

TABLE OF CONTENTS

ARTICLE I - Recognition	1
ARTICLE II - Negotiations Procedure	2
ARTICLE III - Association Rights	3
ARTICLE IV - Work Day, Work Hours, Calendar	8
ARTICLE V - Reduction-in-Force, Seniority Defined, Recall	11
ARTICLE VI - Leaves	12
ARTICLE VII - Teacher Compensation	14
ARTICLE VIII - Grievance Procedures	21
ARTICLE IX - Teacher Evaluation	23
MEMORANDUM OF UNDERSTANDING - Transfers Due to Building Closings	24
MEMORANDUM OF UNDERSTANDING - Guidelines: Class Size	25
MEMORANDUM OF AGREEMENT - Collaborative Planning Time	26
APPENDIX A1 - Salary Schedule, 2011-2012	27
APPENDIX A2 - Salary Schedule, 2012-2013	28
APPENDIX A3 - Salary Schedule, 2013-2014	29
APPENDIX B1 - Extra Duty Schedule, 2011-2012	30
APPENDIX B2 - Extra Duty Schedule, 2012-2013	33
APPENDIX B3 - Extra Duty Schedule, 2013-2014	36
ARTICLE X - Effect of Agreement	38

ARTICLE I

RECOGNITION

The Board of Education of Jasper County Community Unit District Number 1, Jasper County, Illinois, hereafter referred to as the "Board", hereby recognizes the Jasper County Education Association/IEA-NEA hereafter referred to as the "Association", as the sole and exclusive bargaining agent for all regularly employed full-time certificated teaching personnel, including librarians, counselors, and speech/language pathologists, hereinafter referred to as teachers, except for the superintendent and any assistants, principals and any assistants, substitutes employed on a day to day basis, temporary and short term employees employed with or without contracts for less than a school term and other managerial, supervisory or confidential personnel.

Part-time teachers regularly employed shall be included in the bargaining unit but their benefits under this contract unless specified otherwise shall be pro-rated consistent with their fractional employment status, where third party carriers permit. If fractional employment status is changed, then benefits will be pro-rated based upon the new status. However, part-time teachers employed prior to July 1, 1984 who are employed 50% or more time shall continue to receive the same insurance benefits provided to a full-time employee under this agreement for the duration of their employment in the district.

ARTICLE II

NEGOTIATIONS PROCEDURE

- 2.1 Good faith, for the purposes of this Agreement, is defined as the willingness of both parties to meet, discuss the issues, and make proposals and counterproposals in an effort to reach an agreement. It does not imply acquiescence or concession to either party's demands either in whole or in part. Each party shall select its own representatives not to exceed seven (7) in number at any given session.
- 2.2 Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counterproposals, and to seek tentative agreements. Tentative agreements shall be reduced to writing and initialed by the spokesperson of the respective teams at the meeting the tentative agreement is reached, and upon final agreement the entire contract shall be submitted to the Association for ratification and subsequently to the Board for adoption.
- 2.3 Negotiations shall begin no later than June 1. All items proposed for negotiations shall be presented in writing by the Association at the first session and thereafter shall not be expanded.
The Board of Education will present in writing its counterproposal within forty-five (45) days of the date they received the teachers' package.
- 2.4 Bargaining sessions shall be closed. Dates of meetings shall be determined by mutual agreement. Meetings shall generally last two (2) hours, except that either party may adjourn a meeting earlier if no progress is being made toward settlement. The parties may mutually agree to extend a meeting.
- 2.5 If agreement is not reached on all items 45 days prior to the start of the next school year either party may declare to the other in writing that an impasse exists, and call for the service of a mediator. Services of the Federal Mediation and Conciliation Services will be used in cases of impasse.
- 2.6 It is expressly understood and agreed that all functions, rights, powers or authority of the administration of the School District and the Board of Education which are not specifically limited by the express language of the Agreement are retained by the Board provided, however, that no such right shall be exercised so as to violate any of the specific provisions of the Agreement.
- 2.7 There shall be two (2) signed copies of any final agreement. One copy shall be retained by the employer and one by the Association.
- 2.8 Within forty-five days after the chief spokespersons have approved the draft copy of this Agreement, the Board shall have sufficient copies of the Agreement prepared and delivered to the Association for its distribution to the teachers. The cost of consumable supplies used in preparing the Agreement shall be pro-rated based on the number of copies requested by the respective parties.

ARTICLE III

ASSOCIATION RIGHTS

3.1 Board Meetings and Agenda

The President of the Association shall receive written notice of all regular and special Board meetings together with a copy of the agenda. Said materials shall be placed in the president's mailbox during the school year and mailed to their home address during the summer. One copy of the Board agenda will be posted in each building teachers' lounge(s)/work area, the Friday prior to the meeting.

3.2 Board Minutes

One copy of the Board of Education minutes shall be placed in the mailbox of the Association president within five (5) student attendance days after they have been officially approved. One copy of the Board of Education minutes shall be placed in each teachers' lounge(s)/work areas in each attendance center after they have been officially approved. During the summer months these minutes will be mailed to the Association President.

3.3 Public Information - Negotiations and Grievances

Upon one (1) week advance written notice to the Superintendent, the Association shall be provided readily available, pertinent public information which may be relevant to negotiations or grievances. Nothing herein shall require the Board or administration to research and/or assemble said information.

3.4 Announcements

Brief announcements, approved by the building principal, will be read over the intercom of those schools having intercoms at the same time that regular announcements are read.

3.5 Exclusive Rights

The rights granted herein to the Association shall not be granted or extended to any competing teacher organization.

3.6 School Building - Use of

The Association shall have the right upon the approval of the building principal to use school buildings for meetings at a time when school is not in session provided that such meetings do not interfere with instructional and/or extra-curricular programs. All meeting areas shall be approved by the building principal. Whenever special custodial service is required, the Board may make a reasonable charge for this service.

3.7 Bulletin Boards - Use of

The Association shall have the right to use administrator designated bulletin boards, where said bulletin boards are available, for the purpose of internal communications, announcements of Association social and business affairs and matters pertaining to the education program.

The Association may also use teacher mailboxes provided that all communications shall be sealed

or stapled in such a way as to prevent casual observation.

3.8 School Owned Equipment - Use of

The Association shall be allowed reasonable use of school-owned business equipment (e.g. computers) and the copying machines, with prior approval of the administration, provided that said use does not interfere with the instructional or extracurricular programs. The Association shall pay for or provide all consumable supplies.

3.9 Teacher List

A list of the names and addresses of teachers shall be provided to the Association president not later than October 1 of each school year.

3.10 Parental Complaints

Parental complaints regarding a teacher made to a Board member or administrator which may result in disciplinary action against the teacher shall be called to the attention of the teacher through proper channels. When a complaint is received by the Board or administration, the complaining party shall be asked to discuss the matter with the teacher involved in an attempt to resolve any differences. The disposition of any such conference between the teacher and the complainant shall be reported to the appropriate administrator.

3.11 Teacher Right to Representation

- A. When a teacher is required to appear before the Board concerning any matter which could adversely affect his/her continued employment or result in a loss of salary, a teacher shall be entitled to have a representative present and shall be given written notice 24 hours in advance of the meeting and also be given the reasons for the required appearance.
- B. If requested by the teacher, a teacher shall have the right to have a local association representative present at any meeting held with any unit administration personnel regarding disciplinary action as defined in 3.11.C. and excluding evaluations.
- C. Discipline shall include written warnings or reprimands which will be placed in the permanent personnel file, or any other action which could remove a contractual or property right of a teacher. They will be reduced to writing with a copy given to the teacher. It does not include changes in employment status as provided by School Code Sections 24-11 and 24-12.

