

MCSD 2016-17
Contracts Re-Opener
Salaries reflect an increase of 4%

OSEA – Classified Staff

Classified Salary Schedule – 2015-16

	ASST COOK	HEAD COOK	ASST CUST	HEAD CUST/ BEHAVIOR TECH	FAC COORD	ED ASST	LIB TECH/ ALT ED ASST	DEPT SEC	SCH SEC
1	\$10.19	\$10.84	\$14.41	\$15.72	\$15.06	\$10.23	\$10.89	\$11.82	\$12.90
2	\$10.40	\$11.06	\$14.64	\$15.95	\$15.29	\$10.44	\$11.12	\$12.04	\$13.17
3	\$10.61	\$11.27	\$14.86	\$16.19	\$15.51	\$10.65	\$11.33	\$12.29	\$13.44
4	\$10.82	\$11.50	\$15.08	\$16.43	\$15.75	\$10.87	\$11.56	\$12.52	\$13.71
5	\$11.03	\$11.72	\$15.32	\$16.67	\$15.98	\$11.09	\$11.79	\$12.79	\$13.97
6	\$11.25	\$11.97	\$15.54	\$16.93	\$16.21	\$11.30	\$12.02	\$13.05	\$14.25
7	\$11.48	\$12.21	\$15.78	\$17.18	\$16.46	\$11.53	\$12.27	\$13.29	\$14.55
8	\$11.71	\$12.44	\$16.01	\$17.45	\$16.72	\$11.76	\$12.50	\$13.56	\$14.83
9	\$11.94	\$12.70	\$16.24	\$17.70	\$16.96	\$11.99	\$12.76	\$13.84	\$15.12
10	\$12.18	\$12.96	\$16.50	\$17.97	\$17.22	\$12.23	\$13.03	\$14.13	\$15.43
11	\$12.42	\$13.20	\$16.74	\$18.24	\$17.48	\$12.48	\$13.27	\$14.39	\$15.75
12	\$12.67	\$13.48	\$16.99	\$18.51	\$17.73	\$12.72	\$13.54	\$14.68	\$16.07
13	\$12.92	\$13.75	\$17.25	\$18.79	\$18.00	\$12.98	\$13.82	\$14.99	\$16.37
14	\$13.18	\$14.01	\$17.50	\$19.06	\$18.27	\$13.24	\$14.09	\$15.29	\$16.71
15	\$13.45	\$14.29	\$17.76	\$19.36	\$18.54	\$13.51	\$14.37	\$15.58	\$17.04

2016-17 salary Schedule ~~will be negotiated under the re-opener agreement~~ **2% added for COLA and 2% added for 16 additional hours. Steps awarded**

2017-18 salary Schedule will be negotiated under the re-opener agreement

Hours Worked by Classification

These are the number of days/hours each classified employee is paid for each school year. These hours are for hours worked plus holidays.

School (Head) Secretary – 225 days = 1,800 hours

Department Secretary – 180 days = 1,440 hours **+16 hours = 1,456 hrs.**

Library Tech (hired after July 1, 2015) – 179 days = 1,432 hours **+ 16 hours = 1,448 hrs.**

Library Tech (grandfathered) – 190 days = 1,520 hours **+ 16 hours = 1,536 hrs.**

Ed/Alt Ed Assts. & Behavior Tech – 163 days = 1,304 hours **+16 hours = 1,320 hrs.**

Head Custodians, Asst. Custodians and Facilities Coordinators – 257 days = 2,056 hrs.

Head Cooks – 163 days = 1,304 hours **+16 hours = 1,320 hrs.**

Asst. Cooks – 159 days = 1,272 hours **+16 hours = 1,288 hrs.**

Hours are an estimate as hours vary by building according to meals served calculation.

Longevity

Longevity will be based on years of service in Morrow County School District and will be paid on the first pay period of the school year.

Starting at the beginning of the 16th year through the 20th year will be \$437

Starting at the beginning of the 21st year through the 25th year will be \$601

Starting at the beginning of the 26th year through the 30th year will be \$764

Starting at the 31st year longevity pay will be \$929 for each year thereafter

ASB/Athletic Accounting

Secretarial staff who maintain the ASB/Athletic accounting for their school will receive additional compensation.

