

**NEGOTIATED MASTER CONTRACT**

**BETWEEN**

**TETON EDUCATION ASSOCIATION**

**AND**

**TETON COUNTY**

**SCHOOL DISTRICT 401**

**2020 - 2021**

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## **AGREEMENT**

This agreement is entered into by the Board of Trustees of Teton School District 401 (hereinafter referred to as the Board) and the Teton Education Association (hereinafter referred to as the Association), pursuant to Idaho Code 33-1271 through 1275.

### **Article 1: BARGAINING UNITS**

The Board recognizes the Association as the exclusive bargaining representative for negotiations as defined in 33-1271 of the Idaho Code for all professional certificated employees of the bargaining unit (hereinafter referred to as certificated employees) in the District, excluding superintendent, supervisors, and principals.

Upon Board request, the Association shall provide within 60 days the District, written evidence establishing that the Association represents fifty percent (50%) plus (1) of the professional employees for negotiations every two years.

*Article 1 shall be in effect from July 1, 2020 - June 30, 2021.*

### **Article 2: PROCEDURE**

#### **A. Good Faith Negotiation**

The parties agree that their duly designated representatives shall meet and negotiate in good faith with the intent to reach agreement and with such agreement reduced to writing, with respect to terms and conditions of professional employment or any matters affecting such. Each party shall select its own representatives.

#### **B. Commencement of Negotiations**

Negotiations for the Master Contract shall commence within 30 days of a written request by either party but not before March 1" of each year.

#### **C. Negotiations Sessions**

Negotiations Sessions shall take place weekly, unless otherwise agreed to by both parties, at times mutually agreed to by the parties and held in a manner consistent with applicable Idaho law.

#### **D. Negotiation Information**

During negotiations, the Board and the Association will present relevant data, exchange points of view, and make proposals and counter proposals. The Board will provide the Association with a complete tentative line budget for the next fiscal year as well as preliminary budget proposals, requirements, and allocations. The Board will also make available to the Association all pertinent public records, data, and other information of the school district for developing intelligent, feasible, and constructive proposals on behalf of teachers, students, and the school system.

#### **E. Tentative Agreement**

Tentative Agreements shall be signed by the chief negotiator for each party at the session during which agreement is reached.

## **F. Ratification of Agreement**

When agreement is reached on all items, the entire agreement shall then be made in writing and submitted for approval to the Board and the Association.

Approval/disapproval shall be on the total package. Total package is defined as all the proposals to which both parties have agreed. This includes all previous agreed upon proposals as well as new ones. When ratified by both parties, it shall be signed by both parties by their representatives.

## **G. Dispute Resolution**

In the event the parties in negotiations are not able to come to an agreement upon items submitted for negotiations under a negotiations agreement between the parties, one or more mediators may be appointed. The issue or issues in dispute shall be submitted to mediation at the request of either party in an effort to induce the representatives of the Board and the local education organization to resolve the conflict. The procedures for appointment of and compensation for the mediators shall be determined by both parties.

*Article 2 shall be in effect from July 1, 2020 - June 30, 2021.*

## **Article 3: ASSOCIATION AND CERTIFICATED EMPLOYEE RIGHTS AND RESPONSIBILITIES**

### **A. Right to Organize**

The Board and the Association agree that the certificated employees shall have full freedom of association, self-organization, and designation of representatives of their own choosing. The certificated employees shall be free from interference, restraint, or coercion by the Board in the selection and designation of formal representatives.

### **B. Pertinent Information**

The Board and the Superintendent agree to supply the Association with requested information, except as prohibited by law or considered private, including but not limited to the following: financial reports, budgets, projected budgets, school census data, and the educational degree and placement upon the salary schedule of all certificated employees.

The Board clerk will make best efforts to notify the Association President when the board packet is posted on the district website prior to the monthly meeting.

### **C. Involvement at Faculty Meetings**

Reasonable time shall be provided at faculty meetings to present association announcements.

