

CONTRACT

between the

SCHALMONT TEACHERS' ASSOCIATION

and

SCHALMONT CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION

July 1, 2014 to June 30, 2018

ARTICLE I

Section 1 - Definitions

1. Association - The Schalmont Teachers' Association
2. Board - The Board of Education of the Schalmont Central School District.
3. Building Committee - Elected representatives of the Schalmont Teachers' Association and those appointed by the Schalmont Teachers' Association President to represent the interests of the Schalmont Teachers' Association in each school district building.
4. Teacher - An employee of the School District who is included in the Negotiating Unit set forth in the definition below.
5. Negotiation Unit - All professional certificated personnel, certified or licensed physical and occupational therapists and assistants, social workers, nurses, and teaching assistants, employed by the School District except the Superintendent of Schools, the Building Principals, Assistant Principals, the School Business Administrator, the Director of Curriculum, the Director of Pupil Personnel Services and the Athletic Director.

Section 2

In the event that a contract for 2018-19 is not adopted by July 1, 2018, this contract will remain in effect until a new contract is ratified. For the 2018-19 school year economic benefits shall be retroactive to July 1, 2018.

ARTICLE II

Employment Conditions

Section 1 - Class Size

- a.
 1. There will be no more than 20 in any NRC class.
 2. There will be no more than 30 in any class with the exception of physical education and large group instruction classes when deemed appropriate and when the teacher agrees that a larger class is educationally sound. Band and select choir may exceed thirty (30).
 3. The Board will hire teachers as needed to implement Notes 1 and 2.
 4. The Board will attempt to balance, for the purpose of reducing large classes insofar as possible, the number of pupils in grades K-3 unless a parent objects or excessive transportation costs are incurred.
- b. The Schalmont Teachers' Association class size committees (one for elementary, one for secondary) may initiate meetings with building principals on or before October 15 each year to study class size problem areas and to make recommendations for solutions here there are inequities in class size.
- c. A remedial reading teacher will be assigned to each building in the District; not necessarily full time.

Section 2 - Elementary Teachers' Daily Schedule

- a. 1. Each teacher will be scheduled for and provided with at least twenty (20) consecutive minutes of duty-free time, in addition to the law-prescribed thirty (30) minutes of free time for lunch. An attempt will be made to schedule at least thirty (30) minutes per day of duty free time. This will not reduce over a five-day period of the total amount of free time to which the regular classroom teacher is entitled (225 minutes for duty free time + 150 minutes for lunch free time). Time beyond the 225 minutes per week shall be subject to the discretion and control of the administration.
2. A minimum of 50 minutes will be scheduled each day which shall include the 30 minutes referred to in a.1 above for duty free lunch and, in addition, 20 minutes duty free time consecutive to the lunch time will be provided and is to be included as part of the 225 minute of preparation time referred to in paragraph a.1
- b. The teacher will be allowed to leave the classroom while another teacher is teaching his/her class; the Building Principal may require the teacher to stay for no longer than ten (10) minutes.
- c. Elementary teachers will perform all of their duties within a school day. The length of the school day in the District's elementary schools is six (6) hours and forty (40) minutes.
- d. 1. Teachers are required to attend meetings held on Wednesday except when changed by mutual agreement of the parties concerned. The length of the meeting shall not exceed one (1) hour unless mutually agreed by the parties concerned. They shall begin at the close of school. Meetings may be held other than Wednesdays on a need basis.
- e. During the orientation period established on the school calendar at the beginning of the school year, at least one-half day will be provided elementary teachers to spend in their individual classrooms preparing for the opening of school.
- f. Elementary teachers will be provided at least four (4) half days during the school year, without students in attendance, for parent conferences. Parent conferences will be scheduled within the framework of the normal school day whenever possible. Upon mutual agreement, half-days may be combined into one or more full-day conferences.
- g. In addition to the last day of the school year, elementary teachers will be provided 2 half days during the last week of school without students in attendance. This time will be used to perform end of the year responsibilities. If education law prohibits scheduling 2 half days the last week of school, one half day will be scheduled the preceding week.
- h. Elementary classroom teachers will be given the option of using a half day of a staff development day (in October) for planning.
- i. There will be a five-minute transition time between special area classes at the elementary level. The only exception will be when staff schedules prohibit this break. This is not to be construed as part of the duty-free time.
- j. On a voluntary basis teachers may supervise the student lunch period compensated at the hourly rate.

- k. At all music events, and other events requiring chaperones as deemed necessary by the principal, teachers will be solicited for chaperone duty by the building principal and paid at the hourly rate.
- l. In addition to any other preparation or planning time provided under the contract, the district shall provide any teacher in the elementary tenure area who has a student(s) identified by CSE as disability that is placed in a regular classroom pursuant to an IEP, or who has moved from a self-contained classroom to a regular elementary classroom, with a total of one-hour-per-month meeting time for the classroom teacher and special education teacher.
- m. With the building principal's approval, teachers who plan and execute an evening event for parents and/or students will be compensated for the event at the hourly rate.

Section 3 - Middle School Teachers' Daily Schedule

- a. Middle School teachers will be scheduled for and provided with at least thirty (30) consecutive minutes of duty-free time in addition to the law-prescribed thirty (30) minutes of free time for lunch. This will not reduce over a five (5) day period the total amount of free time to which the teacher is entitled (225 minutes for duty-free and 150 minutes for lunch-free time).
- b. Sixth, seventh, and eighth grade team teachers will be scheduled for one team-planning period per day (3 modules). The District supports the concept of special area teams and will provide one team-planning period daily unless implementing the mandated Regents Action Plan prohibits this scheduling.
- c. Teachers may be assigned one homeroom assignment, or another assignment in lieu of homeroom.
- d. Middle School teachers may be assigned up to five (5) instructional periods (3 modules) per day. Instructional resource periods are not to be considered instructional periods.
- e. Teachers, including industrial arts, home economics, physical education, reading, art, music, librarians, language, and health will have no more than five (5) instructional periods assigned per day. When necessary, part-time teachers will be hired.
- f. Middle School teachers will perform all their assigned duties within a school day. Arrival and departure time is:

Friday	7:30 - 2:30
Monday, Tuesday & Thursday	7:30 - 3:30
Wednesday (meeting day)	7:30 - 3:30
(non-meeting days)	7:30 - 2:30

Teachers will be in the building by 7:30 a.m. Homeroom will not start earlier than 7:40 a.m.

Note 1: On Friday teachers may leave at 2:30 p.m. if they have performed all of their salaried duties. "Paid" activities meet until 3:30 p.m. as scheduled according to the job description which was defined by the teacher-sponsor.

Note 2: Monday, Tuesday, and Thursday can be used to give help to students who seek it or used by teachers to give additional help to students who fall behind their classmates. No teachers should be obligated to stay if he is not needed or to stay after 3:30 p.m.

Note 3: Wednesday is reserved for meetings, the length of which should not exceed one hour, to start on or about 2:15 p.m. but not later than 2:30 p.m. Meetings may be held other than Wednesdays on a need basis.

- g. If two (2) or more in-service days are scheduled prior to the arrival of students, at least one-half day (at a time to be selected by the building principal) will be provided to middle school teachers to be spent in their individual rooms preparing for the opening of school.
- h. Middle School Committee-An ad hoc joint District/STA committee, consisting of a majority of teachers, will be created to research possible options to grades 5-8 Middle School schedules. Teacher committee members will be appointed by the STA President. A mutually agreed to outside consultant with middle school expertise will be hired by the district to facilitate the discussion of the committee. The committee will evaluate both financial and educational benefits of said schedules. Any recommended changes to the current schedule must have committee consensus. Those recommendations will be sent to both STA and the Board of Education for consideration. Any implementation will require both STA and Board of Education approval. The committee will run from July 1, 2016 through June 30, 2017. This provision of the contract sunsets June 30, 2017.

Section 4 - High School Teachers' Daily Schedule

- a. Teachers, including industrial arts, home economics, physical education, reading, art, music, librarians, language and health will have a normal load of no more than five (5) instructional periods assigned per day. A science lab is considered an instructional period. When necessary, part-time teachers will be hired. No teacher will be assigned to teach five (5) consecutive classes. The only exception will be when this is not possible due to scheduling constraints.
- b. Teachers will have one homeroom assignment, or a special assignment.
- c. Teachers with normal loads will have one study hall per day. Teachers may elect, however, to substitute a laboratory period (reading lab, language lab, humanities group, string ensemble, physical education leaders, etc.) in place of study hall supervision.
- d. All teachers may be assigned a period in a resource room in lieu of a study hall. Teachers in the basic, required subject areas and teachers having one-half year electives in English and Social Studies shall have no more than three preparations unless tenured teachers voluntarily agree to 4 (four) preparations.
- e. Secondary school teachers will perform all their assigned duties within a school day. The arrival and departure time for teachers in the high school is:

Friday	7:30 - 2:30
Monday, Tuesday and Thursday	7:30 - 3:30
Wednesday (meeting day)	7:30 - 3:30
(non-meeting day)	7:30 - 2:30

Teachers will be in the building by 7:30 a.m. Homeroom will not start earlier than 7:40 a.m.

Note 1: On Friday, teachers may leave at 2:30 p.m. if they have performed all their salaried duties. "Paid" activities meet until 3:30 p.m. as scheduled according to the job description which was defined by the teacher-sponsor.

Note 2: Monday, Tuesday and Thursday can be used to give help to students who seek it or used by teachers to give additional help to students who fall behind their classmates. No teacher should be obligated to stay if he is not needed or to stay after 3:30 p.m.

Note 3: Wednesday is reserved for meetings, the length of which should not exceed one hour, to start on or about 2:15 p.m., but not later than 2:30 p.m. Meetings may be held other than Wednesdays on a need basis.

- f. Proctoring of Regents and final examinations which are scheduled after daily departure time will be construed to be an assigned duty within the school day.
- g. If two (2) or more in-service days are scheduled prior to the arrival of students, at least one-half day (at a time to be selected by the building principal) will be provided to high school teachers to be spent in their individual rooms preparing for the opening of school.

Section 5 - Limitations of Non-instructional Duties of Teachers

The non-instructional duties of teachers will be limited as follows:

- a. Teachers may volunteer to help supervise restrooms during unassigned time and between classes.
- b. The supervisory duties of teachers for the coming year should not increase over those of the current year in each specific building. Supervisory duties may only be increased by mutual agreement between the Superintendent or designee and the Schalmont Teachers' Association.
- c. Teachers may be employed in the high school and middle school to oversee the school cafeterias, compensated at the hourly rate.
- d. As the need arises, a committee of the Schalmont Teachers' Association may initiate a meeting with building principals involved to make recommendations and seek remedies to problems as they arise.
- e. If a secondary teacher, the President shall be relieved of all supervisory duties. If an elementary teacher, the President shall be relieved of teaching responsibilities for the equivalent of one day per week. If the President is an elementary classroom teacher, the teacher shall be assigned to an AIS type of assignment for the duration of his/her term as President.
- f. The STA will be provided with the equivalent of 14 days of release time per calendar year to be used at the discretion of the STA President.