Elementary Level: + \$2.00 per hour

High School Level: + \$2.50 per hour

OSEA - Language Changes

Article 10

When a regular classified employee is absent from work, the District will determine whether or not to hire a substitute. ~~The principal or designee shall call for substitute employees. Secretaries shall keep a record of their sub-calling time and shall be given the opportunity to take flex time.~~ It is the responsibility of the employee to electronically file their leave in the online system. This must be completed prior to the absence by using the timeline designated by building administration. If it is not possible to do so, it is the responsibility of the employee to contact the principal or the head secretary.

Article 12

Beginning in the 2016-17 school year, the District's obligation toward the insurance premium shall ~~be negotiated~~ shall not exceed \$1275.00 per eligible employee per month.

<u>Annual Hours</u>	<u>% of District Contribution</u>
1700 and up	100% = \$1250
1300 to 1699	80% = \$1000
1000 to 1299	65% = \$822
700 to 999	50% = \$625
< 700	No Benefits
1700 and up	100% = \$1275.00
1300 to 1699	85% = \$1083.75
1000 to 1299	70% = \$892.50
700 to 999	55% = \$701.25
< 700	No Benefits

The District will provide a Health Savings Plan with the following stipulations:

For staff members who elect Health Plan H – 100% of the difference between the cost of the insurance for Plan H, dental, vision and the \$1250 ~~1275~~ cap will be put into a Health Savings Account (HSA).

Article 13

Sick Leave - the District agrees to allow ten (10) days per year of sick leave to regular classified employees who are employed 10 months or less and one-day additional leave per month for those regular classified employees who are employed more than 10 months. Accumulation of sick leave shall be unlimited. Sick leave accumulated may be applied to the regular classified employee's retirement as provided in ORS ~~237.153~~ 238.350.

~~The employee may use accumulated personal sick leave for illness within the immediate family after all accumulated annual leave is exhausted.~~

~~Sick leave shall accrue at least at last year's level and shall be utilized in accordance with the number of hours of work missed.~~

- a. In accordance with Oregon Sick Time Statute, the district agrees to allow five (5) days of the above referenced sick leave per year as paid sick time. This leave may be used in the case of mental or physical illness, injury or health condition, or need for preventative medical care for self or for care of family member for reasons listed above. Paid sick time may also be used for the death of family member, bereavement, or participation in a legal or civil proceeding related to domestic violence, harassment, sexual assault, or stalking. This paid sick time will be front-loaded to the employee at the beginning of each year. The employee is limited to using no more than forty (40) hours of sick time in a fiscal year.

Bereavement Leave - Up to four days' bereavement leave, per event, is granted upon the death of a member of the immediate family or death of a person who, because of close association, is perceived as a member of the immediate family.

~~Federal definition of immediate family: parents, spouse, in-laws, children by blood, adoption or marriage, siblings, grandparents or grandchildren.~~

~~Federal definition of family member: "Family member" means the spouse, same-sex domestic partner, custodial parent, noncustodial parent, adoptive parent, foster parent, biological parent, grandparent, parent-in-law, parent of employee's same-sex domestic partner or a person with whom the employee is or was in a relationship of "in loco parentis." It also includes the biological, adopted, grandchild or foster child or stepchild of an employee, child of same-sex domestic partner or a child with whom the employee is or was in a relationship of "in loco parentis."~~

Definition of "Family Member" means spouse ("spouse" means individuals in a marriage including "common law" marriage and same-sex marriage), custodial parent, noncustodial parent, adoptive parent, stepparent or foster parent, biological parent, child of the employee (biological, adopted, foster or step child, a legal ward or child of the employee standing in loco parentis) or a person with whom the employee is or was in a relationship of "in loco parentis", grandparent, grandchild, parents-in-law or the parents of the employee's registered domestic partner.

Jury Duty and Subpoena Leave--Any regular classified employee of the District who is required to serve on jury duty or is subpoenaed, shall receive his/her regular salary during the time the employee is officially attending to these legal matters. If employee is not officially attending to legal matters related to jury duty or a subpoena (dismissed or released early), the employee must return to work immediately to complete their scheduled work assignment. Payments received for jury duty shall be forwarded to the District Office. Travel allowances shall be maintained by the employee.

Sick Leave Bank

An otherwise eligible employee may apply to receive sick leave donation if a member of the employee's immediate family defined under federal law as: ~~parents, spouse, in-laws, children by blood, adoption or marriage, siblings, grandparents or grandchildren~~ spouse ("spouse" means individuals in a marriage including "common law" marriage and same-sex marriage), custodial parent, noncustodial parent, adoptive parent, stepparent or foster parent, biological parent, child of the employee (biological, adopted, foster or step child, a legal ward or child of the employee standing in loco parentis) or a person with whom the employee is or was in a relationship of "in loco parentis", grandparent, grandchild, parents-in-law or the parents of the

employee's registered domestic partner, is suffering from a terminal illness. The District may request medical verification of this determination prior to approving the leave request.

