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Jefferson County Public Schools

K 830677

5800 workers

# Agreement

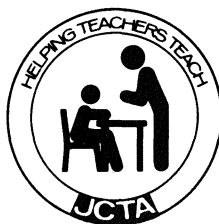
1998-2002

Between the

**Jefferson County  
Board of Education**

and the

**Jefferson County  
Teachers Association**



X 8/04

(see  
APP)  
JCPS

---

Name

JCBE-JCTA AGREEMENT, 1998/2002

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Equal Opportunity/Affirmative Action Employer  
Offering Equal Educational Opportunities

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PREAMBLE

The Jefferson County Board of Education and the Jefferson County Teachers Association do hereby agree that the welfare of the children of Jefferson County is paramount and will be promoted by both Parties.

This Agreement is made and entered into by and between the Board of Education of Jefferson County, Kentucky, hereinafter called the "Employer," and the Jefferson County Teachers Association (an affiliate of the Kentucky Education Association and the National Education Association), hereinafter called the "Association"; the Employer and the Association when jointly referred to are hereinafter called the "Parties."

Therefore, the Parties mutually and in good faith agree to the following -

ARTICLE I - DEFINITIONS

As used in this Agreement the following definitions apply:

1. Employer means the Board of Education of Jefferson County, Kentucky.
2. Association means Jefferson County Teachers Association.
3. Members or membership means only employees belonging to the Association.
4. Days when used in this Agreement refer to school calendar days.
5. Worked Days means those days which the employee is on duty.
6. Certificated Personnel means those persons holding positions for which certificates may be issued except substitutes and superintendents as defined under applicable state laws and who are employed by the Employer.
7. Employee means any certificated person who is represented by the Association.
8. Superintendent means the Superintendent of Schools of Jefferson County, Kentucky.
9. Negotiations means a process and a method that provides for the Employer and the Association to negotiate on matters of mutual concern, to reach agreement on such matters, and to make provisions for resolving disagreement in the event of impasse.
10. Exceptional Child Education Pupil means a pupil covered under the provisions of IDEA - Individuals with Disabilities Education Act as amended.

11. Seniority shall be computed from the first compensable day of employment as a regular employee in the Jefferson County Public Schools following last break in service; ties in seniority dates will be broken by the largest sum of the final four digits of the employee's Social Security numbers.
12. SBARC means the School Based Admissions/Release Committee.
13. Part-timers means any employee working less than a full duty day.
14. Vacancy means a position in the bargaining unit approved by the Board but not having a teacher of record.
15. Teacher of Record means an individual in the bargaining unit who is filling a position with a change form completed by Personnel to verify the same.
16. Overstaff means a condition where a teacher is involuntarily placed on the transfer list.
17. Laid Off is a condition in which a teacher's contract is suspended due to lack of a teaching position.
18. Restricted Certification is a condition in which a teacher's certificate is not considered valid for teaching in the Jefferson County Public Schools due to lack of adequate teaching positions in the certification area. The teacher would be laid off in a restricted certification area if it were not for having a second certification that allows a teacher to maintain a position with the Employer.
19. Least Restrictive Environment is that education setting or program in which the identified child can function most effectively based upon his/her unique needs and capabilities.

- 1 20. Resource Room is a special education class  
2 configuration in which a student identified by an  
3 SBARC/AARC may spend up to 50% of the  
4 student day.  
5  
6 21. Itinerant Teacher is an elementary art, music,  
7 physical education or computer teacher who is  
8 assigned to work in different building locations on  
9 different days of the week.  
10  
11 22. Traveling Teacher means a teacher who works  
12 at different building locations on the same day of  
13 the work week.  
14  
15 23. Singleton Ratio is a term used to identify the ratio  
16 of black and white staff members required for  
17 each school center. The ratio is calculated by  
18 dividing the total number of black teachers at an  
19 instructional level (elementary, middle school or  
20 high school) by the total number of teachers at  
21 that instructional level. This is a district-wide  
22 calculation. After the calculation has been made,  
23 a five percent (5%) plus or minus variance is  
24 permitted. Excluded from the teacher count in  
25 this ratio are exceptional child education and  
26 ROTC.  
27  
28 24. Certificated means possessing a certificate  
29 issued by the Kentucky State Department of  
30 Education.  
31  
32 25. School Centers shall mean a building(s) in which  
33 teachers are assigned to supervise students.  
34  
35 26. Home School means where the employees  
36 receive their paychecks.  
37  
38 27. AARC means the Administrative Admissions  
39 Release Committee.  
40  
41  
42  
43

## 1 ARTICLE II - SCHOOL BOARD AUTHORITY 2

3 Section A The Board of Education of Jefferson County,  
4 Kentucky hereby specifically retains and reserves unto  
5 itself, the Superintendent, the principals/school heads,  
6 and other administrative personnel of the school system  
7 all powers, rights, authority, duties and responsibilities,  
8 and the exercise thereof, as conferred upon and  
9 delegated to and vested in them by the Constitutions  
10 and the Laws and Regulations of the United States of  
11 America and the Commonwealth of Kentucky except as  
12 otherwise specifically provided for in this Agreement.  
13

14 Section B All school management personnel shall carry  
15 out the following responsibilities:  
16

- 17 1. Adhering to the provisions of this Agreement.
- 18  
19 2. Complying with the Board's rules and  
20 regulations which are necessary to implement  
21 the provisions of this Agreement.  
22  
23

## 24 ARTICLE III - RECOGNITION 25

26 The Employer recognizes the Association as official  
27 representative of certificated personnel in the school  
28 system who are employees as defined in Article I -  
29 Definitions, in addition to employees who function as  
30 teachers and are paid on the Teachers Salary  
31 Schedule, Job Family III. Personnel who are  
32 substitutes (including those who are temporary  
33 appointees in positions reserved for employees under  
34 contract) and those holding any other position for which  
35 the school system requires certification in administration  
36 or supervision and/or for which the pay is calculated on  
37 the teachers salary schedule plus the administrators  
38 addendum including Acting and Intern are specifically  
39 excluded from this recognition.  
40  
41  
42  
43

#### ARTICLE IV - ASSOCIATION RIGHTS

Section A The Parties agree that the Association as representative of employees shall have the right to use the school system's courier service (to the extent permitted by statute, regulation, or court order) and employee distribution boxes for the purpose of distributing Association communiques to employees. Such communiques shall be considered personal and shall not be opened by any person other than the addressee. The Association shall have the privilege of posting notices of the activities and matters of Association concern on employee bulletin boards, at least one of which shall be provided in each school.

Material endorsing or opposing a political position or a candidate for public office, material which encourages employees to violate any law or this Agreement, or material which has as its effect the interfering with employees' rights guaranteed by law or this Agreement shall not be distributed through the courier service or employee distribution boxes nor distributed in any manner which would interfere with or interrupt normal school operations or posted in any schools by the Parties or any of their agents.

The Association shall provide in advance to the office of the Superintendent or designee four (4) copies and to the office of the principal or school head one (1) copy of any material to be distributed or posted.

The Association shall save the Employer harmless against any claims, legal or otherwise, arising out of use of the Employer Courier Service.

Section B The Association shall have the right to use schools for meetings at reasonable times before or after the employees' normal workday, scheduling such use in advance with the principal or school head. Should special custodial services be required or should there be any damage in excess of the normal wear the Employer shall make a reasonable charge for such services or damage. The Association shall save the Employer

harmless against any claims, legal or otherwise, arising out of such use provided the Association is given the opportunity to provide all necessary legal services to defend such claims.

Section C Full-time staff employed by the Association, the Association President or identified designee and Association building representatives exclusively shall have the right to transact official legal Association business on school property at such reasonable times as will not interfere with or interrupt normal school operations. The Association shall provide the Superintendent or designee and each principal or school head with a list of persons serving in these capacities and maintain its currency. The list provided to each principal or school head need not contain the names of building representatives from other schools.

Section D The Association building representative shall upon request be given time prior to or after each faculty meeting for brief announcements. The school communication system shall be made available according to procedures of the school for use by an Association building representative to make brief announcements concerning meetings. The building representative shall be provided a school roster showing the names, addresses, and assignments of all employees.

Section E The Employer shall provide to the Association upon request a copy of the official agenda in advance of Board meetings except for those items privileged by law. The Employer shall make available for inspection to the Association upon request any information available to the public. The Parties shall make available upon written specific request to each other any statistics and records routinely compiled which are not confidential and which are relevant to negotiations or necessary for the proper administration of the terms of this Agreement.

Section F The Employer agrees to deduct from the salaries of employees an amount equal to the

1 membership dues of the Association and the National  
2 Education Association (NEA) and the Kentucky  
3 Education Association (KEA) with which it is affiliated, as  
4 said employees individually and voluntarily authorize in  
5 writing the Employer to deduct and to transmit the  
6 monies to the Association or its designated  
7 representative. The Association shall certify to the  
8 Employer in writing the current and proper amount of its  
9 membership dues at least thirty (30) days prior to the  
10 requested initial deduction. The deductions shall be  
11 made in sixteen (16) equal installments October through  
12 May. Members may revoke dues deduction by written  
13 notification only to the Association during the month of  
14 April each year.

15  
16 The Employer will deduct from the salaries of all  
17 employees new to the school system an amount of  
18 money equal to the dues of the Association and NEA  
19 and KEA unless the employee indicates on the  
20 employment application that such dues are not to be  
21 deducted.

22  
23 When amounts have been correctly deducted and  
24 remitted by the Employer the Association shall save the  
25 Employer harmless against any claims, legal or  
26 otherwise, for deduction of dues based on information  
27 furnished by the Association if the Association is given  
28 the opportunity to provide all necessary legal services  
29 to defend such claims.

30  
31 Section G The principal or head of each school and the  
32 Association building representative(s) shall meet upon  
33 request at least bimonthly to discuss implementation of  
34 the provisions of this Agreement and other items of  
35 mutual concern.

36  
37 Section H The Superintendent and/or designee and the  
38 Association president and/or designee shall meet at  
39 least bimonthly to discuss implementation of the  
40 provisions of this Agreement and other items of mutual  
41 concern.

42  
43 Section I The Employer shall provide the Association

1 on a quarterly basis the following information by means  
2 of computer disk:

- 3  
4 1. Employee's name (last, first)  
5 2. Dues deduction status  
6 3. Employee's Social Security number  
7 4. Employee's mailing address (including zip code)  
8 5. Employee's work location (where the checks are  
9 received)  
10 6. Employee's seniority date  
11 7. Current valid certificates (up to 8 endorsements)  
12 8. Race/sex code  
13 9. Salary schedule placement (rank and steps)  
14 10. Career incentive increments  
15 11. Extra Service Pay Schedule Assignments

16  
17 The Association shall save the Employer harmless  
18 against any claims, legal or otherwise, related to the  
19 providing of this information to the Association and its  
20 use of such information.

21  
22 Section J An employee shall be afforded an  
23 opportunity to have a representative of the Association  
24 present in any conference which may lead to  
25 disciplinary action.

26  
27 Section K The Employer shall make available upon  
28 written request by the Association copies of each  
29 school building's monthly budget report, activity fund,  
30 vending machine funds, any athletic funds, and any and  
31 all other building accounts. The reports will be provided  
32 by computer disk or hard copy at the District's  
33 discretion.

## 34 35 36 ARTICLE V - EMPLOYEE RIGHTS

37  
38 Section A The Employer agrees there shall not be any  
39 discrimination against any employee by reason of race,  
40 creed, color, marital status, gender, disability, age,  
41 national origin, or whether said employee is a member of  
42 the Association.

1 Section B The Association agrees not to discriminate  
2 with regard to representation of employees in the  
3 administration of this Agreement or with regard to terms  
4 and conditions of membership because of age, gender,  
5 disability, race, marital status, color, creed or national  
6 origin.

7  
8 Section C The Parties agree that the provisions of this  
9 Agreement shall be applied to all employees without  
10 discrimination on the basis of membership or  
11 non-membership in the Association.

12  
13 Section D Nothing contained herein shall be construed  
14 to deny or restrict any rights any employees may have  
15 under the Constitutions and Laws of the United States  
16 or of the Commonwealth of Kentucky.

17  
18 Section E No adverse action of any kind shall be taken  
19 by the Employer or any of its agents against any  
20 employee for reason of participation in negotiations, the  
21 administration of this Agreement, the performance of  
22 duties or the exercise of the rights of citizenship. No  
23 adverse action of any kind shall be taken by the  
24 Association or any of its members or agents against the  
25 Employer, the Superintendent or other administrators for  
26 reason of participation in negotiations, the administration  
27 of this Agreement, the performance of duties, or the  
28 exercise of the rights of citizenship.

29  
30 Section F The private life of an employee is not within  
31 the appropriate concern or attention of the Employer  
32 except when it adversely affects fulfillment of the  
33 employee's professional responsibility.

34  
35 Section G An employee shall not be required to carry  
36 out an order which is not a part of the employee's  
37 professional responsibility.

38  
39 Section H All employees shall carry out the following  
40 responsibilities:

- 41  
42 1. Complying with the Employer's rules and  
43 regulations which are not inconsistent with this

1 Agreement.

- 2  
3 2. Adhering to the provisions of the Agreement.

4  
5 Section I Neither the employee nor the Employer shall  
6 tape-record a meeting without the knowledge of the  
7 other.

8  
9 Section J When information is available in the School  
10 Center office, employees shall be informed when  
11 special education students and/or students with special  
12 needs/health are placed into a particular class.

13  
14 Section K Both Parties to this Agreement endorse site-  
15 based decision making and/or participatory management  
16 at the school level. The Parties jointly encourage parent  
17 involvement and minority representation on all decision  
18 making committees. Both Parties agree that no  
19 employee can be required to serve on such committees.

20  
21 Non-SBDM schools electing to become participatory  
22 management schools shall do so in accordance with the  
23 following:

- 24  
25 1. Two-thirds (2/3) of the employees must vote by  
26 secret ballot to participate in the participatory  
27 management decision making process.  
28  
29 2. Any school that has voted to participate in  
30 participatory management may reconsider such  
31 vote by submitting a petition of twenty-five  
32 percent (25%) of the employees by a date to  
33 be determined jointly by the Association and the  
34 Employer. Any school not participating in  
35 participatory management can petition to vote to  
36 become participatory management by submitting  
37 a petition of twenty-five percent (25%) of the  
38 employees.

39  
40 Section L If any school chooses to consider a deviation  
41 from this Agreement the decision making process shall  
42 include an opportunity for all employees to share their  
43 opinion. Such a decision shall not be implemented in

any school year without at least two-thirds (2/3) concurrence of the employees. It is expressly understood that any and all contract deviations sunset at the end of each school year. Should the employees wish to maintain a sunseting deviation, a new deviation of the agreement must occur. A contract deviation vote that fails to obtain the needed two thirds (2/3) concurrence may not be revoked on for twelve (12) months from the original vote unless both parties agree.

