling for a sub, attending parent conference nights, submitting attendance in a timely manner, submitting marks and roll books on time and accurately, etc. Moreover, teachers are expected to fulfill obligations outlined in this Elect-to-Work Agreement. Failure to do so satisfactorily may result in dismissal. The Governing Board reserves the right to change rules and regulations regarding dismissal on an annual basis.

Workday

- The workday is for teachers will be from 7:50 AM to 3:30 PM
- Teachers will attend 3 hours of professional development per week

The School Year

The school year for students will consist of 180 days of instruction. The contractual year begins July 1 and ends on June 30. Teachers, counselors and coordinators will work additional days according to the following schedule:

- Five days of professional development during the week prior to the school year
- One mid-year full-day staff development event
- One to three days of reflection and planning at the end of each school year, at the discretion of the faculty

- Teachers will also meet with teaching team members during vacations until curriculum for the year is satisfactorily planned, reviewed and revised

Substitute Coverage

- In the spirit of a collaborative professional community, all teachers may be asked to cover classes for their colleagues. Teachers will be compensated.
- Whenever a teacher must be absent, he or she must provide lesson plans for the substitute teacher.
- Teachers will report necessary absences as soon as possible to avoid unplanned coverage of classes by colleagues.

Dispute Resolution

Process and procedures for dispute resolution will be determined by the Governing Board in subsequent years.

Performance Evaluation

Process and procedures for performance evaluations will be determined by the Governing Board.

BY SIGNING THIS DOCUMENT, I ACKNOWLEDGE THAT I HAVE READ ALL THE PROVISIONS OF THIS ELECTION AGREEMENT AND THAT I AGREE TO ALL ITS TERMS. I ACKNOWLEDGE THAT FAILURE TO MEET THESE EXPECTATIONS MAY RESULT IN MY TERMINATION.

SAMPLE

Dated _____

Signature _____

Name (Print): _____

Address: _____