

Employer – Employee
Agreement

Between

Napa County Superintendent of Schools

And

NAPA ASSOCIATION OF PUPIL SERVICES
(NAPS)

July 1, 2022 – June 30, 2025

<u>ARTICLE</u>	<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
	Preamble	1
1	Recognition	1
2	Wages	2
3	Hours of Employment	3
4	Health & Welfare Benefits	4
5	Leaves	5
6	Transfer	13
7	Safety Conditions of Employment	14
8	Employee Evaluations	15
9	Grievance Procedure	17
10	Miscellaneous Provisions	21
11	Effect of Agreement	22
12	Fair Practice	23
13	Savings	24
14	Term	25
	INDEX	26

PREAMBLE

This Agreement is entered into this 1st day of July, 2022 by and between the Napa County Superintendent of Schools, Napa, California, hereinafter called the "Employer" and the Napa Association of Pupil Services, hereinafter called the "Association". The parties agree as follows:

ARTICLE 1 – RECOGNITION

- 1.1** The Employer recognizes the Association as the exclusive agent for a bargaining unit of full-time, part-time and temporary school psychologists, and social workers and excluding all other positions.

ARTICLE 2 – WAGES

2.1 The Employer and Association agree effective July 1, 2022, a 3.25% increase will be applied to the 2021-22 salary schedule. In addition, a one-time off schedule payment of 0.50% will be made for Association members on the July 2022 payroll. (ratified 06-16-22)

2.2 The normal work year for full-time unit members is 182 days and not more than 197 days as determined by program needs.

2.3 **Mileage**

Unit members using their personal vehicles to perform assigned services for the Employer shall be compensated at the current effective IRS standard mileage rate as published in Internal Revenue Service publication 917 November of each year.

2.4 **Longevity**

For longevity purposes, salary schedules for NAPS Unit members will increase from 15 steps to 24 steps. Unit members shall receive 3 % longevity increases at 20 years of continuous service. Unit members shall receive 3 % longevity increases at 25 years of continuous services effective July 1, 2013.

ARTICLE 3 - HOURS OF EMPLOYMENT

- 3.1** Unit members shall normally be requested to remain at the location(s) of assignment for 7.5 hours a day, exclusive of the duty-free lunch period. However, it is recognized that their professional responsibilities may cause the working day to be modified (lengthened or shortened) under the direction of the Program Administrator. Work beyond the regular 7.5 hour day, with prior arrangement between supervisor and employee, will normally be compensated as flex time or at a pre-determined rate of pay.

ARTICLE 4 – HEALTH & WELFARE BENEFITS

4.1 Medical Benefits

Unit members will be eligible to purchase health benefits on the same terms as management and non-represented employees.

4.2 Vision Insurance

The Employer shall purchase the approved vision care plan, currently Vision Service Plan (VSP).

4.3 Dental Insurance

The Employee is required at his/her/their own expense to purchase the approved dental insurance plan (currently Delta Dental Service Plan).

4.4 Life Insurance

The Employer shall purchase a term life insurance plan in the amount of \$50,000 for unit members who work 17.5 hours or more per week.

4.5 The Employer shall allow unit members on unpaid leave of absence to remain a member of the insurance group(s) when the carrier permits, upon full payment to the Employer of the premium by the unit member.

ARTICLE 5 – LEAVES

5.1 Introduction

Leave is permission granted by the Employer for a unit member to be absent from assigned duties for a specific period of time. All requests for leave must be in writing. It is recognized that there are two types of leave: Paid leave and unpaid leave.

5.1.1 “Immediate Family” refers to spouse/registered domestic partner, children, step-children, unborn children, mother/father, brother/sister, grandparents, son/daughter-in-law, father/mother-in-law, brother/sister-in-law, or grandchildren of the unit member or any other relative living in the immediate household of the unit member.

5.1.2 The unit member shall not be required to secure advance permission for leave taken for the following: (a) death or serious illness of a relative, dependent, or special relation; or (b) accident involving his/her/their immediate family; and (c) personal matters which do not fall within category (a) and (b) and which cannot be handled outside of the normal workday. No portion of this leave shall be used for vacation leave or any part thereof.