The following articles shall not be deviated from in the implementation of participatory management:

Article VII	Student Discipline
Article VIII	Employee Evaluation
Article IX	Employee Discipline
Article X	Personnel Files
Article XVI	Transfers
Article XVIII	Lay-Off/Recall
Article XXVII	Compensation
Article XXIX	Grievance Procedure

Employees who serve on participatory management committees (if used) will be selected by the employees. Employees who participate on committees established by SBDM Councils will be selected in accordance with local school Council policy. All committee participation that exceeds the weekly meeting maximum as defined in Article XI, Teaching Load and Duty Hours will be voluntary.

Section M The Parties agree that SBDM Councils may adopt and enforce policies pertaining to the matters that are dealt with in the provisions of the Agreement that are listed below even if the adopted policies conflict with these provisions. However, the provisions of the Agreement that are listed below shall be enforceable and recognized as binding throughout the District, except to the extent that a SBDM Council has taken lawful actions at a specific school that are contrary to the provisions listed below. If the policies, decisions or actions of a SBDM Council conflict with any provisions of the Agreement that are not listed, those policies,

decisions and actions shall not be enforceable or recognized as valid.

Article VI (Academic Freedom),  
Section(s) C and D  
Article XI (Teaching Load and Duty Hours),  
Section(s) A, B, C, D, E, F, H, K and Q  
Article XII (Class Size),  
Section(s) A, B, C, E, and F  
Article XIII (Materials and Facilities),  
Sections(s) A, B, C, E, F and H  
Article XV (Assignment), Preamble  
Section(s) A, B, C and I  
Article XXIII (Team Leaders, Dept. Heads  
and Grade Group Leaders)  
Article XXIV (Librarians), Section B

Section N The provisions of this Agreement apply to part-time employees except Article XI (Teaching Load and Duty Hours), Article XV (Assignment), Article XVI (Transfers), Article XXVI [Leaves of Absence, Section C (Emergency Leave) and Section D (Personal Leave)], and Article XXVII [Section A (Compensation Schedules), Section B (Insurance and Fringe Benefit Pool), and Section C (Early Retirement Benefit Schedules)].

Sick leave shall be prorated monthly or major fraction thereof and compensation shall be prorated from the salary schedules in Article XXVII.

Section O Employees and administrators shall be treated in a professional manner at all times.

Section P Employees shall not be required to transport parents.

Section Q Employees shall be permitted use of the District's system for e-mail where available, to conduct school District business.

1 ARTICLE VI - ACADEMIC FREEDOM

2  
3 The Parties agree that academic freedom is an integral  
4 part of the attainment of education goals of the school  
5 system.

6  
7 Section A The Parties agree that young people should  
8 be educated in the democratic tradition which fosters a  
9 recognition of individual freedom and social  
10 responsibility, inspires meaningful awareness of and  
11 the respect for the Constitutions and Laws and instills  
12 appreciation for the value of individual personality. It is  
13 recognized that these values can best be transmitted in  
14 an atmosphere which is free from censorship and  
15 artificial restraints upon free inquiry and learning, and in  
16 which academic freedom is encouraged and enjoyed.

17  
18 Section B In performing their teaching duties,  
19 employees shall strive to provide students opportunity  
20 to investigate all facets, sides, and/or opinions of and  
21 about any and all topics and materials introduced or  
22 presented including those which are or may be of a  
23 controversial nature. Such material presented to  
24 students must be relevant to the course and  
25 appropriate to the maturity level and intellectual ability of  
26 the students. Employees shall permit the expression of  
27 the views and opinions of others and encourage each to  
28 form individual views and opinions through such  
29 procedures. Employees shall at all times strive to  
30 promote tolerance for the views and opinions of others  
31 and for the privilege of individuals to form and hold  
32 differing views and opinions.

33  
34 Section C The plan book and grade book used in the  
35 district shall be mutually agreed upon between the  
36 parties of this Agreement. Individual employees and  
37 supervisors can agree to use an alternate plan book  
38 and/or grade book.

39  
40 Section D Employees shall be given four (4) days after  
41 the end of each grading period to submit student grades  
42 except for the end of semester grades for students  
43 classified as seniors which shall be due in a minimum of

1 thirty-six (36) hours.

2  
3  
4 ARTICLE VII - STUDENT DISCIPLINE

5  
6 Section A The Parties agree to effectively carry out the  
7 Uniform Code of Student Conduct adopted by the  
8 Employer. The Association shall be a party to any  
9 evaluations and necessary revision of this Code which  
10 shall continue to provide for elementary, middle and high  
11 school needs.

12  
13 Section B Principals and school heads shall review  
14 annually with employees the procedures and  
15 provisions of the Uniform Code of Conduct.

16  
17 Section C The provisions of the Uniform Code of  
18 Student Conduct shall be subject to the Grievance  
19 Procedure.

20  
21 Section D The Employer shall strive to provide a  
22 learning environment that is safe and free from  
23 interruptions by disruptive students.

24  
25 Section E Employees may, in compliance with the  
26 Uniform Code of Student Conduct, temporarily remove a  
27 disruptive student from the classroom.

28  
29  
30 ARTICLE VIII - EMPLOYEE EVALUATION

31  
32 The performance of all employees shall be evaluated  
33 according to procedures developed by the Employer or  
34 its agents. Such procedures shall be limited by the  
35 provisions of Section A. Upon the observation of  
36 significant deficiencies in work performance, the  
37 provisions of Section B or C, whichever is applicable,  
38 shall be followed in addition to those in Section A. Any  
39 evaluation used as a basis for adverse action shall be  
40 conducted according to Section B or C in addition to  
41 Section A.

1 Section A General Evaluation Procedure

- 2
- 3 1. All monitoring or observation of work
- 4 performance of an employee shall be conducted
- 5 openly and with full knowledge of the employee.
- 6
- 7 2. All evaluations shall be in writing. If evaluation
- 8 forms not requiring narrative style are used they
- 9 shall be jointly designed by the Parties.
- 10
- 11 3. Observation by the evaluator shall be required
- 12 prior to the evaluation of an employee's
- 13 classroom work performance.
- 14
- 15 4. Evaluations shall acknowledge the strengths of
- 16 employees, as well as deficiencies, and shall
- 17 note all data used to support the conclusions
- 18 made by the evaluator. The evaluator shall
- 19 make a fair and objective effort to determine
- 20 whether deficiencies have been corrected.
- 21
- 22 5. Employees shall be evaluated only by
- 23 appropriate administrators with rating authority in
- 24 compliance with state law and regulation.
- 25
- 26 6. The evaluator shall take into consideration and
- 27 note in writing any circumstances that may
- 28 adversely affect an employee's performance.
- 29
- 30 7. Student test scores may be used to evaluate
- 31 achievement and progress of students and the
- 32 district's instructional program; however, these
- 33 scores shall not be used in any way to evaluate
- 34 the work performance of employees unless they
- 35 agree voluntarily.
- 36
- 37 8. A conference shall be held between the
- 38 evaluator and the employee after the written
- 39 evaluation is received by the employee.
- 40
- 41 9. The employee shall be notified in advance of the
- 42 time and date of one (1) observation for
- 43 evaluative purposes.

- 1 10. Evaluations must be completed by no later than
- 2 April 15 and submitted to the employees by no
- 3 later than May 1 except for those employees
- 4 who have been identified as having significant
- 5 deficiencies in which case the provisions in
- 6 Section B of this article will apply.
- 7
- 8 11. The performance of all itinerant/traveling
- 9 employees shall be evaluated by each
- 10 principal.
- 11
- 12 12. An Advisory Committee, including employees
- 13 nominated by the Association shall be
- 14 established annually for the purpose of
- 15 reviewing and recommending modifications, if
- 16 any, to the evaluation plan.
- 17
- 18 13. Tenured employees will be evaluated at least
- 19 every three years. Non-tenured employees will
- 20 be evaluated yearly. Employees on deficiency
- 21 may be evaluated within the year of the
- 22 deficiency.
- 23

24 Section B When significant deficiencies in work

25 performance have been observed:

26

- 27 1. They shall be noted in writing and discussed
- 28 with the employee in a conference.
- 29
- 30 2. The evaluator shall observe the employee's
- 31 work performance a minimum of four (4)
- 32 30-minute periods within a twelve-week period
- 33 (60 worked days) beginning with notification.
- 34 For the employee not assigned to a classroom,
- 35 the evaluator must observe the work
- 36 performance of the employee for four (4)
- 37 30-minute periods when the employee is fulfilling
- 38 the employee's job responsibilities.
- 39
- 40 3. Each observation shall be followed by an
- 41 evaluator/evaluatee conference within the first
- 42 five (5) days the employee is at work following
- 43 the observation.

1 4. The evaluator shall identify professional staff  
2 services and/or materials which the employee  
3 may use to help correct the identified  
4 deficiencies. There shall be identified at least  
5 one (1) professional staff person who will not  
6 evaluate the employee.

7  
8 5. The evaluator shall summarize the observations  
9 and conferences in writing and provide a copy to  
10 the employee.

#### 11 Section C Exception

12 When a significant deficiency in work performance is  
13 recurring but does not lend itself to 30-minute  
14 observations, the evaluator shall note the deficiency in  
15 writing and hold a conference with the employee to  
16 discuss the deficiency, identify professional staff  
17 services and/or materials and to establish a specific  
18 timeline of no more than forty-five (45) worked days for  
19 correcting the deficiency. Periodic conferences shall take  
20 place within the specified time to assess progress  
21 towards correcting the deficiency. At the end of the  
22 specified timeline, the evaluator shall write a summary of  
23 the conferences and provide a copy to the employee.

24  
25 Section D KTIP interns will be provided release time to  
26 observe other employees if recommended by their KTIP  
27 committee.

### 28 ARTICLE IX- EMPLOYEE DISCIPLINE

29  
30  
31  
32  
33 Section A No employee (including tenured,  
34 non-tenured) covered under the terms of this Agreement  
35 shall be disciplined, reduced in compensation,  
36 suspended for disciplinary reasons, terminated, or  
37 adversely evaluated without just cause. To have just  
38 cause the Employer or its agents must comply with the  
39 following:  
40

41  
42 1. The employee has had opportunity to have  
43 foreknowledge of the possible or probable

1 disciplinary consequences of the conduct or  
2 performance.

3  
4 2. The rule or order is reasonably related to the  
5 efficient and safe operation of the district.

6  
7 3. Before administering discipline, the employer did  
8 make an effort to discover whether the employee  
9 did, in fact, violate a rule, regulation or order of  
10 management.

11  
12 4. The employer's investigation was conducted  
13 fairly and objectively.

14  
15 5. The investigation produced substantial evidence  
16 or proof that the employee was guilty as  
17 charged.

18  
19 6. The district applied its rules, orders, and  
20 penalties without discrimination.

21  
22 7. The degree of discipline administered in the  
23 particular case reasonably related to (a) the  
24 seriousness of the employee's proven offense,  
25 and (b) the employee's record of district service.

26  
27 All information forming the basis for disciplinary action  
28 will be made available to the employee.

29  
30 Section B Any employee who is to be reprimanded in  
31 writing or formally disciplined by the Employer or its  
32 agents shall have the right to a meeting with the  
33 Superintendent/designee. A representative of the  
34 Association may be present when requested by the  
35 employee. Any employee who is to be reprimanded in  
36 writing shall have the right to a meeting with the person  
37 issuing the written reprimand.

38  
39 Section C Any complaint made against an employee  
40 which may be used in any manner to adversely affect  
41 the employee shall be first promptly called to the  
42 attention of the employee. The employee must be  
43 afforded an opportunity to answer the complaint and

1 meet with the complainant within two weeks of receipt of  
2 the complaint in order to clarify the situation.

3  
4 In order for the complaint to be made a matter of record,  
5 the principal or appropriate administrator must then  
6 discuss the matter in a conference with the employee  
7 absent the complainant at which time the employee may  
8 have a representative of the Association present. A  
9 written summary of the conference shall be made with a  
10 copy provided to the employee who will have the  
11 opportunity to make a written response for inclusion in  
12 the record. The written summary may then be used to  
13 support a reprimand, if appropriate, or as a part of the  
14 next formal written evaluation.

15  
16 Section D When a tenured employee is being  
17 terminated the Association will meet with the employee  
18 and notify the Employer of which alternative remedy of  
19 appeal will be pursued. The employee may select  
20 either the tribunal process provided for by statute or the  
21 arbitration process provided for in this Agreement. If the  
22 employee selects the tribunal process the employee will  
23 notify the state of intent to appeal and thus waive the  
24 contractual rights to arbitration under this Agreement. If  
25 the employee and the Association opt to use the  
26 grievance-arbitration procedure, the employee waives  
27 the right to a tribunal. If the employee opts to pursue a  
28 complaint using another agency, the parties agree to  
29 hold the grievance in abeyance until the agency  
30 complaint is resolved.

## 31 32 33 ARTICLE X - PERSONNEL FILES

### 34 35 Section A Contents

- 36  
37 1. No documents except those listed below shall  
38 be placed in a employee's personnel file:  
39  
40 a. Certification/License, Ranks under  
41 Foundation Program  
42  
43 b. Change of Status forms, Re-Election forms,

1 Requests/Approvals of Leaves of Absence  
2 and correspondence relating to such  
3 requests  
4

5 c. Transcripts, Official Notifications from  
6 Universities/Colleges  
7

8 d. Applications, Letters of Application, Health  
9 Data, Verification of experience and training,  
10 Retirement System Membership Application  
11

12 e. Resume'  
13

14 f. Contracts of employment, job offers,  
15 acceptance of job offers  
16

17 g. Confidential information (See Section A 3)  
18

19 h. Evaluations, Complaints which have been  
20 made a matter of record, Reprimands, and  
21 Commendations  
22

23 i. Previous employment data  
24

25 j. Professional Staff Data forms  
26

27 k. Salary cards  
28

29 2. An employee may within ten (10) days after  
30 receipt of an evaluation, complaint or reprimand  
31 file a written response to the document. The  
32 employee shall provide a copy of the response  
33 to the originator of the evaluation or reprimand  
34 and a copy to Personnel Services for attachment  
35 to the document. The employee shall provide a  
36 copy of the response to a complaint to the  
37 principal or immediate supervisor and a copy to  
38 Personnel Services for attachment to the  
39 complaint.  
40

41 3. All references and information originating outside  
42 the school system on the basis of confidentiality,  
43 references and letters of recommendation

1 obtained within the system in the process of  
2 recommending the employee for employment or  
3 change in position shall not be available for  
4 review by the employee. This is the only  
5 confidential information that may be kept in the  
6 personnel file.

- 7  
8 4. There shall not be established a separate  
9 confidential personnel file.