3.12 Dues Deductions

Any member of the bargaining unit who is a member or who has applied for membership in the Association may sign and deliver to the Board an authorization for continual dues deduction, the amount of which shall be annually certified by the Association. The appropriate authorization forms will be provided by the Association. A continual authorization shall remain in effect unless the teacher revokes said authorization in writing between September 1 and September 15 of any year. Should a teacher leave the District or drop his/her membership, the Board shall deduct the balance of the year's dues from the next available pay check. Should the final paycheck not contain sufficient funds the Board shall deduct only the amount available. With a dues deduction authorization, the Board shall deduct one-seventeenth (1/17) of such dues from the regular salary check of the bargaining unit member each pay period for 17 pay periods beginning September 25 and ending May 25 of each year. The Board shall remit deducted dues to the Association within ten (10) days following the pay period.

3.13 Fair Share

- A. Each Bargaining Unit Member, as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, shall join the Association or pay a fair share fee to the Association. The exclusive representative shall certify to the employer an amount not to exceed the dues uniformly required of members of the Association, which shall constitute each non-member employee's fair share fee.
- B. In the event that the Bargaining Unit Member does not pay his/her fair share fee directly to the Association by September 30, the Board shall deduct the fair share fee from the wages of the non-member.
- C. Such fee shall be paid to the Association by the Board no later than ten (10) days following deduction.
- D. In the event of any legal action against the Employer brought in a court or administration agency because of its compliance with this Article, the Association agrees to defend such action, at its own expense and through its own counsel, provided:
 - 1. The Employer gives immediate notice of such action in writing to the Association, and permits the Association intervention as a party if it so desires; and,
 - 2. The Employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.
- E. The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and costs imposed by a final judgement of a court or administrative agency as a direct consequence of the Employer's compliance with the Article.
 - 1. It is expressly understood that this save harmless provision will not apply to any claim, demand, suit or other form of liability which may arise as a result of any type of willful misconduct by the Board.
- F. The obligation to pay a fair share fee will not apply to any Employee who, on the basis of a bonafide religious tenet or teaching of a church or religious body of which such Employee is a member, objects to the payment of a fair share fee to the Association. Upon proper substantiation and collection of the entire fee, the Association will make payment in behalf of the Employee to a mutually agreeable non-religious charitable organization according to the rules and Regulation of the Illinois Educational Labor Relations Board.

3.14 Vacancy Notices

- A. The Board shall provide the President of the Association with a copy of official certificated staff vacancies in the District caused by retirement, resignation, extended illness, reassignment, or other creation of a new certificated position which occurs before the scheduled start of the next school year. A vacancy is defined as an available full time position for which outside applicants will be considered.
- B. A vacancy is not created until:
 - 1. Employees returning from leave of absence are considered for assignments.
 - 2. Employees on lay-off are considered for assignment.

3. Employees being transferred within the district are considered for assignment.
 4. Employees from an involuntary transfer pool are considered for assignment.
 5. Requests for voluntary assignments have been made.
- C. Employees who apply for vacancies shall submit their applications annually to the superintendent in writing no later than May 1. Such application shall list no more than three choices for building and organizational level desired; department and/or grade level desired; and/or position.
- D. Rights of Involuntarily Transferred Employees
1. Involuntary transfer occurs when there is relocation of an employee to another building or a change of 3 or more grade levels; between elementary, jr. high or high school; or between departments without his/her consent.
 2. Employees so transferred will be placed in an involuntary transfer pool if they so request in writing by May 1 of the year following their transfer.
 3. Their request will be filed with the superintendent.
 4. Employees in the involuntary transfer pool will be considered for vacant positions before employees seeking voluntary transfers. They will not have rights over employees on lay-off.
- E. If the potential vacancy is not filled by teachers in categories 1-5, the position will not be filled on any basis until 5 calendar days following the notification of the president of the Association. Time restrictions will not be in effect 30 days prior to the beginning of the school year.

3.15 Notice of Assignment

Teachers shall be given written notice of their tentative teaching assignments, including grade level, subject area(s) and building for the forthcoming school year no later than sixty (60) days preceding the first day of the new school term. In the event changes in such assignments are proposed, the employee affected shall be notified promptly and consulted. In the event an emergency change is necessary after this date, the teacher affected shall be notified and he/she may resign without penalty if the change is unacceptable.

3.16 Notices of Accumulation of Sick Leave

No later than the September 10 pay date, each teacher shall receive written notice of his/her accumulated sick leave.

3.17 Notice of Current Salary and Recognized Credit Hours Earned

No later than the September pay date, each teacher will be given written notice of his/her current salary and the number of recognized hours he/she has accrued for credit on the salary schedule.

3.18 Financial Reports

The Board shall provide the Association with copies of the annual financial report of the district form 50-35 and the district budget form 50-36 by September 30.

3.19 Teacher Files

- A. The teacher shall be notified immediately of any new information placed in his or her file.
- B. The teacher shall have the right to review and reproduce, at 10 cents per page, any material in his personnel file in the presence of an administrator.
- C. The teacher shall have the right to include in his/her file any answer or statement which he/she wishes to make regarding the file.
- D. A teacher's file or any of its contents may be copied or made known only to a person or government agency with lawful authority pursuant to lawful demand or subpoena, or to the Board and its immediate agents for use in any governmental agency proceeding, or in any arbitration matter conducted under the provision of this agreement. Appropriate district officials shall have such access to a teacher's file as may be reasonable or necessary for the administration of the district.

3.20 Correspondence to Unit Office

Written correspondence from staff members to an administrator shall be acknowledged within two (2) working days of receipt by the addressee. Written correspondence for which a reply is sought shall be responded to within ten (10) days of receipt by the addressee.

ARTICLE IV

WORK DAY - WORK HOURS - CALENDAR

4.1 School Calendar

The School calendar shall consist of not more than a maximum of 180 teacher responsibility days plus five (5) emergency days. Unused emergency days shall not become work days. Prior to the adoption of the calendar, no later than March 1, the superintendent will meet with an Association committee to consider Association viewpoints.

4.2 School Day

The administration at each attendance center shall establish and post a starting and ending time for the teacher work day. The teacher work day shall consist of no more than 7.5 hours. Teachers may only be required to work beyond the work day for the following reasons:

- A. Parent-teacher conferences will be held 5:00-9:00 p.m. and 8:00-11:30 a.m. the following day. On first conference day the students and teachers will be dismissed at the end of instruction time. Teachers will be released at 11:30 a.m. on the second day.
- B. Scheduled teacher meetings.
- C. Detention supervision
- D. Extra curricular assignments
- E. Administrator determined emergencies that affect the safety or well-being of students.
- F. Supervision on a rotating basis, when required.

4.2.1 Work Day - Teaching Duty

- A. Teachers shall not be required to perform classroom teaching duties before or after the normal student classroom hours.
- B. High School Early Bird - Teachers will be assigned to early bird classes on a voluntary basis. The teacher of an early bird class may teach this class in addition to the regular teacher work day and will be compensated at the rate of one seventh (1/7) of his/her yearly salary, or the teacher may teach the early bird class as a part of his/her six (6) teaching assignments. If the early bird class is part of the teacher's six (6) teaching assignments the following changes in the teacher work day will apply:
 - 1. The teacher shall report to work fifteen (15) minutes prior to the start of the early bird class.
 - 2. The teacher will perform morning supervision assignments in accordance with Article 4.2.F instead of PM supervision whenever possible.
 - 3. If there is a make up faculty meeting which the teacher attends, the teacher will not be required to attend regular building faculty meetings.

4.3 Duty Free Lunch Period

Teachers shall be entitled to a duty-free lunch period as required in Section 24-9 of the School Code.

4.4 Dismissal Time - Holidays

On the final student attendance day before the major holidays of Thanksgiving, Christmas, and Easter, a one hour early dismissal schedule shall be followed unless the next day is a scheduled teacher institute day. In such case the teachers shall be dismissed after five clock hours and on the final day of student attendance prior there shall be no early dismissal.

A. If the first semester ends prior to the Christmas break, grade cards will be distributed one week after the return from Christmas break. Grades will be due in the office no later than the third day after Christmas break. There will be no additional release time for teacher directed work.