School Closure

In the event that there is a snow day on a ~~school day or~~ classified scheduled workday – the district will set aside a makeup day within the calendar. For each full snow day, staff will be expected to work half of that time. (Example – 1 snow day; staff work 4 hours on the set aside day; 2 snow days; staff work 8 hours on the set aside day).

When school is closed for inclement weather/snow days any confidential, custodial, and maintenance staff who did show up for work will be given trade time for the hours they worked on those days; as other confidential, custodial, and maintenance employees may not have worked due to driving conditions, but still got paid. The building principals/supervisors will need to make sure that the confidential, custodial, and maintenance employees who accrue this type of trade time use it within 1 month of the date of accrual. If custodial staff is called in on a Saturday or Sunday due to weather related conditions, staff will be paid overtime (with prior approval of the superintendent).

Beginning with the 2016/17 school year, inclement weather will no longer be counted as instructional time. All inclement weather student days must be made-up. The district will earmark four (4) student make-up days in the district calendar to be used if needed.

MCEA – Licensed Staff

Licensed Salary Schedule – 2016/17

Step			BA/BS+0 BA/BS+15	BA/BS+30	BA/BS+45	STD+0 MA/MS+0 BA+60	STD+30 MA/MS+30 BA+95	STD+45 MA/MS+45
1			\$36,790	\$37,667	\$38,609	\$39,575	\$40,562	\$41,576
2			\$37,863	\$38,766	\$39,735	\$40,728	\$41,746	\$42,790
3			\$38,969	\$39,899	\$40,897	\$41,917	\$42,967	\$44,039
4			\$40,108	\$41,061	\$42,090	\$43,142	\$44,220	\$45,325
5			\$41,279	\$42,261	\$43,320	\$44,402	\$45,512	\$46,649
6			\$42,483	\$43,496	\$44,584	\$45,698	\$46,842	\$48,012
7			\$43,724	\$44,766	\$45,886	\$47,033	\$48,209	\$49,415
8				\$46,074	\$47,225	\$48,407	\$49,616	\$50,950
9				\$47,419	\$48,603	\$49,820	\$51,065	\$52,342
10					\$50,022	\$51,275	\$52,556	\$53,870
11					\$51,484	\$52,772	\$54,091	\$55,444
12					\$52,987	\$54,313	\$55,671	\$57,063
13					\$54,536	\$55,900	\$57,295	\$58,729
14						\$57,532	\$58,969	\$60,444
15						\$59,209	\$60,692	\$62,208
16						\$62,900	\$64,473	\$66,085

2016-17 Per Diem Schedule

Step			BA/BS+0 BA/BS+15	BA/BS+30	BA/BS+45	STD+0 MA/MS+0 BA+60	STD+30 MA/MS+30 BA+95	STD+45 MA/MS+45
1			\$217	\$223	\$228	\$234	\$240	\$245
2			\$224	\$230	\$235	\$241	\$243	\$254
3			\$231	\$236	\$242	\$248	\$255	\$261
4			\$237	\$242	\$249	\$254	\$262	\$268
5			\$244	\$250	\$257	\$263	\$269	\$277
6			\$252	\$258	\$264	\$270	\$278	\$284
7			\$259	\$265	\$271	\$279	\$285	\$292
8				\$274	\$280	\$286	\$293	\$302
9				\$281	\$287	\$295	\$303	\$310
10					\$296	\$304	\$311	\$319
11					\$305	\$312	\$320	\$328
12					\$313	\$321	\$330	\$337
13					\$322	\$331	\$340	\$347
14						\$341	\$349	\$358
15						\$350	\$359	\$368
16						\$372	\$381	\$391

**SALARY
APPENDIX A**

Note: Step placement on these salary schedules is determined as follows:

- ~~* Employees hired before August, 1998 and thereafter are placed on the step consistent with previous experience recognized by the District.~~
- ~~* Employees hired in August of 1998 and thereafter are placed on the step consistent with their current year of employment recognized by the District.~~

Salary for ~~2015-16~~ **2016-17** will be steps and columns to all who qualify, plus longevity if it is earned.

Longevity will be based on years of service in Morrow County School District will be paid on the first pay period of the school year.