10  
11 Section B Review of File

- 12  
13 1. Except for the confidential contents therein, an  
14 employee may examine the personnel file upon  
15 request. A Personnel Services representative  
16 must be present when the file is reviewed.  
17  
18 2. An employee may request and shall receive at  
19 the employee's expense a reproduction of any  
20 item in the personnel file, exclusive of the  
21 confidential contents.  
22  
23 3. An employee may have a representative of the  
24 Association present at any time the personnel file  
25 is being reviewed by the employee.  
26

27  
28 **ARTICLE XI -TEACHING LOAD AND**  
29 **DUTY HOURS**

30  
31 Section A The normal weekly teaching load in the senior  
32 high schools, middle schools, and special schools  
33 (except exceptional child education schools) will be no  
34 more than twenty-five (25) teaching periods or  
35 equivalent time, and five (5) preparation periods. If a  
36 school is structured so that it has more or less than six  
37 periods in a school day, the teachers will be provided  
38 no less than fifty (50) consecutive minutes for planning.  
39 A supervised study or lunch period or similar duty of  
40 equivalent time shall be considered a teaching period for  
41 which volunteers will be given priority.

42  
43 Section B Because of pupil arrival/departure times and

1 programmatic requirements there must be provisions for  
2 flexibility from school to school and within schools in  
3 establishing employees' duty hours. Principals shall first  
4 seek volunteers for early and late duty. If there are not  
5 enough volunteers the principal shall assign employees  
6 on a rotation basis to early or late duty.  
7

8 Itinerants in elementary schools shall only be required to  
9 do the ten (10) minutes rotation at their home school.  
10

11 The normal duty hours of employees, except for  
12 elementary teachers, social workers, resource teachers,  
13 special instructional assistants and other such  
14 employees shall not exceed seven (7) consecutive  
15 hours in length including a duty-free lunch period.  
16

17 The normal duty hours of elementary teachers shall not  
18 exceed six (6) hours and fifty (50) minutes including  
19 duty-free lunch periods. These employees may be  
20 scheduled for an additional length of time up to ten (10)  
21 minutes on a rotation basis immediately preceding or  
22 following normal duty hours as needed for the  
23 supervision of pupils.  
24

25 The normal duty hours of social workers, resource  
26 teachers, special instructional assistants in schools, and  
27 other such employees shall not exceed seven and  
28 one-half (7 1/2) consecutive hours in length including a  
29 duty-free lunch period.  
30

31 Upon notification to the school office and approval by  
32 the principal or school head, an employee may leave  
33 the premises during duty hours.  
34

35 Section C Routine matters should be handled in such a  
36 way (written communications, announcements, etc.) as  
37 to permit optimum use of faculty meeting time for  
38 discussion, planning, and evaluation of the school's  
39 program. An agenda shall be distributed at least one  
40 day in advance of regularly scheduled faculty meetings.  
41 Faculty meetings shall begin no later than fifteen (15)  
42 minutes after the student day and shall last no longer  
43 than sixty (60) minutes. Attendance at faculty meetings

1 and all other meetings beyond the employee's normal  
2 duty hours shall not exceed one (1) hour per week.  
3

4 Section D Every reasonable effort will be made to  
5 schedule Open House as far in advance as possible.  
6 There will be no mandatory faculty meetings during the  
7 week that an Open House is held. Attendance at all  
8 other meetings and all other duties beyond the  
9 employee's normal duty hours shall be voluntary  
10 except for parent conferences which shall be scheduled  
11 when possible to take place within normal duty hours.  
12 Mandatory attendance at meetings, including SBARC's,  
13 beyond the one (1) hour per week will be paid at the  
14 hourly rate of pay except for Open House and parent  
15 conferences.  
16

17 Section E Employees in the senior high schools and  
18 middle schools shall not be required to have more than  
19 three (3) teaching preparations concurrently during any  
20 one major grading period.  
21

22 Principals or heads of schools shall make every  
23 reasonable effort to keep to a minimum the number of  
24 different courses taught per employee.  
25

26 Section F Elementary teachers (primary program  
27 through grade 5) shall normally be provided one  
28 hundred-seventy-five (175) minutes of preparation time  
29 per week for the school year.  
30

31 To the extent possible, planning time will be provided  
32 each day and will be balanced throughout the week.  
33

34 Other primary teachers whose assignment is to work  
35 with five (5) year olds in half day programs shall be  
36 provided a minimum of one hundred (100) minutes of  
37 preparation time per week. (These are the employees  
38 who would typically have the kindergarten aides  
39 according to state law.)  
40

41 Section G All employees shall have a duty-free lunch  
42 period of at least twenty (20) minutes.  
43

1 Section H The Parties recognize that a teacher's  
2 primary responsibility is to teach. The school day shall  
3 be organized toward ensuring that the energies of the  
4 teacher are used primarily to this end. Every  
5 reasonable effort will be made to contain and reduce  
6 non-instructional duties through the use of all available  
7 school resources.  
8

9 Section I Employees shall not be required, to give  
10 medication to students unless they have been provided  
11 with specific written instructions and training where  
12 appropriate and with signed notarized requests by  
13 parents or guardians.  
14

15 Section J The Employer shall maintain a program to  
16 provide substitutes for teachers when they are absent.  
17 This provision shall not apply to providing substitutes  
18 for social workers, reading and math resource teachers,  
19 special instructional assistants, speech and hearing  
20 impaired teachers, middle school and high school and  
21 special school librarians, elementary exceptional child  
22 education resource teachers, federal program/grant  
23 award teachers, and other such employees.  
24

25 When a teacher is not provided a substitute due to lack  
26 of availability, following approval of the Substitute  
27 Teacher Center, volunteers will be sought to provide  
28 coverage of classes. Employees will provide coverage  
29 only during planning time and will complete their  
30 planning time at the end of the same school day at the  
31 work site. Employees shall be paid fourteen (\$14.00)  
32 dollars for the extra hour of assigned duties.  
33

34 Section K Employees are to attend the faculty meeting  
35 at the school where they end their day.  
36

37 Section L Every reasonable effort will be made to  
38 reduce undue paperwork.  
39

40 Section M Elementary itinerant employees shall  
41 collaborate in the development of their teaching  
42 schedule with the building teaching staff and the building  
43 principal. The itinerant teaching schedule shall not be

1 altered without involving the same collaborative  
2 process.

3  
4 Section N Itinerant elementary art, music, physical  
5 education and computer teachers shall have no more  
6 than one (1) hall bulletin board assigned to them for  
7 preparation per building assigned.

8  
9 Section O Itinerant elementary art, music, physical  
10 education and computer teachers shall have no more  
11 than one major and one minor exhibition in each school.  
12 It is also the responsibility of the itinerant teachers to  
13 work with regular teachers when preparing other  
14 programs.

15  
16 Section P Itinerant/traveling teachers are to report  
17 absence to the principal of the first school to which they  
18 are assigned on the days of the absence, and are to  
19 request a substitute through the substitute center. All  
20 principals are responsible for reporting itinerant/traveling  
21 teachers' absences daily to the home location for payroll  
22 records.

23  
24 Section Q If faculty meetings are used for professional  
25 development as planned by the participatory  
26 management process, that time shall be counted as  
27 referred to in Article XI, Section C.

## 28 29 30 ARTICLE XII - CLASS SIZE

31  
32 Section A The Parties agree that the following are  
33 important factors in establishing class size:

- 34  
35 1. Range of pupil age and achievement levels;  
36  
37 2. Pupil enrollment in achievement levels and  
38 courses;  
39  
40 3. Exceptionality of pupils enrolled in regular  
41 program classes;  
42  
43 4. Number of available usable pupil stations;

- 1  
2 5. Appropriateness of the facility to the curriculum  
3 and methods of instruction to be used;  
4  
5 6. Availability of equipment for adequate teaching  
6 demonstration and pupil use;  
7  
8 7. Conditions which affect the health, safety and  
9 supervision of pupils;  
10  
11 8. Other professional and paraprofessional staff  
12 and technology;  
13  
14 9. Financial resources of the district; and  
15  
16 10. Law and regulations.

17 Section B Pupil class size after the 20th pupil day from  
18 the beginning of the school year will not exceed the  
19 standards set forth by the state in laws and regulations  
20 with maximum limits established as follows unless the  
21 teacher agrees:

### 22 23 1. Elementary Schools

24  
25

Primary	- 24
Grade 4	- 28
Grade 5	- 29

26  
27

28 Exceptions - physical education, choral and instrumental  
29 music

### 30 31 2. Middle Schools

32  
33

Technical	- 27
Individual	
Grade 6	- 29 (150 daily load)
Grades 7/8	- 31 (150 daily load)
Physical Education	- 50
Typing	- 40

34  
35  
36  
37  
38

39 Exceptions - choral and instrumental music

### 40 41 3. High Schools

42  
43

Technical	- 27
-----------	------

1	Technical/Gainful	- 20
2	Individual	- 31 (150 daily load)
3	Physical Education	- 50
4	Typing	- 40

Exceptions - choral and instrumental music

#### 4. Technical Schools

Individual - 20

#### 5. Exceptional Child Education

DISABILITY AND CLASS PLAN	MAX MEM	TOTAL AGE RANGE	NO. <sup>1/</sup>	AGE RANGE PER PERIOD
---------------------------------	---------	-----------------------	-------------------	-------------------------------

##### Visual Disability

Special Class	10	6 Years	NA	NA
Resource Room	10	6 Years	7	4 Years
Itinerant Teacher	12	NA	7	4 Years

##### Hearing Impaired

Special Class	6	4 Years	NA	NA
Resource Room	8	6 Years	4	4 Years
Itinerant Teacher	10	NA	4	4 Years

##### Physical Disability and Other Health Impaired

Special Class	16	6 Years	NA	NA
Resource Class	20	6 Years	8	6 Years

Speech-Language  
Disability 70<sup>2/</sup>/(1998-99) NA NA NA  
65 (1999-00)

##### Emotional- Behavioral Disability

Special Class	8	4 Years	NA	NA
Resource Class	15	6 Years	8	4 Years

#### Mental Disability

##### Mild Level

##### Special Class

Primary-8	15	4 Years	NA	NA
Secondary 7-12	15	4 Years	NA	NA

##### Resource Class

Primary-8	15	6 Years	8	4 Years
Secondary 7-12	20	6 Years	8	4 Years

##### Functional Level

Special Class	10	6 Years	NA	NA
Resource Class	10	6 Years	8	6 Years

#### Learning Disability

##### Special Class

Primary-8	10	4 Years	NA	NA
Secondary 7-12	15	4 Years	NA	NA

##### Resource Class

Primary-8	15	6 Years	8	4 Years
Secondary 7-12	20	6 Years	8	4 Years

#### Multiple Disability

Special Class	10	6 Years	NA	NA
Resource Class	10	6 Years	7	6 Years

#### Home/Hospital Itinerant

#### Hospital Instruction

<sup>1/</sup> No more than eight (8) pupils at any one time with the exceptions of seven (7) in VH and ten (10) in EMH.

<sup>2/</sup> No more than 50 pupils at Exceptional Child Education Schools.

6. When using the Collaborative Teaching Model, the special education teacher does not count as

1 additional teacher in the general education  
2 classroom for the purpose of increasing the  
3 number of students in given class.

4  
5 Section C The maximum limits for split grade classes  
6 shall be those established for the lowest grade in the  
7 class.

8  
9 Section D The Parties agree that further reductions in  
10 pupil class size are desirable and every reasonable  
11 effort will be made to make such reductions.

12  
13 Section E Every reasonable effort will be made to keep  
14 the number and range of elementary pupil instructional  
15 achievement levels to a minimum.

16  
17 Section F Optimum consideration shall be given to the  
18 number of exceptional child education pupils  
19 mainstreamed into regular classes in determining class  
20 size and balancing workload.

21  
22 Section G The Parties agree that Section B will be  
23 automatically reopened for negotiations within twelve  
24 (12) days following action to change by law or  
25 regulations any class size maximum limits as of the  
26 effective date of this Agreement when such changes are  
27 different from the limitations specified therein and that  
28 such negotiations will be limited to the affected changes  
29 within that section.

### 30 31 32 ARTICLE XIII - MATERIALS AND FACILITIES

33  
34 Section A The Parties recognize that optimum school  
35 facilities for both students and employees are desirable  
36 to enhance a high quality of education. Appropriate  
37 texts, library reference materials, maps and globes,  
38 laboratory equipment, audio-visual equipment, art  
39 supplies, physical education equipment, current  
40 periodicals, lesson plan books, standard tests and  
41 questionnaires, telephones, computers and computer  
42 networks, and similar materials are the tools of the  
43 teaching profession.

1 Section B Employees shall be provided with materials  
2 and facilities for lesson preparations and other assigned  
3 duties. The Employer shall provide for employees the  
4 following:

- 5  
6 1. Access to duplicating services for the  
7 preparation of instructional materials;
- 8  
9 2. Chalk boards, fans, file cabinets and bulletin  
10 boards where applicable;
- 11  
12 3. Curriculum guides and desk copies of textbooks  
13 and workbooks required for classes which will  
14 remain the property of the Employer and shall  
15 be returned; however, desk copies of state  
16 adopted textbooks shall be in the form of  
17 teaching manuals;
- 18  
19 4. Classrooms or workspace as defined and  
20 approved according to state regulations;
- 21  
22 5. Record books, lesson plan books, paper  
23 supplies, chalk, erasers and other such supplies  
24 and materials required by the Employer in daily  
25 teaching responsibilities including materials for  
26 art, music, physical education and computer in  
27 the elementary schools;
- 28  
29 6. Restrooms;
- 30  
31 7. Custodial care and maintenance;
- 32  
33 8. Access to a telephone; and,
- 34  
35 9. Restoration of teaching areas damaged by  
36 vandalism or other causes.

37  
38 Section C The Employer will make every reasonable  
39 effort to provide for employees:

- 40  
41 1. Lockable desk and storage space where  
42 applicable;

2. Lounges for which they will be expected to exercise reasonable care;
3. Parking facilities (preferably off-street);
4. A system whereby employees can effectively and expeditiously communicate with the school office in the event of an emergency; and
5. Television receivers for supplementary instructional purposes.

Section D The Parties agree to encourage SBDM Councils to provide an opportunity to request budget expenditures for instructional materials and supplies.

Section E Development of the school budget shall be the responsibility of the SBDM Council, or in the absence of a Council, a participatory management process.

Section F All employees shall know the amount of money budgeted for their classrooms at least 30 days prior to expending the money. Principals or school heads shall provide the employees with information on the amount of money budgeted for instructional purposes prior to expending the money.

Section G Upon the request of employees, principals shall install drink and snack vending machines in the lounges or other suitable locations.

#### ARTICLE XIV - SAFETY

Section A The Parties agree that it is the responsibility of the Employer to provide and maintain a safe place of employment. Consistent with the employee's assignment, it is the responsibility of the employee to report observed unsafe or hazardous practices or conditions. The principal or immediate supervisor will contact duly qualified personnel who will in turn make a timely inspection and take steps to remedy the

condition. Employees shall not be required to work under reported conditions found to be detrimental to their health, safety or well-being.