5.2 Paid Leave

5.2.1 Sick Leave

5.2.1.1 Unit members employed five (5) days a week during the regular school year shall be entitled to ten (10) days leave of absence for illness or injury for a year of service. Members of the bargaining unit employed less than five days a week shall be entitled to leave equivalent to that proportion of ten (10) days as the number of days employed relates to five (5).

The sick leave entitlement for the year shall be credited to the member of the bargaining unit at the beginning of the year. Unused sick leave shall be accumulated from year to year.

5.2.1.2 To be eligible to apply for sick leave absence with pay, the unit member shall be in a paid status and scheduled for work on the day(s) of absence.

5.2.1.3 In order to request sick leave, the unit member must notify his/her/their immediate supervisor no later than one hour prior to the first work hour of the first day absent, unless the

Superintendent approves the unit member's written request for a waiver of the required notice, setting forth the conditions making advance notice impossible.

- 5.2.1.4** At any times during the course of a sick leave or injury absence, an upon return from absence, the unit member may be required to supply such information as may be requested by the Superintendent regarding the nature of illness or injury, name and address of attending physician and/or other related information. An attending physician's verification of illness may be required relevant to any request for sick leave absence pay. A unit member who claims a sick leave absence for three (3) or more consecutive days may be required by the Superintendent to present a physician's statement verifying the nature of illness or injury and the date the unit member is expected to return to work.

A unit member who fails to provide the required medical verification of illness, medical disability, or injury as stated, shall be placed in an unpaid status for that period of time the unit member was absent and until such verification is received and sick leave is approved by the Superintendent/designee. The Superintendent may also apply other forms of discipline appropriate under the circumstances.

5.2.2 Maternity Leave

- 5.2.2.1** Unit members may apply for maternity leave. The length of the maternity leave, including the date on which the leave shall commence and the date on which the unit member shall resume duties, shall be determined by the unit member and the unit member's physician, subject to the Employer's right to modify the leave request to conform to natural breaks in the educational program. When possible, the Employer shall be notified in writing thirty (30) days prior to the date on which the unit member's leave is to commence, with an estimate of the duration of the leave.

- 5.2.2.2** A unit member is entitled to use accumulated sick leave during that portion of an absence which is disabling from pregnancy, childbirth, miscarriage, and recovery therefrom. The period of paid absence shall be limited to that period of medical disability

as verified by the physician and the extent of the unit member's sick leave.

5.2.3 Family Care Leave

- 5.2.3.1** Notwithstanding other provisions of the Agreement which provide family care leave, unit members are eligible for leave under the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA).
- 5.2.3.2** Detailed written rules for eligibility, use, and benefits under this provision are available in the Human Resources Department.
- 5.2.3.3** Unit members are eligible if they worked the prior twelve (12) months which included at least 1,250 hours within that period. Full-time unit members meet the 1,250 hour requirement.
- 5.2.3.4** The FMLA may be used for the birth, adoption, or foster care placement of a child, care of a child (including foster, step, or adult dependent children and legal wards), parent (including person who stood in loco parentis to the unit member), or spouse, or domestic partner with a serious health condition that prevents the unit member from performing their assigned duties. Designation of the domestic partner must be registered with the California Secretary of State and a copy of that registration and Certificate of Domestic Partnership filed with the NCOE Human Resources Department (Appendix).
- 5.2.3.5** Temporary disability leaves due to pregnancy, miscarriage, child-birth and recovery therefrom are separate from, and not concurrent with, family care leave.
- 5.2.3.6** A serious health condition is an illness, injury, impairment, or physical or mental condition involving in-patient care, continuing treatment, or continuing supervision by a health care provider.
- 5.2.3.7** Leave is unpaid and for a maximum of twelve (12) work weeks within a twelve (12) month period. The rolling twelve (12) month period is measured backward from the date a unit member uses family care leave. Unit members will continue to participate in health plans and receive benefits under the same terms and conditions as prior to the leave.

