

Certificated Personnel

AR 4141.1(a)

SALARY ADVANCEMENT

Teachers may receive salary credit units for participation in organized activities under the following conditions:

The following credits to be applied for advancement on the Certificated Salary Schedule must be:

Approved by Site Administrator (It is recommended that pre-approval be obtained prior to enrollment)

1. All units (semester or quarter) from college or university
2. Continuing Education Units (CEU)
3. School site visitations (credit offered only when employee off track) - up to five (5) hours of credit maximum per year. Must be signed off at the visited site by an administrator or site secretary upon completion of visit.
4. Lower division units
5. Units repeated
6. Workshops provided outside of those listed under "No Advanced Approval Required."

No Advanced Approval Required

Inservices through:

CUSD

Delta Sierra Region 6

Professional Development Consortium, which includes five COEs:

1. Tuolumne County
2. Amador
3. Calaveras
4. Stanislaus
5. San Joaquin

Qualifying Criteria

The activity must pertain to the current assignment of the teacher or to an assignment that might be considered to be appropriate for that teacher within the coming years.

Record Maintenance

Units must be completed by *September 10*. Records of credits will be maintained at the site level and submitted to the District Office by *September 10* of each year for salary adjustment. In the event of disputed units, the Superintendent or designee will make the final determination.

Conversion of Units

Quarter Units = 2/3 of one semester unit

CEU and Inservice Hours (15 contact hours) = one semester unit
 (with a maximum of four semester units (or 60 hours) of credit
 being granted in any one school year)

Conditions under which Credit will be Allowed

DURING WHAT TIME PERIOD?	WHO PAYS FEES?	WHO PAYS SUBS?	CREDIT?
Contract Hours	No cost to employee District pays fees (both General and categorical)	District	No
Contract Hours	Employee pays fees	Employee	Yes
Contract Hours	Employee pays fees	District	Yes
Non-Contract Hours	District pays fees but not expenses	N/A	Yes
Non-Contract Hours	Employee pays fees No cost to District	N/A	Yes

November 4, 2003

**CALAVERAS UNIFIED SCHOOL DISTRICT
 San Andreas, California**