### **D. Committees**

The Parties agree that the following committees shall be formed to include representatives from the District administrators as well as the Association. Committees shall consist of a member assigned by the Association president and a member assigned by the Superintendent as representatives of each of the District's respective buildings. Where appropriate, such committees may include one School District stakeholder. The purpose of these committees is to make recommendations to the District's administrators, superintendent, and/or Board. This includes the following

District committees: Leadership Premium Committee, Technology Committee, Calendar Committee, Professional Development Committee, Sick Leave Bank Committee, Insurance Committee, Safety Committee, Committees for Hiring, and a Policy Committee. (Note: The Curriculum Director and the District Administrative Team will provide input to the Professional Development Committee, but the needs of individual schools will inform all professional development decisions. Professional development should reflect the diversity of schools, teachers, grade levels, and content areas.)

At the discretion of the District, the Association president or an Association designee may be invited to participate on other board committees and/or in administrative meetings held by the Superintendent where the Board and/or Superintendent believe that the participation is beneficial to the function of the District.

#### **E. Association President Release Time**

Each school year, the Association president and/or Association designee (with Superintendent approval) will be given paid combined release time up to ten (10) days for the purpose of addressing Association business. Each school year, official delegates of the Association will be allowed to leave without loss of pay to attend regularly scheduled official meetings of the state education association (i.e. IEA Delegate Assembly, standing committees, and task force meetings.) Substitute costs will be borne by the District.

#### **F. Basic Responsibilities of Certificated Employees**

There are certain basic responsibilities that all certificated employees must adhere to in all classroom and professional situations. They are as follows:

1. Certificated employees will follow the Code of Ethics for Idaho Professional Educators.
2. Certificated employees will not use profanity in the presence of students.
3. Certificated employees will present both sides of any controversial issue addressed in any classroom.
4. Certificated employees will follow all approved District curriculum guidelines.
5. Certificated employees will follow District policy, state and federal laws, rules and regulations.
6. Certificated employees will respect the protected rights of their students and community.
7. Certificated employees will honor confidentiality in respect to student and confidential personnel matters.

#### **G. Additional Duty**

Certificated employees will be expected to carry a reasonable and equitable amount of extra duty and to bear their share of class sponsorships, noon hour duty, bus unloading and loading supervision, and/or other supervisory activities.

## **H. Supervision of Students**

All certificated employees will be expected to remain with their classes during class time and to not leave their classrooms unsupervised, except in cases of emergency.

## **I. Professionalism**

All school employees shall work and interact in a professional and positive manner.

## **J. Lawful and Appropriate Use**

1. The Association and its representatives will be permitted to transact necessary association business/meetings on school property, provided that this does not disrupt regular school operations. Facility use will be scheduled through the building administrator.
2. The Association may use District printing equipment for association business, provided such use does not interfere with normal school use. The Association shall reimburse the District for any consumable materials used (i.e. paper, toner) at the same rate per page as associated with the District's response to a public records request.
3. The Association may post notices of activities and business on bulletin boards designated for this use. The District email, mail service, and staff mailboxes may be used for association communications, provided such communications are consistent with the District's Computer Use Policy.
4. The Association recognizes that the communications placed onto the District's bulletin board or advanced through use of the District's email, mail services or mailboxes may be deemed public record and the District may have to produce such records to any individual or governmental entity through a public records request.
5. The Association, its agents, representatives, and affiliates shall honor a certificated employee's request to not receive association information and/or contact/communications relating to the Association.
6. Unless otherwise specifically enumerated in this Agreement or specifically authorized by the District's Superintendent, the Association, its agents, representatives and affiliates shall honor the contract day and shall not engage in association business while contractually obligated to District service, excluding non-student contact hours.

## **K. Mentorship**

Every teacher new to the profession or new to the district (mentee) shall be assigned a mentor who is a colleague and who has been selected by the building administrator and placed in the mentorship level that is most applicable to their criteria as a new hire. Mentors shall be compensated at the level that mentee has been placed in the following tiers.

**Level One Mentorship:** New hire, Professional 1 or above.

This teacher is new to the district but not new to the profession.

The mentor is responsible for sharing institutional knowledge and fulfilling any additional needs the newly hired teacher may have. This mentorship will last one year and will require a log that reflects a weekly check-in by the mentor. The log and logging and itemization of all time spent assisting mentee in acclimating to the district and assigned teaching position.

Stipend: \$250.00 at the completion of the school year and predicated on the approval of the mentoring log by the building administrator.

\*This level of mentorship may be used at the discretion of the building principal in assigning a mentor to any level teacher who seeks mentorship to fulfill the obligation of a probationary period.

**Level Two Mentorship:** New hire holding a traditional college degree that included student teaching practicum experience. Resident 1 and Resident 2

This teacher is new to the district as a teacher who is new to the profession in either their first or second year.