Section 6 - Limitations on Other Duties

- a. Teachers assigned to duties beyond the stated school day hours will be regarded as working in extra duties and shall be compensated in accordance with Article V of this contract.
- b. The Association supports teacher attendance at evening meetings, such as open houses in the school buildings that enhance teacher professional image with students, parents and community. If a teacher is unable to attend the annual open house, he/she will notify the principal in advance.

- c. Advisors who are paid an annual rate will not be compensated as chaperones for activities which are scheduled within the job description for each activity.
- d. Teachers may receive permission from the Building Principal in an emergency to arrive late or leave early. The teacher must provide a lesson plan which can be administered by another teacher not acquainted with the works of the class.

Section 7 - Facilities

- a. The Board will insure that the lights of the parking areas are turned on during the period when the school is open for evening activities which involve teachers.
- b. The Association will be allowed to use desks, rooms, district mail system and office machines for its business when such usage does not conflict with routine District usage. Materials will be furnished by the Association.
- c. Teachers shall be allowed to purchase the regular school lunch at a cost equal to the District's cost.
- d. The Association and the District will establish a committee to explore the possibility of providing on-site day care services.

Section 8 - Teachers Files

- a. No material derogatory of a teacher's conduct, service, character, or personality shall be placed in any official school files unless the teacher has read the material. The teacher shall acknowledge that he has read the material by signing the official file copy; understanding that his signature merely signifies he has read the material to be filed and does not necessarily indicate agreement with its content.
- b. An incident which has not been reduced in writing within three (3) months of notification to the District of its alleged occurrence may not be later added to the file.
- c. The teacher may examine and reproduce the files pertinent to his employment in the District, with the exception of those files containing recommendations, placement folder, or letters of reference from outside the District which will be filed separately by the School Superintendent and will not be available to teachers.
- d. The teacher shall have the right to answer any material in his file and his answer shall be attached to the file copy of the material being answered. Such answer must be provided to the District within twenty (20) school days after the teacher's signature on the material to be included in the personnel file.
- e. Material will be removed from the files when a teacher's claim that such material is unfair or inaccurate is sustained in public or private hearing or in legal processes.

Section 9 - Instructional Policy

- a. Teachers involved in specific instructional policies and decisions shall participate in the formulation of such instructional policies and decisions, especially regarding:
 - 1. Book and material selection.

2. Writing and revising curriculum objectives so as to provide a sound instructional program through daily lesson plans and objectives.
 3. Changes in teacher assignment, when such formulation of policies and decisions necessitate teacher reassignment.
- b. The District, when it is decided to develop new curriculum, will provide specific funds prior to the adoption thereof. New curriculum shall mean the expansion of existing curriculum into subject matter not previously taught at Schalmont or the creation and development of entirely new areas of study.
 - c. First year teachers shall not be assigned to basic group or groups, unless in the judgment of principal and Superintendent such assignments will be advantageous to the teacher and the students.
 - d. The use of instructional equipment assigned to a department shall be under the supervision of the department chairperson. The use of stationary instructional equipment shall be made available to teacher at all times during the school day provided the teacher has demonstrated the correct use of the equipment. The use of all instructional equipment requires that the teacher demonstrate the correct use of the equipment to the satisfaction of the AV Coordinator or building principal and made available to the teachers by mutual agreement between the teachers and the Building Principal.
 - e. An environment of trust and cooperation as well as a harmonious employee/employer relationship is essential to the learning process. Therefore, in an effort to obtain said environment, it is agreed that no teacher shall be reprimanded for his or her personal appearance, or materials and methods used, provided the appearance, materials or methods do not demonstrably detract from the learning process and are not inconsistent with the Board Policy in effect when the contract is approved by both parties.

Section 10 - Communications

- a. All communications received by the School District which are or may be used in making decisions regarding the professional career of any teacher shall be communicated in writing to said person by the administrator receiving such communication.
- b. Oral criticism of teacher's performance by administrators or others in authority or oral criticism of administrator's performance by teachers shall be done in strict privacy.
- c. Written communications of a critical nature by administrators, supervisors or other professional staff concerning teachers, or written communications of a critical nature by teachers concerning administrators, supervisors, or other professional staff, shall be made in private.

Section 11 - Personnel Hiring Policy

- a. Professional positions that become vacant or newly-created positions will be advertised in all school buildings prior to the recruitment process. Present strict personnel covered in the bargaining unit working in multi-building assignments, will be given special consideration for all vacant positions, in their tenure area, that will eliminate or reduce their travel. Present district personnel covered in the bargaining unit will be given the opportunity to apply, and be given an interview, for all vacant or newly created positions. The best qualified candidate from all the internal and external

applicants in the judgment of the person or persons charged with the selection will be recommended to the Superintendent of Schools for hiring.

- b. District teachers interested in summer school positions will be given preference in hiring and will be advised of such openings as soon as possible.
- c. In hiring teachers new to the School District, the District will strive to hire teachers with New York State Certification in such areas or in grade levels in which they are assigned to teach.

Section 12 - Agency Fee

The Schalmont Central School District will deduct from the pay of unit members who are not members of the Schalmont Teachers' Association (STA) an amount of money equal to the dues paid by STA members. Such deductions will be made in the same manner and method as deductions are made for STA members and the money so deducted will be transmitted to the STA in the same manner as STA dues deductions are transmitted.

The STA certifies that it has established such rebate procedures as are required by law.

Section 13 - Administration - Association Liaison

- a. We should recognize the value of maintaining dialogue between the Superintendent of Schools and the Association.
- b.
 - 1. A professional council shall be established to function as a discussion group. The Council shall act as a forum to identify problems and facilitate investigation of alternates to problem resolutions. The Council shall be able to form and charge any specific task forces necessary to carry out these ends.
 - 2. The Council will meet at least quarterly to discuss and define problems relating to the school system and to maintain a regular dialogue between the Association and the Superintendent.
 - 3. The agenda, meeting date/time will be mutually determined by the Superintendent and the Association President. The Council will meet after the close of school.
 - 4. The Council will be composed of ten members, five of whom shall be appointed by the President of the Association and five by the Superintendent, one of which will be a member of the Board of Education.
 - 5. The discussion of a particular subject by the council shall not preclude discussion of that subject in negotiations.

ARTICLE III

Student Teacher Policy

- a. Student teachers shall be assigned with the prior consent of the sponsoring teacher to teachers who have completed three or more years of teaching experience, at least one of which shall have been in the Schalmont School District.
- b. Sponsoring teachers shall be informed of the assignment of student teachers at least two weeks prior to the arrival of the student.

- c. Student teachers shall be limited to two per year for any individual sponsoring teacher.
- d. Student teachers shall not be assigned to a teacher for the purpose of facilitating increased duties of the sponsoring teacher

ARTICLE IV

Insurances

Section 1 - Health Insurance

- a. The following health insurance plans are available through the District as of the date of this agreement: CASHIC BSNENY 813 Plan, CASHIC CDPHP-EPO¹; and, through June 30, 2012, the MVP Co Plan 15 Plus with a \$1,000,000 POS choices Rider. The BSNENY 813 Plan Document dated April 8, 2008 is incorporated herein by reference. If additional riders are added for other District employees, the STA may request to reopen negotiations to discuss such riders. Employees covered by the 813 Plan shall pay 5% of the full premium cost. If there is a credit at the end of the year, the employees will receive the pro-rata share of the credit. Payment shall be made within 30 days of the District's receipt of such rebate. Effective July 1, 2011, the employee contribution shall be increased to 10%.

Effective July 1, 2012, the MVP POS plan shall no longer be available and all bargaining units members must elect either the BSNENY 813 Plan or the CDPHP-EPO Plan. Additionally, for any hospitalization deductible required by the CDPHP-EPO plan from July 1, 2012 through June 30, 2013, up to a maximum deductible of \$240 per admission, the school district shall reimburse such charge upon submission of appropriate proof of such charge.

In the event that any of the elements of the existing health plans noted above are modified by the health insurance carrier, the District shall notify the Association of the proposed changes, meet with the Association to review the proposed changes, and to the extent that the District has any choice in the selection of benefits, select the benefit level closest to the benefits in existence prior to the mandated change.

Effective 2015-2016 the school district shall pay 89% of the premium cost; 2016-2017 the school district shall pay 87% of the premium cost; 2017-2018 the school district shall pay 85% of the premium cost.

A high deductible health insurance plan will be made available on a voluntary basis to unit members starting July 1, 2016. Prior to implementation of the plan, the parties will meet to agree upon the terms of the high deductible plan to be offered.

¹ In the event that the CDPHP-EPO plan is modified by action of the CASHIC Board of Directors, or an alternative CDPHP plan is substituted by CASHIC for the EPO plan, then the STA after receiving input from the bargaining unit members who have elected to participate in the EPO Plan, may elect, in writing, to withdraw consent to participate in the CDPHP EPO plan through CASHIC and participate directly with CDPHP in the then applicable CDPHP plan in which the benefits most closely approximate, but do not exceed, the CDPHP EPO plan then in effect. Such change to the CDPHP plan must be permissible under any rules applicable to CDPHP, must take effect at the beginning of a school fiscal year, and will terminate the availability of any CDPHP plan through CASHIC.

b. **Insurance Buyout**

Effective with the May 2008 open enrollment period, any unit member who elects not to take the health insurance coverage will receive a \$4000 incentive, payable in the second payroll of July of the following year. This election shall be by written notice to the Superintendent or his designee during the open enrollment period of each school year. Any member who elects the buyout of the insurance will supply proof of alternate coverage. Re-entry into the health plan shall be permitted under the following conditions.

1. The amount paid by the district as incentive on a pro-rated basis shall be paid back prior to re-entry.
2. Any re-entry of participation in said plan shall be subject to administrative regulations of the Health Program. (Unless a trigger event occurs, re-entry is limited to the open enrollment period of each school year.) Once this option is exercised, unless a trigger event occurs, the individual will be ineligible for insurance for the duration of that school year.
3. The parties agree that a trigger event shall be defined as the loss of alternate health insurance coverage.
4. On an annual basis an employee is covered under the health insurance program unless the employee opts out during the open enrollment period.

c. **Retirement Health Insurance**

1. Teachers who officially retire under the rules of the New York State Teachers Retirement System with at least ten (10) years of continuous credited service in the Schalmont Central School District at the time of retirement shall be eligible to continue health and optical benefits into retirement for as long as the status of retirement exists. (A leave of absence is not considered an interruption.)
2. The District shall pay fifty (50%) per cent of the health insurance premium equivalent for individual and thirty-five (35%) percent for dependents including Medicare costs. For employees who retire after July 1, 1982, the district will pay the same percentage of the premium costs as it did on the date of retirement of the employee². After the death of the retiree, the surviving spouse will continue to be covered under the health plan until the spouse's death. The total cost of this continued coverage will be paid for by the surviving spouse.
3. When a retired teacher who is covered under the district's insurance reaches aged 65, the district will send that retiree, in that year, a certified letter informing them that the district requires a copy of their Medicare Part B card in order to proceed with payment. It is the retirees' responsibility to provide the district with the Medicare Part B card within that calendar year. If the card is not provided during that calendar year, the district is not responsible for providing payments for the time in which the card was not received.

