

### **Side Letter of Agreement 2022-23.3**

**Cabrillo Community College District (District)  
and the  
Cabrillo College Federation of Teachers (CCFT)**

**Rebecca Skinner, Full-Time Tenure-Track ASC Counselor**

This side letter concerning Rebecca Skinner (full-time tenure-track ASC Counselor) highlights the District's intent to explain the March notice of reemployment for her assignment.

California Education Code Section 87478 provides that a temporary contract faculty who completes a full academic year and is then hired into the full-time tenure-track position shall receive a full-year credit toward contract advancement (because of the completion of a full-year temp contract in a single academic year). In this case, Ms. Skinner did not complete a full academic year as a full-time temporary contract academic employee in 2022/2023 and therefore, under that Ed Code provision, she would not normally advance one year in her employment upon being hired into the full-time contract tenure-track position. Ms. Skinner's full-time temp contract employment began in Spring 2022 in the 2021/2022 academic year. Her second semester full-time temp contract was in Fall 2022 in the 2022/2023 academic year. In January 2023, Ms. Skinner was then hired *off-cycle* into the full-time tenure track ASC Counselor position for which she had just completed two full-time semesters (but in separate academic years) as a temp contract employee. Given she did not spend *one full academic year* as a full-time temp contract employee immediately preceding her tenure-track assignment, per the Ed Code section referenced above, the District would not normally allow her to enter her second year as a tenure-track probationary employee in the 2023/2024 academic year as stated in the March 2023 Board meeting Reemployment/Non-Reemployment Report.

The District recognizes, however, had Ms. Skinner been hired on the regular tenure-track cycle (i.e., August of 2022), she would have received one-year of tenure-track full-time credit and would have naturally advanced to her next two-year tenure-track contract period. Notably, if the District and CCFT followed the strict language of the Ed Code Section 87478 and CCFT contract regarding tenure-track advancement, Ms. Skinner would have actually completed three full-time semesters (one semester in Spring 2022 as a temp contract, one semester in Fall 2022 as a temp contract, and one semester in Spring 2023 as a tenure-track employee) and *would have received no credit* toward tenure-track advancement.

The District and CCFT acknowledge and agree this a highly unusual, one-of-a-kind situation. The District and CCFT further agree that neither this side letter nor Ms. Skinner’s advancement shall be precedent setting for any future actions or situations.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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For Cabrillo Community College  
District

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For Cabrillo College Federation of  
Teachers (CCFT)