- 5.2.3.8** Intermittent leave in the form of reduced workdays or work weeks may be taken in certain cases as per FMLA/CFRA.
- 5.2.3.9** The use of sick leave shall be used concurrently with family care leave when a unit member is to care for a family member, or for the unit member's own health condition, except in 5.2.3.5 in cases of pregnancy disability leaves.
- 5.2.3.10** Leave does not constitute a break in service for purposes of seniority or longevity.
- 5.2.3.11** Parents employed by Napa County Office of Education together have an aggregate leave limited to twelve (12) weeks for the care of their newly arrived child or a sick parent. For other purposes, each employee is entitled to twelve (12) weeks.
- 5.2.3.12** The employee shall provide certification by a physician or other health care provider of the need for a leave to care for a spouse, parent, or child with a serious health condition, or for the employee's own serious health condition. NCOE, at its expense, may require a second or third opinion regarding the unit member's personal serious health condition.
- 5.2.3.13** A unit member returning from Family Care Leave will be reinstated to their former position or an equivalent position if it does not exist, except as provided by law, i.e., layoffs.

5.2.4 Industrial Accident or Illness Leave

- 5.2.4.1** A unit member shall receive up to and including sixty (60) days in which the unit member would otherwise have been performing work in any one year for the same accident or illness.
- 5.2.4.2** Allowable leave shall not be accumulated from year to year.
- 5.2.4.3** Industrial accident or illness leave shall commence on the first day of absence.

- 5.2.4.4** When a unit member is absent due to an industrial accident or illness, he/she/they shall be paid such portion of the salary due him/her/them for any month in which the absence occurs as, when added to his/her/their temporary disability indemnity under the labor Code, will result in a payment to him/her/them of not more than his/her/their full salary.
- 5.2.4.5** Industrial accident or illness leave shall be reduced by one day each day of authorized absence regardless of temporary disability indemnity award.
- 5.2.4.6** When an industrial accident or illness leave overlaps into the next fiscal year, the unit member shall be entitled to only that amount of unused leave due him/her/them for the same illness or injury.
- 5.2.4.7** Upon termination of the industrial accident or illness leave, the unit member(s) shall be entitled to the benefits provided under the sick leave section of this contract. His/her/their absence shall be deemed to have commenced on the date of the termination of the industrial accident or illness leave, provided that if the unit member continues to receive temporary disability indemnity, he/she/they may elect to take as much of his/her/their accumulated sick leave which, when added to his/her/their temporary disability indemnity, will result in a payment to him/her/them of not more than his/her/their full salary.
- 5.2.4.8** During any paid leave of absence, the unit member shall endorse to the Superintendent the temporary disability indemnity checks received on account of his/her/their industrial accident or illness. The Superintendent, in turn, shall issue the unit member appropriate warrants for payment of the unit member's salary and shall deduct normal retirement and other authorized contributions, and the temporary disability indemnity, if any, actually paid to and retained by the unit member for the period covered by such salary warrant.
- 5.2.4.9** The Superintendent shall require certification by the attending physician that the unit member is medically able to return to and perform the duties of his/her/their position.

5.2.4.10 To request industrial accident or illness leave, an accident report shall be filed with the business office within 24 hours after the occurrence of the accident.

5.2.4.11 Four (4) hours personal preference leave is given per year to be used at the unit member's discretion.

5.2.5 Personal Necessity Leave

5.2.5.1 A maximum of seven (7) days of absence earned pursuant to Paid Leave 5.2.1, may be used by the unit member, at his/her/their election, in cases of personal necessity. The unit member shall not be required to secure advance permission for leave taken for the following: (a) death or serious illness of a relative, dependent, or special relation; or (b) accident involving his/her/their immediate family; and (c) personal matters which do not fall within category (a) and (b) and which cannot be handled outside of the normal workday. In all other circumstances, exclusive of those outlined in 8.3.2 advance notification of the immediate management supervisor is required. Proof of the use of personal necessity leave may be requested by the immediate supervisor.

5.2.6 Bereavement Leave

The Employer agrees to grant a leave of absence with pay not to exceed three (3) days, or five (5) days if out-of-state, in the case of death of a member of the unit member's immediate family.

5.2.7 Jury Leave

5.2.7.1 Leave of absence for jury service shall be granted to a unit member who has been officially summoned to jury duty in local, state or federal court. Leave shall be granted for a period of jury service. The unit member shall receive full pay while on leave provided that the jury service fee for such leave is assigned to and the subpoena or court certification is filed with the Employer. Request for jury service leave should be made by presenting the official court summons for jury service to the Superintendent.