B. If the first semester ends in January, the last day of the semester will be an inservice day. Part of that day will be set aside for teacher directed work. Grade cards will be distributed the second Monday after the end of the grading period. The intent is for all teachers to have grades due in the school office no later than the end of their planning period Wednesday following the end of the grading period.

4.4.1 Preparation Periods

All staff shall have an unassigned preparation period based on no less than 210 minutes per week. Whenever possible preparation periods shall be scheduled in blocks of no less than thirty (30) minutes. Blocks of time less than fifteen (15) minutes will not count toward the 210 minutes of preparation time each week.

Preparation time does not include the 15 minutes prior to or at the conclusion of each regular school day.

4.5 Summer School

As soon as summer school has been established and/or funded, programs will be announced and applicants sought from current teaching staff.

Before outside applicants are sought, consideration shall be given to those qualified in-district applicants who have experience and training for the program offered.

4.6 Requisitions

Each teacher shall be given the opportunity to submit requisitions for materials and supplies for the following school term. Teachers will be notified through the building mailboxes/secretaries as soon as requests are acted upon. Teachers new to the district shall be instructed concerning the requisition procedures at the time of employment or during the pre-school orientation. Reassigned teachers can submit a second requisition for their new assignment.

4.7 Traveling Employees

Any traveling employee shall be provided with preparation and lunch periods. Time for take-down and clean-up at one work-site, travel time, and set-up at the next work-site will be determined following consultation with the immediate supervisors and the employee involved.

4.8 Class Size

Remedial reading and remedial math instruction shall be provided in grades one through three by a certified teacher or by an aide under the supervision of the Title I teacher.

4.9 Attendance of Teachers' Children

Subject to State Board of Education and/or General Assembly approval of a waiver request by the Board, teachers who are not residents of the District shall be allowed to enroll their children in the District on a tuition-free basis. Teachers who wish to have their children enroll in the District shall notify the appropriate building principal by July 1 of the school year they wish to start and shall complete any necessary information for the Board to submit a waiver request.

ARTICLE V

REDUCTION IN-FORCE - SENIORITY DEFINED - RECALL

5.1 Seniority - Accrued

- A. Seniority shall attach from the first day of consecutive service to the district as a tenured teacher.
- B. A tenured teacher who has been reduced to part-time employment shall accrue seniority on a percentage basis. This percentage will be calculated by comparing the part-time person's assignment to the assignment of a full-time teacher having a similar position.
- C. On approved leaves of absence without pay, seniority will accrue as follows:
 - 1. If more than 150 days are worked, a full year's credit will be allowed.
 - 2. If 30-150 days are worked, seniority will be pro-rated.
 - 3. If less than 30 days, no credit will be received.
 - 4. All calculations shall be based on the number of work days scheduled in the regular school calendar.

5.2 Seniority - Equal

Teachers having equal seniority by this method shall be ordered by the following criteria until the tie is broken:

- A. Length of public school teaching experience in the State of Illinois which is allowed for credit on the salary schedule.
- B. Length of public school teaching experience outside the State of Illinois which is allowed for credit on the salary schedule.
- C. Highest degree attained and recognized on the salary schedule.
- D. Most graduate hours attained and recognized on the salary schedule.
- E. Random selection.

5.3 Recall

If a position becomes available within one (1) year, recall shall be as provided in the School Code.

5.4 Seniority List and/or Sequence of Honorable Dismissal List

A seniority list and/or sequence of honorable dismissal list shall be prepared in accordance with Article V. 5.1 and shall be posted in each building in the time and manner as provided in the School Code. Notification of the posting will be placed in teacher's mailbox. Copies will be made available at the Central Office to those teachers wanting a copy at a cost of 10 cents per page. Teachers shall have twenty (20) days from the date the list is distributed to notify the superintendent of any error(s) in the list. The superintendent will reply within twenty (20) days of receipt of notification.

ARTICLE VI

LEAVES

6.1 Sick Leave

Each teacher with less than ten (10) years service to the district shall be granted ten (10) days sick leave per year, teachers with ten (10) through twenty-four (24) years of service to the district shall be granted twelve (12) days sick leave per year, teachers with twenty-five (25) through twenty-nine (29) years of verified TRS service credit shall be granted fifteen (15) days sick leave per year, and teachers with thirty (30) or more years of verified TRS service credit shall be granted twenty (20) days sick leave per year to be used for birth, adoption, placement for adoption, personal illness, quarantine at home, or serious illness or death in the immediate family or household. (As defined in 24.6 of the ILLINOIS SCHOOL CODE, immediate family includes parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.) Sick leave may also be used in the case of the death of aunts, uncles, nieces, nephews, and grandparents-in-law. If the teacher does not use the full amount of annual leave allowed, the unused days shall accumulate to a maximum of three hundred (340) days including the leave for the current year.

6.2 Family Medical Leave Act

A. All employees in the Bargaining Unit will be covered by all provisions of the Family and Medical Leave Act of 1993. Family-Medical Leave will be available to an employee as defined by law and for a serious medical condition in the immediate household as defined in 24.6 of the Illinois School Code.

B. Teachers will be entitled to twelve (12) weeks of combined leave in any fiscal year.

6.3 Bereavement Leave

Employees may use up to three (3) days per incident for leave connected with the death of "immediate family." (As defined in 24.6 of the ILLINOIS SCHOOL CODE, immediate family includes parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.)

6.4 Personal Leave

The Board shall grant up to two (2) days of personal leave each year to each teacher without loss of pay. Requests for personal leave must be in writing and delivered to the principal as soon as possible, but at least 24 hours in advance of the requested leave. Personal leave shall not be used for vacation or recreational purposes.

In cases of emergency and with the approval of the superintendent, the above conditions may be waived.

Unused personal leave will accumulate to a total of four (4) days. Personal leave days beyond four (4) will be allowed to accumulate as sick leave at the beginning of the next school year.

6.5 Leave of Absence

Leaves of absence may be granted without pay to tenured teachers who desire to return to employment in a similar capacity upon termination of said leave. Said leave shall not be counted as teaching experience on the salary schedule. A letter of intent to return from a leave of absence must be filed with the superintendent thirty (30) days prior to the end of said leave.

Each approved leave of absence shall be of the shortest possible duration required to meet the purpose of the leave consistent with a reasonable continuity of instruction for students. Leaves of absence without pay for not more than one (1) year may be granted to tenured teachers according to the following conditions:

- A. Written requests for leaves of absence without pay should be made at least two (2) months before leave is desired, subject to approval by the Board.
- B. Dates of departure and return must be acceptable to the administration and determined prior to initiating the request.
- C. Leaves of less than one (1) month, if acceptable to and approved by the Superintendent will not require two (2) months notice.
- D. Leaves may be granted for:
 1. Advanced study leading to a degree in an approved university;
 2. Educationally related travel if the applicant provides an itinerary and an explanation of how such travel will improve the educational program;
 3. Military service;
 4. Maternity;
 5. Other reasons acceptable to the Board.

6.6 Association Leave

In the event the Association desires to send representatives to a state or national conference, or if there is a need to attend to local association business, at the request of the Association President Association members will be excused without loss of salary. The first four (4) days will be granted without repayment. Ten (10) additional days will be granted if the Association reimburses the actual cost of substitutes. These days may be used in half day or day increments. The Association will be granted 14 days annually. By mutual agreement of the Superintendent and the Association President, up to three additional days may be granted in special circumstances.

6.7 Professional Leave

The Board may grant professional leave days, without loss of pay, to be used to attend conferences or workshops related to the individual teaching area or professional growth. Conferences or workshops where the employee is only supervising students shall not be considered Professional Leave Days.

The Board agrees to pay registration and fees at time of registration and to reimburse employee for transportation, lodging and meals as provided in Article 7.12.C.

ARTICLE VII

TEACHER COMPENSATION

7.1 Group Medical Insurance

The Board of Education paid \$5168.03 toward the annual individual teacher premium for the group hospital and medical insurance plan for the 2010-2011 school year. In each year of this contract, the Board will pay an additional \$120 per year plus 50% of any premium increase or an increase of 5%, whichever is greater.

