



- D. **Summer School.** Classroom Instructors who work summer school will be paid at the Classroom Instructor's hourly rate as indicated on the salary schedule listed in Exhibit A.
- E. **Per Diem Rate.** The Classroom Instructor's per diem rate is as outlined on the attached Salary Schedule A/1
- F. **Substitute Pay Rate:** Hourly Substitute pay rate, and Long-Term Assignment Substitutes, is as outlined on Exhibit B to this Salary Resolution. At the sole discretion of the ROP, the Substitute(s) may be placed on a long-term assignment of more than ten-instructional days and may be placed on the Substitute Salary Schedule B, range 1, and steps 1-2 based upon the Substitute's qualifications for appropriate Column and Step.

III. **WORK CALENDARS:**

- A. **Work Year.** All Classroom Instructors shall work 185 days for the ROP. This includes fulfilling all school site calendar needs for each of the participating districts. In the event a district or assigned school site does not have a minimum of 185 service days, the Classroom Instructor is expected to meet the work day requirement in-service at the ROP. ROP instructors are required to check with the ROP Educational Services Supervisor for any additional scheduling and work needs.
  - 1. Classroom instructors who are assigned to a school site that requires more than 185 work days shall be paid at the Classroom Instructor's per diem rate for the extra day(s) beyond 185 work days.
- B. **Work Day.**
  - 1. Classroom Instructors work day shall follow the work day of the school site to which the Classroom Instructor is assigned, unless otherwise designated by the ROP Educational Services Supervisor.
  - 2. In accordance with Board Policy 4112, all Classroom Instructors are required to fulfill responsibilities normally required of the profession, including, but not limited to, attendance at:
    - a. Parent conferences
    - b. Open House/Back to School Nights
    - c. Meetings and school site activities completed on minimum days
    - d. Preparation time, including, but not limited to, curriculum development, lesson planning and evaluating and grading student work.
    - e. IEP, 504, or Student Study Team meetings.
    - f. Chaperoning students, attending student competitions or conferences as directed by the ROP.

3. Extra Duties/Hourly Rate.

- a. Extra pay for added responsibilities assigned beyond the scope of the regular teaching assignment (“Extra Duty”) shall be paid at the rate of \$32.00 per hour.
- b. All extra duty work must be approved in advance in writing by the ROP Educational Services Supervisor. Extra duty work shall not exceed 10 hours per year, unless approved in writing by the Superintendent or designee.

IV. **FLSA EXEMPT**: Employees employed by the ROP in Certificated Instructor Positions are exempt from the overtime requirements, including, but not limited to the Fair Labor Standards Act and applicable California overtime laws.

V. **HOLIDAYS AND WINTER CLOSURE**:

A. Instructors assigned to school sites, shall abide by the school site holiday observation calendar. Part B below is provided for information purposes only, and shall have no effect on Classroom Instructors assigned to various school sites within the Partner Districts.

B. The ESGVROP Administrative Offices observe the following holidays throughout the year:

New Year’s Day (January 1), Martin Luther King, Jr. Day (Third Monday, January)	Labor Day (First Monday, September), Veteran’s Day (November 11)
Abraham Lincoln Day (Second Monday, February)	Thanksgiving Day (fourth Thursday November)
George Washington Day (Third Monday, February)	Day after Thanksgiving (fourth Friday November)
Friday before Easter	Christmas Eve (December 24)
Memorial Day (last Monday, May)	Christmas Day (December 25)
Fourth of July	New Year’s Eve (December 31)

For ESGVROP Administrative Offices, in the event a holiday occurs on Saturday, that holiday will be honored on the Friday immediately preceding. In the event a holiday occurs on a Sunday, that holiday will be honored on the Monday immediately following.

VI. **HEALTH AND WELFARE BENEFITS:** Employees employed by the ROP as Certificated Instructors shall be eligible for participation in the ROP’s health and welfare benefits program, which may change from time to time based upon the sole discretion of the Joint Board, if eligible.