5.2.7.2 The Superintendent may grant leaves of absence to unit members to appear as a witness in court other than as a litigant

or to respond to an official order from another governmental jurisdiction for reasons not brought about through the connivance or misconduct of the unit member. The length of the leave granted shall be for the days of required attendance in court as certified by the clerk. The unit member shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to and the subpoena or court certification is filed with the Superintendent. Request for leave of absence to serve as a witness should be made by presenting the official court summons and the leave request form to the Superintendent.

5.2.7.3 The jury service fee and witness fee referred to in the above do not include reimbursement for transportation.

5.2.7.4 The unit member who has received leave of absence under this rule shall make himself/herself/themselves available for work during normal hours when his/her/their presence is not required in court.

5.3 Unpaid Leave

5.3.1 Military Leave

Members of the Association shall be granted any military leave to which they are entitled, under law, as regular school employees. Unless a national emergency has been declared, the unit member shall keep the number of leaves to an absolute minimum and whenever possible, plan such leaves outside the regular work year. The unit member shall be required to request military leave in writing and to supply the Employer with "orders" and status reports.

5.4 Other Leaves

The Employer may grant unit members a leave of absence without pay. Each request for an unpaid leave of absence will be considered on its individual merit. The applications shall be submitted in accordance with the provisions of this Article. The decision of the Employer as to whether such leave be granted is final.

5.4.1 Unless otherwise indicated, the following conditions shall apply to extended unpaid leave of absence:

- 5.4.1.1** Salary increments shall not accrue.
 - 5.4.1.2** Sick leave days shall not accrue, but unused sick leave days held at the start of the leave shall be reinstated upon return.
 - 5.4.1.3** Other fringe benefits shall be paid.
 - 5.4.1.4** Requests for unpaid leaves shall be in writing to the Superintendent.
 - 5.4.1.5** An unpaid leave may be granted for one year and an extension of the leave may be granted for one additional year.
- 5.4.2** A unit member is required to give written notification to the Napa County Superintendent of Schools at least sixty (60) calendar days preceding the expiration date of an unpaid leave of his/her/their wish to return, or to request an extension, or to resign.
- 5.4.3** The extension of paid and unpaid leaves shall be at the sole discretion of the Superintendent. A written application for leave extension shall be made to the Napa County Superintendent of Schools, on or before March 1 of the current school year. Unit members who are denied extension of a paid or unpaid leave shall return to work at the expiration of the previously approved leave or shall resign from employment with the Napa County Office of Education.

ARTICLE 6 – TRANSFER

6.1 Employee Initiated Transfers

Unit members seeking a transfer may file a transfer request with the Human Resources Department, through their immediate supervisor. Such requests will remain on file for the duration of that school year. Any unit member making a transfer request shall state in writing his/her/their reasons for seeking one.

6.1.1 Unit members seeking a transfer may file a transfer request with the Human Resources Department, through their immediate supervisor. Such requests will remain on file for the duration of that school year. Any unit member making a transfer request shall state in writing his/her/their reasons for seeking one.

6.1.2 Applications for advertised vacancies must be filed, in writing, with the Human Resources Department within ten (10) calendar days after issuance of the advertisement before consideration will be given for the position. Late applications will be received, but will receive consideration only if no eligible applicants have filed earlier, or if the position has not been otherwise filled.

6.1.3 All unit members who have filed applications for particular advertised vacancies and whose applications have not been accepted, will be given written notice that the position has been offered to another applicant within ten (10) working days from the time a single candidate has accepted the offer of the position.

6.2 Administratively Initiated Transfers

Whenever a unit member is transferred due to administratively initiated action, the following procedures shall apply:

6.2.1 Before any request for an administratively initiated transfer is acted upon, the unit member must be advised through a personal interview by the Program Administrator of the reasons for the transfer. Upon unit member request, written documentation will be provided.

ARTICLE 7 – SAFETY CONDITIONS OF EMPLOYMENT

- 7.1** The Employer shall provide safe conditions for all unit members within its fiscal capabilities and provide continuous administrative monitoring of the conditions and correction of unsafe conditions.
- 7.2** The safety of the unit members is of concern to the Employer. To ensure that exposure to unsafe conditions is minimized, unit members are to be safety conscious in their actions and to report in writing any alleged unsafe or potentially unsafe condition to their immediate supervisor.