Starting at the beginning of the 10th year through the 14th year will be ~~\$263~~ **274**

Starting at the beginning of the 15th year through the 19th year will be ~~\$420~~ **437**

Starting at the beginning of the 20th year through the 24th year will be ~~\$578~~ **601**

Starting at the beginning of the 25th year through the 29th year will be ~~\$735~~ **764**

Starting at the 30th year longevity pay will be ~~\$893~~ **929** for each year thereafter.

EXTENDED DAYS SCHEDULE

APPENDIX B

General supervision and/or ticket selling at all sporting events, dances, concerts, drama productions, committee, club class activities, or any other school function outside regular working hours or extending past regular working hours will be paid at the rate of \$15 per hour. Building administrators shall first seek volunteers for these assignments before assigning teachers on an involuntary basis to perform general supervision. No teacher shall be compelled to perform general supervision in excess of eight hours per month. **Employees with extended contracts must submit their extended contract calendar to building administration.**

Extended Contracts

See administrative guidelines for a detailed listing of extended contract responsibilities.

Music/Band	Five (5) days extended contract
Special Education	Five (5) days extended contract
Vocational Agriculture	Thirty (30) days extended contract or as recommended by the principal and approved by the Superintendent
CTSO Advisor (Career & Tech Student Organization)	Eight (8) days extended contract or as recommended by the principal and approved by the Superintendent
Art	Three (3) days extended contract
Shop	Three (3) days extended contract
Counseling	
Heppner Jr/Sr High	Fifteen (15) days extended contract
Riverside Jr/Sr High	Fifteen (15) days extended contract
Irrigon Jr/Sr High	Fifteen (15) days extended contract

Head Teacher **Forty (40) days extended contract**

Library

~~Assignment of extended contracts for librarians is dependent upon the size and complexity of the media center operation. Librarian extended contracts are established as follows: (This does not extend to instructional assistants assigned to the library.)~~

Heppner Jr/Sr High	Ten (10) days extended contract
Heppner Elem	Ten (10) days extended contract
Riverside Jr/Sr High	Ten (10) days extended contract
Irrigon Jr/Sr High	Ten (10) days extended contract
A.C. Houghton Elem	Ten (10) days extended contract
Sam Boardman Elem	Ten (10) days extended contract

EXTRA DUTY PAY SCHEDULE

APPENDIX D

- A.
- B. RTI System District-wide Coordinator
- C.
- D. SPED Coordinator
Coordinator of Talented and Gifted
Music – Band
D.A.R.T. Coordinator
ELL Site Coordinator
RTI District Coordinator
- E.
- F. Annual, Drama (2 act play) Advisor
- G. Outdoor Education Advisors \$350/year
ELL/ESOL Endorsement - \$1500 total payable over a 3-year period (\$500/\$500/\$500)
Spanish Speaker - \$1500 total payable over a 3-year period (\$500/\$500/\$500). Verified by test. Teachers hired to teach Spanish are not eligible for this stipend.

2016-17 Extra Duty Salary Schedule

Appendix E

Step/Column	A	B	C	D	E	F
0	3706	2900	2578	2254	1611	1370
1	3868	3061	2738	2417	1691	1449
2	4026	3223	2900	2578	1771	1531
3	4188	3383	3061	2738	1853	1611
4	4350	3544	3223	2900	1934	1691

2015-16

COACHES SALARY SCHEDULE

Appendix F

All 3rd assistants or C-Team coaches will be assigned to Column E

Step/Column	A	B	C	D	E	F	G	H
	High School AD	High School Head Coaches	High School JV Coaches	High School AD Golf, Tennis	High School 3 rd Asst or C-Team Golf, Tennis	Jr. High AD	Jr. High Head Coach	Jr. High Asst. Coach
0	3772	3544	2743	2914	1828	1886	1250	943
1	3972	3683	2858	3069	1943	1986	1401	1093
2	4196	3961	2972	3223	2058	2098	1552	1169
3	4372	4192	3085	3423	2170	2186	1703	1245
4	4572	4457	3200	3544	2286	2286	1854	1320

2016-17
COACHES SALARY SCHEDULE
Appendix F

All 3rd assistants or C-Team coaches will be assigned to Column E

Step/Column	A	B	C	D	E	F	G
	High School AD	High School Head Coaches	High School JV Coaches	High School 3 rd Asst or C-Team	Jr. High AD	Jr. High Head Coach	Jr. High Asst. Coach
0	3923	3686	2853	1901	1961	1300	981
1	4131	3830	2972	2021	2065	1457	1137
2	4364	4119	3091	2140	2182	1614	1216
3	4547	4360	3208	2257	2273	1771	1295
4	4755	4635	3328	2377	2377	1928	1373

MCEA – Language changes

The contract will be for 3 years – July 1, 2016 – June 30, 2019. The contract will be reopened annually for salary/insurance updates and minor language changes.