7.1.2 Group Term Life Insurance

The Board of Education will provide and pay for a group term life insurance policy for each teacher in the district in the sum of twenty thousand dollars (\$20,000).

7.2 Shelter Teacher Retirement Contribution

From the established salary schedule, according to authority granted by the Pension Reform Act of 1974, Section 414(h) (2) of the Internal Revenue Code, the Board of Education agrees to pay to the Teacher Retirement System out of each teacher's gross salary, the required percentage (9.4% as of August 2011) of such figure directly to the Teachers Retirement System, the purpose of such contribution being to tax shelter for the teacher this amount of the teacher's gross.

EXAMPLE:

Teacher's scheduled salary	=	\$50,000.00
+ extra-duty assignment	=	<u>3,000.00</u>
= gross salary		\$53,000.00
- Teacher Retirement System		
Contribution of 9.4%		<u>4,892.00</u>
IRS Gross		\$48,018.00

Should any of the above be declared improper by an I.R.S. ruling or opinion, that clause or portion thereof shall be deleted from this Agreement to the extent that it violates the ruling or opinion.

7.3 Mileage

A teacher who is required by the administration to use his/her own transportation in the performance of his/her duties, or a teacher who is assigned to more than one school per day shall be reimbursed for all such required travel at the IRS rate established by August 1 based on previous tax year for all driving done between arrival at the first location and release from the last location of his/her workday. Requests for mileage reimbursement must be submitted by the 15th day of the next month (or the first business day thereafter), or they will not be paid. If the request for reimbursement is received before bills are closed, the employee will be reimbursed the day after the next regularly scheduled Board meeting after the submission of their request for reimbursement. Otherwise reimbursement will be delayed until the next month.

7.4 Salary Schedule

The salary schedules shall be as set forth in Appendixes A1, A2, and A3, which are attached to and incorporated into the Agreement.

7.4A Pay Periods

Teachers shall be paid twice a month. They may have the option of 18, 20 or 24 paychecks. Those selecting 24 cannot receive early July and August checks. The first pay shall be on the 10th of the month or the nearest workday preceding it and the second pay being on the 25th of the month or the nearest workday preceding it.

7.5 Extra Increment Schedule

The extra increment schedules shall be as set forth in Appendix B1, B2, and B3 which are attached to and incorporated into this Agreement.

7.6 Internal Substitutions

Teachers assigned by the administration to substitute for another teacher during their preparation period or in addition to their regularly assigned class shall be compensated at the following rates:

- A. 30 minutes or less - half of the respective amount below
- B. More than 30 minutes - \$26.00.

7.7 Salary Schedule - Educational Lane Movement

A. Graduate hours earned after the Bachelor's degree has been awarded will be recognized for the purpose of determining a teacher's placement on the salary schedule provided the following requirements have been met:

1. To receive credit, courses must be in the teacher's major or minor field of study, related to current teaching assignment, educational administration or guidance counseling. Undergraduate courses recommended by or approved by the administration which improve teaching skills in the teacher's current assignment can be used.
2. A notice of intent to enroll in a course must be filed with the superintendent. Failure to submit a course approval request before the class begins will delay salary schedule credit for one year beyond the time the course(s) would have caused a lane change.
3. The course must receive the prior written approval of the superintendent.
4. Courses may be approved individually, or a teacher enrolled in an approved graduate degree program may have all courses in that program approved at one time by listing them individually and submitting them for approval. Courses not specifically approved as part of the program must be approved in advance as specified in 7.7.A.2 and 3. It is the responsibility of the teacher to know which courses have been approved.
5. All hours must be earned within an approved Master's degree program or meet criteria established in Article 7.7 section A. 1.
6. The course must be satisfactorily completed and a grade of A or B received.
7. An official transcript of record from the university attended or a letter from the instructor of the course must be filed with the Superintendent by September 1. If the latter is the case, an official transcript will be provided as soon as it is possible.

B. Graduate hours earned after the Master's degree has been awarded will be recognized for the purpose of placement on the salary schedule provided the following requirements have been met:

1. To receive credit, courses must be in the field of education, computer usage or closely related to the subject(s) taught and have received the prior written approval of the Superintendent. Undergraduate courses will be recognized for the purpose of placement on the salary schedule if the teacher has received advance written approval of the Superintendent.
2. A notice of intent to enroll in a course must be filed with the Superintendent. Failure to submit a course approval request before the class begins will delay salary schedule credit for one year beyond the time the course(s) would have caused a lane change.
3. Courses may be approved individually, or a teacher enrolled in an approved graduate degree program may have all courses in that program approved at one time by listing them individually and submitting them for approval. Courses not specifically approved as part of the program must be approved in advance as specified in 7.7.B.2. It is the responsibility of the teacher to know which courses have been approved.
4. All hours earned must be earned at an accredited university.
5. The course must be satisfactorily completed and a grade of A, B, or C received. At this level a teacher can receive a C grade in not more than two (2) courses; any additional courses in which a C grade is earned will not be acceptable for credit on the salary schedule.
6. An official transcript of record from the university or a letter from the instructor of the course must be filed with the superintendent by September 1. If the latter is the case, an official transcript will be provided as soon as it is available.

C. Once the Bachelor's degree has been awarded, undergraduate courses will not be recognized for the purpose of placement on the salary schedule unless the teacher has received the advance written approval of the Superintendent.

Teachers will be advanced to the appropriate educational column only at the beginning of the school year. Movement will be made at the time of record and will not be retroactive.

For the purpose of determining movement on the salary schedule all hours beyond the Bachelor's degree will consist of semester hours.

D. Appeal Process

1. The Superintendent has 10 business days to respond in writing to a request for course approval.
2. The teacher has 5 business days to file a written appeal of the Superintendent's decision.
3. The Superintendent has 5 business days to respond in writing to the appeal.
4. Only after the appeal process contained in this section is exhausted may the teacher file a grievance under Article 8.2, Step (b).

7.8 Summer School Compensation

The period covered by summer school pay rates begins June 1 and ends the next May 31. The rate from June 1, 2012 - May 31, 2015 is \$27.00

7.9 Moving of Classroom Supplies, Equipment and Materials

Teachers shall not be required to move materials, supplies or equipment when their classroom is moved. However, they will be notified in a timely manner when such a move is to take place.

7.10 Pay Stub or Attachment

Any money paid to a teacher other than that from salary schedule, appendix A, shall be indicated on the pay stub or by attachment.

7.11 Expense Compensation

Employees must submit itemized receipts for meals. Requests for expense reimbursement must be submitted by the 15th day of the next month (or the first business day thereafter), or they will not be paid. If the request for reimbursement is received before bills are closed, the employee will be reimbursed the day after the next regularly scheduled Board meeting after the submission of their request for reimbursement. Otherwise, reimbursement will be delayed until the next month. Employees shall be reimbursed for meals as follows:

- A. Meals served as an integral part of a student event, conference or workshop will be reimbursed by the District at actual cost. Meals not an integral part of the aforementioned will be provided as follows:

- Breakfast: \$7.00

- Lunch: \$11.00

- Dinner: \$17.00

For example, if a conference included breakfast and dinner, the employee would be reimbursed up to \$11.00 for lunch with an itemized receipt.

Further, if an event encompasses less than a full day, reimbursement shall be made up to the respective amounts above only for those meals normally consumed during the event time or reasonable travel time applicable thereto.

- B. At all-day events for which a meal period is encompassed, but for which meals are not furnished, teacher(s) sponsor(s)/chaperone(s) will be reimbursed up to but not to exceed a total of \$35.00 per day.