The mentor is responsible for assisting the new teacher in the following areas, but not limited to:

- Institutional Knowledge and Logistics
- Mastery of common platforms used by the district such as, but not limited to, Infinite Campus, Aesop, Skyward, Google Suite.
- District/Building expectations for curriculum mapping & scope and sequence
- Classroom Management

**Stipend:** \$750.00 at the end of the first year and \$375.00 at the end of the second year at the completion of each year and predicated on the approval of a mentoring log by the building administrator.

**Level Three Mentorship:** New hire holding a non-traditional certification that **did not include student teaching practicum experience**. Resident 1 and Resident 2

This teacher is new to the district as a teacher who is new to the profession in either their first or second year. This teacher also received a non-traditional certificate that did not include any student teaching practicum experience. It is

expected that this teacher will need extra mentoring from an experienced teacher with at least Professional 1 status on the Career Ladder so as to create a positive and quality teaching experience and provide education that is up to professional standards for students.

The mentor is responsible for assisting the new teacher in the following areas, but not limited to:

- Institutional Knowledge and Logistics
- Mastery of common platforms used by the district such as, but not limited to, Infinite Campus, Aesop, Skyward, Google Suite.
- District/Building expectations for curriculum mapping & scope and sequence
- Classroom Management

**Stipend:** \$1,000.00 at the end of the first year and \$500.00 at the end of the second year at the completion of each school year and predicated on the approval of a mentoring log by the building administrator.

In addition, any teacher that is hired under an **Alternative Authorization Certificate** shall be placed in this mentorship program at the level that the building administrator deems appropriate for the best possible outcome for the newly hired teacher for a minimum of one school year.

————Article 3 shall be in effect from July 1, 2020 - June 30, 2021

#### **Article 4: GRIEVANCE PROCEDURE**

##### **A. Purpose:**

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise affecting the well-being of teachers.

##### **B. Grievance Procedure:**

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement. Any grievance must be brought within five (5) working days of the grievant becoming aware of the act, which is the basis of the grievance.

##### **C. Definitions:**

1. A “grievance” is an alleged violation or misapplication of the provisions of this Agreement.



2. A "grievant" may be a teacher, a group of teachers or the Association.
3. The term "days" when used in this article, except where otherwise indicated, shall mean working school days.

#### **D. Procedures and Timelines.**

Level 1: The building principal (immediate supervisor) or his/her designee.

The grievant will first discuss his/her grievance with the principal or immediate supervisor. If the grievant desires, he/she may request to be represented by the Association's designee.

Level 2: The Superintendent or his/her designee.

1. If the grievant is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within five (5) days after presentation of the grievance, he/she will file the grievance in writing with the Superintendent and may file it with the president of the Association, if the grievant so desires.
2. Within five (5) days after receipt of the written grievance by the Superintendent, the Superintendent will meet with the parties in an effort to resolve the grievance. The grievant may request an Association representative to be present at this meeting.
3. If the written grievance is not forwarded to the Superintendent within thirty (30) days after the grievance occurred, then the grievance will be considered as waived.

Level 3: Panel

If the grievant is not satisfied with the disposition of his/her grievance at Level 2 or if no decision has been rendered at level 2, the grievant may, within 3 days of the date the level 2 decision was made or should have been made, request to the Board a review of the grievance by a hearing panel consisting of three (3) persons. The grievance request for panel review shall include a statement of the issue(s) requested to be reviewed and the designation of one (1) person to serve on the panel. Within 5 days of the request for panel review being received by the Board, the Board shall designate one (1) person to serve on the panel. Within ten (10) days of the Board's designation, the two designated panel members shall choose a third member to serve on the panel. The third person selected shall act as chair of the panel. The panel shall convene within twenty (20) days of the date all three members have been designated. The panel has the discretion to determine the manner in which the grievance will be reviewed. Within 10 days of the date the grievance is fully submitted to the panel, the panel shall issue a written decision setting out the issues determined, the facts relied upon and the rationale for its decision. The panel's decision shall be the final resolution of the grievance unless the Board of Trustees rejects the panel's decision within thirty (30) days of the date of the panel's decision. In the event that the panel's decision is rejected by the Board, the Board shall issue a written decision setting out the Board's resolution of the grievance. The cost for the services of the hearing panel shall be borne equally by the Board and the Association.