ARTICLE 8 – EMPLOYEE EVALUATIONS

8.1 Regulations

Unit members selected by the Employer/designee and/or unit members requesting evaluation, shall be given a copy of a mutually agreed upon instrument pertinent to the job description and role definition of the individual unit member within the first thirty (30) days of each new academic year. Copies of all changes will be provided for unit members as they occur.

8.2 Process

8.2.1 By October 31 of each new year, the evaluation instrument(s) shall be reviewed by the appropriate Director and individual unit members. A planning meeting shall be held each year before October 31 to agree upon individual goals which will become part of the evaluation process. The instrument shall include a rating of satisfactory/unsatisfactory to be added to Item VI, Specific Goals. This process may include information from appropriate personnel.

8.2.2 The completed evaluation shall be provided for unit members in a post-evaluation conference which will occur no later than May 1 of each year. At this time, the evaluator shall discuss with the unit member specific commendations for achieving improvement. Members will be given a copy of the completed evaluation at the time their signatures are affixed, though such signature does not necessarily indicate agreement.

8.2.3 Results of the evaluation are restricted to employees of the County Office of Education that have legal access to personnel files. This access must be recorded by signature and dating.

8.3 Personnel Files

8.3.1 The Employer shall establish and maintain a personnel file for each member of the unit. The file shall be the official employer repository for evaluation records. Access to personnel files should be limited to the Superintendent, his/her/their designee, the department head, the Administrator of Human Resources and the employee/designee. The Superintendent/designee shall indicate he/she/they has had access to the employees' file by signing and dating a record maintained for that purpose by the Administrator of Human Resources.

- 8.3.2** Materials in personnel files of members of the unit shall be limited to documents and information which may serve as a basis for affecting the status of their employment.
- 8.3.3** Every member of the unit shall have the right to inspect and receive copies of materials upon request, provided that the request is made at a time when such person is not actually required to render services to the Employer.
- 8.3.4** Such materials are not to include ratings, reports or records which were obtained prior to employment of the person involved.
- 8.3.5** A representative chosen by the unit member may, at the unit member's written request, authorize or accompany the unit member to review the material in his/her/their own personnel file, during non-duty hours.
- 8.3.6** Information of a derogatory nature, except material in 8.3.4 above shall not be entered or filed unless and until the unit member is given notice and an opportunity to review and comment thereon. A unit member shall have the right to enter, and have attached to any derogatory statement, his/her/their own comments thereon. Such review shall take place during normal business hours and the unit member shall be released from duty for this purpose without salary reduction.
- 8.3.7** The unit member may have material placed in his/her/their personnel file which he/she/they feels is pertinent to his/her/their professional career.
- 8.3.8** No materials shall be entered in the employee's file which do not bear the author's signature and date of writing.

ARTICLE 9 – GRIEVANCE PROCEDURE

9.1 Definitions

The term "grievance" shall mean a claim by a bargaining unit member covered by this Agreement that there has been a misinterpretation, inequitable application or violation of this Agreement.

9.2 The term "grievant" shall mean the bargaining unit member alleging that he/she/they has been adversely affected and files a grievance.

9.3 The term "days" shall mean a day in which the administrative office is open for business.

9.4 Immediate supervisor is the lowest level supervisor who has been designated to adjust grievances and having immediate jurisdiction over the grievance. The Association shall be supplied a current and updated list of supervisors as defined herein.

9.5 General Application

At any level the grievant may be accompanied by:

9.5.1 A representative of the Association, or

9.5.2 A representative of his/her/their choice.

9.5.3 All grievance decisions at each level shall be provided to the Association in writing.

9.5.4 No decision or judgment of a grievance shall be contrary to any provision of this Agreement existing between the parties hereto.

9.5.5 Failure to communicate the decision of a grievance at any step of this procedure within the specified time limit shall permit the grievant to submit an appeal at the next step of this procedure. However, time limits as specified may be extended at any time by written mutual agreement.