ARTICLE 11
VACANCIES, PROMOTIONS & TRANSFERS

A. ~~Vacancies~~

- ~~1. A current vacancy is defined as a position in the bargaining unit which presently is not filled and which the District intends to fill.~~
- ~~2. An anticipated vacancy is defined as a position in the bargaining unit which the District know will not be filled by an incumbent in the subsequent school year and which the District intends to fill.~~
- ~~3.~~
 - ~~a) The District shall continue to receive applications for all vacancies for a minimum of seven (7) calendar days after it provided notice of said vacancies to the Association as provided herein. All staff shall be personally notified of job vacancies via electronic posting from the district office.~~
- ~~4. All vacancies and new positions shall be posted as they occur in a place accessible to all bargaining unit members in each school building.~~

A. Vacancies are classified as three levels.

- 1. Level I - In-district building level vacancy. Level I vacancies are only posted in the building which they occur.**
- 2. Level II - In-district vacancy. Level II vacancies are posted in-district only.**
- 3. Level III - MCSD vacancy. Level III vacancies are posted both in and out of district.**

- a) All vacancies shall be posted as they occur and will be posted in a place accessible to bargaining unit members and sent via electronic notification from the district office. It is the discretion of the administration to post vacancies at any of the three levels.
- b) The district shall continue to receive applications/letters of interest for vacancies for a minimum of seven (7) calendar days after it provided notice of said vacancies.

B. Applications for Vacancies, ~~Promotions and Transfers~~

1. Employees interested in filling vacancies as provided herein shall have the responsibility to contact the personnel office and apply for the position prior to the closing date for applications. In district applicants shall apply with letter of interest outlining their interest and experience.
2. Employees who have indicated their interest in a ~~transfer~~ **vacancy** as provided herein and who meet the minimum qualifications for the vacancy shall be provided an interview for same.

ARTICLE 12 EMPLOYEE HOURS AND CONDITIONS

A. Employee Hours

Regular building hours for teachers shall be eight and one half (8½) hours ~~for the four (4) day student week and seven and one half (7½) hours for the five (5) day student week~~. On the last student day of the week and the day preceding a school vacation period, teachers may leave one-quarter hour after dismissal of students. Teachers shall request permission from their administrator when deviation from these hours is necessary. Modification to the workday for PLCs or similar workgroups may be made at the building level by a two-thirds (2/3) majority vote of teachers.

B. Employee Loads

1. No secondary employee shall be assigned more than six (6) different preparations per term unless an employee volunteers to do so.
2. All secondary employees will have one (1) regular class period for the specific purpose of preparing for teaching assignments.
3. All elementary employees shall be provided with an unassigned thirty (30) minutes continuous preparation time within the student contact day. The specific organization of that time shall be mutually agreed to by the building administrator and the teaching staff at each level. If a situation exists where the individual employee prefers an alternate preparation time, it may be mutually agreed to by the employee and the building administrator, but not during assigned time in school with pupils.
4. If an employee is assigned by the administration to cover classes or duties for an absent ~~employment~~ **employee**, the assigned employee will receive the hourly extended contract rate for each full class period covered. The administrator may make other mutually acceptable arrangements with the employee to replace the time spent covering an absent employee's classes or duties.

ARTICLE 13

SUBSTITUTE EMPLOYEES

- A. It is the responsibility of the employee to electronically file their leave in the online system. This must be completed prior to the absence by using the timeline designated by building administration. If it is not possible to do so, it is the responsibility of the employee to contact the principal or the head secretary.
- B. Whenever an employee is absent from school, for whatever purpose, every reasonable effort shall be made by the administration to hire a qualified substitute.
- C. A master list of substitutes shall be completed in the Superintendent's office and will be ~~available in each building~~ sent out electronically to each school secretary.