## **E. Miscellaneous Provisions.**

1. Cooperation: All parties shall cooperate with the investigation of any grievance.
2. Non Reprisal: No reprisals of any kind shall be taken by the Board, the Administration, or any person who is covered by this Agreement for his or her participation in a grievance. Reprisal includes placement of the grievance and any or all records of the grievance procedure into the District employee's personnel file. except as required by Idaho Code Section 33-1210.

*Article 4 shall be in effect from July 1, 2019 - June 30, 2021.*

## **Article 5: WORKING CONDITIONS**

### **A. Planning Time**

The Board, Administrators, and the Association acknowledge that teachers donate significant personal time working outside school contract hours for the benefit of the District and its students. The Board, administrators, and the Association agree that teachers shall be provided with as much time as is reasonable to prepare the classroom environment and to prepare for classes and students during contract hours.

Minimum planning time at each building level shall be as follows:

1. Elementary teachers shall have a minimum of three and three-quarter (3.75) hours a week of duty-free, self-directed planning time. The Association and the administrators will work toward the goal of four (4) hours per week.
2. Middle school teachers shall have the equivalent of one class period of duty-free, self-directed planning time daily. Planning time will be continuous.
3. High school teachers shall have the equivalent of one class period of duty-free, Self-directed planning time daily. Planning time will be continuous.

When certificated employees forfeit their planning time to cover another employee's class, they shall receive compensation time equal to the forfeited planning time.

### **B. Lunch**

All certificated employees will be given thirty (30) consecutive minutes of a daily lunch break.

### **C. Faculty Meetings**

Thirty (30) minutes per five day instructional week may be scheduled for building level faculty meetings or building level committee meetings. Every effort shall be made to keep these meetings to thirty minutes, but if a meeting exceeds that time, it is the responsibility of the certificated employees to stay for the remainder of the meeting when possible. Faculty meetings may be held either in the morning or the afternoon.

## **D. Work Days**

1. Work Day: The employee work day shall be a standard seven and a half (7.5) consecutive hours inclusive of a duty-free lunch period, no less than thirty (30) consecutive minutes. All certificated employees will be expected to be at school from 8:00 am through 3:30 pm, with adjustments subject to building administrator approval.
2. Additional time for professional learning communities (PLC) and/or professional development (PD) time shall be scheduled at the school level by each principal with input from the certificated employees.
3. Administrators shall make every effort to schedule bus/playground duties with non-certificated employees. If a school's bus/playground duty causes a certificated employee to start the day earlier than 8:00 a.m. or end later than 3:30 p.m., then the certificated employee shall receive compensation time equal to the time spent on duty outside of contract hours.
4. Five (5) non-teaching work days shall be scheduled during the school year as follows:
  - a. Certificated employees shall be given one full day prior to the first student contact day of the school year. On this day, teachers will be given time to prepare their classrooms for the start of the new school year.
  - b. At the end of each quarter, teachers shall be given one day to work on lesson plans and grading. No staff meetings or trainings longer than thirty (30) minutes will occur on these work days.
  - c. Certificated employees shall be given one day at the end of the year to work on all necessary tasks. An exception to this may be flex days, on which building staff and administrators will decide. District Administrators and certificated employees will agree upon the individual use of flex days.
5. Elementary and middle school certificated employees shall vote on the scheduling of any Open House or Back-to-School night, and be given flex time of up to two hours to compensate for these required evening events.

## **E. Class Size**

1. The Board, Administration, and the Association recognize the benefits gained from smaller class size and shall make every possible effort to distribute the existing student load equitably among the available teaching staff within each building and keep class size as small as possible. This is the goal of the District and the Association.
  - Grades K-1: 20 students per class
  - Grades 2-3: 23 students per class
  - Grades 4-5: 24 students per class
  - Grades 6-12: 26 students per class

The District will act with fidelity towards the goal to not exceed 30 students in any given class, except in the case of Music and Physical Education.

2. Within each building, concerted efforts shall be made to maintain equitable class sizes and subgroup distribution within the teacher's schedule and within each department except when configuration is based on an instructional model (i.e. ELL, SpEd). Specialized staff will be consulted about subgroup distribution and instruction models.
3. Certificated employees and administrators will work to resolve issues of class size and equitable distribution at the lowest possible level. After attempting this, if no resolution is reached, the affected teacher(s) may request a meeting to include the teacher, the principal, and/or an administrator selected by the Superintendent as well as, upon request, a representative from the Association to discuss the situation and attempt to arrive at an acceptable solution.