9.5.6 Documents or records of any grievance shall be kept in a separate file and shall not be placed in the personnel file of any "grievant".

9.5.7 No grievance shall proceed to arbitration until the Association has been provided an opportunity to respond and present its case to the advisory panel. The Association shall have three (3) days in which to respond.

9.6 Procedure

The purpose of this procedure is to secure at the lowest possible level administrative solutions to problems arising from allegations of unfair or inequitable treatment under this Agreement. In order to be considered, a grievance must be initiated within fifteen (15) days of the occurrence giving rise to the allegation. The parties agree that these proceedings shall be as informal and confidential as appropriate at each level. A failure to appeal the decision at the prior level in a timely manner waives the grievant's right to grieve.

9.6.1 Level I

The grievant shall present his/her/their grievance to his/her/their immediate supervisor orally. The immediate supervisor shall orally respond to the grievant within five (5) days.

9.6.2 Level II

If the grievant is not satisfied with the response at Level I or if no response is made, the grievant may within five (5) days, after the oral response, reduce the grievance to writing and file it with the immediate supervisor stating the name of the grievant and the date of occurrence, the specific article and section of the Agreement alleged to have been violated, a description of the grievance, the specific remedy requested, and shall be signed and dated by the grievant.

The grievant's supervisor shall respond within five (5) days in writing to the grievant.

9.6.3 Level III

If the grievant is not satisfied with the response at Level II if no response is made within the time provided, the grievant may appeal in writing to the appropriate Deputy Superintendent within five (5) days of receipt of the Level II response. The Deputy Superintendent shall respond to the grievant's appeal within five (5) days of this appeal in writing.

9.6.4 Level IV

- 9.6.4.1** If not satisfied with the decision at Level III, the grievant, may within five (5) days of receipt of the Level III response, submit a request in writing to the Superintendent/designee for advisory arbitration of the dispute.
- 9.6.4.2** The advisory panel shall consist of three members: one appointed by the grievant, one appointed by the Superintendent/designee, and a third who is appointed by agreement of the other members.
- 9.6.4.3** In the event the two panel members are unable to agree on the third member of the advisory panel within ten (10) days of the submission of the grievance to arbitration, the third party shall be selected from a list submitted by the State Mediation and Conciliation Service. If the two members cannot agree on the third panel member from the list, each party shall alternately strike names until one name remains.
- 9.6.4.4** The advisory panel shall conduct a hearing at which both parties may present evidence, and the panel shall render a decision on die issue or issues submitted.
- 9.6.4.5** Any mutually agreed upon costs shall be borne equally by the parties.
- 9.6.4.6** Neither party may rely upon grounds or evidence not previously disclosed to the others at Level III.

During the hearing the following shall apply:

- 9.6.4.7** The advisory panel shall have no power to consider any matters for which there is another remedial procedure provided by law or rule or regulation having force of law, or which is specifically excluded from this procedure.
- 9.6.4.8** Should the question of arbitrability be raised, the advisory panel shall rule on such question in the first instance.

9.6.4.9 The advisory panel will be without power to recommend a settlement which would add to, subtract from, modify, amend or delete any provisions of this Agreement.

9.6.4.10 The advisory panel will be without power to recommend a settlement which would alter conditions existing prior to or recommend continuing obligations after the expiration of this Agreement.

9.6.4.11 The advisory panel shall hold hearings promptly and issue their written recommendations within fifteen (15) days following submission of the case to the advisory panel.

9.6.5 Level V

If the grievant is not satisfied with the decision at Level IV, the grievant may within five (5) days of receipt of the Level IV response, submit a request in writing to the Superintendent for arbitration of the dispute.

ARTICLE 10 – MISCELLANEOUS PROVISIONS

- 10.1** Annually, not later than November 1, or as soon after as possible, the Superintendent shall furnish the Association with the placement of unit members on the salary schedule as of the beginning of the unit members' contractual year.
- 10.2** Upon appropriate written authorization from the unit members, the Superintendent will deduct from the salary of any member and make appropriate remittance for membership dues, and other plans or programs approved by the Superintendent.
- 10.3** Should impasse be declared by either party, the declarant party shall be responsible to notify the Educational Employment Relations Board and to comply with its regulations for mediation and fact finding.
- 10.4** Each unit member shall be entitled to reimbursement annually for professional development, including conferences, seminars, and workshops approved by the Program Administrator in the amount agreed upon with the Employer.

