

**ADMINISTRATIVE CIRCULAR NO. 103**  
Office of the Deputy Superintendent

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** June 5, 2008

**To:** Site Administrators, Division and Department Heads, San Diego Education Association Representatives, Certificated Staff, Area Superintendents

**Subject:** SPECIAL POST: 2008 YEAR ROUND SUMMER SCHOOL FOR 8<sup>th</sup> GRADE RETENTION PROGRAM

**Department and/or Persons Concerned:** Certificated Staff

**Due Date:** June 23, 2008

**Reference:** Collective Negotiations Contract between the San Diego Unified School District and the San Diego Education Association, 2006-2008 (Article 17)

**Action Required:** Interested teachers submit online applications for Year Round Summer School positions. **Please print and post a copy of this circular.**

**Brief Explanation:**

The list of tentative positions for the 2008 Year Round Summer School Program will be available online from June 10 through June 23, 2008. Year Round Summer School will be provided only for retained 8<sup>th</sup> grade students (those with two or more Fs in core academic areas) from year round middle and K-8 schools. The Year Round Summer School Program is scheduled from July 22 through August 15, 2008. To be considered for employment, teachers must submit electronic applications during the posting period, from June 10 through June 23, 2008. Teachers from both year round and traditional schedule school sites are encouraged to apply.

**The Year Round Summer School Program:**

The Year Round Summer School Program will provide four hours per day of instruction in the core academic content areas of mathematics, language arts, science, or social studies. The regular on-site duty time will be five hours.

**Employment Eligibility:**

Teachers from both year round and traditional schedule schools who are available for the entire Year Round Summer School Program are encouraged to apply for teaching assignments. Assignments are contingent on student enrollment, and may be cancelled if student enrollment is

insufficient. Offers of Year Round Summer School employment will be made based on District needs and staffing requirements as described in Article 17 of the contract negotiated between the Board of Education and the San Diego Education Association. First consideration will be given to the needs of the instructional program. Assignments are offered depending upon the credentials, skills and experience required for each position. Below are additional guidelines that may be considered for Year Round Summer School staff selection:

1. Most recent performance evaluation rating was "Effective" in all areas
2. Grade level, subject, training, most recent experience and credentials
3. Availability to work the entire session
4. Most recent Summer School/Intersession employment
5. District seniority

**Compensation/Application Process:**

The 2008 Summer School/Intersession Salary Schedule can be accessed through the San Diego Unified School District website at [www.sandi.net](http://www.sandi.net). For instructions on how to apply via eRecruit, click on "Employment" and look under "Quick Links." You may also access the instructions directly by typing [http://www.sandi.net/personnel/erecruit/Apply\\_on\\_eRecruit.pdf](http://www.sandi.net/personnel/erecruit/Apply_on_eRecruit.pdf) in your web browser. Please review the application instructions carefully. Online applications submitted on or before the deadline will be considered in determining Year Round Summer School staffing eligibility.

**Additional Information:**

Questions regarding this circular or related to Year Round Summer School certificated staffing may be directed to Trish Wagner at [pwagner@sandi.net](mailto:pwagner@sandi.net) or 619-725-8011 or Brian Kenworthy at [bkenworthy@sandi.net](mailto:bkenworthy@sandi.net) or 619-725-7139.

Mariam L. True  
Executive Director  
Teacher Preparation and Student Support

APPROVED:



Geno Flores  
Deputy Superintendent

GF:bk

Distribution: Lists A, B, D, E, F, H, I, and S