Section B Employees shall not be required to perform tasks which endanger their personal health, safety or well-being and/or the personal health, safety and well-being of their pupils.

#### ARTICLE XV - ASSIGNMENT

The Parties agree that the Employer and its agents have and retain the legal right to assign employees to carry out its duties and responsibilities under federal and state laws and regulations and court orders subject to the provisions of this article.

Section A In high schools and middle schools the principal or school head after consulting with the department head, will decide which courses to offer in each department. The principal shall have the responsibility and the authority to assign teacher employees within a school to a department(s) based upon the following criteria:

1. seniority
2. certification
3. preference
4. measurable employee capabilities
5. needs of educational program
6. balance of workload

The principal after meeting with members of a department to discuss application of the above mentioned criteria shall apply the criteria in determining class assignments.

1 Section B In the elementary school the principal or  
2 school head will meet with the teacher employees in the  
3 school to determine any changes in the assignment of  
4 teacher employees to each grade level(s).  
5 Assignments will be made using the following criteria:  
6

- 7 1. seniority
- 8
- 9 2. certification
- 10
- 11 3. preference
- 12
- 13 4. measurable employee capabilities
- 14
- 15 5. needs of educational program
- 16
- 17 6. balance of workload
- 18

19 Section C In technical schools the principal or school  
20 head after consulting with the teacher employees will  
21 decide which courses to offer. The principal shall have  
22 the responsibility and the authority to assign  
23 employees within the school using the following criteria:  
24

- 25 1. seniority
- 26
- 27 2. certification
- 28
- 29 3. preference
- 30
- 31 4. measurable employee capabilities
- 32
- 33 5. needs of educational program
- 34
- 35 6. balance of workload
- 36

37 Section D Employees shall be given written notice of  
38 their intra-school assignments for the forthcoming year  
39 not later than July 1. In the event that changes in these  
40 assignments are made after July 1, the employees so  
41 affected will be notified promptly of the unforeseen  
42 situation.  
43

1 Section E Employees will not be assigned, except  
2 temporarily or for good cause, outside the scope of their  
3 teaching certificates or their major or minor fields of study  
4 unless they agree.  
5

6 Section F When employees are involuntarily assigned  
7 to a position outside the scope of their teaching  
8 certificate, they will be given an opportunity for  
9 assignment to a position for which they are properly  
10 certificated when vacancies occur.  
11

12 Section G In arranging schedules for employees who  
13 are assigned to more than one school the amount of  
14 inter-school travel will be limited. Employees who are  
15 assigned to more than one school in a school day will  
16 receive mileage reimbursement consistent with the  
17 Employer approved rate and procedures. The  
18 Employer will provide time to travel between schools.  
19

20 Section H Itinerant elementary art, music, physical  
21 education and computer services shall not be provided  
22 for Headstart or preschool classes.  
23

24 Section I All elementary art teachers shall be provided  
25 with five (5) minutes between classes for set up  
26 purposes when there is a change of grade level.  
27

28 Section J The following provisions will be utilized in  
29 staffing and determining conditions of employment for  
30 employees in the Jefferson County High School:  
31

- 32 1. Teaching opportunities in the Jefferson County  
33 High School are advertised in the Career File for  
34 a two (2) week period. To be assured of first  
35 consideration, applications must be received in  
36 the Personnel Office by the announced time. All  
37 employees must have a valid Kentucky teaching  
38 license that will satisfy the program needs.  
39
- 40 2. Hiring priority will be given to regular day  
41 employees who apply and then to employees  
42 on lay-off. Applications of all others will be  
43 considered thereafter.

- 1 3. Employees under regular contract will be  
2 employed on extra service basis for the  
3 Jefferson County High School.  
4

5  
6 ARTICLE XVI - TRANSFERS  
7

8 The Parties agree that the Board and its agents have  
9 and retain the legal right to transfer employees to carry  
10 out its duties and responsibilities under federal and state  
11 laws and regulations and court orders subject to the  
12 provisions of this article. A transfer may be requested  
13 by the employee or may be initiated by the  
14 Superintendent or designee. The provisions of Section  
15 A shall apply except when transfers are made according  
16 to Section D.  
17

18 Section A General Procedures  
19

- 20 1. On May 1 of each school year and monthly  
21 through September there shall be delivered to  
22 the Association and posted in all operating  
23 schools a list of all known teaching vacancies  
24 which need staffing for the forthcoming school  
25 year. Prior to any teaching vacancies being  
26 posted system-wide, employees within the  
27 schools affected shall have first consideration for  
28 said positions as per the Assignment Article. All  
29 postings shall be placed in prominent positions  
30 in the schools.  
31  
32 2. Employees desiring to transfer to another school  
33 shall file a written request with Personnel  
34 Services no later than May 10th. Such requests  
35 shall include the organizational level(s) and/or  
36 the area(s) for which the employee is certificated  
37 and desires to be assigned, the school(s) (a  
38 maximum of five (5) in high school, middle  
39 school, elementary school, and special schools)  
40 to which the employee desires to be transferred  
41 in order of preference, and the race of the  
42 employee. An employee may list a professional  
43 frame of reference on the transfer form. The

1 professional frame of reference shall include only  
2 one of the following options:  
3

- 4 a. Any position for which the employee is  
5 certified  
6  
7 b. Only positions covered by specific area(s)  
8 of certification listed by the employee  
9  
10 c. Primary only  
11  
12 d. Intermediate only  
13  
14 e. Chapter 1 Reading only  
15  
16 f. Chapter 1 Math only  
17  
18 g. Instrumental Music only  
19  
20 h. Vocal Music only  
21

22 If a position is not available within the  
23 professional frame of reference, the  
24 employee will not be voluntarily transferred.  
25 A transferred employee will be assured an  
26 assignment within the professional frame of  
27 reference for one year unless there are  
28 changes in the classroom configuration,  
29 student enrollment, or teacher allocations at  
30 the school center in which case  
31 Article XV - Assignment - shall be  
32 implemented.  
33

- 34 3. At the time the transfer is processed, the highest  
35 preference available will be granted to the  
36 employee. The processing of a transfer  
37 removes an employee from the transfer list.  
38  
39 4. Employees requesting transfers will be ranked  
40 on a list according to their seniority in the  
41 Jefferson County Public Schools. Employees  
42 must resubmit requests each year by May 10 in  
43 order to remain on the transfer list.

- 1 5. Any employee who is designated as overstaff  
2 or who is returning from leave of absence for  
3 which a specific position is not being reserved  
4 will be placed in the proper ranking on the  
5 transfer list.  
6
- 7 6. Transfers will be granted and vacancies staffed  
8 from the transfer list according to the needs of the  
9 educational program, certification, seniority,  
10 employee preference, state laws and court  
11 orders.  
12
- 13 7. Transfers shall be made from the transfer  
14 procedures contained in this section through the  
15 final staff adjustment. After this time, any  
16 employee who would have received a transfer  
17 based on the procedures herein shall be granted  
18 the position at the beginning of the following  
19 school year.  
20
- 21 8. An employee requesting a transfer must accept  
22 the transfer made prior to the opening of school  
23 unless the employee has previously notified in  
24 writing the appropriate administrator in Personnel  
25 Services of a desire to withdraw the request.  
26
- 27 9. The Association will be provided a transfer list  
28 by May 20th of each school year. The list shall  
29 include the employee's name, seniority date,  
30 race, transfer status, and assignment schools  
31 requested.  
32
- 33 10. Every reasonable effort will be made to  
34 determine programs, including federal programs,  
35 and identify the locations to which they are  
36 assigned as early as practicable so that  
37 employees may take this information into  
38 account as they exercise their transfer rights.  
39
- 40 11. Classroom teachers transferred after the  
41 beginning of the school term shall be provided  
42 one day to set up the classroom.  
43

- 1 12. A voluntary transfer is not available to a teacher  
2 on deficiency evaluation.  
3
- 4 13. Newly employed ECE teachers will not be  
5 eligible for transfer to a non-ECE position for the  
6 first three (3) years of their employment.  
7

#### 8 Section B Transfers Resulting From Overstaff 9

- 10 1. Employees may be declared overstaff in a  
11 school as a result of reduced pupil enrollment,  
12 educational program changes, or adjustments in  
13 staff allocations. Employees in schools which  
14 are closed or where the existing program is  
15 closed and a new program implemented may be  
16 considered overstaff.  
17
- 18 2. Principals or school heads shall have the  
19 responsibility and authority to designate  
20 employees who are overstaff according to  
21 certification and seniority. Employees serving  
22 as athletic directors, head football, and head  
23 basketball coaches in the senior high schools  
24 shall be exempt from this provision.  
25
- 26 3. Overstaffed employees will be offered an  
27 opportunity to return to vacancies in the school  
28 from which they were overstaffed within the first  
29 two weeks after school begins or be transferred  
30 back the following school year.  
31
- 32 4. Classroom teachers transferred involuntarily  
33 after the beginning of the school term shall be  
34 provided one day to set up the classroom when  
35 it has not previously been organized.  
36
- 37 5. When the number of resource employees is  
38 reduced, the affected employees shall be  
39 overstaffed according to their certification and  
40 seniority by program area.  
41  
42  
43

1 Section C Transfer of Itinerants

- 2
- 3 1. When the composition of a grouping of schools
- 4 changes because of fluctuation in pupil
- 5 enrollment, school closings, educational
- 6 programs, or adjustments in staff allocations, any
- 7 employee who was assigned to a school in the
- 8 previous grouping(s) shall be considered for the
- 9 new grouping(s) according to needs of the
- 10 educational program, certification, seniority, and
- 11 employee preference.
- 12
- 13 2. School groupings not staffed by Section C 1
- 14 shall be considered vacancies.
- 15
- 16 3. Employees not assigned to schools according to
- 17 Section C 1 or employees applying for a
- 18 voluntary transfer shall be placed on the transfer
- 19 list.
- 20
- 21 4. The Parties agree that stability of itinerant
- 22 pairings is important. To assist in achieving this
- 23 goal, the Employer shall form a committee to
- 24 develop the yearly pairings. Teacher
- 25 representatives on any such committee shall be
- 26 nominated by the Association.
- 27
- 28 5. Itinerant art, music, computer and physical
- 29 education teachers will be offered the
- 30 opportunity for assignment to a full-time art,
- 31 music, computer or physical education position
- 32 which has become available in their specific
- 33 school grouping.
- 34

35 This action will be taken prior to declaring the

36 opening vacant and available for staffing

37 according to Article XVI, Sections A, B, C or D.

38

39 Itinerant teachers who decline the opportunity

40 will be assigned according to Article XVI, Section

41 C.

42

43 The provision applies only to art, music,

1 computer and physical education itinerant

2 groupings in the elementary schools.

3

4 Section D The Superintendent or designee for good

5 cause and extenuating circumstances will execute

6 transfers as may be necessary for the efficient

7 operation of the school district.

8

9 Section E The District shall not use Section B or D of

10 the contract to create a vacant position (i.e., overstaff a

11 teacher) for a coach.

12

13 The District could Section D a coach into a building.

14

15 A coach transferred into a building to accept a coaching

16 responsibility would be subject to being overstaffed to

17 create a new vacancy for a newly assigned coach

18 when the employee is no longer coaching.

19

20 Coach for this provision means head football, head

21 basketball and athletic director.

22

23 ARTICLE XVII - PROMOTIONS

24

25

26 The Parties recognize that assignments to promotional

27 positions must be consistent with and conform to state

28 and federal laws and regulations, court orders and

29 affirmative action programs.

30

31 Section A Promotional and/or administrative positions

32 are defined as regular positions in the administrative

33 organization approved by the Board and paid at a

34 higher rate than the teachers' salary schedule and/or for

35 which a certificate in administration and/or supervision

36 may be required.

37

38 Section B Promotional and/or administrative positions

39 will be advertised and posted in a prominent position in

40 all schools. General qualifications, range of

41 compensation, and performance responsibilities will be

42 clearly stated in the posting.

43

1 Section C Employees desiring to be considered for  
2 promotional positions shall submit to Personnel  
3 Services such applications, transcripts, evidence of  
4 professional experience, references and resumes as  
5 may be required. Personnel Services shall  
6 acknowledge in writing the receipt of all such  
7 applications.

8  
9 Section D All qualified employees shall be provided an  
10 opportunity to make an application for administrative  
11 positions. Consideration shall be given to the  
12 applicant's general qualifications according to the  
13 requirements of the position.

14  
15 Section E When the qualifications of applicants are  
16 equal for meeting the requirements of first level  
17 administrative positions such as, but not limited to,  
18 counselor and assistant principal, preference shall be  
19 given to applicants who are already employed by the  
20 Employer.

21  
22 Section F Applicants for a specific position who are not  
23 appointed by the Superintendent will be notified.

## 24 25 26 ARTICLE XVIII - LAYOFF/RECALL

27  
28 Any layoff in teaching staff shall conform to this article  
29 and federal and state laws and regulations and court  
30 orders.

31  
32 Section A The following procedures shall apply to  
33 layoff:

- 34  
35 1. The Superintendent/designee will meet with  
36 representatives of the Association to discuss the  
37 need for the layoff and the approximate number  
38 of possible positions prior to the individual  
39 personnel agenda notification to the Board.  
40  
41 2. The Employer shall suspend the contracts of the  
42 least senior teachers in the teaching fields  
43 affected by the reduction when the reason is

1 decreased enrollment of pupils.

- 2  
3 3. The contract of a teacher employee on  
4 continuing contract shall not be suspended until  
5 all contracts of teacher employees on limited  
6 contracts in fields affected by the layoff have  
7 been suspended. No less senior person shall  
8 be allowed to remain in a teaching position for  
9 which a more senior person is subject to layoff.  
10 The less senior person shall have certification  
11 restricted for use in this District until all more  
12 senior employees in the certification area have  
13 been recalled.

14  
15 Section B The assignments of employees whose  
16 contracts are not suspended shall be restricted to  
17 teaching fields in which the reduction is not sufficient to  
18 cause suspension of their contracts except for a minor  
19 portion of their duty time or for good cause.

20  
21 Section C Employees on layoff shall have the right of  
22 recall in order of seniority to vacant positions in the  
23 representation unit for which they are qualified or  
24 become qualified before these positions are staffed by  
25 new applicants. Continuing contract teacher employees  
26 shall be recalled prior to limited contract teacher  
27 employees.

28  
29 Section D Employees on layoff: (1) will initially be  
30 offered recall to any assignment for which they are  
31 certificated (fulfills legal obligations and removes from  
32 unemployment), (2) will be allowed to decline recall to  
33 assignment outside their professional frame of reference  
34 which they have previously designated, and (3) will,  
35 after the first contact, be offered recall only to  
36 assignments within their professional frame of reference.

37  
38 Section E Employees on layoff shall have the option at  
39 their expense to remain active participants in all  
40 Employer and State paid insurance benefit programs to  
41 the extent they are available to the employees from the  
42 carriers.