ARTICLE 11 – EFFECT OF AGREEMENT

- 11.1** All conditions of employment within the scope of mandatory bargaining under Government Code 3540 et seq. in effect in the Napa County Office of Education prior to and at the time this Agreement was signed are null and void. This Agreement terminates and supersedes all past practices, agreements, procedures, traditions, and rules or regulations concerning matters covered herein.
- 11.2** The parties agree that during the negotiations which culminated in this Agreement, each party enjoyed and exercised without constraint, coercion, intimidation or other limitation, the right and opportunity to make demands or proposals and counter proposals and that understandings and agreements arrived at after the exercise of that right and opportunity are set forth herein.
- 11.3** The parties agree therefore that the other shall not be obligated to meet and negotiate with respect to any subject matter, whether referred to herein or not, even though such subject or matter may not have been in the contemplation or knowledge of either at the time they negotiated or signed this Agreement.
- 11.4** Should any Article, Section, or Clause of this Agreement be declared illegal by a court of competent jurisdiction, said Article, Section, or Clause shall be automatically deleted from this Agreement to the extent it violated the law. The remaining Articles, Sections, and Clauses shall remain in full force and effect for the duration of this Agreement if not affected by the deleted Article, Section or Clause.

ARTICLE 12 – FAIR PRACTICE

12.1 Fair Practice

The Employer and Union shall not discriminate in contradiction to law against any unit member on issues of evaluation, transfer, wages or any other condition of this Agreement on the basis of race, ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression or genetic information or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, Government Code I 11 35, or based with a person or group with one or more of these actual or perceived characteristics, and policies of NCOE as they relate to this Agreement.

ARTICLE 13 – SAVINGS

13.1 In the event that any provision of this Agreement is, or at any time shall be, contrary to law as determined by a court of competent jurisdiction, all other provisions of this Agreement shall continue in effect. Such invalidation of a part or portion of this Agreement shall not invalidate any remaining portions which shall continue in full force and effect. The parties shall meet upon request to discuss the invalidation and negotiate a replacement clause if necessary.

ARTICLE 14 – TERM

14.1 The Employer and Association agree to extend the contract through 2024-25 with reopeners for salaries, benefits, and up to two language items.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year indicated below:

DATE: July 1, 2023

DocuSigned by:
Barbara Mumko
302A49729E0B413...

Napa County Superintendent of Schools

DocuSigned by:
Ain-Tei Echamri
97A7067BBD514DE...

Napa Association of Pupil Service

Index

<u>Article</u>		<u>Page</u>
11	Effect of Agreement	22
8	Employee Evaluations	15
8.1	Regulations	15
8.2	Process	15
8.3	Personnel Files	15
12	Fair Practice	23
9	Grievance Procedure	17
9.1	Definitions	17
9.5	General Application	17
9.6	Procedure	18
9.6.1	Level I	18
9.6.2	Level II	18
9.6.3	Level III	18
9.6.4	Level IV	19
9.6.5	Level V	20
4	Health & Welfare Benefits	4
4.1	Medical Benefits	4
4.2	Vision Insurance	4
4.3	Dental Insurance	4
4.4	Life Insurance	4
3	Hours of Employment	3
5	Leaves	5
5.1	Introduction	5
5.2	Paid Leave	5
5.2.1	Sick Leave	5
5.2.2	Maternity Leave	6
5.2.3	Family Care Leave	7
5.2.4	Industrial Accident or Illness Leave	8
		26

5.2.5	Personal Necessity Leave	10
5.2.6	Bereavement Leave	10
5.2.7	Jury Leave	10
5.3	Unpaid Leave	11
5.3.1	Military Leave	11
5.4	Other Leaves	11
10	Miscellaneous Provisions	21
-	Preamble	1
1	Recognition	1
7	Safety Conditions of Employment	14
13	Savings	24
14	Term	25
6	Transfers	13
6.1	Employee Initiated Transfers	13
6.2	Administratively Initiated Transfers	13
2	Wages	2
2.3	Mileage	2
2.4	Longevity	2