7.12. Early Retirement Incentive Plan

1. Eligibility

To be eligible for any of the following Plans, an employee must meet the following requirements:

- a. The teacher must have a minimum of fifteen (15) years of service in the district as a certified teacher.
- b. The teacher must meet Teacher Retirement System requirements for retirement without any payments for the Early Retirement Option (ERO) and must not have already incurred a penalty.
- c. Whenever a teacher who has a minimum of fifteen (15) years of full-time service in the District

is first eligible to retire without an ERO cost to the Board, he or she must retire by the close of the school year in which he or she first gains eligibility. Failure to retire at the close of the year in which he or she first gains eligibility will forever foreclose the teacher from the benefits of this incentive for the remainder of the teacher's employment within the District. A teacher who is eligible to retire with no ERO costs cannot defer eligibility. Eligibility occurs only once. This section will remain applicable so long as there is a statutory ERO penalty provision.

- d. The District may require documentation of eligibility.
- e. For purposes of this Article, TRS creditable compensation (earnings) shall be as determined by the TRS.

2. Plans

a. One Year Plan

If an eligible employee gives the Board an irrevocable letter of retirement prior to May 1 stating that he/she shall retire at the end of the next school year, the employee will be removed from the salary schedule and for the final year of employment the employee's TRS creditable earnings shall be increased by six percent (6%) over the employee's TRS creditable earnings for the prior year of employment. The employee shall be paid such increased salary in equal payments pursuant to the payroll procedures of the District.

Example: The employee's prior year TRS creditable earnings were \$40,000.00. The employee's final year TRS creditable earnings will be \$42,400.00 (i.e., $\$40,000.00 \times 1.06 = \$42,400.00$).

b. Two Year Plan

If an eligible employee gives the Board an irrevocable letter of retirement prior to May 1 two (2) years prior to the year of retirement, the employee will be removed from the salary schedule and for the final two (2) years of employment the employee's TRS creditable earnings shall be increased by six percent (6%) the first year, five percent (5%) the second year over the employee's TRS creditable earnings for the prior years of employment respectively. The employee shall be paid such increased salary in equal payments pursuant to the payroll procedures of the District.

Example: An employee gives his/her irrevocable letter of retirement prior to May 1, 2012, stating he/she will retire on June 30, 2014. The employee's TRS creditable earnings for the 2011-2012 school year were \$40,000.00. The employee's TRS creditable earnings for the 2012-2013 school year will be \$42,400.00 (i.e., $\$40,000.00 \times 1.06 = \$42,400.00$). The employee's TRS creditable earnings for the 2013-2014 school year will be \$44,520.00 (i.e., $\$42,400 \times 1.050 = \$44,520.00$).

c. Three Year Plan

If an eligible employee gives the Board an irrevocable letter of retirement prior to May 1 three (3) years prior to the year of retirement, the employee will be removed from the salary schedule and for the final three (3) years of employment the employee's TRS creditable earnings shall be increased by six percent (6%) the first year, five percent (5%) the second year, and five percent (5%) the third year, over the employee's TRS creditable earnings for the prior years of employment respectively. The employee shall be paid such increased salary in equal payments pursuant to the payroll procedures of the District.

Example: An employee gives his/her irrevocable letter of retirement prior to May 1, 2012, stating he/she will retire on June 30, 2015. The employee's TRS creditable earnings for the 2011-2012 school year were \$40,000.00. The employee's TRS creditable earnings for the 2012-2013 school year will be \$42,400.00 (i.e., $\$40,000.00 \times 1.06 = \$42,400.00$). The employee's TRS creditable earnings for the 2013-2014 school year will be \$44,520.00 (i.e., $\$42,400 \times 1.050 = \$44,520.00$). The employee's TRS creditable earnings for the 2014-2015 school year will be \$46,746.00 (i.e., $\$44,520.00 \times 1.05 = \$46,746.00$).

3. Other Conditions

In recognition that circumstances may change after a teacher has submitted an irrevocable letter of retirement and resignation in order to participate in the Retirement Incentive Program, the following additional conditions are set forth:

1. In emergency situations, a teacher may submit to the Board a written request to withdraw the irrevocable letter of retirement and resignation. Acceptance of the request is at the sole discretion of the Board. Should the Board accept the request to withdraw the irrevocable letter of retirement and resignation, the previously retiring teacher shall be required to sign a payroll deduction authorization form to repay the retirement incentive. The repayment shall be made over the same number of years that the retirement incentive had been received. The amount of each repayment shall be an average of the retirement incentive annual amounts. Said repayments shall be made no later than June 15 for the applicable number of repayment years until such time the retirement incentive money has been repaid in full or no later than the teacher's last day of employment whichever is sooner.
2. The calculation of the retirement incentive as set forth above, presumes that during the year(s) in which the teacher is receiving the retirement incentive, the teacher will be providing the same level of service as provided in the base year used in the calculation. Accordingly, the following will apply:
 - a) During the year(s) in which the retiring teacher is receiving the retirement incentive, the Board will not require the teacher to perform any additional duties which would otherwise increase the teacher's creditable earnings. (For example, the Board will not extend the teacher's contract or assign additional duties). However, in the event that the Board might request the retiree perform an extra duty(s), said retiree shall have the choice to deny or to accept, and if accepted shall receive all compensation attached thereto per Appendix B in addition to the retirement incentive. In this situation the teacher would receive TRS creditable earnings greater than 106% of her/his previous year.
 - b) If, during the year(s) in which the retiring teacher is receiving the retirement incentive, the teacher is voluntarily providing less services, such as working less than full time, not responsible for an extra duty which was part of the teacher's assigned responsibility in the base year, or responsible for an extra duty paying a lesser salary than the extra duty which was part of the teacher's assigned responsibility in the base year, the calculation of the teacher's creditable earnings increase will be adjusted to reflect the reduction in the level of services being provided. (For example, if a teacher drawing from retirement incentive funds received \$42,000 in TRS creditable earnings in the prior year, of which \$40,000 was salary and \$2000 was for extra

duties, but in a retirement incentive year(s) voluntarily discontinues performing the extra duty, then the six percent (6%) increase shall be based upon the \$40,000, not the \$42,000.)

- c) If, during the year(s) in which the retiring teacher is drawing money from the retirement incentive funds, the teacher is involuntarily providing less services, such as working less than full time, not responsible for an extra duty which was part of the teacher's assigned responsibility in the base year, or responsible for an extra duty paying a lesser salary than the extra duty which was part of the teacher's assigned responsibility in the base year, the calculation of the teacher's creditable earnings increase will not be adjusted to reflect the reduction in the level of services being provided. (For example, if a teacher drawing money from the pool received \$42,000 in TRS creditable earnings in the prior year of which \$40,000 was salary and \$2000 was for extra duties, but in a retirement incentive fund year(s) the District did not assign the teacher the extra duties or assigned extra duties with lesser compensation, then the six percent (6%) increase shall be based upon the \$42,000, not the \$40,000.
3. If legislation is enacted and/or administrative rules are adopted during the life of this agreement that result in a greater cost to the District than the costs generated by this agreement, the provisions relating to such benefits shall be null and void. In this event, the parties agree to enter into negotiations of the early retirement incentive plan upon request of either party.
4. The parties agree that the retirement incentive contained herein can be "captured" and can "run out" beyond the life of this Agreement so that payments under the Retirement Incentive Program herein can extend beyond the expiration of this Agreement.

7.13 Summer Special Education Staffings

Teachers who attend summer special education staffings shall be compensated at the summer school rate.

ARTICLE VIII

GRIEVANCE PROCEDURE

8.1 Definitions

- A. Any claim by a teacher or by the Association that there has been an alleged violation, misinterpretation or misapplication of the terms of this Agreement shall be a grievance.
- B. All time limits shall consist of school days, except that when a grievance is submitted less than ten (10) days before the close of the current school term, time limits shall consist of all weekdays.