1 was not a contributing factor, shall be considered an  
2 assault. Any dispute as to disruptive behavior and/or  
3 contributing factor shall be settled by a joint committee of  
4 two administrators appointed by the Superintendent  
5 and two employees appointed by the Association  
6 President.

7  
8 Section B The Employer shall provide legal counsel for  
9 the purpose of advising the employee of legal rights  
10 and to accompany the employee in court appearances.  
11 The appropriate administrator and legal counsel shall  
12 assist the employee by obtaining from the police and  
13 the principal relevant information concerning the alleged  
14 offender and by acting in other appropriate ways as  
15 liaison between employee, school officials and police.  
16 This assistance is intended to apply solely to the  
17 criminal aspect of any cases arising from such  
18 assault/injury.

19  
20 Section C Time required for appearance in any criminal  
21 aspect of a legal proceeding connected with an  
22 assault/injury on an employee sustained in the course  
23 of employment shall be granted as leave and shall not  
24 be deducted from sick or emergency leave days.

25  
26 Section D There shall be no loss of wages to an  
27 employee for work time lost because of personal injury  
28 incurred on the employee while in performance of  
29 assigned duties for a period up to and including one  
30 hundred eighty-five (185) days subsequent to the first  
31 day of absence related to the assault/injury. This  
32 benefit will be coordinated with worker's compensation  
33 plan and the regulations related thereto. An employee  
34 shall not incur the loss of emergency, personal or sick  
35 leave days as a result of the injury while performing  
36 duties on the job.

37  
38 Wages lost because of disability resulting from the  
39 assault/injury for a period longer than one hundred  
40 eighty-five (185) days shall be reimbursed to the extent  
41 of Employer and/or state employee benefits programs.

42  
43 The Employer may require the Employee to submit to a

1 physical exam by the Employer's physician to  
2 determine ability to return to work. Such exam shall be  
3 paid by the Employer.  
4

5 Section E Employees shall be reimbursed for the costs  
6 of medical, surgical, hospital or rehabilitative services  
7 exceeding the amount of any insurance reimbursement  
8 to which the employee is entitled under coverage  
9 provided by the Employer and/or the state for personal  
10 injury incurred as the result of an assault sustained in  
11 the course of employment.  
12

13 Section F In the case of a serious assault/injury every  
14 effort will be made to allow an employee to transfer to  
15 another work location. Such an assault/injury must  
16 have occurred while the employee was performing  
17 his/her duties.  
18

## 19 20 ARTICLE XXI - SUMMER SCHOOL/EXTENDED 21 SCHOOL SERVICES 22

23 Section A Teaching positions in the Summer School will  
24 be staffed first by qualified persons who are current  
25 employees in the Jefferson County Public Schools.  
26

27 Section B In filling Summer School teaching positions  
28 the Employer will use the following process:  
29

- 30 1. The Employer shall advertise that all employees  
31 interested in teaching Summer School may  
32 apply and be placed on a rotation list by  
33 seniority. An employee will remain on the  
34 Summer School rotation list and will be  
35 considered for Summer School employment any  
36 year in which the employee submits an  
37 application to teach Summer School.  
38
- 39 2. Employees may apply for specific school  
40 location(s) and teaching assignment or may  
41 submit applications for any summer assignment  
42 for which qualified.  
43

3. In extenuating circumstances an employee may at any time prior to an offer of summer employment withdraw an application and maintain his/her position on the summer school rotation list.
4. Employees employed in Summer School rotate to the bottom of the list for the next year.
5. Employees who have applied to teach Summer School and are offered a Summer School position but refuse the position will drop to the bottom of the rotation list along with those who worked Summer School.
6. Employees on lay-off or on leave are eligible to apply for Summer School positions and will be placed on the list according to seniority. Employees applying for Summer School positions while on leave must have formally requested to return to active status in the fall.
7. Employees who apply in years following formation of the first rotation list will be placed on the bottom of the Summer School rotation list by seniority.

Section C Projected locations and teaching positions for Summer School if known shall be published by May 1.

Section D Every effort will be made to notify technical Summer School employees by May 15 if they are to be employed for Summer School.

Section E Those employed in the Summer School may use up to two (2) days of sick leave accumulated as of the end of their preceding contract year. Those employed in Extended School Services where the program is conducted as an extended school year, and students are in attendance on a daily basis, a teacher working in a program of 1 to 29 days is eligible to utilize one (1) sick leave day. Those employed 30 days or more will be eligible to utilize two (2) sick leave days.

Section F The articles on School Board Authority, Academic Freedom, Assistance in Assault/Injury, Safety, Student Discipline, Employee Rights, Employee Discipline, and Materials and Facilities shall apply to technical, extended school services and tuition Summer School.

#### Section G

1. Employees providing services under the Extended School Services of KERA shall be paid their hourly rate.
2. Selection of employees for teaching responsibilities in the Extended School Services program with KERA and technical summer school shall be by:
  - a) The employee of record for the identified students shall first be offered to continue the students' program; or
  - b) Employees of the school will be selected by needs of the educational program, certification, seniority and employee preference; or
  - c) If the position is not filled by one of the above methods, the position will be filled by the process outlined in Section B of this article.

Section H Employees requested to teach an additional period shall be paid one-seventh (1/7th) of their daily rate for the extra hour of assigned duties which shall be a planning period to be completed at their work location. No employee shall be required to teach an additional period. Employees shall be selected for this assignment using Article XV of this Agreement.

1 ARTICLE XXII - SCHOOL CALENDAR

2  
3 Section A The Parties agree that the Superintendent  
4 will appoint employees to serve on the School  
5 Calendar Committee from among those nominated by  
6 the Association.

7  
8 Section B The employee representatives on the  
9 Committee shall have the opportunity to offer  
10 suggestions and make recommendations with respect to  
11 the development of the annual School Calendar.

12  
13 Section C The Superintendent's recommendation to the  
14 Employer pertaining to the annual adoption of the  
15 School Calendar shall be provided to the Association at  
16 least two weeks in advance of the recommendation.

17  
18 Section D The School Calendar shall provide:

19 187 paid days for each year of this agreement  
20 including:

21 4 paid holidays

22 4 inservice days of which at least three (3) will  
23 be flexible inservice days

24 1 opening day

25 1 closing day

26 One-half (1/2) of the opening and closing  
27 days shall be used solely for the purpose  
28 of the employees opening and closing their  
29 assigned area.

30  
31  
32 Two parent-teacher conference days are added to the  
33 school calendar as extended employment. Teachers  
34 will be paid their normal per diem as defined in the  
35 Agreement for participating in the scheduled parent-  
36 teacher conference days.

37  
38 A work day during the five (5) weekdays preceding the  
39 opening day of the school calendar may be an  
40 extended employment day for teachers. Teachers will  
41 be paid their normal per diem as defined in the  
42 Agreement for participating in the scheduled work day.

1 Section E The School Calendar shall also provide  
2 employees a five-day unpaid Spring Vacation unless  
3 required for make up of emergency closing days.

4  
5  
6 ARTICLE XXIII - TEAM LEADERS, DEPARTMENT  
7 HEADS AND GRADE GROUP CHAIRPERSONS

8  
9 Team Leaders, Department Heads and Grade Group  
10 Chairpersons will be selected annually by the principal  
11 or school head in conjunction with the employees in that  
12 department, team or grade group.

13  
14  
15 ARTICLE XXIV - LIBRARIANS

16  
17 Section A One librarian in each school shall be  
18 employed a minimum of seven (7) days extended time.  
19 When requested by the librarian and approved by the  
20 principal, the extended time may be divided between  
21 the opening and closing of school.

22  
23 Section B The librarian(s) shall collaborate with the  
24 building teaching staff and the building principal in  
25 developing the library schedule. The library schedule  
26 shall not be altered without involving the same  
27 collaborative process.

28  
29 Section C The District shall strive to see that all school  
30 library media centers meet guidelines of the Southern  
31 Association of Colleges and Schools.

32  
33  
34 ARTICLE XXV - EXCEPTIONAL CHILD EDUCATION

35  
36 The Employer recognizes its responsibility to provide  
37 exceptional child education employees with facilities,  
38 materials, and services appropriate to fulfilling their  
39 duties consistent with the provisions of IDEA -  
40 Individuals with Disabilities Education Act as amended  
41 and resulting regulations.

42  
43 Section A All appropriate employees shall have the

1 opportunity to participate in AARC and/or SBARC  
2 meetings as required by federal and state  
3 laws/regulations. All employees involved in the  
4 instruction of exceptional child education students shall  
5 have a copy of the IEP and have it explained, if  
6 needed.

7  
8 Section B Conferences or meetings with parents or  
9 legal guardians resulting from IDEA - Individuals with  
10 Disabilities Education Act - as amended in which  
11 employees are required to participate shall be  
12 scheduled during employees' duty hours whenever  
13 possible.

14  
15 Section C Art, music, physical education and computer  
16 shall be provided to exceptional child education pupils  
17 as written on the student's Individual Education Program  
18 (IEP).

19  
20 Section D Exceptional child education employees shall  
21 be provided time to the extent practicable during duty  
22 hours to use for the testing of pupils as required by the  
23 school system.

24  
25 Section E Teachers of functional mentally disabled  
26 pupils in the exceptional child education schools shall  
27 be provided time for annual home visits during duty  
28 hours.

## 29 30 31 ARTICLE XXVI - LEAVES OF ABSENCE

32  
33 The Employer shall grant leaves to employees in  
34 accordance with state and federal laws and regulations  
35 and the provisions of this article.

### 36 37 Section A Sick Leave

- 38  
39 1. Sick Leave with pay will be granted to an  
40 employee if the employee presents a personal  
41 affidavit or a certificate of a reputable physician  
42 stating that the employee or a member of the

1 employee's "immediate family"<sup>1</sup> was ill on the  
2 day or days absent and providing the employee  
3 has not exhausted current or accumulated sick  
4 leave credit.

- 5  
6 2. All employees shall be credited with ten (10)  
7 days sick leave per school year.  
8  
9 3. Sick leave will be credited on the initial day of  
10 employment and shall accumulate without  
11 limitation. All sick leave granted under this  
12 section shall be in units of full days.  
13  
14 4. Employees may not engage in any gainful  
15 employment while on sick leave.  
16  
17 5. If any employee uses all accumulated sick leave  
18 and is still unable to return to assigned duties,  
19 the employee shall apply for and be placed on  
20 unpaid medical leave of absence in accordance  
21 with Section B 2 of this article. An employee  
22 need not exhaust all sick leave credit in order to  
23 exercise the option of requesting to be placed on  
24 unpaid medical leave of absence.  
25  
26 6. All provisions herein shall apply to pregnancy  
27 related matters.  
28  
29 7. A sick leave bank shall be established into  
30 which employees may voluntarily contribute one  
31 (1) day from their accumulated sick leave. Only  
32 voluntary contributors shall qualify for use of  
33 leave in the bank according to standards  
34 consistent with those applying to use of regular  
35 sick leave. A three (3) person committee  
36 composed of employees selected by the  
37 Association shall be responsible for approving  
38 use of sick leave in the bank by employees

<sup>1</sup>"Immediate Family" means the employee's spouse,  
child(ren), including step-child(ren), parent(s), and  
spouse's parent(s) without reference to the location of  
residence of said relative.

1 who have exhausted their leave.

## 2 3 Section B Medical Leave

- 4  
5 1. A medical leave of absence shall be granted for  
6 a period of two (2) consecutive school years  
7 and, upon subsequent request, may be  
8 renewed for two (2) additional years. The  
9 written request shall be made to Personnel  
10 Services.  
11  
12 2. Whenever any employee has been advised  
13 by a physician or otherwise knows of an  
14 interruption of assigned duties due to anticipated  
15 medical reasons and which may reasonably be  
16 expected to last thirty (30) or more days, the  
17 employee shall notify Personnel Services and  
18 upon request be granted a medical leave of  
19 absence according to Section A 5 of this article.  
20 Such notice shall be given in writing and  
21 accompanied by a physician's statement setting  
22 out the anticipated date of commencement of  
23 interruption of duties and whether the employee  
24 is to retain the same assignment.  
25  
26 3. The employee shall notify the Employer as soon  
27 as possible of any change in the return date.  
28 Said notice shall be accompanied by the written  
29 permission of the physician.  
30  
31 4. The Employer will keep the employee's  
32 assignment available upon resumption of  
33 assigned duties provided:  
34  
35 a. such assignment has not been eliminated  
36 during the employee's absence for any valid  
37 reason  
38  
39 b. the employee's planned absence does not  
40 exceed ninety (90) days  
41  
42 5. Employees who qualify for and are awarded  
43 workers compensation payments shall be

1 placed on medical leave with unused sick leave  
2 coordinated with the workers compensation  
3 payments so as to sustain the level at a total of  
4 100% regular wages.

5  
6 The Employer shall save the Association  
7 harmless against any legal claims related to the  
8 implementation of this section.  
9

## 10 Section C Emergency Leave

11  
12 For the purpose of this section "emergency" shall mean  
13 a sudden unexpected happening; an unforeseen  
14 occasion or condition; a sudden or unexpected occasion  
15 for action.

- 16  
17 1. Legitimate reasons for granting emergency  
18 leave with pay shall include:  
19  
20 a. death or funeral of relative by blood or  
21 marriage (specify relationship)  
22  
23 b. emergency situations resulting from natural  
24 disasters; i.e., tornado, flood (specify exact  
25 reason)  
26  
27 c. such other reasons of emergency or  
28 extraordinary nature as approved by the  
29 Superintendent's designee. (Letter of  
30 explanation required.)  
31  
32 2. All employees shall be credited with two (2)  
33 days of emergency leave per year.  
34 Emergency leave will be credited on the initial  
35 day of employment and will not accumulate  
36 from year to year. All emergency leave  
37 granted under this section will be granted in  
38 units of full days.  
39

## 40 Section D Personal Leave

- 41  
42 1. All employees shall be credited with three (3)  
43 days of personal leave per year. The use of

these days shall be at the employee's discretion. Unused personal leave shall accumulate as sick leave.

2. Personal leave will be granted upon request to employees who give prior notice to the principal or immediate supervisor by noon of the preceding day.
3. Personal leave days will not be granted for the last five (5) days of the school term.
4. The principal or immediate supervisor may deny personal leave if the total requests exceed 10% of the teaching staff for any one day.

#### Section E Adoption/Child Rearing Leave

1. An employee presenting the required evidence shall upon request to Personnel Services be granted an unpaid leave of absence necessary to meet child adoption requirements and for the purpose of rearing the pre-school child(ren).
2. The Employer will keep the employee's assignment available upon resumption of assigned duties provided:
  - a. such assignment has not been eliminated during the employee's absence for any valid reason
  - b. the employee has requested such leave at least four (4) weeks prior to the anticipated date on which the leave is to commence
  - c. the employee's planned absence does not exceed ninety (90) days
3. A single adoption/child rearing leave shall be granted for a period of no less than thirty (30) days and no more than two (2) consecutive

workyears or major portions thereof upon written request by the employee to Personnel Services.