ARTICLE 15

SCHOOL CALENDAR AND SCHOOL WORKYEAR

- A. The school calendar will be established by the District after consulting with employees.
- B. ~~The school work year shall be within the confines of the school calendar and shall not exceed 190 days. There shall not be more than 179 student contact days, 3 in-service days, 4 workdays and 4 holidays (Labor Day, Veteran's Day, Memorial Day and President's Day).~~
- C. If the last day of school prior to the Christmas vacation falls on December 23rd or December 24th, dismissal time will be 1:30pm.
- D. For the ~~1998-99~~ 2016-17 school year, and for each additional year in the life of this contract, for which the four (4) day student week is continued, there will be 150 student contact days; ~~six (6)~~ eight (8) hour employee in-service days; ~~four (4)~~ seven (7) eight (8) hour employee work days; four (4) paid holidays; ~~six (6)~~ four (4) additional four (4) hour Fridays (2 work days and 2 in-service days); ~~18~~ 16 hours total for conferences and 2 hours for Open House to be added by the building principal.
- E. There will be parent/teacher conference time following each first and third nine week grading period, or as determined by staff and administration at the building level, with emphasis directed at maximizing parent participation.
- F. It is understood that teacher presence is highly valued at student/parent activities. Teachers' participation in their building's student/parent events is strongly encouraged.
- G. For purposes of accounting leave: A day will be considered eight (8) hours and a half-day four (4) hours.
- H. In the event that there is a snow day on a work day – the district will set aside a makeup day within the calendar. For each full snow day, staff will be expected to work half of that time. (Example – 1 snow day; staff work 4 hours on the set aside day; 2 snow days; staff work 8 hours on the set aside day).
- I. Beginning with the 2016/17 school year, inclement weather will no longer be counted as instructional time. All inclement weather student days must be made-up. The district will earmark four (4) student make-up days in the district calendar to be used if needed.

ARTICLE 19 PROFESSIONAL COMPENSATION

A. Salary Schedules

1. The basic salaries of employees covered by this Agreement shall be set forth in Appendix A. A step increase will be granted to those who are eligible.

2. Appendices B ~~& C~~ - F are included for extended responsibility and extra pay, respectively.

- B. Effective with this Agreement, beginning with the 2014-15 school year, employees entering the District shall be given full credit for full-time, contracted and licensed past experience in other districts. Current employees, who did not receive full credit for past service, will be grandfathered in and moved to the step they would be on if not limited to 8 years of experience. Returning PERS retirees and any out of state retirees are restricted to receiving credit for a maximum of 8 years of prior full-time, contracted and licensed service and will be placed on the 9th step of the salary schedule in the column corresponding to their training and education. If a retiree is rehired for subsequent years, he/she will be placed once again at the 9th step and will not advance on the salary schedule. Morrow County School District retirees may request to work the remainder of the current school year (if retiring mid-year) or one additional year if retiring effective June 30th at their full salary. After that year, they would have to reapply for the position and interview annually. If selected, at that point, the employee would be placed on the 9th step of the salary schedule in the column corresponding to their training and education.
- C. For movement on the salary schedule: Hours earned toward advancement on this salary schedule shall be upper division or graduate hours; in-district credit as approved by the principal, and the superintendent or designee; or, lower division credit that relates to district goals.
- D. Any employee who intends to advance horizontally on the salary schedule must notify the clerk by March 15th preceding the year in which the advance will occur.
- E. When an employee has earned the right to a higher salary by reason of increased professional training, the change shall be made at the start of the school year. Certificate of earned credits for this purpose shall be by transcript or by certificate of completion and filed in the Superintendent's office by November 1st. The district will not accept online grades.
- F. All placements on the salary schedule are based on a BA degree and a legal Oregon Teaching License. For purposes of this schedule, the columns and their degree designation assume that the teaching license was earned at the time of the granting of the degree and that hours granted beyond the degree are also hours beyond the earning qualifications for teaching.
- G. If a regular pay date during the school term falls on a day when school is not in session, employees shall receive pay on the last day of the school session. ~~During the summer period, checks shall be mailed prior to the regular pay date to the designated address of the employee.~~ Each employee shall receive 2 of his/her summer paychecks on the last work day that school is in session, one of which will be paper and the 3rd either by mail or direct deposit within 5 business days. Unused personal leave will be included, or cost of third personal day used will be deducted from the employees final check of the school year (10 month pay employees – last working day; 12 month pay employees – 3rd and final check of the school year).
- H. Any balance in the Board's contractual salary, due to an employee not returning to the District, shall be paid on the last workday of the school term unless otherwise provided by the written consent of the teacher.
- I. Each employee shall be paid on the basis of twelve (12) or ten (10) equal payments, whichever the employee should select.