Section 2 - Optical Insurance

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Any member of the bargaining unit who notifies the district of their intent to retire effective during the 2015-16 school year and does so before April 14, 2016, the school district shall continue to pay 90% of the health premium cost.

Effective July 1, 1997, the School District shall pay 95% of the basic optical plan premium equivalent for individual coverage and 95% of the basic optical plan premium equivalent for family coverage. The optical plan shall provide full coverage for costs for standard vision examination including glaucoma testing once each year for adults and children. It will also provide one pair prescription lenses and one frame every other calendar year paid in full OR a two years supply of contact lenses paid in full.

Section 3 - Dental Insurance

The school district will provide dental coverage under the Schalmont Central School District Self-Funded Group Dental Plan paying 100% of the premium or its equivalent for each individual teacher and 80% of the premium or its equivalent for family coverage. In addition, an orthodontical benefit will be part of the plan. Effective July 1, 1997 the orthodontical benefit will pay 50% of the cost of such service up to a maximum of \$2,250 per phase for new claims. The Schalmont Central School District Self-Funded Group Dental Plan (the "Plan Document") shall be appended hereto as Appendix A and by reference is hereby incorporated in this contract as if it were fully set forth herein. Any change in the third party administrator pursuant to this agreement and the Plan Document shall require the written agreement of all parties to this contract.

Section 4 - Life Insurance

- a. Subject to the administrative procedures of the insurance carrier, the district will provide a \$75,000 group life insurance policy for unit members.
- b. When a teacher dies while in the employ of the District, the teacher's estate will be paid for the teacher's unused accumulated sick days based on Article VI, Section 3 herein.

Section 5 – Eligibility

Any new employee hired after July 1, 1988 must be at least 0.5 time to be eligible for health, dental, life insurance and optical benefits.

Section 6 - Personal Injury Benefit

- a. The school district shall reimburse a teacher for costs of replacing or repairing dentures, eyeglasses, hearing aids or similar bodily appurtenances not covered by workers' compensation or other insurances, which are damaged or destroyed while in the discharge of the teacher's duties as a result of an assault by a second person.
- b. The school district will reimburse a teacher for the value of any clothing or other personal property damage or destruction as a result of an assault suffered while the teacher was acting in the discharge of his/her duties within the scope of his/her employment.
- c. The maximum reimbursement for each claim will be \$500. All claims are subject to the superintendent's approval and the decision is non-grievable.
- d. In the event of an assault on a teacher which takes place while carrying out the duties or responsibilities of his/her employment, the teacher shall notify the building principal or any other administrator of the details of the incident. The teacher will also cooperate with the Board, administration and other authorities in prosecuting any charges against the student or assailant. In addition, the teacher may elect to take independent action as a result of the assault, at the teacher's own expense.

The District shall save harmless and protect all teachers, practice or student teachers, authorized participants in a school volunteer program, and members of supervisory and administrative staff or

employees from financial loss arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to any person, or accidental damage to the property of any person within or without the school building, provided such teacher, practice or student teacher, authorized participant in a school volunteer program, or member of the supervisory or administrative staff or employee at the time of the accident or injury was acting in the discharge of his duties within the scope of his employment or authorized volunteer duties and/or under the direction of said Board of Education. The District, however, shall not be subject to the duty imposed by this section, unless such teacher or member of the supervisory or administrative staff or employee, practice or student teacher, or authorized participant in a school volunteer program, shall within ten days of the time he is served with any summons, complaint, process, notice, demand or pleading, deliver the original or a copy of the same to the District.

The District shall provide an attorney or attorneys for, and pay such attorney's fees and expenses necessarily incurred in the defense of a teacher, member of the supervisory or administrative staff or employee, or authorized participant in a school volunteer program in any civil or criminal action or proceeding arising out of the disciplinary action against any pupil of the district while in the discharge of his duties within the scope of his employment or authorized volunteer duties. The District, however, shall not be subject to the duty imposed by this section, unless such teacher, or member of the supervisory or administrative staff or employee, practice or student teacher or authorized participant in a school volunteer program shall, within ten days of the time he is served with any summons, complaint, process, notice, demand or pleading, deliver the original or a copy of the same to such Board of Education, Trustee or Board of Trustees.

Section 7 - Flexible Benefits Plan

The District shall, at its cost, create and maintain an IRC 125 Plan for the purposes of health, optical, dental insurance and term life insurance premiums paid by the employees, and for all other allowable expenses designated by the employee. Participation in the 125 Plan shall be at the option of the employee.

Section 8 -Health Insurance Task Force

STA will have three (3) appointed representatives participate in a district-wide task force to research health insurance savings/benefit improvement options going forward. Three (3) appointed representatives will be chosen by leadership from the SSRPA and SAA for participation on the committee. Consultants with expertise in health insurance shall be contacted to facilitate the committee's work. In addition, any committee member can request meetings with representatives from insurance companies, vendors and other appropriate resources. Options agreed to by committee consensus will be discussed as part of future collective bargaining agreement negotiations.

ARTICLE V

Extra Duty

Section 1 - General Consideration

- a. The Building Principal, with the assistance of the incumbent advisors will prepare a job description for each activity advisory.
- b. In general, the yearly compensations suggested are compatible with the negotiated rate of per hour pay based on the number of hours anticipated.

- c. To provide comparable compensation for new activities that are not covered by Appendix G, the Building Principal will establish an annual rate pro-rated), if necessary, based on the rate in Subdivision b. of this Section. Whenever extra-curricular activities are assigned, appropriate payment shall be made.
- d. All appointments of advisors are subject to approval by the Board of Education. Procedure to apply for the position of advisor will be:
 - 1. All applicants signify their interest to the Building Principal. (Advisory positions are open for all qualified professional staff members).
 - 2. All appointments of advisors will be discussed between the Building Principal and the building committee before recommendation is made to the Superintendent.
 - 3. The Building Principal will recommend the best qualified applicant to the Superintendent of Schools for appointment as advisor. (Appointments are for one-year only.)
- e. The activity identified as "field trip advisor" is included under the category "Chaperone Duty." Advisors for field trips that take place during the school day or as required by the job description, will receive no extra compensation.

Section 2 - Department Chairpeople

- a. Combine the Business Education, Technology and Home and Career Skills at the High School into the Occupational Education Department, with one Department Chairperson who will only teach four (4) classes (same as English, Social Studies, Mathematics, Science and Second Language). Second Language encompasses both high school and middle school. Stipend for the position of Department Chairperson will be:

2015-2018 \$319 per teacher

- b. Department Chairpeople will not be assigned to an additional class or to a study hall.

Section 3 - District Coordinators, Administrative Apprentices, & Team Leaders

a. **Coordinators**

Coordinators shall work in accordance with established Board Policy. Their job description will be used to evaluate their performance. For the 2009-2010, 2010-2011 and 2011-2012 school years, each coordinator will receive a stipend of \$3,364. For the 2012-2013 school year, each coordinator will receive a stipend of \$3,414. For the 2015-2018 school years, coordinators will receive a stipend of \$3,457.

Coordinators will not be assigned a homeroom or comparable assignment and will be relieved of one supervisory duty. Since there is no longer a separate homeroom period in the high school and first period was extended ten minutes to cover attendance and announcements, it is understood the additional ten minutes constitutes a comparable assignment. As such, coordinators in the high school or individuals filling positions defined in Appendix G as not having a homeroom will not be scheduled with a first period class. In the event that the implementation of this impacts a department's ability to schedule courses, coordinators shall have the option of teaching a first period class. To the current identified coordinators will be added Foreign Language (6-12), Middle School Science, K-5 AIS, Middle School Social Studies, 6-12 AIS (effective July 1, 2012) and

Elementary Grade Level. Coordinator job descriptions shall be appended hereto as Appendix B and incorporated by express reference herein.

b. **Administrative Apprentices**

1. No teacher will be required to assume a job of administrative apprentice unless they apply in writing to the Superintendent for the position.
2. Negotiations for the specific division of employment other than that stated above and stipend shall not be the responsibility of the Association.
3. Prior to changes of stipend for Administrative Apprentices the Superintendent will review anticipated change with the STA President.

c. **Team Leaders**

The annual stipend for team leader positions shall be 50% of the Coordinators stipend. The Team Leader job description shall be appended hereto as Appendix C and incorporated by express reference herein.

ARTICLE VI

Section 1 – Compensation

a. **Basic schedules** - See Appendix D, E, F, G, H

1. Employees who were on step 25 during the 2011-2012 school year will receive an additional payment of \$1500 above the salary for step 25 beginning in 2012-2013 school year and continuing until such time as the member retires. Both parties have identified such members.
2. **Coaching Post-Season, Appendix H**-In the event that a Varsity team in baseball, basketball, football, soccer, softball, or volleyball, qualifies for post-sectional competition (regional, state, or national competition), additional compensation will be allocated. The Varsity head coach plus one other coach of the head coach's choice will be compensated on a per diem basis. For football only, this additional compensation will apply to the head coach plus two other coaches of the head coach's choice. The per diem rate will be calculated by dividing the coach's regular season pay by the number of days in the regular season. This daily rate is then paid to the coach per day for each day the team plays or practices beyond the last sectional game.

b. **Graduate Hours**: Graduate hours will be paid at the rate of \$45 per hour in blocks of three. Hours beyond B+75 and M+45 must be approved by the Superintendent. Unlimited hours may be earned after July 1, 1971, if approved by the Superintendent. No new Professional Certificates will be granted – existing Professional Certificates will receive an additional \$100. An additional \$1,200 will be paid for a Masters' Degree³. An additional \$150 per degree will be paid for each degree beyond the first Masters. All graduate courses to be used for payment must be satisfactorily completed at a regionally accredited college/university or a NYSED registered college/university.

³ The resulting payment for a Masters Degree totals \$2,550 above the comparable step for the BA schedule. This is the \$1,200 payment for the Masters Degree plus 30 credit hours at \$45 per hour.