#### Section F Instructional Improvement Leave

1. The Employer shall budget and establish a bank of four hundred (400) instructional improvement leave days.
2. Bargaining unit members wishing to use paid instructional improvement leave shall make application on the appropriate form which shall be mutually agreed upon by the parties.
3. All bargaining unit members application for said leave shall be reviewed for approval or denial by the Instructional Improvement Leave Committee.
4. The Instructional Improvement Leave Committee shall be composed of three (3) bargaining unit members appointed by JCTA and three (3) administrators appointed by the Superintendent.

#### Section G Professional Leave

A leave of absence of up to two (2) years shall be granted to any employee upon application for educational or professional purposes. Upon return if the employee submits evidence in accordance with established procedures that this leave was used for the stated purpose for which it was granted, the employee shall be placed on the salary schedule at the level which would have been achieved had the employee remained actively employed in the system during the period of absence, provided however that time spent on said leave will not count toward the fulfillment of the time requirements for acquiring a continuing contract.

#### Section H Military Leave

Any employee who enters active duty shall be granted an unpaid leave for a period not to exceed the initial

period of service. Any employee on military leave and within ninety (90) days after the employee's separation from military service shall upon written application be restored to a position in the employment of the Employer, provided the employee shall furnish proof of discharge or separation from service under honorable conditions and be found by a physician selected by the Employer to be in a satisfactory state of health for the performance of teaching duties. Upon return the employee shall be placed on the salary schedule at the level which would have been achieved had the employee remained actively employed in the system during the period of absence.

#### Section I Political Activity Leave

An unpaid leave of absence shall be granted to any employee upon application for the purpose of campaigning for or serving in public office once the employee becomes a bona fide candidate for such office. The employee's assignment will be kept available for resumption of teaching duties provided the employee's planned absence does not exceed ninety (90) days.

#### Section J Jury Duty Leave

Any employee who serves on a jury in any duly constituted local, state or federal court shall be granted leave with full compensation less any compensation received as jury pay, for the period of actual jury service, which leave shall be in addition to all other leave to which the employee may be entitled.

Employees claiming compensation for jury duty shall comply with the following procedures:

1. A copy of the jury duty subpoena must be provided to the school principal or immediate superior prior to the first day involving jury duty service.
2. If assigned to jury duty, the Verification of Jury

Duty form (available from the payroll department) must be completed each pay period and forwarded with the Payroll Exception card which the school submits to the Payroll Office.

3. A personal check (payable to the Treasurer, Jefferson County Board of Education) for the amount of compensation received for jury duty service only and excluding the travel expense shall be delivered to the principal or immediate supervisor for transmittal to the Payroll Office.

#### Section K Association President Leave

The Employer shall upon request grant a full-time leave to the President of the Association for the school year(s) for which the President is elected, without the loss of salary, step increment, or Employer paid fringe benefits, subject to reimbursement to the Employer by the Association.

The basis of reimbursement for such leave shall be all costs incurred by the Employer resulting from the leave. Following the leave the employee will be returned to the assignment held prior to leave. In the event the assignment is not available, the employee will be given a comparable assignment.

#### Section L Association Leave

The Employer shall grant the Association an annual maximum of one hundred seventy-five (175) leave days. The Association shall request use of the days as needed at least ten (10) days in advance, except for extenuating circumstances, for attendance at regional, state or national meetings for the conduct of necessary Association business. The allocation of such paid Association leave days shall be determined by the Association except that no employee shall use more than eight (8) days per school year. The Association may authorize a maximum of five (5) employees to be exempt from the eight (8) day per year limitation. When an employee who is exempt from the eight (8) day

1 limitation uses Association leave, the Parties shall meet  
2 and plan how to minimize any adverse effect resulting  
3 from the employee's absence. This may include the  
4 use of substitute personnel serving as an assistant for  
5 which the cost shall be reimbursed to the Employer by  
6 the Association. The Association will reimburse the  
7 Employer for the cost of any substitute employee for  
8 these leave days.

9  
10 Section M Resumption of Benefits Following Leave

11  
12 When the employee resumes service in the district  
13 following leave any unused accumulated sick leave will  
14 be restored. Any employee granted a leave which  
15 affects the continuation of benefits provided by the  
16 Employer shall assume responsibility for making  
17 arrangements for continuation of said benefits during the  
18 term of said leave. The Employer will provide  
19 assistance and information with the ultimate  
20 responsibility for all notices remaining with the  
21 employee.

22  
23 Section N Length of Consecutive Leaves of Absence

24  
25 The Employer may deny Adoption/Child Rearing  
26 Leave, or Professional Leave when the granting of such  
27 leave would result in absence from duty for a period  
28 longer than two (2) consecutive school years without at  
29 least one-half (1/2) intervening year of active service as  
30 an employee. Time while an employee is on unpaid  
31 Professional Leave serving as a released full-time  
32 salaried officer of the Association or the Kentucky  
33 Education Association or the National Education  
34 Association shall not apply under this section.

35  
36 Section O Court Appearance Leave

37  
38 Any employee who is summoned to a local, state, or  
39 federal court for reasons directly connected with the  
40 employee's employment shall be granted paid leave  
41 after properly presenting the approved form certifying  
42 the court appearance. This section shall not apply  
43 when the employee is a plaintiff or witness against the

1 Employer or its agents, or when the employee is a  
2 plaintiff in cases without Employer sanction.

3  
4 Section P Notarizing Leave Affidavits

5  
6 The principal will make arrangements for notarizing  
7 without charge the personal affidavits of employees for  
8 leave where required.

9  
10 Section Q "Substitute Status"

11  
12 An employee who qualifies for professional leave or  
13 child rearing leave may instead choose to go to  
14 "substitute status". In this status an employee may  
15 serve as a substitute teacher assigned through the  
16 Substitute Teacher Center office. An employee in this  
17 status has the same rights and benefits, including  
18 representation, of a substitute teacher. If an employee  
19 wishes to return to employee status, the employee has  
20 the same rights to return to service as an employee on  
21 the above referenced leave of absence.

# ARTICLE XXVII - COMPENSATION SCHEDULES, 1998-2002

## Section A

### 1998-99 Teachers Salary Schedule (187 Days)

	RANK	III	RANK	III+15	RANK	II	RANK	II+15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	23986	1.045	25065	1.150	27584	1.195	28663	1.300	31182	1.365	32741
1	1.020	24465	1.065	25544	1.170	28063	1.215	29142	1.320	31660	1.385	33220
2	1.040	24945	1.085	26024	1.190	28543	1.230	29502	1.340	32141	1.405	33699
3	1.060	25424	1.105	26503	1.210	29022	1.255	30101	1.360	32620	1.425	34179
4	1.130	27103	1.130	27103	1.262	30269	1.275	30581	1.394	33435	1.445	34658
5	1.150	27584	1.165	27943	1.270	30462	1.315	31541	1.420	34060	1.485	35619
6	1.180	28302	1.205	28902	1.310	31421	1.355	32500	1.460	35019	1.525	36577
7	1.200	28783	1.245	29862	1.350	32380	1.395	33459	1.500	35978	1.565	37538
8	1.240	29742	1.285	30821	1.390	33340	1.435	34419	1.540	36938	1.605	38497
9	1.280	30701	1.325	31780	1.430	34299	1.475	35378	1.580	37897	1.645	39455
10	1.320	31660	1.365	32741	1.470	35258	1.515	36337	1.620	38856	1.685	40416
11	1.400	33579	1.445	34658	1.550	37177	1.595	38256	1.700	40775	1.765	42334
12	1.440	34538	1.485	35619	1.590	38136	1.635	39215	1.740	41734	1.805	43294
13	1.480	35498	1.525	36577	1.630	39096	1.675	40175	1.780	42693	1.845	44253

	RANK	III	RANK	III+15	RANK	II	RANK	II+15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
14	1.520	36457	1.565	37538	1.670	40055	1.715	41134	1.820	43653	1.885	45212
15	1.560	37418	1.605	38497	1.710	41014	1.755	42095	1.860	44612	1.925	46172
16	1.640	39335	1.685	40416	1.790	42933	1.835	44012	1.940	46531	2.005	48090
17	1.700	40775	1.745	41854	1.850	44373	1.895	45452	2.000	47971	2.065	49530
18	1.700	40775	1.745	41854	1.850	44373	1.895	45452	2.000	47971	2.065	49530
19	1.700	40775	1.745	41854	1.850	44373	1.895	45452	2.000	47971	2.065	49530
20	1.740	41734	1.785	42813	1.890	45332	1.935	46411	2.040	48930	2.105	50488
21	1.740	41734	1.785	42813	1.890	45332	1.935	46411	2.040	48930	2.105	50488
22	1.740	41734	1.785	42813	1.890	45332	1.935	46411	2.040	48930	2.105	50488
23	1.740	41734	1.785	42813	1.890	45332	1.935	46411	2.040	48930	2.105	50488
24	1.740	41734	1.785	42813	1.890	45332	1.935	46411	2.040	48930	2.105	50488
25	1.770	42454	1.815	43533	1.920	46052	1.965	47131	2.070	49650	2.135	51208

1999-00 Teachers Salary Schedule (187 Days)

	RANK	III	RANK	III + 15	RANK	II	RANK	II + 15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	25185	1.045	26318	1.150	28962	1.195	30095	1.300	32739	1.365	34376
1	1.020	25688	1.065	26821	1.170	29465	1.215	30600	1.320	33244	1.385	34881
2	1.040	26191	1.085	27326	1.190	29970	1.230	30976	1.340	33747	1.405	35384
3	1.060	26696	1.105	27829	1.210	30473	1.255	31606	1.360	34250	1.425	35887
4	1.130	28459	1.130	28459	1.262	31782	1.275	32111	1.394	35107	1.445	36392
5	1.150	28962	1.165	29340	1.270	31984	1.315	33117	1.420	35761	1.485	37398
6	1.180	29718	1.205	30348	1.310	32992	1.355	34125	1.460	36769	1.525	38406
7	1.200	30221	1.245	31354	1.350	33998	1.395	35133	1.500	37777	1.565	39413
8	1.240	31229	1.285	32362	1.390	35006	1.435	36139	1.540	38783	1.605	40420
9	1.280	32236	1.325	33370	1.430	36014	1.475	37147	1.580	39791	1.645	41429
10	1.320	33244	1.365	34376	1.470	37020	1.515	38155	1.620	40799	1.685	42435
11	1.400	35258	1.445	36392	1.550	39036	1.595	40169	1.700	42813	1.765	44451
12	1.440	36266	1.485	37398	1.590	40044	1.635	41177	1.740	43821	1.805	45457
13	1.480	37272	1.525	38406	1.630	41050	1.675	42183	1.780	44829	1.845	46465

	RANK	III	RANK	III + 15	RANK	II	RANK	II + 15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
14	1.520	38280	1.565	39413	1.670	42058	1.715	43191	1.820	45835	1.885	47473
15	1.560	39288	1.605	40420	1.710	43066	1.755	44199	1.860	46843	1.925	48479
16	1.640	41302	1.685	42435	1.790	45080	1.835	46213	1.940	48857	2.005	50495
17	1.700	42813	1.745	43946	1.850	46591	1.895	47724	2.000	50368	2.065	52006
18	1.700	42813	1.745	43946	1.850	46591	1.895	47724	2.000	50368	2.065	52006
19	1.700	42813	1.745	43946	1.850	46591	1.895	47724	2.000	50368	2.065	52006
20	1.740	43821	1.785	44954	1.890	47598	1.935	48732	2.040	51376	2.105	53012
21	1.740	43821	1.785	44954	1.890	47598	1.935	48732	2.040	51376	2.105	53012
22	1.740	43821	1.785	44954	1.890	47598	1.935	48732	2.040	51376	2.105	53012
23	1.740	43821	1.785	44954	1.890	47598	1.935	48732	2.040	51376	2.105	53012
24	1.740	43821	1.785	44954	1.890	47598	1.935	48732	2.040	51376	2.105	53012
25	1.770	44577	1.815	45710	1.920	48354	1.965	49487	2.070	52131	2.135	53768

2000-01 Teachers Salary Schedule (187 Days)

	RANK	III	RANK	III + 15	RANK	II	RANK	II + 15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	26443	1.045	27634	1.150	30409	1.195	31599	1.300	34376	1.365	36096
1	1.020	26972	1.065	28162	1.170	30939	1.215	32128	1.320	34905	1.385	36625
2	1.040	27502	1.085	28691	1.190	31468	1.230	32526	1.340	35434	1.405	37153
3	1.060	28031	1.105	29220	1.210	31997	1.255	33186	1.360	35963	1.425	37682
4	1.130	29882	1.130	29882	1.262	33372	1.275	33716	1.394	36863	1.445	38211
5	1.150	30409	1.165	30806	1.270	33583	1.315	34774	1.420	37549	1.485	39268
6	1.180	31204	1.205	31864	1.310	34641	1.355	35831	1.460	38608	1.525	40326
7	1.200	31732	1.245	32923	1.350	35698	1.395	36889	1.500	39666	1.565	41383
8	1.240	32790	1.285	33979	1.390	36756	1.435	37946	1.540	40722	1.605	42441
9	1.280	33847	1.325	35038	1.430	37813	1.475	39004	1.580	41781	1.645	43499
10	1.320	34905	1.365	36096	1.470	38871	1.515	40061	1.620	42839	1.685	44556
11	1.400	37020	1.445	38211	1.550	40988	1.595	42177	1.700	44954	1.765	46673
12	1.440	38078	1.485	39268	1.590	42045	1.635	43234	1.740	46011	1.805	47731
13	1.480	39137	1.525	40326	1.630	43103	1.675	44292	1.780	47069	1.845	48788

	RANK	III	RANK	III + 15	RANK	II	RANK	II + 15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
14	1.520	40193	1.565	41383	1.670	44160	1.715	45351	1.820	48126	1.885	49846
15	1.560	41252	1.605	42441	1.710	45218	1.755	46407	1.860	49184	1.925	50903
16	1.640	43367	1.685	44556	1.790	47333	1.835	48524	1.940	51299	2.005	53018
17	1.700	44954	1.745	46144	1.850	48921	1.895	50110	2.000	52887	2.065	54605
18	1.700	44954	1.745	46144	1.850	48921	1.895	50110	2.000	52887	2.065	54605
19	1.700	44954	1.745	46144	1.850	48921	1.895	50110	2.000	52887	2.065	54605
20	1.740	46011	1.785	47202	1.890	49977	1.935	51168	2.040	53945	2.105	55664
21	1.740	46011	1.785	47202	1.890	49977	1.935	51168	2.040	53945	2.105	55664
22	1.740	46011	1.785	47202	1.890	49977	1.935	51168	2.040	53945	2.105	55664
23	1.740	46011	1.785	47202	1.890	49977	1.935	51168	2.040	53945	2.105	55664
24	1.740	46011	1.785	47202	1.890	49977	1.935	51168	2.040	53945	2.105	55664
25	1.770	46804	1.815	47995	1.920	50772	1.965	51961	2.070	54738	2.135	56457

