

SAN DIEGO CITY SCHOOLS

Date: April 28, 2005

To: School Principals, Division and Department Heads, Child Development Center Administrators, and San Diego Education Association Representatives

Subject: MAY/JULY COMBINED POST AND BID FOR 2005-2006 SCHOOL YEAR

Department and/or Persons Concerned: Certificated Staff

Due Date: June 1, 2005

Reference: Collective Negotiations Contract, 2003-2006 (Article 12, Section 12.2; Article 33, Section 33.6)

Action Requested: **Review explanation of transfer provisions in the current contract before submission of electronic bids. Print and post a copy of the circular.**

Brief Explanation:

In accordance with Article 12 of the Collective Negotiations Contract between the San Diego Unified School District and the San Diego Education Association (SDEA), a list of expected vacancies for the 2005-2006 school year will be made available on-line. The list of vacancies can be viewed using any computer system that can access the World Wide Web.

The District and the San Diego Education Association have mutually agreed to a waiver of Article 12, Section 12.2 Post and Bid to combine the May Post with the July Post. Therefore, there will be one modified posting period that is scheduled to open May 23 and close on June 1, 2005. As agreed in the waiver, all selections will be made prior to July 13, 2005 and failure to select will result in the position being awarded to the eligible qualified bidder with the greatest district seniority.

ELIGIBILITY

Bids from permanent, probationary, and Regional Occupational Program restricted contracted staff of the San Diego Unified School District who meet the stated position qualifications will be given first opportunity for transfer. Leave replacement and visiting teachers (except State Teacher Retirement System or Public Employment Retirement System retirees) may also bid. (Article 33, Section 33.6)

CALENDAR CHANGES

All positions posted will commence on the start date for the 2005-2006 school year as determined by each school's calendar. Human Resource Services Division (HRSD) will assist by providing opportunities to work a full contract work year for unit members returning from a leave of absence or currently on a traditional schedule who transfer to a year-round schedule.

CLASS-SIZE REDUCTION (GRADES K-3)

All teachers assigned to Grades K-3 are required by law to receive class-size reduction training PRIOR to starting the teaching assignment. Teachers who transfer into Grades K-3 from other grade levels must call Teacher Preparation and Student Support at (619) 725-7142 to confirm their status with regard to having completed the training. Teachers who have not completed this legislated requirement must do so by participating in the site's mandatory staff development day(s) prior to the start of the school year.

HOW TO APPLY

All bids for the May/July post and bid will be made via the new PeopleSoft eRecruit module. This process is fast, easy and usually takes five minutes or less to complete. Directions for applying on-line are attached to this circular and can also be found on the San Diego City Schools Human Resource Services Division website at www.sandi.net, select Employment and look under Hot Topics. Or you can access the page directly by typing http://www.sandi.net/personnel/erecruit/eRecruit_Instructions.htm in your web browser. Please review the application directions carefully.

POST PROCEDURES

Bids can only be accepted if all of the following requirements are met:

1. Bids will be accepted May 23, 2005 through June 1, 2005.
2. Bidders must meet the minimum qualifications of credential(s) and status. Other special assignment responsibilities may be stated on the position vacancy list. The required credential must be registered with HRSD before the close of the posting period.
3. For secondary positions posted with majors and minors, HRSD will certify that bidders have the required major or minor or have completed 20 semester units for a minor and 30 semester units for a major, based on transcripts on file with the district at the close of the posting period. Teachers with an applicable minor may be considered for vacancies that receive less than five qualified bidders with the appropriate required major.
4. HRSD will determine applicants' qualifications.
5. Bidders may refuse to accept a bid-upon position at the time of the offer or within 48 hours or other mutually agreed-upon period of time following the offer.
6. A unit member who accepts a bid position in this posting period will not be eligible to bid again until the February 2006 posting period.

Questions regarding staffing may be referred to the following Certificated Support Staff:

Elementary Sites:

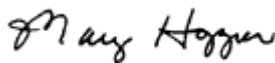
Lisa Ruiz (619) 725-8012
Connie Velazquez (619) 725-8049

Middle / Secondary Sites:

Sonya Elston (619) 725-8050
Darin Noyes (619) 725-8019

Ruth G. Peshkoff
Chief Human Resources Officer

APPROVED:



Mary Hopper
Chief Administrative Officer

RGP:mbg

Attachment

Distribution: Lists A, C, D, E, F, H and S