#### **F. Positive Work Environment**

1. It is critical to establish a positive work environment in each building.
2. Administrative abuse of power and related behaviors such as bullying or intimidation will not be tolerated by the Association, the Board, or the administration.
3. Each administrator and/or the Board will take appropriate steps to ensure that all employees are educated about bullying and abuse of social and/or administrative power in the workplace. All employees shall be informed of remedies.
4. Optimally, both the Association and the Board wish to resolve conflicts without a formal written grievance, if at all possible, and use problem solving procedures to find resolutions. This requires mutual understanding and cooperation. The Board and the Association recognize the importance of collaboration in resolving problems and/or challenges that the District may encounter.
5. If an employee believes he/she has been subjected to bullying or intimidation, he/she shall first attempt to resolve the issue directly with the individual in question. If the issue remains unresolved, the next step shall be to contact the appropriate supervisor or administrator. The employee may at any time request Association representation. The employee making the complaint will be informed of any ensuing investigation and/or course of action.
6. If the individual filing the complaint disagrees with the course of action, he or she may utilize the grievance procedure referenced in the Master Contract, with the timeline beginning with the issuance of the written recommendation.
7. In order to maximize teaching and study time during class, interruptions, other than emergencies, shall be limited. This includes but is not limited to PA announcements, phone calls, and discipline issues that are not an immediate threat.

## **G. Nursing Mothers**

1. Certificated employees will be given reasonable break time to express breast milk after the birth of a child, as frequently as needed. The certificated employee will be provided a place other than a bathroom that is shielded from view and free from intrusion from coworkers and the public to express breast milk.
2. Prior to returning to work from maternity leave, the certificated employee shall notify her supervisor of the need to express breast milk during work hours. The supervisor shall make reasonable adjustments to the certificated employee's schedule for this purpose. Longer breaks will not reduce the amount of daily work time required of the certificated employee.
3. The certificated employee will communicate regularly with the supervisor to make needed modifications to break times throughout the period of lactation if needed.

*Article 5 shall be in effect from July 1, 2020 - June 30, 2021.*

## **Article 6: LEAVES**

### **A. Leave With Pay:**

Each certificated employee covered by this agreement shall be entitled to the following leave time:

### **B. Sick Leave:**

One day of sick leave per month of service will be credited. Certificated employees will not have their salaries deducted for use of regular sick leave. Regardless of the availability of a substitute, sick leave shall be granted.

- a. Unused sick leave shall be accumulated from year to year. Certificated employees can accumulate an unlimited number of sick days.
- b. Sick leave shall be used for absences caused by personal or immediate family illness, accident, injury, preventative treatment, or health assessment.
- c. Under Idaho law, portions of unused sick leave are available as severance allowance upon retirement for the purchase of medical insurance as listed in Idaho Code Section 33-1228-2, and shall be reported by the employer to PERSI.
- d. The use of sick leave for maternity-related illness will be treated no differently than any other illnesses.

**C. Sick Leave Bank**

Any changes made to the District Sick Leave Bank (Board Policy 5401) shall be made through the Sick Leave Bank Committee.

**D. Bereavement Leave:**

An employee who has a death in the immediate family shall be eligible for bereavement leave. The Superintendent shall have the authority to give up to five (5) days of bereavement leave. Bereavement leave of greater than five (5) days must be approved by the Board.

**E. Personal Leave**

Each certificated employee with the building principal's approval is allowed four days of personal leave per year without penalty. Certificated employees will be reimbursed at the current certified substitute pay for each day of unused personal leave at the end of each school year. Personal leave requests must be made in writing to the building principal and then entered into AESOP at least three days prior to the day of the absence. Building principals may make exceptions to the three-day rule in cases of emergency. All teachers will provide appropriate lesson plans for substitute teachers to cover the period of the intended absence.

Certificated employees shall apply in writing to their building principal for an exception to this policy. This shall be done at least one week in advance of requested days.

**F. School Holidays**

School holidays shall be identified in the approved school calendar.

