

**Side Letter Between
The San Diego Unified School District
And
The San Diego Education Association**

June 15, 2022

High School Athletic Directors' Compensation and Preparation Time

WHEREAS each comprehensive high school's athletic program requires oversight, planning, and execution primarily directed through the employment of Athletic Directors (hereinafter "AD"); and,

WHEREAS all sixteen current ADs are members of the SDEA Bargaining Unit, and are currently assigned to a 184-day contract year calendar; and,

WHEREAS the breadth of AD responsibilities requires work beyond the standard 184-day calendar; and,

NOW, THEREFORE, the Parties agree as follows:

1. Any SDEA unit member working as an Athletic Director at a comprehensive high school in the 2022-2023 school year shall be placed on a Site Administered 208-Day calendar (Attachment A).
 - a. The calendar shall be determined by the site administrator in collaboration with the Director of Athletics, PE and Health, in order to ensure scheduling of the work days above the standard 184-day calendar allow for the timely completion of necessary AD duties, as identified by the Athletic Department.
 - b. The calendar shall be reviewed, approved and signed by both the site administrator and Director of Athletics, PE and Health and submitted to the Payroll and Benefits Department by July 1 and prior to beginning work in the fiscal year.
2. Section 8.7 of the SDEA/SDUSD Collective Bargaining Agreement defines preparation time for secondary teachers. In acknowledgement of the work associated with AD duties, ADs shall receive an additional preparation period above their regular preparation time for the 2022-2023 school year.
3. For the 2022-2023 school year, ADs shall receive six (6) extended day units.
4. During the 2022-2023 school year, the Parties shall reconvene to bargain the ongoing terms to begin in the 2023-2024 school year, including additional preparation time in lieu of extended day credits based on the specific athletic programs at each school site.
5. This Agreement is non-precedent setting.

6. All components of the current Collective Bargaining Agreement between SDEA (San Diego Education Association) and the SDUSD (San Diego Unified School District) not addressed by the terms of this Agreement shall remain in full effect.
7. This Agreement shall be effective beginning on July 1, 2022 and expires in full without precedent on June 30, 2023.

FOR THE DISTRICT:

DocuSigned by:
Jessica Falk Michelli June 15, 2022
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Jessica Falk Michelli Date
Executive Director, Labor Relations

DocuSigned by:
Acacia Thede June 17, 2022
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Acacia Thede Date
Chief Human Resources Officer

FOR SDEA:

DocuSigned by:
Kisha Borden June 15, 2022
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Kisha Borden Date
President

DocuSigned by:
Kyle Weinberg June 15, 2022
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Kyle Weinberg Date
Vice President

DocuSigned by:
Abdul Sayid June 15, 2022
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Abdul Sayid Date
Executive Director

SAN DIEGO UNIFIED SCHOOL DISTRICT

Site Administered - 208 Days

**2022-2023 School Year Calendar
Certificated 11 Month 184+24 Days**

Name: _____
 Empl ID #: _____
 Job Title: _____
 Location Name/Loc #: _____
 Work Telephone: _____

X = Contract Days
H = Mandated or Declared Holiday

INSTRUCTIONS: Indicate full workday = " X ". The total number of service days for 2022-2023 is 208 for full-time assignments.

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	TOTALS	
JULY					1	H/4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Jul	0
AUGUST	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	P/24	P/25	P/26	29	30	31			Aug	0
SEPTEMBER				1	2	H/5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	Sep	0
OCTOBER	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					Oct	0
NOVEMBER		1	2	3	4	7	8	9	10	H/11	14	15	16	17	18	21	22	23	H/24	H/25	28	29	30			Nov	0
DECEMBER				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	H/23	H/26	27	28	29	H/30	Dec	0
JANUARY	H/2	3	4	5	6	9	10	11	12	13	H/16	17	18	19	20	23	24	25	26	27	30	31				Jan	0
FEBRUARY			1	2	3	6	7	8	9	10	13	14	15	16	H/17	H/20	21	22	23	24	27	28				Feb	0
MARCH			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	Mar	0
APRIL	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						Apr	0
MAY	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	H/29	30				May	0
JUNE				1	2	5	6	7	8	9	12	13	14	P/15	16	19	20	21	22	23	26	27	28	29	30	Jun	0
																										Total	

Calendar MUST be submitted prior to the start of the 22/23 school year.

 (Employee Signature) (Date)

 (Principal/Department Head Signature) (Date)

PAYROLL USE ONLY
Input Date:
Input By:
Pay Group:

I have discussed this work schedule with the employee and am approving it in order to meet instructional/program requirements.

Time and Labor Calendar = C11 CERTSA