

CONTRACT OF AGREEMENT
Between the Ventura Unified School District and
the Ventura Education Support Professionals Association
2022-2025

ARTICLE 41 – TENTATIVE AGREEMENT
PROFESSIONAL GROWTH & EDUCATION INCENTIVES

- 41.1 VUSD and VESPA have an interest in attracting and retaining bargaining unit members with professional growth and education incentive opportunities. The Parties believe that professional development is more than just meeting baseline criteria to be a competitive workplace; it's about cultivating an environment that values growth and encourages bargaining unit members to do their best. **The intent of this incentive based professional growth program is to encourage employees to voluntarily gain increased knowledge and skills which enhance their ability to perform the work of the school district and to provide an opportunity for advancement to new positions.** The following structures have been implemented to attract, retain, and recognize the vast spectrum of education, training, and experience our bargaining unit members have acquired which contribute to the educational success of the VUSD students.
- 41.2 PROCEDURES
- 41.2.1 Review Committee: The Professional Growth Committee, hereinafter referred to as the Committee, shall meet at least quarterly **or as needed** ~~to review applications for professional growth points.~~
- 41.2.2 Selection/Composition of Committee: The Committee shall consist of:
- Three (3) representatives appointed by the Association plus three (3) representatives appointed by the District including the Classified Human Resources Director or Supervisor being a permanent member of the committee.
- 41.2.3 Tenure of Committee
- 41.2.3.1 Terms of committee members shall begin ~~in July~~ **on September 1** and end ~~in June~~ on **August 31**. A Chair and a Secretary shall be appointed by the Committee.
- 41.2.3.2 Should a vacancy occur on the Committee, VESPA shall fill the vacancy by appointment for those positions which VESPA originally appointed.
- 41.2.4 Duties of Committee
- 41.2.4.1 Review policies and procedures.
- 41.2.4.2 **Determine eligibility of professional growth opportunities.**
- 41.2.4.2 **3** Committee will meet ~~monthly~~ to evaluate activities for professional growth points or educational coursework, **and to review professional growth applications.**

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41.2.4.3 4 Provide the Payroll Department with a listing of those employees who have earned Professional Growth points for the fiscal year.

41.3 STANDARDS AND GUIDELINES FOR PARTICIPATION IN THE PROFESSIONAL GROWTH POINT PROGRAM

41.3.1 Process/Criteria

- 41.3.1.1 Employees may submit a request for verification of eligibility of **professional growth opportunities** to the Professional Growth Committee ~~or their supervisor~~ prior to completing training and/or college courses. ~~If the supervisor denies eligibility, then the employee can appeal to the Professional Growth committee.~~ **The Committee will make the final determination of eligibility of professional growth opportunities. Decisions made by the Committee will be by consensus.**
- 41.3.1.2 Professional growth can be for current position or position of aspirational growth/goals within the district.
- 41.3.1.3 Trainings and/or department specific meetings mandated by the District are not eligible for professional growth points (i.e Cal-OSHA, mandated reporter, bloodborne pathogens, etc.).
- 41.3.1.4 All ~~trainings~~ **professional growth opportunities** that are completed prior to hire date are not eligible for professional growth points.
- 41.3.1.5 Professional growth must have been completed in the fiscal year corresponding to the June 30th due date.
- 41.3.1.6 Employee is responsible for submitting all documents and transcripts. These documents must be submitted to the Committee no later than June 30th and verified as acceptable and approved by the Committee no later than July 15th **31st** of each year in order to receive a professional growth payment in August ~~for that fiscal year.~~ **Participants who have submitted a professional growth application while in active, paid status, but have separated from the district prior to June 30th shall receive a professional growth payment in August.**
- 41.3.1.7 VUSD and VESPA will monitor overall costs of the **professional growth points** program not to exceed \$300,000 annually (fiscal year). Together they will evaluate the district's fiscal ability to increase or pause the program for the remainder of the fiscal year. If it is determined that the