An eligible employee is defined in Board Policy 4144.1 (incorporated herein in full), which provides, “all employees working a regular schedule, except for classified hourly, variable certificated, short-term employees and student workers.” Eligible employees, except as listed below, shall be eligible to participate in the ROP’s maximum benefit contribution as outlined below:

Plan:		Up to Maximum Annual Contribution	Up to Maximum Monthly (12thly)	Up to Maximum (9thly)
Medical		\$15,518.34	\$1,293.20	\$1,724.26
Dental		\$1,328.80	\$110.73	\$147.64
Vision		\$100.50	\$8.38	\$11.17
Life Insurance		\$112.60	\$9.38	\$12.51

Employee shall be solely responsible for any amount in excess of the ROP’s maximum contribution (annually, monthly (12thly), or 9thly). There shall be no cash-back nor cash-out of any excess or unused employer maximum contribution.

Pursuant to Board Policy 4144.1 for Classroom Instructors, “eligible employees who regularly work less than 30 hours per week are entitled to a pro-rated amount of the ROP’s contribution”

The ROP maximum benefit contributions shall be tiered pro-rata, as show below, based on the number of hours the Classroom Instructor regularly works:

**Medical Coverage:**

Weekly Hours	Percentage of Employer Contribution	Annual amount	12thly amount	9thly amount
30 hours and above	3/3	\$15,518.34	\$1,293.20	\$1,724.26
20 – 29.9 hours	2/3	\$10,345.56	\$862.13	\$1,149.51
10-19.9 hours	1/3	\$5,172.78	\$431.07	\$574.75

Dental Coverage:

Weekly Hours	Percentage of Employer Contribution	Annual amount	12thly amount	9thly amount
30 hours and above	3/3	\$1,328.80	\$110.73	\$147.64
20 – 29.9 hours	2/3	\$885.87	\$73.82	\$98.43
10-19.9 hours	1/3	\$442.93	\$36.91	\$49.21

Vision Coverage:

Weekly Hours	Percentage of Employer Contribution	Annual amount	12thly amount	9thly amount
30 hours and above	3/3	\$100.50	\$8.37	\$11.17
20 – 29.9 hours	2/3	\$67.00	\$5.58	\$7.44
10-19.9 hours	1/3	\$33.50	\$2.80	\$3.72

Life Insurance:

Weekly Hours	Percentage of Employer Contribution	Annual amount	12thly amount	9thly amount
30 hours and above	3/3	\$112.60	\$9.38	\$12.51
20 – 29.9 hours	2/3	\$70.07	\$6.26	\$8.34
10-19.9 hours	1/3	\$37.53	\$3.13	\$4.17

- VII. **VACATION**: Classroom Instructors assigned to school sites do not earn, nor accrue vacation time.

**VIII. HIGH-QUALITY CAREER TECHNICAL EDUCATION STIPENDS:**

Employees employed by the ROP in Certificated Instructor Positions shall be eligible to receive the following stipends, in the amounts indicated:

**A. Monthly Stipends**

Stipend Name	Annual Amount	10thly pay	
Pathway/Site Lead	\$5,000.00	\$500.00	Paid monthly over 10 month-period (September through June)
Career Technical Student Organization (CTSO) Advisor	\$3,000.00	\$300.00	By contract only for 12 months service; Paid monthly over 10 month-period (September through June)
Pass CSET	\$2,000.00	\$200.00	Paid monthly over 10 month-period (September through June)

**B. Periodic Stipends**

Stipend Name	Amount		
Articulated Course	\$50.00 per articulated course		Paid after completion of school year, validated through various colleges involved in articulation agreements; Paid one-time lump sum.
Student Articulation	\$20.00 per student who receives passing score (students 1-10)  \$10.00 per student who receives passing score (students 11 – max 100)		Paid after completion of school year, validated through various colleges involved in articulation agreements; Paid one-time lump sum.