2001-02 Teachers Salary Schedule (187 Days)

	RANK	III	RANK	III+15	RANK	II	RANK	II+15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	27765	1.045	29014	1.150	31930	1.195	33179	1.300	36096	1.365	37899
1	1.020	28321	1.065	29570	1.170	32485	1.215	33734	1.320	36650	1.385	38456
2	1.040	28876	1.085	30125	1.190	33041	1.230	34151	1.340	37205	1.405	39010
3	1.060	29431	1.105	30681	1.210	33596	1.255	34845	1.360	37760	1.425	39565
4	1.130	31374	1.130	31374	1.262	35040	1.275	35400	1.394	38705	1.445	40120
5	1.150	31930	1.165	32347	1.270	35262	1.315	36511	1.420	39427	1.485	41231
6	1.180	32764	1.205	33458	1.310	36373	1.355	37622	1.460	40537	1.525	42342
7	1.200	33319	1.245	34568	1.350	37484	1.395	38733	1.500	41648	1.565	43453
8	1.240	34430	1.285	35679	1.390	38593	1.435	39844	1.540	42759	1.605	44563
9	1.280	35539	1.325	36790	1.430	39705	1.475	40953	1.580	43870	1.645	45674
10	1.320	36650	1.365	37899	1.470	40816	1.515	42065	1.620	44979	1.685	46785
11	1.400	38871	1.445	40120	1.550	43036	1.595	44285	1.700	47202	1.765	49005
12	1.440	39982	1.485	41231	1.590	44146	1.635	45396	1.740	48311	1.805	50116
13	1.480	41093	1.525	42342	1.630	45257	1.675	46506	1.780	49422	1.845	51226

	RANK	III	RANK	III+15	RANK	II	RANK	II+15	RANK	I	DOCTORATE	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
14	1.520	42204	1.565	43453	1.670	46368	1.715	47617	1.820	50533	1.885	52337
15	1.560	43314	1.605	44563	1.710	47479	1.755	48728	1.860	51643	1.925	53448
16	1.640	45536	1.685	46785	1.790	49700	1.835	50950	1.940	53865	2.005	55669
17	1.700	47202	1.745	48451	1.850	51365	1.895	52616	2.000	55531	2.065	57336
18	1.700	47202	1.745	48451	1.850	51365	1.895	52616	2.000	55531	2.065	57336
19	1.700	47202	1.745	48451	1.850	51365	1.895	52616	2.000	55531	2.065	57336
20	1.740	48311	1.785	49562	1.890	52477	1.935	53725	2.040	56642	2.105	58446
21	1.740	48311	1.785	49562	1.890	52477	1.935	53725	2.040	56642	2.105	58446
22	1.740	48311	1.785	49562	1.890	52477	1.935	53725	2.040	56642	2.105	58446
23	1.740	48311	1.785	49562	1.890	52477	1.935	53725	2.040	56642	2.105	58446
24	1.740	48311	1.785	49562	1.890	52477	1.935	53725	2.040	56642	2.105	58446
25	1.770	49145	1.815	50394	1.920	53309	1.965	54559	2.070	57474	2.135	59279

1. The increment for earned doctorate (Rank I +) in subject fields or areas approved by the State Board of Education for certification purposes.
2. Employees paid on these schedules shall be provided with the choice of a 22- or 26-Pay Plan.
3. Job Family III salary schedule includes teachers and other nonmanagerial, professional employees who work directly with students.

#### Section B Insurance Benefits<sup>1</sup>

1. Health and hospitalization insurance on single premium basis or same premium dollar amount for Health Maintenance Organization - full premium paid by State.
2. \$20,000 term life insurance - full premium paid by State.
3. Term life insurance equal to pay on the Teachers Salary Schedule - full premium paid by Employer.
4. Cancer insurance for individuals - full premium paid by Employer.<sup>2</sup>
5. Workers compensation insurance - full premium paid by Employer.
6. Long term disability income protection insurance - full premium paid by Employer.
7. Unemployment compensation insurance - full premium paid by Employer.

<sup>1</sup> For regular full-time teachers working on limited or continuing contracts and other regular full-time employees.

<sup>2</sup> By mutual consent of the parties this benefit may be cancelled and the premiums applied to another benefit.

#### 8. Fringe Benefit Pool Contribution -

An amount of money equal to 3.5% of annualized regular salary plus career incentive increments (excluding extra service and other forms of compensation and pay) prorated to the amount of time for which salary is credited shall be paid for each employee for the purchase of one (1) or more benefits approved by the Employer. The employee shall make selections from among the following benefits:

1. Medical
2. Supplemental medical
3. Dental
4. Cancer<sup>2</sup>
5. Vision
6. Accidental death and dismemberment
7. Cash(taxable)

A salary redistribution/reduction shall be arranged to increase the amount for the employee in the Fringe Benefit Pool when the cost of the employee's selected non-cash benefits exceed the allowable 3.5%. When the amount is insufficient to cover the cost of non-cash selections, the balance of the cost will be paid for through salary redistribution/reduction. Fringe benefit pool money shall be used for the full cost of the selection(s).

When the employee has not made a selection or when a balance remains after selection, the employee shall be deemed to have selected the cash option.

Benefits may be added or deleted from time to time by mutual agreement of representatives of the parties. Such changes may be requested by any of the parties because of changes in tax laws, regulations, number of benefit participants, or economic conditions.

1 Section C <sup>3</sup> Early Retirement Benefit Schedule

2  
3 Upon retirement from the Jefferson County Public  
4 School District, a teacher shall receive thirty (30) percent  
5 of the teacher's unused accumulated sick leave as a  
6 cash payment (less appropriate deductions) up to a  
7 maximum equal to the teacher's accumulated sick leave  
8 on the thirtieth (30th) year of credited service in the  
9 teacher's retirement systems. The cash payment shall  
10 be calculated by using the teacher's last year of service  
11 daily rate.

12  
13 Should a teacher's balance of unused sick leave fall  
14 below the number reached at the thirtieth year of  
15 service, it is understood that the teacher can continue to  
16 accrue sick leave and will be paid up to a maximum of  
17 that reached in the thirtieth year.

18  
19 The Employer agrees to indemnify and hold harmless  
20 both the Jefferson County Teachers Association and its  
21 Board and authorized agents from expenses, liability  
22 and losses suffered as a result of the execution or  
23 enforcement of the agreement.

24  
25 Section D Summer School, Curriculum Writing,  
26 Optional Inservice and Textbook Selection  
27 Pay; Incentive Stipends  
28

29 1. Summer school, Jefferson County High School,  
30 and part-time teachers salaries shall be prorated.  
31 Annual salaries are divided by base days to  
32 determine daily rates. Daily rates are divided by  
33 seven (7) to determine an hourly rate. The  
34 number of class hours will be multiplied by the  
35 hourly rate to arrive at the salary for less than a  
36 full duty day.

37  
38 2. Employees who are chosen to help write  
39 curriculum will be paid at an hourly rate of  
40 \$10.78.

---

<sup>3</sup> For regular full-time teachers working on limited or continuing contracts and other full-time employees.

1 3. Employees who are requested to present or  
2 participate in optional inservice training sessions  
3 will be paid at an hourly rate of \$20.00.  
4

5 4. Employees who are chosen to help select  
6 textbooks will be paid \$150 with this amount  
7 prorated according to time missed from  
8 applicable scheduled work sessions.  
9

Section E Extra Service Pay Schedule 1998-99  
 1.0 = 0.11 x Rank III, Step 0 (For a 187 day teacher salary schedule)  
 RANK III, STEP 0 = 23986

1. Athletic and Related Activities in Senior High Schools

TITLE	0		1		2		3		4	
Athletic Director	1.2	3166	1.3875	3661	1.5750	4155	1.7625	4650	1.9500	5145
Head Football	1.0	2638	1.1563	3051	1.3125	3463	1.4688	3875	1.6250	4287
4/Head Basketball	1.0	2638	1.1563	3051	1.3125	3463	1.4688	3875	1.6250	4287
Asst. Football	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
4/JV Basketball	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
4/Track	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Baseball	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Softball	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Wrestling	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Volleyball	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Cheerleaders	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572

TITLE	0		1		2		3		4	
JROTC Rifle Team	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
School Technology Coordinator	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
Drill Corps	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
5/Cross Country	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
Field Hockey	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
Soccer	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
5/Tennis	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
JV Volleyball	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Golf	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Swimming	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Chess Sponsor	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
ROTC Drill Team	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
6/Asst. Wrestling	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
6/Asst. Field Hockey	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
6/Assistant Track	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286

TITLE	0		1		2		3		4	
6/Assistant Soccer	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286
Freshman Basketball	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286
Freshman Football	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286

4/ Increment is provided each for either boys team or girls team or both teams.

5/ Increment times 1.5 is paid to a person who coaches both teams.

6/ Increment is for teams which meet approved participation levels.

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## 2. Athletic and Related Activities in Middle Schools

TITLE	0		1		2		3		4	
School Technology										
Coordinator	0.5	1319	0.5791	1528	0.6563	1732	0.7344	1938	0.8125	2144
7/Basketball	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286
Academic Activities										
Coordinator	0.3	792	0.3469	915	0.3937	1039	0.4406	1162	0.4875	1286
Cheerleaders	0.2	528	0.2312	610	0.2625	693	0.2937	775	0.3250	857
Drill Corps	0.1	264	0.1156	305	0.1312	346	0.1469	388	0.1625	429
Quick Recall Coach	0.1	264	0.1156	305	0.1312	346	0.1469	388	0.1625	429
Future Problem										
Solving Coach	0.1	264	0.1156	305	0.1312	346	0.1469	388	0.1625	429
Activities Sponsor	0.1	264	0.1156	305	0.1312	346	0.1469	388	0.1625	429

7/ Increment is provided each for either boys team or girls team or both teams.

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### 3. Other Activities in Senior High Schools and \*YPAS

TITLE	0		1		2		3		4	
Band Director	0.9	2375	1.0407	2746	1.1812	3116	1.3219	3488	1.4625	3859
Academic Activities										
Coordinator	0.6	1583	0.6938	1830	0.7875	2078	0.8813	2325	0.9750	2572
8/Asst. Band Director	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
*Choral Director	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Newspaper Sponsor	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Yearbook Sponsor	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
*Drama	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Speech and Debate	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
*Instrumental Band Dir.	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
*Instrumental Strings Dir.	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Orchestra (Concert) Dir.	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715
Quick Recall Coach	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715

Band Director: Out-of-County Band Camp \$80 per day, Maximum 7 days

8/ Increment is for 100 or more members of marching band.

### 4. Activities in Elementary Schools

TITLE	0	1	2	3	4					
School Technology										
Coordinator	0.4	1055	0.4625	1220	0.5250	1385	0.5875	1550	0.6500	1715

### 5. Department Head (Middle and Senior High Schools)

2 or more teachers in department - \$100 per teacher

6. Extra Service Pay Schedule increments are paid only for services actually rendered.

7. These increments are based upon meeting approved criteria for the activities.

A coach will not be paid less than the full increment when the approved criteria is met.

8. Elementary Team Leaders (\$100 per teacher on team or grade group)

Section E Extra Service Pay Schedule 1999-00

1.0 = 0.11 x Rank III, Step 0 (For a 187 day teacher salary schedule)

RANK III, STEP 0 = 25185

1. Athletic and Related Activities in Senior High Schools

TITLE	0		1		2		3		4	
Athletic Director	1.2	3324	1.3875	3844	1.5750	4363	1.7625	4883	1.9500	5402
Head Football	1.0	2770	1.1563	3203	1.3125	3636	1.4688	4069	1.6250	4502
4/Head Basketball	1.0	2770	1.1563	3203	1.3125	3636	1.4688	4069	1.6250	4502
Asst. Football	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
4/JV Basketball	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
4/Track	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Baseball	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Softball	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Wrestling	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Volleyball	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Cheerleaders	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701

TITLE	0		1		2		3		4	
JROTC Rifle Team	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
School Technology										
Coordinator	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
Drill Corps	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
5/Cross Country	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
Field Hockey	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
Soccer	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
5/Tennis	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
JV Volleyball	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Golf	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Swimming	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Chess Sponsor	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
ROTC Drill Team	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
6/Asst. Wrestling	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
6/Asst. Field Hockey	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
6/Assistant Track	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350

TITLE	0		1		2		3		4	
6/Assistant Soccer	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350
Freshman Basketball	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350
Freshman Football	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350

- 4/ Increment is provided each for either boys team or girls team or both teams.  
5/ Increment times 1.5 is paid to a person who coaches both teams.  
6/ Increment is for teams which meet approved participation levels.

## 2. Athletic and Related Activities in Middle Schools

TITLE	0		1		2		3		4	
School Technology										
Coordinator	0.5	1385	0.5791	1604	0.6563	1818	0.7344	2034	0.8125	2251
7/Basketball	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350
Academic Activities										
Coordinator	0.3	831	0.3469	961	0.3937	1091	0.4406	1221	0.4875	1350
Cheerleaders	0.2	554	0.2312	640	0.2625	727	0.2937	814	0.3250	900
Drill Corps	0.1	277	0.1156	320	0.1312	363	0.1469	407	0.1625	450
Quick Recall Coach	0.1	277	0.1156	320	0.1312	363	0.1469	407	0.1625	450
Future Problem										
Solving Coach	0.1	277	0.1156	320	0.1312	363	0.1469	407	0.1625	450
Activities Sponsor	0.1	277	0.1156	320	0.1312	363	0.1469	407	0.1625	450

- 7/ Increment is provided each for either boys team or girls team or both teams.

### 3. Other Activities in Senior High Schools and \*YPAS

TITLE	0		1		2		3		4	
Band Director	0.9	2493	1.0407	2883	1.1812	3272	1.3219	3662	1.4625	4051
Academic Activities										
Coordinator	0.6	1662	0.6938	1922	0.7875	2182	0.8813	2441	0.9750	2701
8/Asst. Band Director	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
*Choral Director	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Newspaper Sponsor	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Yearbook Sponsor	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
*Drama	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Speech and Debate	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
*Instrumental Band Dir.	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
*Instrumental Strings Dir.	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Orchestra (Concert) Dir.	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801
Quick Recall Coach	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801

Band Director: Out-of-County Band Camp \$80 per day, Maximum 7 days

8/ Increment is for 100 or more members of marching band.

### 4. Activities in Elementary Schools

TITLE	0	1	2	3	4					
School Technology										
Coordinator	0.4	1108	0.4625	1281	0.5250	1454	0.5875	1628	0.6500	1801

### 5. Department Head (Middle and Senior High Schools)

2 or more teachers in department - \$100 per teacher

6. Extra Service Pay Schedule increments are paid only for services actually rendered.

7. These increments are based upon meeting approved criteria for the activities.

A coach will not be paid less than the full increment when the approved criteria is met.