- c. **Guidance Counselors and School Psychologists:** Shall be paid in accordance with the teacher's schedule in Section a. and b. In addition, Guidance Counselors and School Psychologists will be hired on a need basis at a per diem rate for work outside the school year with a minimum of five work days between the last day of school in June and the first day of school in September on days mutually agreed upon by the Principal and the Guidance Counselor or the School Psychologist. Should any further days be required beyond those five (5) days, such determination shall be the sole discretion of the district. Guidance Counselors and School Psychologists retain the right to decline summer work beyond the five days.
- d. **National Board Certification:** An annual stipend of \$5000 will be paid to each teacher who currently possesses, or is eligible to begin the recertification process by on or before June 30, 2012, National Board Certification through the National Board for Professional Teaching Standards. Any employee renewing such certification after July 1, 2012 or receiving such certification for the first time on or after July 1, 2012 shall receive an annual stipend of \$4,000.

Teachers with National Board certification as of May 24, 2011 shall, if involuntarily reduced from full-time to part-time, continue to receive the full payment for which he/she is eligible while serving involuntarily in the part-time position. If any other teacher receives National Board certification after May 24, 2011 and is voluntarily or involuntarily reduced to part-time, the applicable stipend shall be pro-rated to an amount proportionate to the teacher's full-time equivalency (FTE). If a new teacher with National Board certification is hired into a part-time position, the National Board certification payment shall be pro-rated to the appropriate FTE value.

- e. **Summer Months/Teachers:** Teachers engaged in teaching during the summer months will be compensated at the rate of 1/200 of BS step 5 based on a six hour day. Teachers will receive 1.5 hours of paid planning time per week for each 1.5 hour daily course taught.
- f. **Curricular Development Work (Outside Normal School Hours):** Teachers engaged in curricular development work outside of normal school hours will be paid at the rate of 1/200 of BS step 5 based on a six hour day.
- g. **Workshops/Course Instruction (Outside of Normal School Hours):** Teachers who instruct workshops and courses outside of normal school hours will be compensated at the rate of 1/200 of BS step 20 based on a six hour day.
- h. **Part-Time Teachers:** All part time teachers will advance one step on the salary schedule for each year of service.
- i. **Tutoring:** Effective July 1, 2004 teachers engaged in tutoring outside the normal school hours will be paid at the rate of 1/200 of BA step 1 based on a six-hour day.
- j. **Evening Events:** Proposals for evening events will be submitted by October 1 for the fall semester and the first Friday after January 1 for the spring semester for approval by the principal. The events shall be consistent with the strategic plan. Teachers shall be compensated at the curriculum rate (Article VI [1][f] for preparation and execution of such events if such events involve the delivery of instruction to parents or students at the event. If the event involves primarily supervision and socialization of parents or students, teachers shall be compensated at the hourly rate (Appendix G) for preparation and execution of such events. Teachers shall be compensated for thirty minutes of planning time for events lasting less than two hours and one hour of planning time for events lasting two or more hours.

Section 2 - Sick Leave

- a. Leave with pay will be granted teachers for personal illness or serious illness in the family up to a maximum of fifteen (15) days per year. Sick leave shall be cumulative without limit.
- b. Teachers will be allowed up to four (4) days paid leave of absence for each death in the immediate family. Immediate family is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, grandparents, or near relative who resides in the same household; or any person with whom the teacher has made his home.
- c. **Sick Leave Pool**
 1. Each teacher may elect to be a member of the Sick Leave Pool by authorizing the District to deduct up to two (2) days sick leave per year from his or her total of accumulated sick days, said days to be donated to the Pool. The purpose of the Sick Leave Pool is to provide a teacher, additional sick leave when the teacher has expended his or her accumulated sick leave due to a serious personal or family illness or accident.
 2. The Superintendent of Schools and the President of the Association shall serve as Trustees of the Sick Leave Pool and shall receive, consider, and act upon applications to borrow from the Pool. The Trustees shall develop procedures to administer the Sick Leave Pool. Said procedures, including By-Laws, shall conform to this Agreement. Decisions of the Trustees shall not be subject to the grievance procedure.
 3. Use of Pool days may be in any amount, but not more than twenty (20) days times the years of service in the District, and in no case, in an amount that would carry past the end of the school year in which the borrowing took place. Should a teacher require additional days at the commencement of the following year, he or she may apply. Application to borrow from the Sick Leave Pool will be made to the Trustees. A teacher who is injured in a non-job related accident which is compensated for by insurance, who is on unpaid leave, or who is entitled to disability retirement may not participate in the sick leave pool. If an approval of application is not achieved by the sick pool trustees, or an applicant is dissatisfied with the decision of the Sick Leave Bank Trustees, an appeal can be made by the applicant to a review board composed of two members appointed by the Superintendent, two members appointed by the President of the Teachers' Association and one member acceptable to both the Superintendent and the STA president. The decision of the review Board shall be final, binding and non-grievable.
 4. When the total number of days accumulated in the Sick Leave Pool exceeds one thousand two hundred (1,200), yearly deductions from teachers shall be discontinued until the total number of days in the pool falls below five hundred (500). New employees and/or new enrollees who wish to join must contribute required days as per seven (7) regardless of time limits on total accumulated days
 5. New teachers may elect to join the Pool during the thirty (30) day time period following their initial start date in the District.
 6. Those teachers employed during 1979-80 who have not previously joined the sick leave pool or wish to increase the contribution of the sick leave pool may enroll in or increase the contribution to the Sick Leave Pool during the period beginning September 1, 1983, and ending

October 1, 1983. If a teacher elects this option, he or she must donate the number of days equal to that which would have been donated had the teacher joined when the Sick Leave Pool was originated. A teacher returning from a leave of absence may exercise the same option within a sixty (60) day time period when returning from the leave.

7. Any new employee who enrolls in Sick Leave Pool must contribute the elected number of days for a period of five (5) years before qualifying for the waiver of days deducted.
8. Establish an open enrollment period for all eligible teachers who may not be now full members. (This includes from 1 to 2 day contributions.)

Section 3 - 403(b) Employer Non-Elective Contribution – Leave Conversion

Teachers who retire from the Schalmont School District, shall as a deposit to their 403(b) account, receive an Employer Non-Elective contribution in an amount equal to \$75 for each unused sick day, not to exceed 350 days. Any personal accumulated sick days in excess of 350 shall be added to the Sick Pool established pursuant to Article VI, Section 2.c. above.

Employer 403(b) Non-Elective contributions under Sections 3 of Article VI shall be contributed in accordance with, and subject to the following conditions:

1. **No Cash Option** No employee may receive cash in lieu of or as an alternative to any of the Employer's Non-elective Contribution(s) described herein.
2. **Contribution Limitations.** In any applicable year, the maximum Employer Contribution shall not cause an employee's 403(b) account to exceed the applicable contribution limit under Section 415(c)(1) of the Code, as adjusted for cost-of-living increases. For Employer Non-elective Contributions made post-employment to former employees' 403(b) account, the Contribution Limit shall be based on the employee's compensation, as determined under Section 403(b)(3) of the Code.

In the event that the calculation of the Employer Non-elective Contribution referenced in any of the preceding paragraphs exceed the applicable Contribution Limits, the Employer shall first make an Employer Non-elective Contribution up to the Contribution Limit of the Internal Revenue Code and then pay any excess amount as compensation directly to the Employee. In no instance shall the Employee have any rights to, including the ability to receive, any excess amount as compensation unless and until the Contribution Limit of the Internal Revenue Code are fully met through payment of the Employer's Non-Elective Contribution. In no case shall the Employer Non-elective Contribution exceed the Contribution Limit of the Internal Revenue Code.

3. **403(b) Accounts.** Employer Non-Elective contributions shall be deposited into the NYSUT endorsed 403(b) provider, offered through ING Life and Annuity Company, in the name of the employee.
4. Tier I members with membership dates prior to June 17, 1971, Employer Non-elective Contribution hereunder will be reported as non-regular compensation to the New York State Teachers' Retirement System.
5. This MOA shall be subject to IRS regulations and rulings. Should any portion be declared contrary to law, then such portion shall not be deemed valid and subsisting, but all other portions shall continue in full force and effect. As to those portions declared contrary to law, the

Association and Employer shall promptly meet and alter those portions in order to provide the same or similar benefit(s) which conform, as closest as possible, to the original intent of the parties.

6. This MOA shall further be subject to the approval of the 403(b) Provider, which shall review the MOA solely as a matter of form and as the provider of investment products designed to meet the requirements of Section 403(b) of the Internal Revenue Code. Upon request, ING Life Insurance and Annuity Company (“ILIAC”) agrees to provide the Employer with ILIAC’s standard hold harmless agreement where the Employer has selected ILIAC as the provider of 403(b) accounts for receipt of Employer Non-elective Contributions.
7. Both the Employer and Employee are responsible for providing accurate information to the 403(b) Provider. This information includes both Elective and Employer Non-Elective Contributions and the amount of the participant's Includible Compensation.

Section 4 - Military Leave

New teachers will be given step credit for military service at the rate of one step increase for every two years of military service (major fraction of a year shall equal a year), where the military service was related to the teaching assignments of the entry position.

Section 5 - Personal Business Leave

Four days annual leave with pay will be granted teachers for personal business. Such personal leave is intended for personal business which cannot be transacted outside normal school hours. It shall not be used for social affairs, athletic events, recreational trips, part-time employment, or to extend a vacation or holiday. Unused personal business days shall be added to the teacher’s accumulated sick leave. If a personal day is needed the day before or after a holiday or vacation, the reason must be provided to the building principal.

Section 6 - Mileage Reimbursement

The District shall compensate employees at a rate consistent with the IRS business deduction rate per mile for use of their personal automobiles where such use is required in the performance of their duties. Coordinators traveling from one building to another to fulfill their responsibility as a Coordinator are eligible for such reimbursement but teachers traveling to a common location to attend meetings or staff development activities are not eligible for such payment.

Section 7 - Paychecks

- a. The District will provide for payroll deductions and automatic deposit for teachers who express a desire to have deductions or automatic deposits made to First New York Federal Credit Union or a bank of the teacher’s choice in accordance with the teachers’ instructions beginning September 2008.
- b. Any teacher employed at least half time or more may elect to receive on the first Friday after Labor Day a \$500 advance of net salary from his/her first paycheck of the school year. Such election shall be made on a form provided by the district.
- c. The District will provide payroll deductions for teachers who express a desire to have deductions made to VOTE/COPE, the political action arm of NYSUT.
- d. Teachers will have the option of being paid over 26 checks instead of the normal 21 checks. The last five checks will be paid in one lump sum check dated June of that school year.

