



Craig City School District

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Chris Reitan, Superintendent
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Memorandum Item 9c

FOR: School Board Members
FROM: Chris Reitan
DATE: September 20, 2023
SUBJECT: CCSD Classified Employees Group Negotiated Agreement July 1, 2023 – June 30, 2026

CCSD negotiated with the CEA Classified Hourly Group during the 2022-2023 school year on a successor agreement. CCSD and CEA finalized a tentative agreement (TA) on June 9, 2023; due to the TA being finalized after school was out the agreement was not able to be ratified by the union until September 13, 2023.

Included for the Board's review is the tentative agreement the CCSD Board Negotiation Committee and the CEA Classified Hourly Negotiation Committee collaboratively developed.

Significant aspects of the agreement are outlined below:

- Provides increased wages of 3% for FY 24, 3% for FY 25, and 3% for FY 26.
- Modifies the language related to Substituting to state, "Any classified hourly employee asked to substitute for a certified teacher will receive their rate of pay, and an additional stipend of \$50. Any classified hourly employee asked to substitute for another classified hourly employee will receive their rate of pay or the substitute rate of pay whichever is the greater amount. However, there shall be no reduction in pay if an employee is asked to fill a position with a lower rate of pay than his or her own.
- Modifies the language related to work day/work year to the following:
 - Nine (9) month employees work 188 days including 6 holidays, 29 hours/week
 - Ten (10) month employees work 208 days including 6 holidays, 40 hours/week
 - Twelve (12) month employees work 260 days including 7 holidays, 40 hours/week
- Adds language related to salary schedule to state, "Prior to the first day of employment the employee will be provided with a contract that details placement on the salary schedule, rate of pay, and days and hours worked."
- Adds language to sick leave bank that states, "If any bargaining unit sick leave bank members is in need of sick leave, and has exhausted the other sick leave bank opportunities in this Agreement, he or she may submit a request for additional sick leave bank days to the sick leave bank committee. The sick leave bank committee, after determining the validity of the request will notify the employee and district."
- Modifies and adds language related to Leave.
 - Personal Leave: Each classified hourly employee shall receive five (5) personal leave days annually, accruable to eight (8) days.
 - Annual Leave: Full time year-round classified employees shall receive fifteen (15) days of annual leave.
- Adds language to Salary Payments.

- Salary payments shall be made throughout the work year in equal semi-monthly installments. Payroll payments shall be made on the 15th and 30th of each month. If the 15th or 30th of the month falls on a weekend, payment will take place on the Friday immediately prior to the weekend. If the month has less than 30 days the last payment will take place on the last day of the month.
- The District shall make payroll deductions as required by law or this Agreement and may take other deductions upon mutual agreement of the staff member and the District. In addition, upon proper authorization by the staff member, the District shall make payroll deductions for Union dues and supplemental retirement contributions to a district approved provider. The amount of an authorized payroll deduction may be changed or revoked one (1) time during the work year by written notice to the District if such change falls within the guidelines of district-approved provider. Once revoked, a payroll deduction may not be reinstated during the work year.

The CEA Classified Hourly Union members met on Wednesday, September 13, 2023 and ratified the agreement.

Suggested Motion: Move to approve the CCSD Classified Employees Group Negotiated Agreement July 1, 2023 – June 30, 2026 as presented.