- J. The District and the Association recognizes that teachers offering Early College Credit (e.g Eastern Promise & CTE Dual Credit) incur an additional workload. Teachers who teach these classes are expected to participate in PLC meetings, common scoring sessions, and curriculum development as appropriate. Teachers will be offered a flat compensation of \$100 per credit for the course(s) being offered. Compensation is for each course offered, not the number of times the course is offered. Compensation will be received with the employee's last check of the school year. Staff administering a challenge test are not eligible for this compensation. Non instructed courses will not be compensated.

ARTICLE 21 INSURANCE

- A. The District shall provide each regular licensed employee and his/her family with insurance benefits. The Association and the District shall pick the insurance carrier and coverage given the constraints in Section B herein. The district and the association will explore comparable coverage in the state pool, without increasing out-of-pocket expense, and within the cap.
- B. The District's contribution towards the total cost of premiums for insurance coverage as provided in this contract shall be:
1. From October 1, 201~~5~~⁶ to the September 30, 201~~6~~⁷ the District's obligation toward the premium cost shall not exceed \$~~1250~~¹²⁷⁵ per employee per month. Additionally, money will be added to an "insurance pool" based on the number of opt-out VEBA participants (See "F" below).
- For staff members who elect Health Plan H – 100% of the difference between the cost of the insurance for Plan H and the \$~~1250~~¹²⁷⁵ cap will be put into a Health Savings Account (HSA).
2. For new licensed staff hired for the 2012-13 school year and beyond, the district will pro-rate the district's contribution for the total cost of health insurance premiums as provided in this contract, based on the assignment FTE of the employee in a regular teaching position. (i.e., .75 FTE will receive 75% of benefits; .50 FTE will receive 50% of benefits, etc.).
- C. Insurance benefits, as provided, shall be effective for the entire term of the Agreement. In the event that no new Agreement has been realized by June 30, 201~~7~~¹⁹, the parties stipulate that the benefits provided and the Board's contribution towards the costs of premiums for benefits shall remain in effect at the "status quo" until such time as a successor Agreement is ratified.
- D. The District will provide insurance for repair or replacement of personal items which are used as teaching aids and which are itemized and listed on the District's insurance policy with a \$25.00 deductible. This will be a part of the District's insurance program.
- E. The District maintains the right to determine the method of premium payment for all insurance agreed upon at the most reasonable cost to the District provided that the method chosen does not reduce the insurance benefit to the individual employee.
- F. Subject to the rules and regulations of the insurance carrier, OEGB, and the IRS, active employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Employees who opt-out of health insurance coverage, and who are otherwise eligible for a District contribution towards insurance premiums, may receive 50% (\$~~625~~^{637.50}) of the employee's maximum District insurance contribution as a contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) VEBA, as long as such contribution would not create disadvantageous tax consequences for the District or the employee.

Of the remaining \$~~625,637.50~~ **eighty one hundred** percent (~~80~~**100**%) or \$~~500,637.50~~ will go into an insurance pool and will be divided among the remaining active employees enrolled in OEBB plans. Opt-out decisions must be made at annual enrollment and the “pool” will be based upon opt-outs at annual enrollment.

Eligible employees who do not maintain and provide proof annually of another employer-sponsored group medical plan will not be permitted to opt-out of District sponsored group insurance coverage.

Around April 1st of each year the parties agree to a limited re-opener to discuss salary and the insurance cap for the following year.

ARTICLE 24

PAID LEAVES OF ABSENCE

A. ~~Types of Leave: Employees shall be entitled to the following temporary non-cumulative personal leave of absence with full pay each school year:~~

Personal Leave *

1. Each licensed employee will be granted twenty-four (24) hours non-cumulative personal leave per year. The first sixteen (16) hours of the leave will be at no cost to the employee [~~seventeen (17) hours during 4-day student week calendar~~]. The licensed employee will provide a minimum of two (2) days notice, if possible, before taking such leave. The third day of leave will be at the cost to the employee equal to the District’s cost of an appropriate substitute. In the event that the teacher is on approved OFLA/FMLA/ADA/Workers Comp leave, the cost of the 3rd day will be borne by the district. The Board agrees to reimburse employees who do not take the first and second day of leave an amount equal to a substitute teacher’s pay for each unused day.

2. Good Cause: Other leaves of absence with pay may be granted by the Board for good reason.

B. Bereavement

Up to 32 hours bereavement leave, per event, will be granted upon the death of a member of the immediate family or death of a person who, because of close association, is perceived as a family member.