Section 8 - Unpaid Leaves of Absence

An unpaid leave of absence for up to two full school years may be granted by the Board of Education if the leave is recommended by the Superintendent of Schools. This includes child rearing unpaid leaves of absence following the birth of a baby. There will be a maximum of two full years granted for all unpaid leaves of absence including child-rearing immediately following the birth of a baby. Application for all leaves of absence must be submitted to the Superintendent of Schools by April 1 of the school year prior to the year the leaves will take effect except cases immediately following the birth of a baby. Unpaid leave of absences immediately following the birth of a baby will be for a maximum of two (2) year from the end of the semester in which the leave commences. All leaves of absence must terminate coinciding with the end of a quarterly marking period. Requests for extensions of a leave of absence will be granted at the sole discretion of the Superintendent of Schools. Teachers whose unpaid leave ends on June 30th of a school year are eligible to return to the health, dental, optical and life insurance plans effective July 1. Teachers on an unpaid leave shall advise the Superintendent, in writing, of his/her intention to return from a leave of absence 45 calendar days prior to the expiration of the leave.

Section 9 – Adoption Leave

Bargaining unit members may use up to ten days of adoption leave time for the process and/or childcare associated with the adoption of a child.

ARTICLE VII

Professional Growth

Section 1 - Conferences

The District shall apportion \$36,048 for use by unit members for educational conferences. The District shall establish a committee of one designee of the STA, one designee of the Superintendent, one designee of the Board of Education which shall determine the procedures and requirements for obtaining conference funds.

Section 2 - Innovations in the Development of Educational Achievement

A joint committee consisting of three designees from Administration and three teachers selected by STA will be responsible for establishing criteria for awarding grants, setting procedures for the administration of the program, and setting funding levels for individual grants. This committee will act as administrator of the IDEA program. Other than the 2012-13 school year, \$48,064 annually will be made available for this program. It is understood that no funds will be made available for this program for the 2012-13 school year. The IDEA Grant Committee Chairperson will receive an annual stipend equal to 6% of the yearly allocation.

Section 3 - Individual Professional Development Program

The district will provide an annual sum of \$24,032 for teachers to take and satisfactorily complete at a regionally accredited college/university in advanced graduate study or in undergraduate study. It will also be used for teachers to take workshops/courses. A committee of the Association President and the Superintendent of Schools will administer the funds. Teachers on unpaid leave of absence are not eligible. Any graduate courses taken are eligible for compensation under Article VI, Section 1b of the contract. No salary credit will be earned for undergraduate study. Effective July 1, 2004, teachers taking administration courses will be reimbursed at 50% of tuition cost.

Section 4 - Workshops and Training

Workshops, exclusive of those offered at local, state, and national conferences, will be compensated at the following rate. Teachers taking approved workshop courses will be compensated at the rate of \$32.44 per class hour. Effective July 1, 2012 teachers taking approved workshop courses will be compensated at the rate of \$32.93 per class hour. Effective July 1, 2013 teachers taking approved workshop courses will be compensated at the rate of \$33.34 per class hour. Payment for class hours will be made twice per year. Workshops/courses will be taken on a voluntary basis. All workshops/courses must receive prior approval by the Superintendent of schools.

Section 5 - Annual Professional Performance Review (APPR)

Schalmont's APPR plan conforms to the requirement of an annual evaluation of all faculty and administration, Subdivision (o) of Section 100.2 of the Regulations of the Commissioner of Education. The APPR plan is appended hereto as Appendix I and incorporated by express reference herein.

Section 6 - Mentor Program

Schalmont's Mentor Program conforms to the requirements of Subdivision (dd), of Section 100.2 of the Regulations of the Commissioner of Education. The mentor program is appended hereto as Appendix J and incorporated by express reference herein.

The Schalmont School District negotiating team and the STA negotiating team mutually agree that they will convene a committee to discuss and make recommendations regarding the Mentor Program. The committee will consist of three designees appointed by the STA President and three designees appointed by the Schalmont Superintendent. It is understood that the committee's recommendations will return to the respective negotiating teams for modifications if needed and final approval prior to implementation.

Section 7 - Professional Development Plan (PDP)

Schalmont's PDP conforms to the requirement of a Professional Development Plan (PDP)- Subdivision (dd) of Section 100.2 of the Regulations of the Commissioner of Education.

The purpose of Schalmont's PDP is to improve the quality of teaching and learning by ensuring that teachers participate in substantial professional development in order to remain current with their profession.

The Schalmont Teachers' Institute, a collaboration between the district and bargaining unit, fulfills the State mandate through it's:

- ▶ policy board composition
- ▶ identification of teacher needs
- ▶ establishment of goals
- ▶ development and implementation of activities
- ▶ evaluation of program and operation
- ▶ articulation of professional development across grade levels
- ▶ alignment of professional development with NYS standards and assessments

In the event that STI does not exist, the Policy Board shall assume the role and the responsibility of becoming the district's Professional Development Council. The Professional Development Plan is appended hereto as Appendix K and incorporated by express reference herein.

Section 8 - 175 Hour Professional Development Regulation

All teachers will annually participate in three professional development days which total 18 hours of instructional time. Teachers who are hired after February 2004 and who are new to the teaching profession are required, as a matter of law, to participate in an additional 85 hours of professional development over the five-year period from the date they were hired. Some of these hours can include the orientation or mentee training that occurs in the summer, as well as the mentee workshops that occur throughout the school year. The district shall maintain official records of professional development hours. It is the teacher's responsibility to verify the accuracy of the records on an annual basis. Teachers should maintain documentation of contact hours for their own records. This documentation could be used as evidence of meeting the 175 hour regulation.

ARTICLE VIII

Grievance Procedures

Section 1 - Statement of Purpose

It is the purpose of this grievance procedure to afford individual members of the negotiating unit and/or the Association processes at the local district level through which they may secure prompt and equitable solutions to their grievances with the aid of representation and the assistance of the Association.

Section 2 - Definitions

1. Grievance - a claimed violation, misinterpretation, misapplication, or inequitable application of written laws as interpreted and applied at the local level, rules, procedures, regulations, the Agreement, written policies, and other district written directives pertaining to the teacher in his job.
2. Immediate supervisor - department chairpeople, director, coordinator, or representative.
3. Principal - Building Principal
4. Chief School Officer - Superintendent of Schools
5. Association - Schalmont Teachers Association
6. Teacher - any member of the negotiating unit
7. The Agreement - the contract between the Association and the Board of Education (as ratified by the vote of both)
8. Grievance Committee - A group of members of the Association constituted to implement this procedure.
9. Aggrieved Party - a person or group of persons, members of the negotiating unit, claiming violation as defined in 1.
10. Party In Interest - the grievance committee
11. District - Schalmont

Section 3 - Steps in Seeking Redress

1. Stage One - Immediate Supervisor

- a. A teacher or the Association having a grievance will attempt to obtain immediate resolution by direct discussion with his immediate supervisor and building principal.
- b. If the grievance is not resolved informally to the satisfaction of the aggrieved party, he shall put the grievance into written form and submit the written grievance to the principal within five (5) school days after notification of the immediate supervisor's decision. Within five (5) school days after the receipt thereof, the principal shall render a written decision to the teacher.
- c. If the grievance is not resolved informally or formally to the satisfaction of the aggrieved party by the decision reached at the conclusion of Stage One within five (5) school days of receipt of the decision, the aggrieved party shall present his grievance, in writing, to the Grievance Committee of the Association, noting his intention of proceeding to Stage Two of the procedure.

2. Stage Two - Chief School Officer

- a. Noting the aggrieved party's dissatisfaction with the decision reached at the conclusion of Stage One, the aggrieved party will, with the aid of the Grievance Committee, write an appeal to the Chief School Officer, point out his objections to the decision reached in the previous stage; at this stage the Grievance Committee will write its objections to the decision in the previous stage. Such appeal shall be made within ten (10) school days after receipt of the decision at Stage One.
- b. Within five (5) school days of the receipt of the aggrieved party's appeal, the Chief School Officer shall hold a closed hearing with the teacher, the supervisor and/or the building principal involved, and the Grievance Committee.
- c. The Chief School Officer shall render a written decision to the aggrieved party within ten (10) school days of the hearing, with copies sent to the other people who were present at the hearing.

3. Stage Three - Board of Education

- a. If the teacher is not satisfied with the decision rendered in Stage Two, the Grievance Committee will, on behalf of the teacher, file an appeal in writing to the Board of Education within five (5) school days after receipt of the decision rendered in Stage Two. Records of the proceedings in the previous stages shall be made available to the Board at its request.
- b. Within ten (10) school days of the receipt of the appeal, the Board shall hold a hearing on the grievance in open session.
- c. Within five (5) school days after the conclusion of the hearing, the Board shall render a decision in writing to the aggrieved teacher and transmit copies thereof to the Grievance Committee and the Supervisor concerned.

4. Stage Four - Arbitration

- a. If the teacher is not satisfied with the decision reached in Stage three, or no decision is reached in Stage Three within the time limits agreed upon, and the Grievance Committee of the Association determines that further appeal is in the best interest of the parties concerned, the teacher and the Association shall notify the Board in writing of their intention to submit the grievance to arbitration. Such notice shall be made within five (5) school days after the decision at Stage Three.

- b. Within five (5) school days of such written notice to submit the grievance to arbitration, the Board and the Grievance Committee of the Association, and the teacher concerned shall agree to utilize the services of a mutually acceptable arbiter.
- c. The decision of the arbiter will be accepted in good faith and acted upon by both parties to the dispute.
- d. The costs of arbitration shall be shared by the Board and the Association.

Section 4 - Procedures

- 1. Grievances shall be written to include the name of position of aggrieved party, the identity of the Law, this Agreement, policy and/or regulation involved on said grievance, the time and/or place of the grievance or conditions, a general statement of the nature of the grievance, and the redress sought by the aggrieved party.
- 2. Except for informal decisions reached at Stage One, all decisions shall be rendered in writing by the person making the decision, setting forth findings and the reasons thereof.
- 3. An aggrieved party and the party in interest shall have the right at all stages of the procedure to confront and examine all witnesses on his behalf, and to examine all evidence, written or other, against him.
- 4. No interference, coercion, restraint, discrimination, or reprisal of any kind will be taken by the Board of Education or by any member of the administration against the aggrieved party in interest, any representatives, any member of the Grievance Committee, or any other participant in the grievance procedure by reason of such grievance or such participation therein.
- 5. School forms shall be developed by the Board and the Association to serve notice, taking appeals, making reports, making decisions, and carrying out other necessary business under the grievance procedure. The Board will provide for the printing and distribution of grievance procedure forms.
- 6. No documents, communications or records dealing with the grievance procedures shall be filed in the personnel folders of the participants.
- 7. Nothing in the grievance procedure is intended to deny any aggrieved member of the negotiating unit his right to seek redress through the Courts, nor does it require any member to pursue the remedies provided herein.
- 8. The Chief School Officer shall be responsible for filing and maintaining the official grievance record which shall consist of the written documents and minutes connected with all grievance decisions reached through these procedures.

Section 5 - Time Limits

- 1. The Board and the Association agree to facilitate any investigation which may be required at any stage of the grievance procedure and to make available all materials relevant to the grievance.
- 2. Any grievance must be initiated within five (5) school days after the occurrence or within five (5) school days after the aggrieved party becomes aware of the occurrence which is the basis for the grievance. In any case, grievances must be filed within forty-five (45) school days after the occurrence.

