

ARTICLE XVI -- SUMMER EMPLOYMENT

Section 1. Rules and Procedures for Summer Employment -- Teachers

- A. All currently employed instructional staff members, including counselors, are eligible to apply for summer employment. It is the intent of the parties to offer summer employment to the maximum number of eligible teachers and counselors.
- B. In selecting teaching staffs for the summer, employment shall be offered, first to those teachers who have submitted the appropriate application, on or before the established deadline, are certified in the subject area or at the level in which selected to teach, and who are on a continuing or professional service contract.
- C. Special consideration shall be given to: teachers seeking summer employment whose schools are closed during the summer session.
- D. The principal responsible for staffing a summer school program shall offer a teaching position on the summer school faculty to the Union steward/officer of the summer school site's regular faculty, provided the steward/officer is certified in a program to be offered in the summer. The principal shall give consideration for summer employment to other Union stewards/officers of the summer school site's regular faculty, provided the steward/officer is certified in a program to be offered in the summer. Nothing herein shall require the principal to hire more than one Union steward/officer.
- E. Teachers employed to work in the summer shall be notified as quickly as possible.
- F. For each day worked during summer school, teachers shall be paid their annual salary received during the regular school year immediately preceding the summer school, divided by 196.
- G. Supplements for special duties shall be paid only if the person performs that duty during the summer program.
- H. There shall be a guarantee of summer employment (six weeks) for full-time Physical and Occupational Therapists (contingent upon the level of service needed).
- I. Teachers who have completed their first year of service with an acceptable performance evaluation shall be offered an opportunity of half-time or split-time employment (contingent upon the level of service needed). This shall not preclude an offer of full-time employment.

Section 2. Teacher Assignments in the Summer Program

- A. Teacher assignments in the summer program may be for full-time, half-time, or split-time positions. Where teachers have requested half-time, split-time, or full-time employment, principals will give full consideration to such requests. Principals of summer centers are encouraged to employ staff members from the schools feeding into their school centers.

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- B. Where half-time teachers are employed for the summer school program, the parties further agree that:
1. The rate of pay for half-time teachers will be one-half of their regular daily rate as full-time teachers, computed in accordance with Section 1(D) of this Article.
 2. The duty day for half-time teachers will be one-half the length of a full-time teacher's duty day.
 3. Assignment of planning and/or lunchtime for half-time teachers is discretionary on the part of the principal.
 4. Half-time teachers will accrue sick leave at one-half the rate it is accrued for full-time teachers.
 5. Criteria for summer employment, as stipulated in Section 1(B) of this Article, shall apply to half-time teachers.
- C. Beginning with the 1998 Summer Session, teachers who are "beyond training timeline" for META related training are not eligible to teach summer school.

Section 3. Summer Employment for Paraprofessionals

- A. Each paraprofessional desiring a position in a summer school program shall submit an application, in writing, on the proper form, to the Office of Human Resources, on or before the closing date for applications.
- B. Following the determination by the Board for the summer programs for the year, qualified paraprofessionals shall be selected for summer school program employment in accordance with the following criteria and procedures:
1. Summer school paraprofessional vacancies at each work location shall be posted at that work location, as soon as possible. Notices of vacancies, in projects financed by federal funds, shall be posted by the program director in the worksite where the vacancy will exist.
 2. A Union designee/designated Union steward, who is a paraprofessional, shall be offered a position on the summer school staff, at his/her current work location, provided the officer/steward is qualified in a program to be offered. Employment shall first be offered to such officer in order of seniority as an officer, and then to the officially-designated steward. When employed in the summer program under this provision, the Union designee shall perform the duties of a Union steward. Only one bargaining unit member per work location shall be granted this right.
 3. Qualified paraprofessionals who are currently employed will be given first consideration to fill any open paraprofessional positions in the summer program at their current work location.

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4. After all currently-employed qualified paraprofessionals at the work location have been offered summer positions, any remaining vacancies may be offered to paraprofessionals from other M-DCPS work locations.
 5. Paraprofessionals selected for employment in the summer shall be notified, as soon as possible.
- C. For each day worked during summer school, paraprofessionals shall be paid their annual salary rate received during the preceding regular school year, divided by 196.

Section 4. Summer Employment for School Support Personnel

- A. Each 10-month school support employee desiring a position in a summer school program shall file his/her application, in writing, with the Office of Human Resources, on the proper form, on or before the closing date of application.
- B. Following the determination by the Board of the summer programs for the year, qualified school support employees shall be selected for summer school program employment in accordance with the following criteria and procedures:
 1. Summer school vacancies for school support employees at each work location shall be posted at that work location, as soon as possible. Notices of vacancies in projects financed by federal funds shall be posted by the program director in the worksite where the vacancy exists.
 2. A Union designee/designated Union steward who is a school support employee shall be offered a position on the summer school staff at their current work location, provided that officer/steward is qualified for a program vacancy. Employment shall first be offered to such officer in order of seniority as an officer and then to the designated steward. When employed in the summer program, under this provision, the Union designee shall perform the duties of a Union steward. Only one bargaining unit member per work location shall be granted this right.
 3. Qualified school support employees will be given first consideration to fill any open school support position in the summer program at their current work location.
 4. After qualified school support employees at the work location have been offered summer positions, any remaining vacancies may be offered to school support employees from other M-DCPS work locations.
 5. School support personnel selected for employment in the summer shall be notified, as soon as possible.
- C. As an exception to paragraphs 1. and 2., there is a guarantee of employment for the entire summer school program for full-time Physical and Occupational Therapy Assistants.

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- D. For each day worked during summer school, school support employees shall be paid their annual salary rate received during the preceding regular school year, divided by 196.

Section 5. Summer Employment for Office Personnel

- A. All currently-employed office employees are eligible to apply for summer employment.
- B. In selecting secretarial/clerical staffs for the summer, employment shall be offered first to those employees meeting the following criteria:
 - 1. employees who have submitted the appropriate application on or before the established deadlines; and
 - 2. employees currently employed in 10-month positions in the school system.
- C. If an employee works in the summer program in a higher job classification than his/her regular 10-month position, such employee will be compensated for the summer assignment, at the current daily rate of pay, same step on the higher pay grade, but in no case less than the daily rate of the minimum scheduled pay for the higher classification.
- D. Employees hired in the summer school program or beyond the 10-month contract period shall be paid for each day worked at the annual salary that they received during the regular school year immediately preceding the summer program. The daily rate shall be computed by dividing the annual salary by 206.

Section 6. Summer Enrollment

The Board agrees that those employees who are hired at a school site for the summer may enroll their children at the location where he or she is assigned to work, if their children meet enrollment criteria.

Section 7. Summer Employment Review Committee

The parties agree to establish an ad hoc committee to monitor and resolve any problems which may arise as a result of these provisions and to recommend any adjustments in this regard for consideration during subsequent M-DCPS/UTD collective bargaining.