

APPENDIX C, Section 8. And 9.

Section 8. Procedures for a Change in Salary Classification

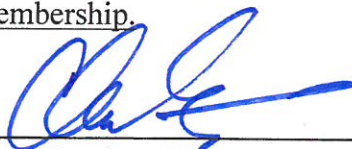
Current Employees who wish to qualify for a change in salary classification for the current fiscal year must file report forms of completed units with the Human Resources Office. Such petitions shall be filed with Human Resources together with ~~an~~ official transcripts identified and sealed by the college or university granting the credit and/or official letters of certification for verification of reported work. Column changes shall become effective with the first month beginning 30 days or more after Human Resources' receipt of the petition and official transcripts for the acceptable semester units and/or official letters of certification for verification of reported work and/or official letter verifying years of employment per Appendix C, Section 1.

For newly hired employees, official transcripts and/or official letters of certification shall be presented within 15 days of the start of paid service whereupon their pay will be readjusted retroactive to the first day of paid service.

- a. Employees must present to the Human Resources Office official sealed transcripts from the awarding college or university of all work completed subsequent to the receipt of the Bachelor's degree and verification of all academic degrees held at the time of employment and/or official letters of certification for verification of reported work.
- b. Official sealed transcripts and/or official letters of certification must be submitted as evidence of completion of all units when advancing to a higher class on the schedule.


Section 9. [Reserved.]

The signatures below reflect a tentative agreement subject to initial approval by the GTA Board of Directors and the GUSD Board of Education, respectively, with final ratification by the GTA membership.

  
Chris Stanley, GTA

5-22-15

Date



Howard Friedman, GUSD

5/22/15

Date