3. If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to have been settled with no further appeal under this procedure available in this instance.
4. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his representative or the Association within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure.
5. In the event a grievance is filed on or after June 1, upon request of the aggrieved party, the time limits set forth in the procedure shall be reduced by agreement of all of the parties concerned so that the aggrieved party may have time to exhaust all the stages of this procedure.

Section 6 - Decision of Arbitrator

The decision of the arbitrator will be in writing and will set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by or which is in violation of the terms of this Agreement. The arbitrator shall have no power to add to, subtract from, or modify the provisions of the Agreement in arriving at a decision of the issue presented and shall confine his decision solely to the application and interpretation of this Agreement.

ARTICLE IX

Section 1 – Nurses

- a. A new salary schedule shall be developed for nurses. Such schedule shall be equal to 70% of the BA teacher schedule. Any stipends applicable to school nurses shall be based upon 70% of the stipend rate. The salary schedule for nurses is appended hereto as Appendix E and incorporated by express reference herein.
- b. Nurses will be provided with a 30 minute duty free lunch each day.
- c. Nurses will be provided with at least 30 minutes of duty free time each day, not necessarily consecutive.
- d. School nurses will work the 185 day teacher calendar. Up to four days may be scheduled outside the normal school calendar. Identification of such days will be mutually agreed to by the nurse and building principal.
- e. Nurses will work a school day equal to the school day defined for teachers in that building. Start and end times may vary.
- f. Each nurse will only perform nursing duties during their normal work day and will not be asked to perform supervisory duties.
- g. A nurse who has earned a four year college degree will receive a stipend equal to 70% of the stipend for a Masters Degree. This annual stipend will be paid in the same manner as the Master's Degree stipend.
- h. Nurses engaged in approved workshops and courses will be paid in accordance with Article VII, Section 4 but at 70% of the said hourly rate.

- i. Nurses hired for summer work will be paid at their per diem rate based on a six hour day.
- j. Nurses who retire from the Schalmont School District, shall as a deposit to their 403(b) account, receive an employer non-elective contribution in a amount equal to \$53 for each unused sick day, not to exceed 350 days.
- k. The term “continuous service in the district” as written in Article IV, Section 1.c.1, is inclusive of district employment outside the bargaining unit. Further, the parties agree that the term “New York State Teachers Retirement System”, is inclusive of all New York employee retirement systems.

Section 2 - Teaching Assistants

- a. A new salary schedule shall be developed for teaching assistants. Such schedule shall be equal to 60% of the BA teacher schedule. Any stipends applicable to teaching assistants shall be based upon 60% of the stipend rate. The salary schedule for teaching assistants is appended hereto as Appendix F and incorporated by express reference herein.
- b. Each teaching assistant will be scheduled for and provided with 30 minutes of daily duty free time, not necessarily consecutive, in addition to 30 minutes of duty free time for lunch.
- c. Teaching assistants are under the general supervision of a certified teacher. As such, the teaching assistant will work with a teacher(s) to meet the goal(s) of assigned children.
 - 1. Efforts will be made to provide a reasonable proximity between the teaching assistant and regular teacher(s), including an adequate and reliable means of communication between the teaching assistant and regular teacher(s).
 - 2. The size of an instructional group given to the teaching assistant should be appropriate given the direct instructional services the teaching assistant is expected to provide.
 - 3. The caseload given a teaching assistant should take into consideration the direct instructional services being provided, the time required to prepare for these services and other duties assigned the teaching assistant.
 - 4. Due to the working relationship necessary between teaching assistants and regular teacher(s), all teaching assistant placements will involve the input of affected regular teacher(s).
- d. Duties of teaching assistants may include, but are not limited to:
 - 1. Working with individual pupils or groups of pupils on special instructional projects.
 - 2. Providing the teacher with information about pupils which will assist the teacher in the development of appropriate learning and behavioral experiences.
 - 3. Assisting pupils in the use of available instructional resources, and assisting in the development of instructional materials.
 - 4. Assisting in related instructional work as required.
 - 5. Assisting students with specific health related activities as appropriate.
 - 6. Although the majority of time will be instructionally related, teaching assistants may be assigned duties that are mutually agreed to by the building principal and director of pupil personnel and have been discussed with the teaching assistant.

- e. Teaching assistants are members of the teaching staff and must be given a probationary appointment as a teaching assistant. As such, teaching assistants are subject to the established APPR (Annual Professional Performance Review) process.
- f. As a matter of law, a Level II teaching assistant requires 75 hours of professional development every five years and is provided by the district during the normal school day.
- g. Teaching assistants are not intended to replace licensed or certified teachers, and it is not appropriate to assign primary instructional duties to a teaching assistant, regardless of any teaching license or credential the individual may possess.
- h. Due to the initial educational requirements for the four levels of certification, teaching assistants who possess at least Level III certification will be eligible for tuition reimbursement for courses taken at a regionally accredited college or university at 50% of tuition cost. Any reimbursement requires prior approval of the superintendent of schools. Registration fees for workshops and courses are eligible for 100% reimbursement.
- i. Teaching assistants engaged in approved workshops and courses will be paid in accordance with Article VII, Section 4 but at 60% of the said hourly rate.
- j. During the half -day of planning for parent conferences, scheduled parent conference days, elementary half days, Regents Days and all testing days, teaching assistants will receive an assignment(s) by an administrator if not already assigned by the teacher.
- k. During the orientation period at the beginning of the school year and other staff development days, teaching assistants shall be engaged in staff development if scheduled.
- l. Elementary level teaching assistants may be assigned duties during the two half days of the last week of the school year.
- m. When the district experiences a reduction in force in this tenure area, the criteria for such reduction will be, in said order: the effective date of the BOE appointment, the appointment date, total years of service in the district, date of receipt of the application and the highest degree earned.
- n. If a teaching assistant moved from a position in the district represented by the Schalmont support staff union, they bring their accumulated sick days with them to the new position.
- o. Teaching assistants hired for summer work will be paid at their per diem rate based on a six hour day.
- p. Teaching assistants who retire from the Schalmont School District, shall as a deposit to their 403(b) account, receive an employer non-elective contribution in an amount equal to \$45 for each unused sick day, not to exceed 350 days.
- q. The term “continuous service in the district” as written in Article IV, Section 1c.1, is inclusive of district employment outside of the bargaining unit.
- r. The salary schedule for teaching assistants is appended hereto as Appendix F and incorporated by express reference herein.

- s. Teaching assistants will work a school day equal to the school day defined for teachers in that building.
- t. A Level III teaching assistant who has earned a BA or BS degree will receive a stipend equal to 60% of the Master's Degree stipend. This annual stipend will be paid in the same manner as the Master's Degree stipend.
- u. Teaching assistants who work in more than one classroom at the elementary level will have a five-minute transition time between each class.
- v. If a teaching assistant volunteers for lunch duty during her/his duty free lunch, she/he will be paid at the hourly rate set forth in Appendix G of the teacher rate.

Section 3 - Occupational and Physical Therapy Assistants

- a. The salary schedule for Occupational and Physical Therapy Assistants, as well as for the School Nurse, is based upon 70% of the applicable step on the BA column, and is appended hereto as Appendix E and incorporated by express reference herein.
- b. Occupational and Physical Assistants will work a school day equal to the school day defined for teachers in that building.

ARTICLE X

Miscellaneous Provisions

Section 1 - Full and Complete Agreement

This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in a written and signed amendment to this Agreement.

Section 2 - Privacy of Agreement

This Agreement shall supersede any rules, regulations, or practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.

Section 3 - Individual Agreements

Any individual arrangement, agreement, or contract between the Board and an individual teacher, heretofore executed, shall be subject to and consistent with the terms and conditions of this Agreement and any individual arrangement, agreement, or contract hereafter executed shall be expressly made subject to and consistent with the terms of this or subsequent agreement to be executed by the parties. If an individual arrangement, agreement, or contract contains any language inconsistent with this Agreement, this Agreement, during its duration shall be controlling.

Section 4 - Contrary to Law Clause

If any provision of the Agreement or any application of the Agreement to any teacher or group of teachers shall be found contrary to Law, in legal proceedings, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by Law, but all other provisions or applications shall continue in full force and effect.

Section 5 - Copies of Agreement

Copies of this Agreement shall be printed at the expense of the Board of Education and given to all teachers now employed or hereafter employed by the Board within two weeks after its execution or employment if that occurs later.

Section 6 - Evaluation Committee

The Association and the District agree to establish a committee to review the current teacher evaluation procedures. Recommendations for changes in the procedures will be presented for review and consideration during negotiations for a successor agreement. Any costs associated with this committee will be borne by the district.

Section 7 - Coverage of Agreement

Except where noted, all provisions of this Agreement will pertain to all unit members.

ARTICLE XI

Calendar

Effective July 1, 1991 the Superintendent and the STA President shall establish a calendar of 184 teacher work days for the school year. Effective July 1 1992, the Superintendent and the STA President shall establish a calendar of 185 teacher work days for the school year. The 185th day (not necessarily the last day of the calendar) will be structured as a professional staff development day through a collaborative process. Students will not be in attendance for this day. The school calendar for the school years 2014-15, 2015-16, 2016-17, and 2017-18 shall be appended hereto as Appendix L and incorporated by express reference herein.

On the first Superintendent Conference day of the school year, the workday shall begin at 8:00 a.m. and end at 3:00 p. m. On subsequent Superintendent Conference days, the workday shall be consistent with the normal building schedules.

ARTICLE XII

Section 1 - Teacher Assignment

- a. Changes in teacher assignment shall be made after consultation with all affected teachers and department chair people or coordinators in areas where they exist. Consultation will take place prior to determining teacher assignments. By April 1, an administrator will solicit, in writing, teacher interest for placement, for the following year. All teachers will be notified of their specific assignment, in writing, whether their teaching assignment changes or not, no later than two (2) weeks after the budget is approved. Assignments are non-grievable.
- b.
 - 1. Effective July 1, 2003 any teacher who is involuntarily reassigned to a different classroom, grade level, or course of study, will have two days to familiarize himself/herself with the curriculum and/or relocate. The teacher will be compensated at the rate of 1/200 of BA step 5 based on a six hour day.
 - 2. In cases where a building is closed, all full time teachers affected will benefit from number 1 above.

Section 2 - Reduction in Force

For teachers hired prior to January 1, 2012, when the district experiences a reduction in force in a tenure area, the criteria for such reduction will be:

1. Effective date of the Board of Education appointment
2. Appointment date
3. Total years of service in the district as a teacher
4. Date of receipt of the application
5. Highest degree earned
6. Number of graduate hours earned beyond the BA degree.