~~**Federal definition of immediate family: parents, spouse, in-laws, children by blood, adoption or marriage, siblings, grandparents or grandchildren.**~~

~~**Federal definition of family member: “Family member” means the spouse, same-sex domestic partner, custodial parent, noncustodial parent, adoptive parent, foster parent, biological parent, grandparent, parent-in-law, parent of employee’s same-sex domestic partner or a person with whom the employee is or was in a relationship of “in loco parentis.” It also includes the biological, adopted, grandchild or foster child or stepchild of an employee, child of same-sex domestic partner or a child with whom the employee is or was in a relationship of “in loco parentis.”**~~

Definition of “Family Member” means spouse (“spouse” means individuals in a marriage including “common law” marriage and same-sex marriage), custodial parent, noncustodial parent, adoptive parent, stepparent or foster parent, biological parent, child of the employee (biological, adopted, foster or step child, a legal ward or child of the employee standing in loco parentis) or a person with whom the employee is or was in a relationship of “in loco parentis”, grandparent, grandchild, parents-in-law or the parents of the employee’s registered domestic partner.

In the event of a death involving other than those mentioned above, only the superintendent may approve the request for leave.

C. ~~Family Illness Leave~~ **Paid Oregon Sick Time** *

~~The district agrees to grant up to twenty-four (24) hours per year family illness leave with pay in the case of an illness in the immediate family. Family illness leave will be granted in circumstances where the employee's attendance is required. Immediate family shall be interpreted to mean spouse, children and parents. Other persons shall be considered as members of the immediate family at the discretion of the Superintendent. Upon request, the teacher shall verify by written statement that his/her use of this leave is in accordance with the above.~~ **In accordance with the Oregon Sick Time statute, the district agrees to pay up to forty (40) hours per year of paid sick time. This leave may be used in the case of mental or physical illness, injury or health condition, need for medical diagnosis, treatment of a mental or physical illness, injury or health condition, or need for preventative medical care for self or for care of family member for reasons listed above. Paid sick time may also be used for the death of a family member, bereavement, or participation in a legal or civil proceeding related to domestic violence, harassment, sexual assault, or stalking. This paid sick time will be front-loaded to the employee at the beginning of each year. The employee may carry up to forty (40) hours of unused sick time from one year to the subsequent year.**

ARTICLE 25

UNPAID LEAVES OF ABSENCE

Benefits During Unpaid Leave: When the unpaid leave is granted, the employee will be given the opportunity of continuing to receive District provided benefits (hospital-medical insurance, ~~and~~ dental **and vision** insurance). The employee will remit to the District Office said payments as directed by district staff to cover the costs of maintaining the employee's benefits. It is understood that, if illness occurs during an unpaid leave, no sick leave pay will be provided by the District.

ARTICLE 26

PROFESSIONAL & EDUCATIONAL DEVELOPMENT

Tuition Reimbursement

During the fiscal year (July 1st through June 30th), 25% of the current licensed staff will be reimbursed up to a maximum of nine (9) quarter hours for approved course work as outlined:

- Three (3) quarter credit hours earned: no commitment to the district.
- Four – five (4-5) quarter credit hours earned: employee agrees to continue to work for the district for a minimum of one (1) additional year.
- Six - eight (6-8) quarter credit hours earned: employee agrees to continue to work for the district for a minimum of two (2) additional years.
- Nine (9) quarter credit hours earned: employee agrees to continue to work for the district for a minimum of three (3) additional years.

If the employee resigns prior to fulfilling the agreement, repayment of tuition reimbursement to the district will be taken out of employees last checks.

*Exception: If an employee is involuntarily terminated, no money will be owed for any Tuition Reimbursements made by the District. Special circumstances may warrant the Superintendent to waive a portion or all of the money received by a teacher under the Tuition Reimbursement in this article. **Layoff situations are exempted from this provision. Staff on leave must return to work before any payment is made.***

- 1) The teacher must submit an itemized receipt for the amount of tuition paid.
- 2) The employee must submit a transcript or grade slip indicating a “pass” grade or better. No online grades will be accepted. The transcript may be unofficial.
- ~~3) The employee must continue to work for the District for the semester following completion of the reimbursed class(es). Layoff situations are exempted from this provision. Staff on leave must return to work before any payment is made.~~
- 4) The employee may submit for tuition reimbursement prior to receiving a transcript, but must do this on or before May 15th for credits earned that school year.