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- program must be paused, the education incentive percentage increases will not be impacted.
- 41.3.1.8 The parties agree that Article 41 shall be an additional re-opener for the term of this contract.
- 41.3.2 Points may be earned through participation in any of the following:
- 41.3.2.1 College courses, adult school courses, trade and business school courses.
- 41.3.2.2 Committee approved workshops, webinars, training, orientation, and in-service.
- 41.3.2.3 Facilitation of Institute lecture programs and conducting institute conferences, classes or trainings.
- 41.3.2.4 Attendance at educational conferences.
- 41.3.2.5 Leadership activities in county, state and national educational organizations and in professional organizations.
- 41.3.2.6 Correspondence, on-line and video courses. Professional certifications, micro credentials, and licenses.
- 41.3.3 All professional growth candidates taking courses must obtain a passing grade of "C" or better; a certificate of satisfactory completion of a course, or a grade of "Pass" in a course which does not provide a letter grade, in order to receive credit points for that coursework.
- 41.3.4 All regularly employed, classified employees (permanent and probationary) who are in active, paid status with the Ventura Unified School District shall be eligible to participate in the Professional Growth Program. **Participants must be in active, paid status with the district at time of submission of professional growth application.** Points will not be given to an employee who is on leave from the district to become a full-time or part-time student.
- 41.3.5 If points have previously been awarded, courses may not be repeated unless special permission is granted by the Committee. Such repeat courses must contain different subject matter.
- 41.3.6 Records concerning the Professional Growth Program shall be maintained by the Classified Human Resources Office and provided to Managers and/or Directors upon request.
- 41.4 CALCULATION AND COMPENSATION FOR PROFESSIONAL GROWTH POINTS – **effective July 1, 2023**

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COMPENSATION FOR EARNED POINTS IN CURRENT FISCAL YEAR

One point will equal \$50.00

Description	Time/Units/ Credits	Points value	Max per fiscal year
Workshops, webinars, training	1 hour	.25	10 15 points
Professional certifications, licenses, and micro-credentials	1 hour	.50	20 points
Facilitator/Presenter	1 hour	.75	30 points
College courses	1 credit/unit	3	24 36 points

Credential	One-time payment
DSC/CTE Teaching Credential	2.5%
Teaching Credential	2.5%

41.5 EDUCATION INCENTIVES – effective July 1, 2023

All active bargaining unit members are eligible for the education incentive, regardless of when degree was earned, for related degrees above and beyond the stated minimum qualifications in the bargaining unit member's current classification. Courses must be taken at an accredited college or university and proof of degree must be submitted to HR. Percentages are based on base salary and paid on a monthly basis:

Degree	Percentage increase on base salary, paid monthly
AA/AS	2.50%
BA/BS	2.75 4%
MA/MS	3.00 5%
Ed.D/Ph.D/JD	3.25 6%

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41.6 LEGACY CLAUSE

Unit members under the previous Professional Growth program (see Appendix H) that have earned complete increments shall remain in the program unless they opt into the current program no later than June 30, 2025.

If a unit member chooses to remain in the previous Professional Growth program, they will continue to earn points as outlined in the previous Professional Growth program (see Appendix H).

If a unit member chooses to opt into the current program on or before June 30, 2025, then the unit member shall no longer be paid for increments or points earned under the previous program. Unit members will then be eligible for Compensation for Earned Points and Education Incentives as outlined in the current program. Their carryforward points will be transferred to the current program and paid out (the cap will not apply for the year in which they move to the current program).

Unit members who participated under the previous Professional Growth program who had earned points but had not yet earned Increment 1 shall have their earned points transferred to the current program (the cap will not apply for the year in which they move to the current program).

41.7 NEW HIRES - INITIAL SALARY PLACEMENT – **this section will be incorporated into Article 20**

The District has an interest in establishing criteria to place new hires at a step on the salary range of the classification for which they were hired, that recognizes the education and experience they bring to their role in supporting students and the services of the District. **Effective July 1, 2022** Upon approval of the Director of Classified Human Resources and notification to the VESPA President, a new employee may be provided with advanced step placement up to Step 5 based on the following criteria:

- 41.7.1 Additional qualifying experience beyond that required for entry into the class (limited to no more than one step for each two years of experience related to the classification)
- 41.7.2 Additional education at the college level beyond the educational requirements established for entry into the class (limited to no more than one step for each two years of education related to the position)

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Agreed to this 7th day of November, 2023.



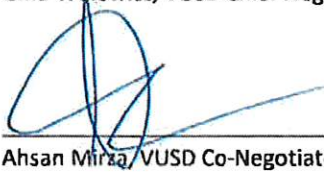
Carol Peek, VESPA President Date



Gina Wolowicz, VUSD Chief Negotiator Date



Jackie Lopez, VESPA Co-Chair Date



Ahsan Mirza, VUSD Co-Negotiator Date



Felix Cortez, VESPA Co-Chair Date