For teachers hired after January 1, 2012, when the district experiences a reduction in force in a tenure area, the criteria for such reduction will be:

1. Total years of service within the tenure area
2. Effective date of the Board of Education appointment
3. Appointment date
4. Total years of service in the district as a teacher
5. Highest degree earned
6. Number of graduate hours earned beyond the BA degree.

Teachers who have been terminated because of staff reductions will be given priority consideration for substitute opportunities.

ARTICLE XIII

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE XIV

Duration of Agreement

This contract shall be effective as of July 1, 2014, and shall continue in effect through June 30, 2018.

SCHALMONT CENTRAL SCHOOL DISTRICT AT ROTTERDAM

Carol Pallas, Superintendent

Dated: _____

President, Board of Education

Dated: _____

SCHALMONT TEACHERS' ASSOCIATION

Mary Beth Flatley, President

Dated: _____

Teachers Salary Schedule (BA)

Steps	2014-15 BA	2015-16 BA	2016-17 BA	2017-18 BA
1	\$43,509	\$44,162	\$44,603	\$45,049
2	\$46,733	\$47,434	\$47,908	\$48,387
3	\$47,767	\$48,483	\$48,968	\$49,458
4	\$48,807	\$49,539	\$50,035	\$50,535
5	\$50,068	\$50,819	\$51,327	\$51,840
6	\$51,783	\$52,560	\$53,086	\$53,616
7	\$53,342	\$54,142	\$54,684	\$55,231
8	\$55,297	\$56,127	\$56,688	\$57,255
9	\$57,366	\$58,226	\$58,809	\$59,397
10	\$59,412	\$60,303	\$60,906	\$61,515
11	\$61,315	\$62,235	\$62,857	\$63,486
12	\$63,124	\$64,071	\$64,711	\$65,359
13	\$64,925	\$65,899	\$66,558	\$67,224
14	\$67,287	\$68,297	\$68,980	\$69,669
15	\$69,687	\$70,732	\$71,439	\$72,154
16	\$71,983	\$73,063	\$73,793	\$74,531
17	\$74,456	\$75,573	\$76,329	\$77,092
18	\$76,730	\$77,881	\$78,660	\$79,446
19	\$79,279	\$80,468	\$81,272	\$82,085
20	\$81,977	\$83,207	\$84,039	\$84,880
21	\$84,709	\$85,979	\$86,839	\$87,708
22	\$87,605	\$88,919	\$89,808	\$90,706
23	\$90,502	\$91,860	\$92,779	\$93,706
24	\$92,434	\$93,821	\$94,759	\$95,706
25	\$100,163	\$101,666	\$102,682	\$103,709

Appendix D

Teachers Salary Schedule (MA = BA+2550)

Steps	2014-15 MA	2015-16 MA	2016-17 MA	2017-18 MA
1	\$46,059	\$46,712	\$47,153	\$47,599
2	\$49,283	\$49,984	\$50,458	\$50,937
3	\$50,317	\$51,033	\$51,518	\$52,008
4	\$51,357	\$52,089	\$52,585	\$53,085
5	\$52,618	\$53,369	\$53,877	\$54,390
6	\$54,333	\$55,110	\$55,636	\$56,166
7	\$55,892	\$56,692	\$57,234	\$57,781
8	\$57,847	\$58,677	\$59,238	\$59,805
9	\$59,916	\$60,776	\$61,359	\$61,947
10	\$61,962	\$62,853	\$63,456	\$64,065
11	\$63,865	\$64,785	\$65,407	\$66,036
12	\$65,674	\$66,621	\$67,261	\$67,909
13	\$67,475	\$68,449	\$69,108	\$69,774
14	\$69,837	\$70,847	\$71,530	\$72,219
15	\$72,237	\$73,282	\$73,989	\$74,704
16	\$74,533	\$75,613	\$76,343	\$77,081
17	\$77,006	\$78,123	\$78,879	\$79,642
18	\$79,280	\$80,431	\$81,210	\$81,996
19	\$81,829	\$83,018	\$83,822	\$84,635
20	\$84,527	\$85,757	\$86,589	\$87,430
21	\$87,259	\$88,529	\$89,389	\$90,258
22	\$90,155	\$91,469	\$92,358	\$93,256
23	\$93,052	\$94,410	\$95,329	\$96,256
24	\$94,984	\$96,371	\$97,309	\$98,256
25	\$102,713	\$104,216	\$105,232	\$106,259

Note: The Masters salary schedule is calculated based on 30 credit hours.

Appendix D

Nurse, OTA, PTA Salary Schedule (Salary = BA x .70)

Steps	2014-15 BA	2015-16 BA	2016-17 BA	2017-18 BA
1	\$30,456	\$30,913	\$31,222	\$31,534
2	\$32,713	\$33,204	\$33,536	\$33,871
3	\$33,437	\$33,938	\$34,278	\$34,621
4	\$34,165	\$34,678	\$35,024	\$35,375
5	\$35,048	\$35,573	\$35,929	\$36,288
6	\$36,248	\$36,792	\$37,160	\$37,532
7	\$37,340	\$37,900	\$38,279	\$38,661
8	\$38,708	\$39,289	\$39,682	\$40,078
9	\$40,156	\$40,758	\$41,166	\$41,578
10	\$41,588	\$42,212	\$42,634	\$43,061
11	\$42,921	\$43,564	\$44,000	\$44,440
12	\$44,187	\$44,850	\$45,298	\$45,751
13	\$45,448	\$46,130	\$46,591	\$47,057
14	\$47,101	\$47,808	\$48,286	\$48,769
15	\$48,781	\$49,513	\$50,008	\$50,508
16	\$50,388	\$51,144	\$51,655	\$52,172
17	\$52,119	\$52,901	\$53,430	\$53,965
18	\$53,711	\$54,517	\$55,062	\$55,612
19	\$55,495	\$56,327	\$56,891	\$57,460
20	\$57,384	\$58,245	\$58,827	\$59,416
21	\$59,296	\$60,186	\$60,787	\$61,395
22	\$61,323	\$62,243	\$62,866	\$63,494
23	\$63,352	\$64,302	\$64,945	\$65,594
24	\$64,704	\$65,674	\$66,331	\$66,994
25	\$70,114	\$71,166	\$71,878	\$72,596

Appendix E

Teaching Assistant Salary Schedule (Salary = BA x .60)

Steps	2014-15 BA	2015-16 BA	2016-17 BA	2017-18 BA
1	\$26,105	\$26,497	\$26,762	\$27,030
2	\$28,040	\$28,460	\$28,745	\$29,032
3	\$28,660	\$29,090	\$29,381	\$29,675
4	\$29,284	\$29,724	\$30,021	\$30,321
5	\$30,041	\$30,491	\$30,796	\$31,104
6	\$31,070	\$31,536	\$31,851	\$32,170
7	\$32,005	\$32,485	\$32,810	\$33,138
8	\$33,178	\$33,676	\$34,013	\$34,353
9	\$34,419	\$34,936	\$35,285	\$35,638
10	\$35,647	\$36,182	\$36,544	\$36,909
11	\$36,789	\$37,341	\$37,714	\$38,091
12	\$37,874	\$38,442	\$38,827	\$39,215
13	\$38,955	\$39,540	\$39,935	\$40,334
14	\$40,372	\$40,978	\$41,388	\$41,802
15	\$41,812	\$42,439	\$42,864	\$43,292
16	\$43,190	\$43,838	\$44,276	\$44,719
17	\$44,674	\$45,344	\$45,797	\$46,255
18	\$46,038	\$46,729	\$47,196	\$47,668
19	\$47,567	\$48,281	\$48,763	\$49,251
20	\$49,186	\$49,924	\$50,424	\$50,928
21	\$50,825	\$51,588	\$52,104	\$52,625
22	\$52,563	\$53,351	\$53,885	\$54,424
23	\$54,301	\$55,116	\$55,667	\$56,224
24	\$55,460	\$56,292	\$56,855	\$57,424
25	\$60,098	\$60,999	\$61,609	\$62,226

Appendix F

Compensation for Extra Curricular Activities

Assignment	School	2014-15	2015-16	2016-17	2017-18
Activity Fund	MS	\$2,706	\$2,747	\$2,774	\$2,802
American History Club	MS	\$804	\$816	\$824	\$832
Audio Visual (1)	MS/HS	\$2,437	\$2,474	\$2,498	\$2,523
Auditor/Student Accounts	HS	\$805	\$817	\$825	\$833
Auditorium Technician	HS	50.07/hr	50.82/hr	51.33/hr	51.84/hr
Banana Splits	MS	\$805	\$817	\$825	\$833
Builder's Club	MS	\$805	\$817	\$825	\$833
Central Treasurer (3)	HS	\$4,029	\$4,089	\$4,130	\$4,171
Chaperone Duty	MS/HS	Hourly*	Hourly*	Hourly*	Hourly*
Chef's Club	MS	\$805	\$817	\$825	\$833
Craft Club	MS	\$805	\$817	\$825	\$833
Detention Period	MS/HS	Hourly*	Hourly*	Hourly*	Hourly*
Drama Club	MS/HS	\$1,043	\$1,059	\$1,070	\$1,080
Drama Director	HS	\$4,699	\$4,770	\$4,818	\$4,866
Drama Producer	HS	\$1,043	\$1,059	\$1,070	\$1,080
Drama Lighting Tech.	HS	\$940	\$954	\$964	\$973
Drama Sound Tech.	HS	\$940	\$954	\$964	\$973
Engineering Club	MS	\$1,251	\$1,270	\$1,283	\$1,296
Environment Club	MS/HS	\$805	\$817	\$825	\$833
Freshman Advisor	HS	\$805	\$817	\$825	\$833
Government	MS	\$1,933	\$1,962	\$1,981	\$2,001
International Club	HS	\$893	\$907	\$916	\$925
International Club	MS	\$805	\$817	\$825	\$833
Intramurals (4)	ALL	Hourly*	Hourly*	Hourly*	Hourly*
Introspection Magazine	HS	\$1,668	\$1,693	\$1,710	\$1,727
Junior Advisor	HS	\$1,933	\$1,962	\$1,981	\$2,001
Key Club	HS	\$805	\$817	\$825	\$833
Marching Band	HS	\$3,357	\$3,407	\$3,441	\$3,475
Marching Band Auxiliary Line	HS	\$973	\$988	\$998	\$1,008
Marching Band Drum Line	HS	\$973	\$988	\$998	\$1,008
Math Olympiad Instructor	ES	\$752	\$763	\$771	\$779
Math Olympiad Lead	ES	\$1,003	\$1,018	\$1,028	\$1,038
Musical Group	MS/HS	Hourly*	Hourly*	Hourly*	Hourly*
National Honor Society	HS	\$1,007	\$1,022	\$1,032	\$1,043
National Junior Honor Society	MS	\$805	\$817	\$825	\$833
Newspaper	HS	\$2,299	\$2,333	\$2,357	\$2,380
Newspaper	MS	\$1,063	\$1,079	\$1,089	\$1,100
Pep Club	HS	\$805	\$817	\$825	\$833
SADD	HS	\$805	\$817	\$825	\$833
School Store (1)	MS	\$1,007	\$1,022	\$1,032	\$1,043

