

Association Privileges and Leave

- A The Association and its representatives shall have the right, and accept responsibility, to use school buildings, facilities, and equipment at all reasonable hours for meetings. All meetings must be scheduled and held under the existing Policy of School District No.331. While engaged in professional Association activities, there will be no rental fee assessment.
- B The Association and its representatives shall have the right to reasonable use of District communication technology such as: local fax, e-mail, intra-district mail, copy machines, phones, etc., for Association business. Any long distance charges, etc., shall be reimbursed; all netiquette and network policies shall be adhered to.
- C Representatives of the Association shall be permitted to transact Association business on school property at all reasonable times, provided that this shall not disrupt normal school operations. Association business shall not be conducted in the presence of students. Visitors must follow proper procedures for entering into any building during school hours by checking in at the school office.
- D The Association shall have the right to post notices of professional activities and matters of Association concern in each school faculty room. The Association shall be responsible for the content of all Association information posted.
- E The Board shall make available for inspection to the Association upon its request, any and all public information relevant to Association business or necessary for the proper enforcement of the terms of this Agreement.
- F A copy of all unofficial Board minutes subject to Board amendment and approval shall be sent to the Association President. *out*
- G. The Association shall be given sufficient time, not to exceed thirty (30) minutes, at the orientation meeting for new certified professional employees for the purpose of presenting an explanation of Association activities. Additionally, the Association will be granted time at faculty/staff meetings to present information to teachers.
- H. The Association shall be granted 48 hours of paid non-cumulative release time per school year. Use of these release days shall be at the discretion of the Association Representative Council. An annual report of the days used will be submitted to the Superintendent. This will be exclusive of the days provided for state meetings under Idaho Code 33-513.1.
- I. Meetings concerning grievance or other staff issues, where representation is necessary, will be conducted before or after school or as agreed upon by all parties involved. A substitute will be provided to the

representative and/or the teacher by the district in the event that a grievance or staff meeting must take place during school hours.

J. Any adoption by the Board concerning policy which shall modify fiscal, budgetary or tax programs, and proposed or considered construction programs which may have an effect on the ability of the District to make agreements with the Association on matters of wages, hours, and conditions of employment shall be reduced to writing and a copy shall be forwarded to the President of the Association. Within ten (10) days from the receipt of this notification the Association shall be allowed to present its recommendation, in writing, on such proposal prior to its adoption. (Came from current NA)

K. The Association will be notified in advance should it be necessary for the Board to implement a reduction in Force. The Superintendent will be available to discuss with the President of the Association the effect of the implementation of that reduction in force upon working conditions within the District (in current NA).

L. In order to aid the Association in negotiating economic benefits and to further a mutual understanding of finances of the District, the MCEA appointee(s) may meet with the administration of the district at the District Service Center for the purpose of studying revenue and expenditures of the district. (in current NA)

Jury Duty and Subpoena for Court Appearance

1. Leaves of absence may be authorized for personnel called for jury duty or under subpoena as a disinterested witness.
2. There will be no deduction in pay for an absence as described above.

ARTICLE III - LEAVES

Personal Leave

Eligible employees will be granted four (4) days of personal leave, as defined by their regular work day, at no cost to the employee. This leave may be taken for any reason deemed necessary by the employee. *Unless and* Except when unforeseen circumstances prevent it, a written request must be filed with the building principal a minimum of ~~five (5)~~ *3* days prior to the date requested. All requests will be approved based on the impact that the absence may have upon the employee's workplace. If a request is denied, an explanation for denial will be presented to the employee. A denied request may be appealed to the superintendent. *3 days*

An employee may carry over two (2) personal days from one school year to the next creating a maximum of six (6) allowable personal days in one school year. After each full year of employment, compensation for one day of personal leave not used by the employee will be paid by the District to the employee at 50% of the employee's daily rate or the substitute daily rate of pay, whichever is less.