**G. Jury Duty**

Whenever a certificated employee is called for jury duty that necessitates his/her absence from regularly scheduled duties, said employee shall enter the absence into AESOP immediately. The employee shall not lose any salary or benefits due to jury service. If a payment is received from the courts for jury duty service, the certificated employee shall return that amount to the District. All other payments (i.e. child care, mileage) received from the court shall be retained by the certificated employee.

**H. Professional Leave**

At the discretion of the building principal and the Superintendent, certificated employees may be requested to attend national, state, and regional meetings and workshops without loss of pay. The employee may be asked to report, in writing, the proceedings of such meetings.

**I. Leave without Pay**

**a. Sabbatical Leave of Absence:**

1. Certificated employees shall be granted a sabbatical leave of absence without pay for one (1) year duration after full-time employment with the District for a minimum of five (5) continuous years. Requests for sabbatical leave shall be made to the Superintendent, who shall recommend to the Board for final decision. The Superintendent shall notify the certificated employee within thirty (30) days of request if the request has been approved or denied on the basis of the decision. A one (1) year extension may be applied for in writing no later than March 15. A second year of sabbatical leave is only allowed if the second year immediately follows the original sabbatical leave of absence. The Superintendent shall notify the certificated employee of the Board's decision within thirty (30) days. Certificated employees granted a sabbatical leave of absence shall not have their status changed or reduced in regard to placement on the salary schedule, accumulated sick leave or continuing contract. Insurance benefits may be retained by the employee on sabbatical leave by the employee assuming the cost of the premiums. Certificated employees must apply for sabbatical leave under this provision no later than March 15 of each year. Upon completing Sabbatical leave, certificated employees shall return to their original positions, or an equivalent position in their field of certification. Only one (1) sabbatical leave of absence shall be considered every five (5) years for each individual. Granting such leave shall be contingent upon the District's ability to employ a qualified replacement.
2. Certificated employees on approved sabbatical leave of absence shall notify the Superintendent in writing no later than March 15 of intent to return the following school year. Failure to provide information by March 15 would be indication of intent not to return and contract rights may be terminated.

**b. Family Medical Leave (FMLA)**

All certificated non-administrative employees shall be eligible for Family Medical Leave in accordance with the provisions of the Federal Family Medical Leave Act.

*Article 6 shall be in effect from July 1, 2020 - June 30, 2021.*

**Article 7: BENEFITS**

**A. Insurance:** The District will provide the following

1. The District shall provide access to complete health care protection, including the District's contribution of \$527.25 per month to a fringe benefit pool for each full-time certificated non-administrative employee, to be utilized to offset the costs

of the District's group health insurance premiums. If an employee's Blue Cross health insurance premium is less than the \$527.25, excess money will be placed into an HSA for those certificated non-administrative employees with the exception of those who have opted out of the District's health insurance plan.

2. The District shall provide term life insurance in the amount of \$50,000 for each certificated non-administrative employee working twenty (20) hours or more per week.
3. In the event Blue Cross sends the District a return of paid insurance premium, this sum will be put into a pool to be equitably distributed to the District's employees who participated in the Blue Cross benefit during the prior school year. Such will be distributed in a manner considering the employee's contributions, minus the District cost for fringe benefits: PERSI, PERSI Sick Leave, FICA and Workman's Compensation.
4. Absent a court order, the District shall not make any changes to the program or carrier during the one-year term of this Agreement unless the company eliminates the insurance offering or by mutual consent of the parties.

**B: Other benefits:**

1. During the term of this agreement, the District shall reimburse certificated non-administrative employees up to \$600 annually for professional development upon prior approval from the building principal or the Curriculum Director. The \$600 may be used for tuition costs, lodging, transportation, and/or meals. Lodging and food shall be paid according to posted General Services Administration (GSA) guidelines and mileage shall be reimbursed at the current rate allowed by the Internal Revenue Service (IRS). Airfare shall be approved by the Curriculum Director on a case by case basis. In order for the certificated non-administrative employee to be reimbursed, the employee must complete the necessary expense reimbursement forms with receipts. The intent of the reimbursement is to provide compensation and to support eligible employees for their investment and effort to improve instructional practices and/or earn a postgraduate university degree. These monies will not roll over from year to year. For professional development opportunities that exceed the allotted \$600, certificated staff may apply to the Curriculum Director for additional funds. Applications shall align to school initiatives and the District strategic plan.
2. Any certificated employee wishing to receive the state stipend for education (BA+24/MA) shall notify Human Resources of credits earned on or before September 1<sup>st</sup> with official transcripts. The District shall make an exception if the issuing university has sent an official letter to verify that the employee has completed the credits.
3. Each certificated employee and his/her immediate family (spouse and/or school-aged child/children) shall receive free admittance into all school sporting events, plays, and other activities sponsored by the District where an entrance fee is charged.



