



SHARED CONTRACT

Application Packet

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2019 - 2020



February 2019

Dear Principals and Shared Contract Teachers,

The Irvine Unified School District is pleased to support options for teachers such as shared contracts/job sharing. We believe that the students, staff, and the district benefit from this program. Students have program options as a result of having two highly qualified teachers assigned to their classroom. Teachers have time to participate in both personal and professional activities. The district is able to retain highly qualified and competent teachers.

The materials that follow are provided to serve as a guide as you explore the shared contract program. The decision to enter a job share should not be taken lightly. The coordination, collaboration, and team effort require both time and energy from both you and your partner. You will want to ascertain that you have compatible philosophies and styles to assure continuity, consistency and success for your students, as well as a satisfying experience for you. Please consult with the site principal during this process.

Enclosed is Article 20 of the current contract with the Irvine Teachers' Association. Please notice in Article 20.3 that **"Shared Contracts shall be entered into for periods of up to three years."** It will be necessary to discontinue any shared contracts that have exceeded or will exceed this timeframe.

Thank you for your dedication, to the students of Irvine Unified.

Sincerely,

Eamonn O'Donovan,
Assistant Superintendent
Human Resources

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February 2019

Dear Job Share Partner,

Effective since the 2000-2001 school year, the expectation for share partners is that both fully attend all Staff Development Days for the entire time; a total of 18 hours.

Article 10 states "The additional mandatory staff development shall take the structure of: Two (2) six (6) hour days, or one (1) six (6) hour day and six (6) distributed hours, or twelve (12) distributed hours, or other structures equivalent to twelve (12) hours."

Per agreement with Irvine Teacher's Association, that will allow us to maximize the revenue received from the State that has already been placed on the certificated salary schedule.

I know this may necessitate some planning for your usual time away from school, child care, and or schedule modification. Your participation and cooperation is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Eamonn O'Donovan".

Eamonn O'Donovan
Assistant Superintendent
Human Resources

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APPLICATION FOR SHARED CONTRACT

Due March 22, 2019

BOTH TEACHERS MUST CURRENTLY BE ON CONTRACT WITH IUSD

Name (Teacher A) % Contract Status (Permanent, Probationary, Temporary) Grade Site

Name (Teacher B) % Contract Status (Permanent, Probationary, Temporary) Grade Site

Number of days worked by Teacher A _____ (state as a number, not a percentage)

Number of days worked by Teacher B _____ (state as a number, not a percentage)

~~Teacher contract is 186 days. State on calendar~~

We would like to enter into a shared contract for the following reasons: *Please be specific.*

Advantages to students will be:

Advantages to the Instructional Program will be:

Advantages to the School Site will be:

Advantages to the Partners will be:

APPLICATION FOR SHARED CONTRACT (continued)

The following is the schedule that we will follow throughout the school year: (Please include duty time, preparation of report cards, PLC release days, preparation for opening and ending the school year, adjunct duties).

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**NOTE: Both partners must attend Back to School Night, Open House, Staff Development Days, and Parent Teacher Conferences.**

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APPLICATION FOR SHARED CONTRACT (cont.)

\_\_\_\_\_ WILL receive the district benefit package.  
(Name – please print)

\_\_\_\_\_ will NOT receive the district benefit package.  
(Name – please print)

**Please note that the District does not endorse or support any agreement related to benefits beyond this description of the employee receiving a benefit package.**

I \_\_\_\_\_ do/do not (circle one) plan to seek regular substitute teaching assignments on the days I am not working in my shared contract.

I \_\_\_\_\_ do/do not (circle one) plan to seek regular substitute teaching assignments on the days I am not working in my shared contract.

\_\_\_\_\_ will attend the following staff development activities, workshops, committees, etc., and all staff development days.  
(Name – please print)

\_\_\_\_\_

\_\_\_\_\_ will attend the following staff development activities, workshops, committees, etc., and all staff development days.  
(Name – please print)

\_\_\_\_\_

I, \_\_\_\_\_ and  
Signature

I, \_\_\_\_\_ promise to  
Signature

fulfill all responsibilities and duties related to the instructional program in the event of a long-term absence or illness by my partner until an agreement can be reached between both teachers, the site administrator and the Assistant Superintendent, Human Resources regarding the remainder of the school year. Covering the classroom in a partner's **paid** absence, (when partners are unable to exchange days) will result in compensation at the substitute teacher rate.

I, \_\_\_\_\_ Principal of \_\_\_\_\_  
Name of Principal School  
have read and do recommend that this contract be approved.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eamonn O'Donovan  
Assistant Superintendent  
Human Resources



## JOB SHARE INSURANCE BENEFITS

Each job share has one benefit package assigned to the share. The value of the benefit package is \$10,275.00 for 2019-2020. The benefit package cannot be split between the share partners; therefore, one partner will have health benefits, and the other will not be eligible for IUSD health insurance.

In the past, job-share candidates have made arrangements to compensate each other relating to health benefits. The district no longer supports these arrangements and does not require any information in relation to benefits other than a designation of the one partner who will receive the health benefit package.

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