Compensation for Extra Curricular Activities

Assignment	School	2014-15	2015-16	2016-17	2017-18
Science Club	HS	\$805	\$817	\$825	\$833
Science Olympiad	HS	\$805	\$817	\$825	\$833
Senior Advisor	HS	\$2,459	\$2,496	\$2,521	\$2,546
Ski Club	HS	\$807	\$819	\$827	\$835
Sophomore Advisor	HS	\$1,284	\$1,303	\$1,316	\$1,329
Special Interest Clubs	MS/HS	\$805	\$817	\$825	\$833
Student Council	HS	\$1,933	\$1,962	\$1,981	\$2,001
Subject Honor Societies	HS	\$805	\$817	\$825	\$833
University in HS Facilitator	HS	\$1,579	\$1,603	\$1,619	\$1,635
Yearbook (1)	MS	\$2,014	\$2,044	\$2,064	\$2,085
Yearbook Fund Raising (1)	HS	\$2,222	\$2,255	\$2,278	\$2,300
Yearbook Production (1)	HS	\$2,222	\$2,255	\$2,278	\$2,300
Hourly Rate*	ALL	\$25.11	\$25.49	\$25.74	\$26.00

(1) No Homeroom

(2) No Study Hall

(3) No Study
Hall/Homeroom

(4) Per Advisor

Appendix G

2014-15 & 2015-16 Coaches Salary Schedule

Sports	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Baseball, JV	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Baseball, Mod	\$1,761	\$1,827	\$1,892	\$2,154	\$2,349	\$2,545	\$2,675	\$3,034
Baseball, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,298	\$3,500	\$4,651
Basketball, Frosh	\$2,036	\$2,104	\$2,239	\$2,420	\$2,623	\$2,826	\$3,029	\$3,773
Basketball, JV	\$2,219	\$2,364	\$2,566	\$2,770	\$2,972	\$3,175	\$3,379	\$4,082
Basketball, Mod	\$1,813	\$1,878	\$2,073	\$2,269	\$2,465	\$2,661	\$2,857	\$3,477
Basketball, Var	\$2,864	\$2,933	\$3,135	\$3,338	\$3,541	\$3,744	\$3,946	\$5,097
Bowling (Boy/Girls)	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Cheerleading, JV	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Cheerleading, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,298	\$3,500	\$4,651
Cr. Country, Var	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Cr. Country, Mod	\$1,761	\$1,827	\$1,892	\$2,154	\$2,349	\$2,545	\$2,675	\$3,034
Football, Asst.	\$2,219	\$2,364	\$2,566	\$2,770	\$2,972	\$3,175	\$3,379	\$4,082
Football, Mod	\$1,813	\$1,878	\$2,073	\$2,269	\$2,465	\$2,661	\$2,857	\$3,477
Football, Var	\$2,864	\$2,933	\$3,135	\$3,338	\$3,541	\$3,744	\$3,946	\$5,097
Golf	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Soccer, JV	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Soccer, Mod	\$1,761	\$1,827	\$1,892	\$2,154	\$2,349	\$2,545	\$2,675	\$3,034
Soccer, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,298	\$3,500	\$4,651
Softball, JV	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Softball, Mod	\$1,761	\$1,827	\$1,892	\$2,154	\$2,349	\$2,545	\$2,675	\$3,034
Softball, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,298	\$3,500	\$4,651
Tennis	\$2,047	\$2,149	\$2,251	\$2,453	\$2,656	\$2,860	\$3,063	\$3,901
Track, Asst	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,883	\$3,085	\$3,924
Track, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,298	\$3,500	\$4,651
Volleyball, JV	\$2,070	\$2,172	\$2,273	\$2,476	\$2,678	\$2,678	\$3,085	\$3,924
Volleyball, Mod	\$1,761	\$1,827	\$1,892	\$2,154	\$2,349	\$2,349	\$2,675	\$3,034
Volleyball, Var	\$2,554	\$2,621	\$2,689	\$2,892	\$3,094	\$3,094	\$3,500	\$4,651
Wrestling, Asst	\$2,219	\$2,364	\$2,566	\$2,770	\$2,972	\$2,972	\$3,379	\$4,082
Wrestling, Mod	\$1,813	\$1,878	\$2,073	\$2,269	\$2,465	\$2,465	\$2,857	\$3,477
Wrestling, Var	\$2,864	\$2,933	\$3,135	\$3,338	\$3,541	\$3,541	\$3,946	\$5,097

Appendix H

2016-17 Coaches Salary Schedule

Sports	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Baseball, JV	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Baseball, Mod	\$1,990	\$2,065	\$2,138	\$2,434	\$2,654	\$2,876	\$3,023	\$3,428
Baseball, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,727	\$3,955	\$5,256
Basketball, Frosh	\$2,301	\$2,378	\$2,530	\$2,735	\$2,964	\$3,193	\$3,423	\$4,263
Basketball, JV	\$2,507	\$2,671	\$2,900	\$3,130	\$3,358	\$3,588	\$3,818	\$4,613
Basketball, Mod	\$2,049	\$2,122	\$2,342	\$2,564	\$2,785	\$3,007	\$3,228	\$3,929
Basketball, Var	\$3,236	\$3,314	\$3,543	\$3,772	\$4,001	\$4,231	\$4,459	\$5,760
Bowling (Boys/Girls)	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Cheerleading, JV	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Cheerleading, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,727	\$3,955	\$5,256
Cr. Country, Var	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Cr. Country, Mod	\$1,990	\$2,065	\$2,138	\$2,434	\$2,654	\$2,876	\$3,023	\$3,428
Football, Asst.	\$2,507	\$2,671	\$2,900	\$3,130	\$3,358	\$3,588	\$3,818	\$4,613
Football, Mod	\$2,049	\$2,122	\$2,342	\$2,564	\$2,785	\$3,007	\$3,228	\$3,929
Football, Var	\$3,236	\$3,314	\$3,543	\$3,772	\$4,001	\$4,231	\$4,459	\$5,760
Golf	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Soccer, JV	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Soccer, Mod	\$1,990	\$2,065	\$2,138	\$2,434	\$2,654	\$2,876	\$3,023	\$3,428
Soccer, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,727	\$3,955	\$5,256
Softball, JV	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Softball, Mod	\$1,990	\$2,065	\$2,138	\$2,434	\$2,654	\$2,876	\$3,023	\$3,428
Softball, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,727	\$3,955	\$5,256
Tennis	\$2,313	\$2,428	\$2,544	\$2,772	\$3,001	\$3,232	\$3,461	\$4,408
Track, Asst	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,258	\$3,486	\$4,434
Track, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,727	\$3,955	\$5,256
Volleyball, JV	\$2,339	\$2,454	\$2,568	\$2,798	\$3,026	\$3,026	\$3,486	\$4,434
Volleyball, Mod	\$1,990	\$2,065	\$2,138	\$2,434	\$2,654	\$2,654	\$3,023	\$3,428
Volleyball, Var	\$2,886	\$2,962	\$3,039	\$3,268	\$3,496	\$3,496	\$3,955	\$5,256
Wrestling, Asst	\$2,507	\$2,671	\$2,900	\$3,130	\$3,358	\$3,358	\$3,818	\$4,613
Wrestling, Mod	\$2,049	\$2,122	\$2,342	\$2,564	\$2,785	\$2,785	\$3,228	\$3,929
Wrestling, Var	\$3,236	\$3,314	\$3,543	\$3,772	\$4,001	\$4,001	\$4,459	\$5,760

Appendix H

2017-18 Coaches Salary Schedule

Sports	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Baseball, JV	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Baseball, Mod	\$2,020	\$2,095	\$2,170	\$2,471	\$2,694	\$2,919	\$3,068	\$3,480
Baseball, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,783	\$4,014	\$5,334
Basketball, Frosh	\$2,335	\$2,413	\$2,568	\$2,776	\$3,008	\$3,241	\$3,474	\$4,327
Basketball, JV	\$2,545	\$2,711	\$2,943	\$3,177	\$3,409	\$3,642	\$3,876	\$4,682
Basketball, Mod	\$2,079	\$2,154	\$2,378	\$2,602	\$2,827	\$3,052	\$3,277	\$3,988
Basketball, Var	\$3,285	\$3,364	\$3,596	\$3,829	\$4,061	\$4,294	\$4,526	\$5,846
Bowling (Boys/Girls)	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Cheerleading, JV	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Cheerleading, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,783	\$4,014	\$5,334
Cr. Country, Var	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Cr. Country, Mod	\$2,020	\$2,095	\$2,170	\$2,471	\$2,694	\$2,919	\$3,068	\$3,480
Football, Asst.	\$2,545	\$2,711	\$2,943	\$3,177	\$3,409	\$3,642	\$3,876	\$4,682
Football, Mod	\$2,079	\$2,154	\$2,378	\$2,602	\$2,827	\$3,052	\$3,277	\$3,988
Football, Var	\$3,285	\$3,364	\$3,596	\$3,829	\$4,061	\$4,294	\$4,526	\$5,846
Golf	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Soccer, JV	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Soccer, Mod	\$2,020	\$2,095	\$2,170	\$2,471	\$2,694	\$2,919	\$3,068	\$3,480
Soccer, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,783	\$4,014	\$5,334
Softball, JV	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Softball, Mod	\$2,020	\$2,095	\$2,170	\$2,471	\$2,694	\$2,919	\$3,068	\$3,480
Softball, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,783	\$4,014	\$5,334
Tennis	\$2,348	\$2,465	\$2,582	\$2,813	\$3,046	\$3,280	\$3,513	\$4,474
Track, Asst	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,307	\$3,538	\$4,501
Track, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,783	\$4,014	\$5,334
Volleyball, JV	\$2,374	\$2,491	\$2,607	\$2,840	\$3,072	\$3,072	\$3,538	\$4,501
Volleyball, Mod	\$2,020	\$2,095	\$2,170	\$2,471	\$2,694	\$2,694	\$3,068	\$3,480
Volleyball, Var	\$2,929	\$3,006	\$3,084	\$3,317	\$3,549	\$3,549	\$4,014	\$5,334
Wrestling, Asst	\$2,545	\$2,711	\$2,943	\$3,177	\$3,409	\$3,409	\$3,876	\$4,682
Wrestling, Mod	\$2,079	\$2,154	\$2,378	\$2,602	\$2,827	\$2,827	\$3,277	\$3,988
Wrestling, Var	\$3,285	\$3,364	\$3,596	\$3,829	\$4,061	\$4,061	\$4,526	\$5,846

Appendix H