8.2 Procedures

The parties hereto acknowledge that it is usually most desirable for a teacher and his or her immediately involved supervisor to resolve problems through free and informal communications. An attempt shall be made by the grievant to resolve any grievance by means of an informal verbal communication between the grievant and his or her immediately involved supervisor. If, however, the informal process fails to satisfy the grievant, a grievance may be processed as follows:

- Step (a) If the grievance is not resolved informally, then the grievant shall present the grievance in writing to the immediately involved supervisor. The grievance shall specify the article and clause alleged to have been violated and shall state the remedy sought. The grievance must be filed at this step within ten (10) days from the date of the occurrence of the event giving rise to the alleged violation or ten (10) days from the time the grievant should have become aware, whichever is later. The immediately involved supervisor shall arrange for a meeting to take place with the grievant within ten (10) days after the receipt of the grievance. The immediately involved supervisor shall provide a written answer to the grievant within five (5) days of the scheduled meeting.
 - Step (b) If the grievance is not resolved at Step (a) or the time limits expire without a response from the immediate supervisor, the aggrieved may refer the grievance to the superintendent or his official designee within ten (10) days after the receipt of the Step (a) answer. The superintendent or his official designee shall arrange for a meeting to take place within ten (10) days of his receipt of the appeal. A local association representative, if requested by the grievant, may be present at this meeting. Within five (5) days of the meeting, the grievant shall be provided with the superintendent's written response.
 - Step (c) If the Association is not satisfied with the disposition of the grievance at Step (b) or the time limits expire without a response from the Superintendent, the Association may submit the grievance to the Federal Mediation and Conciliation Services for a binding resolution under the Voluntary Labor Arbitration Rules of the American Arbitration Association. If a request for a hearing is not filed within thirty (30) days of the date of the Step (b) answer, then the grievance shall be deemed withdrawn.
- A. Neither the Board of Education nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which has not previously been disclosed to the other party.
 - B. The arbitrator shall have no power to amend, modify, add to or subtract from this agreement

and shall be limited to a decision based on the provisions contained within the four corners of this Agreement.

- C. Each party shall bear the full costs for its representation in the grievance procedure.
- D. Each party shall share equally the cost of the arbitrator. If either party requests a transcript of the proceedings, that party shall bear full costs for that transcript. If both parties order a transcript, the costs of the two transcripts shall be divided equally between the Board and the Association.
- E. If the Association or any employee files a complaint or suit, in a court of competent jurisdiction, the School District shall not be required to process the claim or set of facts through the grievance procedure.

8.3 Class Grievance

Class grievances involving more than one teacher or one or more supervisors or a supervisor above the building level shall be initially filed by the Association at Step (b).

8.4 Grievance Withdrawal

A grievance may be withdrawn at any level without establishing a precedent.

8.5 Time Bar

Failure of the grievant or the Association to act on any grievance within the prescribed time limits will bar any further appeal.

8.6 By-Pass to Superintendent

If the grievant and the superintendent agree, Step (a) of the formal grievance procedure may be bypassed and the grievance brought directly to Step (b).

8.7 No Reprisals

No reprisals shall be taken by the Board or Administration against a teacher because of the teacher's participation in a grievance.

ARTICLE IX

TEACHER EVALUATION

9.0 Joint Committee

A committee of teachers and administrators shall be established to discuss the curriculum for each subject area or grade level. Teachers on this committee will be presently teaching in the area they represent on the committee. This curriculum committee will meet at a mutually agreed upon time.

9.1 Prior to a formal teacher evaluation, the teacher shall be informed of the evaluator(s) who will be conducting the evaluation.

9.2 The evaluation instrument shall be designed in cooperation with the Association. Either party to this Agreement may annually re-establish an Evaluation Committee for the purpose of revising any criteria, procedures, or instruments by serving written notice on the other party by September 1, of their desire to re-establish the Evaluation Committee. This committee shall be made up of equal numbers of members appointed by the Association and Board.

9.3 Teachers who have received an unsatisfactory summative may request a second observation by a different administrator.

MEMORANDUM OF UNDERSTANDING

Transfers due to Building Closings

If a building(s) is closed and no additional classrooms are created for the displaced teachers, then the impact of such a decision by the Board will be bargained with the Association prior to the reassignment of the displaced teacher(s).

Memorandum of Understanding
(Not subject to the grievance procedure.)

Guidelines - Class Size

Kindergarten through second grade	surpass 22 students, look at aide time
Third and fourth grades	surpass 25 students, look at aide time
Fifth and sixth grades	surpass 28 students, look at aide time

Aides at other grade levels will be considered based on need

If a class exceeds thirty (30) students, it will be split when and where possible

Memorandum of Agreement
Collaborative Planning Time

The parties agree that one day per week teachers shall work an extended workday beginning twenty (20) minutes prior to the normal workday at their respective building. In consideration of this additional work time, on the final student attendance day of each week, teachers shall be permitted to leave school when students have been dismissed.

“Early Bird” teachers are not subject to the above and shall maintain their regular, “Early Bird” schedules.

Jasper County Community Unit District #1
Appendix A1
Salary Schedule
2011-2012

<u>STEP</u>	<u>BS+0</u>	<u>BS+8</u>	<u>BS+16</u>	<u>BS+24</u>	<u>MS+0</u>	<u>MS+8</u>	<u>MS+16</u>	<u>MS+24</u>	<u>MS+32</u>
0	35330	35876	36420	36819	38894	39489	40084	40679	41272
1	35530	36076	36620	37019	39094	39689	40284	40879	41472
2	35730	36276	36820	37219	39294	39889	40484	41079	41672
3	36217	36779	37339	37750	39886	40497	41111	41722	42334
4	36827	37399	37971	38389	40567	41191	41816	42439	43063
5	37448	38032	38614	39041	41262	41898	42535	43171	43807
6	38081	38677	39270	39705	41970	42618	43268	43916	44564
7	38726	39334	39940	40384	42692	43351	44016	44675	45338
8	39545	40169	40787	41243	43607	44284	44964	45640	46317
9	40213	40848	41479	41943	44353	45043	45736	46425	47117
10	40894	41541	42184	42659	45114	45820	46525	47226	47931
11	41587	42246	42904	43386	45888	46609	47327	48042	48760
12	42735	43365	44039	44536	47115	47855	48592	49333	50073
13	43882	44479	45177	45686	48340	49099	49861	50623	51386
14	45032	45829	46308	46835	49565	50346	51131	51916	52695
15	46175	46712	47443	47986	50791	51593	52399	53202	54007
16	47326	47827	48582	49133	52017	52843	53669	54491	55318
17	48473	48943	49715	50285	53239	54088	54932	55781	56630
18	49619	50060	50853	51434	54465	55335	56202	57072	57941
19	50763	51171	51987	52588	55688	56582	57470	58359	59251
20	51913	52289	53124	53736	56913	57828	58741	59651	60562
21	53060	53404	54260	54884	58141	59073	60006	60944	61873
22	54212	54519	55396	56034	59364	60319	61275	62231	63187
23	55352	55637	56529	57185	60590	61567	62542	63520	64497
24	56503	56754	57665	58335	61815	62814	63811	64809	65808
25	57654	57872	58802	59485	63041	64062	65082	66097	67117
26	58805	58990	59938	60635	64266	65308	66348	67388	68428
27	-	-	-	-	65493	66550	67617	68678	69742
28	-	-	-	-	66721	67791	68886	69968	71053
29	-	-	-	-	67948	69033	70156	71258	72364
30	-	-	-	-	-	-	-	-	73674