Student Career Readiness	\$10.00 per student (students 1-10);  \$5.00 per student (students 11 – 100 max)	Upon submission of work-readiness tools and minimum of 40 internship hours	Paid after submission of work-readiness tools and minimum of 40 internship hours; Paid one-time lump sum.
Business Advisor Member	\$50.00 each for 4 <sup>th</sup> and 5 <sup>th</sup> advisor in attendance;  \$100.00 for 6 <sup>th</sup> advisor in attendance	Upon verification of attendance & advisory signature on program review documentation	Paid after submission and verification of attendance & advisory signature on program review documentation; Paid one-time lump sum
CTSO Local Competition Student Placement(s)	\$500.00	One- time payment for students awarded a top 10 placement	Paid at end-of-school year, subject to ROP notice of student placements by Instructor; paid one-time lump sum
CTSO Regional Competition Student Placement	\$750.00	One- time payment for students awarded a top 10 placement	Paid at end-of-school year, subject to ROP notice of student placements by Instructor; paid one-time lump sum
CTSO National Competition Student Placement	\$1,250	One- time payment for students awarded a top 10 placement	Paid at end-of-school year, subject to ROP notice of student placements by Instructor; paid one-time lump sum

C. Year-End Stipends: Education and other Pay Stipend:

Education Achievement	Stipend Amount:	Frequency of payment:
CBEST	\$200.00	Paid in one lump sum in June of that school year.
Longevity Stipend	\$250.00 year 8-15; \$500.00 years 16-25; \$750.00 years 26 +	Anniversary date must occur by April 30th (if the anniversary date occurs after April 30 <sup>th</sup> the stipend is not earned/paid until the next school year) One-time payment, flat fee amounts; paid once per year on the May payroll period;  Paid only to current/active members (separated employees not eligible)

Effective August 1, 2021, the ROP eliminates the Masters stipend of \$750.00 and the Doctoral stipend of \$1,000 for all Classroom Instructors

Effective August 1, 2021, new employees and/or new conferees shall not be eligible for the Doctoral or Masters stipend.

- XI. **Mileage Reimbursement:** Certificated Instructors shall be eligible for prevailing IRS mileage rate for necessary vehicle usage/mileage in performance of their duties.

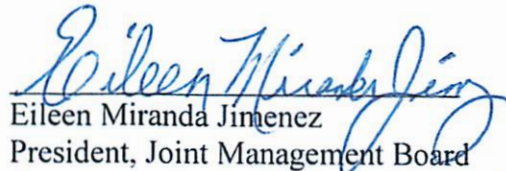


**BE IT FURTHER RESOLVED** that all employees of the ROP shall be employed and serve pursuant to applicable state statutes and ordinances, rules, and policies of the ROP, and shall receive the compensation and benefits established herein.

**BE IT FURTHER RESOLVED** that the ROP Superintendent or designee is authorized and directed to take such actions as may be necessary to carry out the purpose and intent of this Resolution.

PASSED and ADOPTED by the Governing Board of the San Gabriel Valley Regional Occupational Program on January 27, 2022, by the following vote:

AYES	7
NOES	0
ABSENT	0
ABSTENTION	0

  
Eileen Miranda Jimenez  
President, Joint Management Board  
San Gabriel Valley Regional Occupational  
Program  
County of Los Angeles, California

I, Christina Lucero, Clerk of the Joint Board of Management of the San Gabriel Valley Regional Occupational Program, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Joint Board of Management during its meeting held on January 27, 2022.


  
Christina Lucero, Vice President/Clerk  
Joint Board of Management  
San Gabriel Valley Regional Occupational  
Program

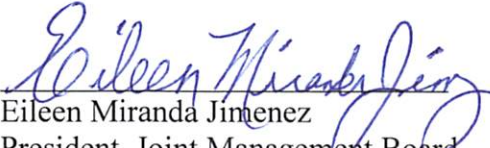
Exhibit A – Salary Table for Certificated Instructors  
Exhibit B – Salary Table for Substitute Instructors

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President, Joint Management Board  
San Gabriel Valley Regional Occupational  
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Christina Lucero, Vice President/Clerk  
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San Gabriel Valley Regional Occupational  
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Exhibit A – Salary Table for Certificated Instructors  
Exhibit B – Salary Table for Substitute Instructors