4. The District shall budget for the 2020-21 contract year the amount of \$300 per year for each classroom teacher to be used for the purchase of classroom supplies at any time throughout the school year through May 31, 2021.

*Article 7 shall be in effect from July 1, 2020 - June 30, 2021.*

## **Article 8: SALARIES**

- A. The salary for certificated non-administrative employees is based upon the placement of each respective certificated non-administrative employee upon the District Salary Grid, appended as Appendix "A".
- B. Certificated non-administrative employees shall be paid in twelve (12) monthly installments as identified in the Standard Teacher's Contract.
- C. The District Salary Grid is based upon 190 days of contracted service.
- D. All movement on the Salary Schedule shall be frozen to the 2019-2020 school year. No certificated employee shall receive a reduction in gross salary (salary, education allocation and one-time-increase) from the 2019-2020 school year.
- E. For the 2020-2021 contract year, the Idaho Legislature has mandated that no full time instructional staff member shall earn less than \$40,000.
- F. The District agrees to pay to each qualifying Certificated non-administrative employee the education allocations received by the District from the State of Idaho pursuant to Idaho Code Section 33-1004B(1)(C)(ii)(1 & 2).
  1. Certificated non-administrative employees holding a professional endorsement and a baccalaureate degree and twenty-four (24) or more credits, two thousand dollars (\$2,000) for the 2020-2021 school year. ~~and~~
  2. Certificated non-administrative employees holding a professional endorsement and a master's degree, three thousand five hundred dollars (\$3,500) for the 2020-2021 school year.

The payment of the above education allocations shall be made in 12 equal installments payable in the same manner as the certificated non-administrative employee's base compensation as determined by their placement on Appendix A.

This allocation shall not be part of the base salary as determined by each certificated non-administrative employee's placement on Appendix A.

*Article 8 shall be in effect from July 1, 2020 - June 30, 2021.*

**Article 9: ACCEPTANCE**

All items in this Agreement are presumed to be legal and valid. If any specific item of this Agreement is ruled invalid by any court of law, legislative enactment or by a governmental agency, the District and the Association will enter into negotiations within 15 work days to agree upon a successor clause for the invalidated provision only. The balance of this Agreement will not be affected by such ruling and shall remain in full force.

There are no other agreements or understandings that are not contained in this Agreement and all communications, understandings or “agreements”, express or implied, not embodied herein shall be and are null and void and of no legal or enforceable effect.

Any certificated professional employee's Standard Teacher Contract between the Board and the individual teacher shall be subject to and consistent with the terms and conditions of this Agreement.

Consistent with the applicable provisions of the Idaho Code and the Agreement of the Parties, the provisions of this Agreement are effective only for the 2020-2021 school year from- July 1, 2020 through June 30, 2021, unless otherwise specified herein.

This Agreement is signed on the 15th day of July,2020 and is binding upon the parties hereto as of the effective date stated herein.

\_\_\_\_\_

**Chairman, Board of Trustees**

\_\_\_\_\_

**President, Teton Education Assoc.**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Article 9 shall be in effect from July 1, 2020 - June 30, 2021.*

**Appendix A**

<b>Teton Certified Salary Schedule</b>	
<b>\$40,000</b>	<b>Step 1</b>
<b>\$40,000</b>	<b>Step 2</b>
<b>\$40,000</b>	<b>Step 3</b>
<b>\$42,500</b>	<b>Step 4</b>
<b>\$44,375</b>	<b>Step 5</b>
<b>\$46,250</b>	<b>Step 6</b>
<b>\$48,125</b>	<b>Step 7</b>
<b>\$50,000</b>	<b>Step 8</b>
<b>\$52,575</b>	<b>Step 9</b>
<b>55,283</b>	<b>Step 10</b>
<b>\$58,130</b>	<b>Step 11</b>
<b>\$61,123</b>	<b>Step 12</b>
<b>\$64,212</b>	<b>Step 13</b>