Jasper County Community Unit District #1

Appendix A2
Salary Schedule
2012-2013

<u>STEP</u>	<u>BS+0</u>	<u>BS+8</u>	<u>BS+16</u>	<u>BS+24</u>	<u>MS+0</u>	<u>MS+8</u>	<u>MS+16</u>	<u>MS+24</u>	<u>MS+32</u>
0	35630	36176	36720	37119	39194	39789	40384	40979	41572
1	35830	36376	36920	37319	39394	39989	40584	41179	41772
2	36030	36576	37120	37519	39594	40189	40784	41379	41972
3	36517	37079	37639	38050	40186	40797	41411	42022	42634
4	37127	37699	38271	38689	40867	41491	42116	42739	43363
5	37748	38332	38914	39341	41562	42198	42835	43471	44107
6	38381	38977	39570	40005	42270	42918	43568	44216	44864
7	39026	39634	40240	40684	42992	43651	44316	44975	45638
8	39845	40469	41087	41543	43907	44584	45264	45940	46617
9	40513	41148	41779	42243	44653	45343	46036	46725	47417
10	41194	41841	42484	42959	45414	46120	46825	47526	48231
11	41887	42546	43204	43686	46188	46909	47627	48342	49060
12	43035	43665	44339	44836	47415	48155	48892	49633	50373
13	44182	44779	45477	45986	48640	49399	50161	50923	51686
14	45332	46129	46608	47135	49865	50646	51431	52216	52995
15	46475	47012	47743	48286	51091	51893	52699	53502	54307
16	47626	48127	48882	49433	52317	53143	53969	54791	55618
17	48773	49243	50015	50585	53539	54388	55232	56081	56930
18	49919	50360	51153	51734	54765	55635	56502	57372	58241
19	51063	51471	52287	52888	55988	56882	57770	58659	59551
20	52213	52589	53424	54036	57213	58128	59041	59951	60862
21	53360	53704	54560	55184	58441	59373	60306	61244	62173
22	54512	54819	55696	56334	59664	60619	61575	62531	63487
23	55652	55937	56829	57485	60890	61867	62842	63820	64797
24	56803	57054	57965	58635	62115	63114	64111	65109	66108
25	57954	58172	59102	59785	63341	64362	65382	66397	67417
26	59105	59290	60238	60935	64566	65608	66648	67688	68728
27	-	-	-	-	65793	66850	67917	68978	70042
28	-	-	-	-	67021	68091	69186	70268	71353
29	-	-	-	-	68248	69333	70456	71558	72664
30	-	-	-	-	-	-	-	-	73974

Jasper County Community Unit District #1
Appendix A3
Salary Schedule
2013-2014

<u>STEP</u>	<u>BS+0</u>	<u>BS+8</u>	<u>BS+16</u>	<u>BS+24</u>	<u>MS+0</u>	<u>MS+8</u>	<u>MS+16</u>	<u>MS+24</u>	<u>MS+32</u>
0	36130	36676	37220	37619	39694	40289	40884	41479	42072
1	36330	36876	37420	37819	39894	40489	41084	41679	42272
2	36530	37076	37620	38019	40094	40689	41284	41879	42472
3	37017	37579	38139	38550	40686	41297	41911	42522	43134
4	37627	38199	38771	39189	41367	41991	42616	43239	43863
5	38248	38832	39414	39841	42062	42698	43335	43971	44607
6	38881	39477	40070	40505	42770	43418	44068	44716	45364
7	39526	40134	40740	41184	43492	44151	44816	45475	46138
8	40345	40969	41587	42043	44407	45084	45764	46440	47117
9	41013	41648	42279	42743	45153	45843	46536	47225	47917
10	41694	42341	42984	43459	45914	46620	47325	48026	48731
11	42387	43046	43704	44186	46688	47409	48127	48842	49560
12	43535	44165	44839	45336	47915	48655	49392	50133	50873
13	44682	45279	45977	46486	49140	49899	50661	51423	52186
14	45832	46629	47108	47635	50365	51146	51931	52716	53495
15	46975	47512	48243	48786	51591	52393	53199	54002	54807
16	48126	48627	49382	49933	52817	53643	54469	55291	56118
17	49273	49743	50515	51085	54039	54888	55732	56581	57430
18	50419	50860	51653	52234	55265	56135	57002	57872	58741
19	51563	51971	52787	53388	56488	57382	58270	59159	60051
20	52713	53089	53924	54536	57713	58628	59541	60451	61362
21	53860	54204	55060	55684	58941	59873	60806	61744	62673
22	55012	55319	56196	56834	60164	61119	62075	63031	63987
23	56152	56437	57329	57985	61390	62367	63342	64320	65297
24	57303	57554	58465	59135	62615	63614	64611	65609	66608
25	58454	58672	59602	60285	63841	64862	65882	66897	67917
26	59605	59790	60738	61435	65066	66108	67148	68188	69228
27	-	-	-	-	66293	67350	68417	69478	70542
28	-	-	-	-	67521	68591	69686	70768	71853
29	-	-	-	-	68748	69833	70956	72058	73164
30	-	-	-	-	-	-	-	-	74474

Appendix B1
Extra Duty Schedule
2011-2012

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
High School					
Athletic Director	4,954				
Head - Football, Basketball, Band	5,836	6,110	6,672	7,006	7,355
Head - Volleyball without Assistant	4,669	4,887	5,337	5,604	5,885
Head - Boys Track, Girls Track, Baseball, Volleyball, Softball	4,377	4,582	5,003	5,255	5,517
Head - Cross Country, Golf, Boys Tennis, Girls Tennis	3,366	3,615	4,221	4,402	4,593
Director - Chorus, Sponsor - FFA, Student Council	3,125	3,366	3,653	3,835	4,026
Sponsor - Scholastic Bowl, Yearbook	2,680	2,922	3,502	3,676	3,860
Sponsor- Football Cheerleader, Basketball Cheerleader	1,166	1,199	1,262	1,305	1,349
Assistant - Football, Basketball, Band	3,270	3,514	4,093	4,267	4,452
Assistant - Cross Country, Boys Track, Girls Track, Golf, Boys Tennis, Girls Tennis Baseball, Volleyball, Softball	2,094	2,162	2,287	2,373	2,697
Assistant - Scholastic Bowl, FFA	1,704	1,781	1,925	2,020	2,123
Assistant Director - Musical	1,504	1,571	1,697	1,782	1,870
Sponsor - Club	565	658	751	790	830
Sponsor - Class					
Freshman and Sophomore	565	659			
Junior	1,176				
Senior	659				
High School Counselor	185 Days at Regular Per Diem				

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
Junior High					
Head -7 th Grade Boys Basketball, 8 th Grade Boys Basketball, Girls Basketball, 7 th Grade Volleyball, 8 th Grade Volleyball	3,481	3,860	4,286	4,501	4,726
Head - Boys Track, Girls Track, Baseball, Softball, Scholastic Bowl	1,603	1,881	2,144	2,249	2,362
Head - Cross Country	1,162	1,261	1,355	1,423	1,494
Director - Band	1,415	1,658	1,890	1,984	2,084
Sponsor - Cheerleader	1,187	1,220	1,254	1,300	1,348
Sponsor - Yearbook (1 Jr. High; 1 Elem)	554	649	742	770	800
Sponsor - Club	376	471	565	594	622
Assistant - Boys Basketball, Girls Basketball, Volleyball	1,603	1,881	2,144	2,249	2,362
Assistant - Baseball, Softball, Track, Scholastic Bowl	748	800	851	888	926
Assistant - Band	681	798	910	954	1,002
5th and 6th Grade					
5 th Grade Basketball, 6 th Grade Basketball, 5 th Grade Volleyball, 6 th Grade Volleyball	651	714	769	808	847
5 th Grade Cheerleading Sponsor, 6 th Grade Cheerleading Sponsor, Assistant Basketball Coach, Assistant Volleyball Coach	416	432	451	474	498
OTHER					
Elementary Music - Per Night Performance (if more than one)	95.00				
Chaperones, Announcer	46.75				
Ticket Sellers, Chain Gang - Varsity Football	35.07				
Game Timer, Scorekeeper - Varsity	51.76				
Film Technician - Varsity Football	38.41				

*If an employee has 2 or more extra duty assignments on the above schedule, a bonus of 5% of each listed rate will be paid at the end of the school year.

Appendix B2
Extra Duty Schedule
2012-2013

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
High School					
Athletic Director	5,053				
Head - Football, Basketball, Band	5,953	6,232	6,805	7,146	7,502
Head - Volleyball without Assistant	4,762	4,985	5,444	5,716	6,003
Head - Boys Track, Girls Track, Baseball, Volleyball, Softball	4,465	4,674	5,103	5,360	5,627
Head - Cross Country, Golf, Boys Tennis, Girls Tennis	3,433	3,687	4,305	4,490	4,685
Director - Chorus, Sponsor - FFA, Student Council	3,188	3,433	3,726	3,912	4,107
Sponsor - Scholastic Bowl, Yearbook	2,734	2,980	3,572	3,750	3,937
Sponsor- Football Cheerleader, Basketball Cheerleader	1,189	1,223	1,287	1,331	1,376
Assistant - Football, Basketball, Band	3,335	3,584	4,175	4,352	4,541
Assistant - Cross Country, Boys Track, Girls Track, Golf, Boys Tennis, Girls Tennis, Baseball, Volleyball, Softball	2,136	2,205	2,333	2,420	2,751
Assistant - Scholastic Bowl, FFA	1,738	1,817	1,964	2,060	2,165
Assistant Director - Musical	1,534	1,602	1,731	1,818	1,907
Sponsor - Club	576	671	766	806	847
Sponsor - Class					
Freshman and Sophomore	576	672			
Junior	1,200				
Senior	672				
High School Counselor	185 Days at Regular Per Diem				
Junior High					

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
Head -7 th Grade Boys Basketball, 8 th Grade Boys Basketball, Girls Basketball, 7 th Grade Volleyball, 8 th Grade Volleyball	3,551	3,937	4,372	4,591	4,821
Head - Boys Track, Girls Track, Baseball, Softball, Scholastic Bowl	1,635	1,919	2,187	2,294	2,409
Head - Cross Country	1,185	1,286	1,382	1,451	1,524
Director - Band	1,443	1,691	1,928	2,024	2,126
Sponsor - Cheerleader	1,211	1,244	1,279	1,326	1,375
Sponsor - Yearbook (1 Jr. High; 1 Elem)	565	662	757	785	816
Sponsor - Club	384	480	576	606	634
Assistant - Boys Basketball, Girls Basketball, Volleyball	1,635	1,919	2,187	2,294	2,409
Assistant - Baseball, Softball, Track, Scholastic Bowl	763	816	868	906	945
Assistant - Band	695	814	928	973	1,022
5th and 6th Grade					
5 th grade Basketball, 6 th grade Basketball, 5 th grade Volleyball, 6 th Grade Volleyball	664	728	784	824	864
5 th grade Cheerleader, 6 th grade Cheerleader, Assistant Basketball Coach, Assistant Volleyball Coach	424	441	460	483	508
OTHER					
Elementary Music - Per Night Performance (if more than one)	97.00				
Chaperones, Announcer	47.69				
Ticket Sellers, Chain Gang - Varsity Football	35.77				
Game Timer, Scorekeeper - Varsity	52.80				
Film Technician - Varsity Football	39.18				

*If an employee has 2 or more extra duty assignments on the above schedule, a bonus of 5% of each listed rate will be paid at the end of the school year.

Appendix B3
Extra Duty Schedule
2013-2014

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
High School					
Athletic Director	5,154				
Head - Football, Basketball, Band	6,072	6,357	6,941	7,289	7,652
Head - Volleyball without Assistant	4,857	5,085	5,553	5,830	6,123
Head - Boys Track, Girls Track, Baseball, Volleyball, Softball	4,554	4,767	5,205	5,467	5,740
Head - Cross Country, Golf, Boys Tennis, Girls Tennis	3,502	3,761	4,391	4,580	4,779
Director - Chorus, Sponsor - FFA, Student Council	3,252	3,502	3,801	3,990	4,189
Sponsor - Scholastic Bowl, Yearbook	2,789	3,040	3,643	3,825	4,016
Sponsor- Football Cheerleader, Basketball Cheerleader	1,213	1,247	1,313	1,358	1,404
Assistant - Football, Basketball, Band	3,402	3,656	4,259	4,439	4,632
Assistant - Cross Country, Boys Track, Girls Track, Golf, Boys Tennis, Girls Tennis, Baseball, Volleyball, Softball	2,179	2,249	2,380	2,468	2,806
Assistant - Scholastic Bowl, FFA	1,773	1,853	2,003	2,101	2,208
Assistant Director - Musical	1,565	1,634	1,766	1,854	1,945
Sponsor - Club	588	684	781	822	864
Sponsor - Class					
Freshman and Sophomore	588	685			
Junior	1,224				
Senior	685				
High School Counselor	185 Days at Regular Per Diem				
Junior High					

Position	1 st Year	2 nd Year	3 rd Year	5 th Year	10 th Year
Head -7 th Grade Boys Basketball, 8 th Grade Boys Basketball, Girls Basketball, 7 th Grade Volleyball, 8 th Grade Volleyball	3,622	4,016	4,459	4,683	4,917
Head - Boys Track, Girls Track, Baseball, Softball, Scholastic Bowl	1,668	1,957	2,231	2,340	2,457
Head - Cross Country	1,209	1,312	1,410	1,480	1,554
Director - Band	1,472	1,725	1,967	2,064	2,169
Sponsor - Cheerleader	1,235	1,269	1,305	1,353	1,403
Sponsor - Yearbook (1 Jr. High; 1 Elem)	576	675	772	801	832
Sponsor - Club	392	490	588	618	647
Assistant - Boys Basketball, Girls Basketball, Volleyball	1,668	1,957	2,231	2,340	2,457
Assistant - Baseball, Softball, Track, Scholastic Bowl	778	832	885	924	964
Assistant - Band	709	830	947	992	1,042
5th and 6th Grade					
5 th grade Basketball, 6 th grade Basketball, 5 th grade Volleyball, 6 th Grade Volleyball	677	743	800	840	881
5 th grade Cheerleader, 6 th grade Cheerleader, Assistant Basketball Coach, Assistant Volleyball Coach	432	450	469	493	518
OTHER					
Elementary Music - Per Night Performance (if more than one)	99.00				
Chaperones, Announcer	48.64				
Ticket Sellers, Chain Gang - Varsity Football	36.49				
Game Timer, Scorekeeper - Varsity	53.86				
Film Technician - Varsity Football	39.96				

*If an employee has 2 or more extra duty assignments on the above schedule, a bonus of 5% of each listed rate will be paid at the end of the school year

ARTICLE X

EFFECT OF AGREEMENT

- 10.1 The parties mutually agree that the terms and conditions set forth in this Agreement represent the full and complete understanding between the parties hereto which may be altered, changed, added to, deleted from, or modified only through written, voluntary, and mutual consent of the parties in an amendment hereto. The Association agrees that all negotiable items have been discussed during the bargaining leading to this Agreement, and agrees that negotiations will not have to be reopened on any item, whether contained in this agreement or not, nor will negotiations be reopened on the effect of any permissible management action, during the life of this agreement. The operating of schools and the direction of staff are vested exclusively in the School Board.
- 10.2 The Association agrees that during the effective days of this Agreement it will not instigate, encourage or support a strike or any concerted activity to withhold in whole or in part any service to the District.
- 10.3 Should any article, section, or clause of this agreement be declared illegal by a court of competent jurisdiction, then that article, section or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect.
- 10.4 This agreement shall become effective on August 15, 2011 and shall continue in effect until August 16, 2014. When either party executes written notification to the other party prior to May 15 of the year the contract terminates that it wishes to renegotiate the Agreement, the Board shall meet with the Association no later than June 1 to receive the Association proposal and negotiations shall continue in an effort to reach an agreement.

This agreement is signed this ____ day of _____, 20__.

In Witness thereof:

FOR THE JASPER COUNTY
EDUCATION ASSOCIATION

FOR THE JASPER COUNTY DISTRICT
#1 BOARD OF EDUCATION

Terry Fear, President

Fred Huddlestun, President

Julie Chapman, Secretary

Melinda Barthelme, Secretary

AGREEMENT BETWEEN

THE BOARD OF EDUCATION,

**JASPER COUNTY COMMUNITY UNIT
DISTRICT #1**

AND

**THE JASPER COUNTY EDUCATION
ASSOCIATION**

2011-2014