8. Elementary Team Leaders (\$100 per teacher on team or grade group)

Section E Extra Service Pay Schedule 2000-01

1.0 = 0.11 x Rank III, Step 0 (For a 187 day teacher salary schedule)

RANK III, STEP 0 = 26443

1. Athletic and Related Activities in Senior High Schools

TITLE	0		1		2		3		4	
Athletic Director	1.2	3490	1.3875	4036	1.5750	4581	1.7625	5127	1.9500	5672
Head Football	1.0	2909	1.1563	3363	1.3125	3818	1.4688	4272	1.6250	4727
4/Head Basketball	1.0	2909	1.1563	3363	1.3125	3818	1.4688	4272	1.6250	4727
Asst. Football	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
4/JV Basketball	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
4/Track	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Baseball	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Softball	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Wrestling	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Volleyball	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Cheerleaders	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836

TITLE	0		1		2		3		4	
JROTC Rifle Team	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
School Technology										
Coordinator	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
Drill Corps	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
5/Cross Country	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
Field Hockey	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
Soccer	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
5/Tennis	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
JV Volleyball	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Golf	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Swimming	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Chess Sponsor	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1628	0.6500	1891
ROTC Drill Team	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
6/Asst. Wrestling	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
6/Asst. Field Hockey	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
6/Assistant Track	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418

TITLE	0		1		2		3		4	
6/Assistant Soccer	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418
Freshman Basketball	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418
Freshman Football	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418

4/ Increment is provided each for either boys team or girls team or both teams.

5/ Increment times 1.5 is paid to a person who coaches both teams.

6/ Increment is for teams which meet approved participation levels.

## 2. Athletic and Related Activities in Middle Schools

TITLE	0		1		2		3		4	
School Technology										
Coordinator	0.5	1454	0.5791	1684	0.6563	1909	0.7344	2136	0.8125	2363
7/Basketball	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418
Academic Activities										
Coordinator	0.3	873	0.3469	1009	0.3937	1145	0.4406	1282	0.4875	1418
Cheerleaders	0.2	582	0.2312	672	0.2625	764	0.2937	854	0.3250	945
Drill Corps	0.1	291	0.1156	336	0.1312	382	0.1469	427	0.1625	473
Quick Recall Coach	0.1	291	0.1156	336	0.1312	382	0.1469	427	0.1625	473
Future Problem										
Solving Coach	0.1	291	0.1156	336	0.1312	382	0.1469	427	0.1625	473
Activities Sponsor	0.1	291	0.1156	336	0.1312	382	0.1469	427	0.1625	473

7/ Increment is provided each for either boys team or girls team or both teams.

### 3. Other Activities in Senior High Schools and \*YPAS

TITLE	0		1		2		3		4	
Band Director	0.9	2618	1.0407	3027	1.1812	3436	1.3219	3845	1.4625	4254
Academic Activities Coordinator	0.6	1745	0.6938	2018	0.7875	2291	0.8813	2563	0.9750	2836
8/Asst. Band Director	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
*Choral Director	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Newspaper Sponsor	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Yearbook Sponsor	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
*Drama	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Speech and Debate	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
*Instrumental Band Dir.	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
*Instrumental Strings Dir.	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Orchestra (Concert) Dir.	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891
Quick Recall Coach	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891

Band Director: Out-of-County Band Camp \$80 per day, Maximum 7 days

8/ Increment is for 100 or more members of marching band.

### 4. Activities in Elementary Schools

TITLE	0	1	2	3	4					
School Technology Coordinator	0.4	1163	0.4625	1345	0.5250	1527	0.5875	1709	0.6500	1891

### 5. Department Head (Middle and Senior High Schools)

2 or more teachers in department - \$100 per teacher

6. Extra Service Pay Schedule increments are paid only for services actually rendered.

7. These increments are based upon meeting approved criteria for the activities.

A coach will not be paid less than the full increment when the approved criteria is met.

8. Elementary Team Leaders (\$100 per teacher on team or grade group)

# Section E Extra Service Pay Schedule 2001-02

1.0 = 0.11 x Rank III, Step 0 (For a 187 day teacher salary schedule)

RANK III, STEP 0 = 27765

## 1. Athletic and Related Activities in Senior High Schools

TITLE	0		1		2		3		4	
Athletic Director	1.2	3665	1.3875	4238	1.5750	4810	1.7625	5383	1.9500	5956
Head Football	1.0	3054	1.1563	3532	1.3125	4009	1.4688	4486	1.6250	4963
4/Head Basketball	1.0	3054	1.1563	3532	1.3125	4009	1.4688	4486	1.6250	4963
Asst. Football	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
4/JV Basketball	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
4/Track	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Baseball	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Softball	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Wrestling	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Volleyball	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Cheerleaders	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978

TITLE	0		1		2		3		4	
JROTC Rifle Team	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
School Technology Coordinator	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
Drill Corps	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
5/Cross Country	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
Field Hockey	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
Soccer	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
5/Tennis	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
JV Volleyball	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Golf	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Swimming	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Chess Sponsor	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
ROTC Drill Team	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
6/Asst. Wrestling	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
6/Asst. Field Hockey	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
6/Assistant Track	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489

TITLE	0		1		2		3		4	
6/Assistant Soccer	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489
Freshman Basketball	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489
Freshman Football	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489

- 4/ Increment is provided each for either boys team or girls team or both teams.  
 5/ Increment times 1.5 is paid to a person who coaches both teams.  
 6/ Increment is for teams which meet approved participation levels.

## 2. Athletic and Related Activities in Middle Schools

TITLE	0		1		2		3		4	
School Technology										
Coordinator	0.5	1527	0.5791	1769	0.6563	2004	0.7344	2243	0.8125	2481
7/Basketball	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489
Academic Activities										
Coordinator	0.3	916	0.3469	1059	0.3937	1202	0.4406	1346	0.4875	1489
Cheerleaders	0.2	611	0.2312	706	0.2625	802	0.2937	897	0.3250	993
Drill Corps	0.1	305	0.1156	353	0.1312	401	0.1469	449	0.1625	496
Quick Recall Coach	0.1	305	0.1156	353	0.1312	401	0.1469	449	0.1625	496
Future Problem										
Solving Coach	0.1	305	0.1156	353	0.1312	401	0.1469	449	0.1625	496
Activities Sponsor	0.1	305	0.1156	353	0.1312	401	0.1469	449	0.1625	496

- 7/ Increment is provided each for either boys team or girls team or both teams.

### 3. Other Activities in Senior High Schools and \*YPAS

TITLE	0		1		2		3		4	
Band Director	0.9	2749	1.0407	3178	1.1812	3608	1.3219	4037	1.4625	4467
Academic Activities										
Coordinator	0.6	1832	0.6938	2119	0.7875	2405	0.8813	2692	0.9750	2978
8/Asst. Band Director	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
*Choral Director	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Newspaper Sponsor	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Yearbook Sponsor	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
*Drama	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Speech and Debate	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
*Instrumental Band Dir.	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
*Instrumental Strings Dir.	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Orchestra (Concert) Dir.	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985
Quick Recall Coach	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985

Band Director: Out-of-County Band Camp \$80 per day, Maximum 7 days

8/ Increment is for 100 or more members of marching band.

### 4. Activities in Elementary Schools

TITLE	0		1		2		3		4	
School Technology										
Coordinator	0.4	1222	0.4625	1413	0.5250	1603	0.5875	1794	0.6500	1985

### 5. Department Head (Middle and Senior High Schools)

2 or more teachers in department - \$100 per teacher

6. Extra Service Pay Schedule increments are paid only for services actually rendered.

7. These increments are based upon meeting approved criteria for the activities.

A coach will not be paid less than the full increment when the approved criteria is met.

8. Elementary Team Leaders (\$100 per teacher on team or grade group)

1 Section F

2  
3 The purpose of this section is to define an agreement  
4 between JCPS and JCTA pertaining to the total amount  
5 of General Fund revenue projections for local property  
6 taxes and occupational taxes plus the State SEEK  
7 program as adopted in the General Fund Final Working  
8 Budget for 1998-99 through 2001-02. The State Annual  
9 Financial Form Report will be utilized in comparing the  
10 budgetary forecasts vs. actual receipts for 1998-99  
11 through 2001-02.

12  
13 For FY 1998/99 through 2001/02 any amount which  
14 exceeds the total of the above revenue projections by  
15 more than 1 1/2% will be distributed on a 50-50 basis  
16 subject to agreement by both parties. The JCPS and  
17 JCTA will negotiate the distribution of the 50% to the  
18 bargaining unit. Any funds resulting from one-time  
19 revenue may only be used for one-time expenses.

20  
21 Section G

- 22  
23 1. \$4.00 per portfolio graded, or  
24  
25 2. The District will assume responsibility for scoring  
26 portfolios for teachers who choose not to do so.  
27  
28 3. Only one employee will be paid per portfolio.  
29

30  
31 ARTICLE XXVIII - MISCELLANEOUS

32  
33 Section A The Employer's procedure for placement of  
34 student teachers shall contain a provision which  
35 provides teacher employees with an opportunity to  
36 request that student teachers be placed with them. The  
37 Association will be involved with the development of  
38 this provision in the procedure.

39  
40 Section B The Employer's procedure for selection of  
41 employees to curriculum writing and textbook selection  
42 committees shall contain a provision which provides  
43 employees with an opportunity to request an

1 assignment to such committees. The Association will be  
2 involved in the development of this provision in the  
3 procedure.  
4

5 Section C The Parties recognize that employee training  
6 institutions accredited by such organizations as the  
7 National Council for Accreditation of Teacher Education  
8 (NCATE), the Southern Association of Colleges and  
9 Schools (SACS), and other regional accrediting  
10 associations promote adherence to worthy standards.  
11 The Employer will make an effort to employ new  
12 teachers who are graduates of these accredited  
13 institutions.  
14

15 Section D The Parties to this Agreement recognize the  
16 authority of the Education Professional Standards Board  
17 with its statutory responsibility for certification of all  
18 teachers, kindergarten through grade 12.  
19

20  
21 ARTICLE XXIX - GRIEVANCE PROCEDURE

22  
23 Section A Definitions

- 24  
25 1. Grievance means an allegation or complaint  
26 that there has been a violation,  
27 misinterpretation or improper application of  
28 one or more specific provisions of this  
29 Agreement or any complaint alleging  
30 improper, arbitrary, or discriminatory  
31 conduct.  
32  
33 2. Grievant means the person(s) or  
34 Association making the allegation or  
35 complaint.  
36  
37 3. Party-in-interest means the person(s) or  
38 Association making the allegation or  
39 complaint or any party who might be  
40 required to take action or against whom  
41 action might be taken in order to resolve the  
42 grievance.  
43

1 4. Immediate Supervisor means -

- 2  
3 (a) The principal or school head;  
4 (b) The principal or school head with  
5 whom the grievance has been filed  
6 when the employee is assigned to  
7 more than one location; or  
8  
9 (c) The administrator by whom the  
10 employee is evaluated when the  
11 employee is not assigned to an  
12 individual school location.

13  
14 Section B Purpose

- 15  
16 1. The purpose of this Grievance Procedure is  
17 to secure, at the lowest possible  
18 administrative level, equitable solutions to  
19 the problems which may arise affecting the  
20 welfare or working conditions of employees.  
21 The Parties agree that these proceedings  
22 will be kept as informal as may be  
23 appropriate at any level of the procedure.  
24  
25 2. Nothing contained herein will be construed  
26 as limiting the right of any employee having  
27 a grievance to discuss the matter informally  
28 with any appropriate member of the  
29 administration, and to have the grievance  
30 adjusted without intervention by the  
31 Association, provided that the adjustment is  
32 not inconsistent with the terms of this  
33 Agreement and that the Association after  
34 Level I A has been given an opportunity to  
35 be present at such adjustment and to state  
36 its views.

37  
38 Section C Representation

39  
40 A grievant may be represented by the Association at all  
41 stages of the Grievance Procedure after Level I A.  
42  
43

1 Section D Procedure

2  
3 Since it is important that grievances be processed as  
4 rapidly as possible, the timetable specified at each level  
5 should be considered as a maximum and every effort  
6 should be made to expedite the process. The time limits  
7 specified may, however, be extended by mutual  
8 agreement.  
9

10 In the event a grievance is filed at such a time that it  
11 cannot be processed through all the steps in this  
12 Grievance Procedure by the end of the school year, the  
13 time limits set forth herein will be reduced so that the  
14 procedure may be exhausted prior to the end of the  
15 school year or as soon thereafter as is practicable.  
16

17 Level I A An employee with a grievance shall  
18 first inform the immediate supervisor or the  
19 appropriate administrator within fifteen (15) days  
20 of awareness of the incident or condition which is  
21 the basis of the grievance with the objective of  
22 resolving it informally.  
23

24 Level I B If the grievant is not satisfied with the  
25 disposition of the grievance a meeting with the  
26 school head shall be held with the objective of  
27 resolving the grievance informally.  
28

29 Level I C If the grievance is not resolved  
30 informally the grievant may file the grievance in  
31 writing with the immediate supervisor or  
32 appropriate administrator. The immediate  
33 supervisor or appropriate administrator shall  
34 respond in writing within three (3) days.  
35

36 Level II If the grievant is not satisfied with the  
37 disposition of the grievance at Level I C, or if no  
38 decision has been rendered within three (3)  
39 days after receipt of the grievance, the grievant  
40 may within ten (10) days submit the written  
41 grievance to the Superintendent/designee with  
42 copies to the administrator, and the Association.  
43

1 The Superintendent/designee shall have a  
2 hearing within five (5) days after receipt of the  
3 written appeal. The Superintendent/designee  
4 shall have a written decision within seven (7)  
5 days.

6  
7 Level III If the grievant is not satisfied with the  
8 disposition of the grievance at Level II, or if no  
9 written decision has been rendered within  
10 twelve (12) days after the grievance has been  
11 submitted at Level II the Association may submit  
12 the grievance to arbitration. The Association  
13 shall notify the Superintendent/designee within  
14 twenty-five (25) days. If a question as to the  
15 arbitrability of an issue is raised by either party,  
16 such question shall be determined in the first  
17 instance by the arbitrator.

18  
19 Within five (5) days from the date of the receipt  
20 of the request for arbitration, the Parties shall  
21 request the Federal Mediation and Conciliation  
22 Service (FMCS) to provide a list of five (5)  
23 impartial persons qualified to act as arbitrators.  
24 The Parties shall meet within three (3) days after  
25 the receipt of such a list. The Parties will each  
26 strike one arbitrator's name from the list of five  
27 (5) and will then repeat the procedure. The  
28 remaining person shall be the duly selected  
29 arbitrator.

30  
31 The arbitrator shall have authority to hold  
32 hearings and make procedural rules consistent  
33 with this Agreement. Such hearings shall be  
34 held as promptly as practicable after the request  
35 for arbitration and the arbitrator shall issue the  
36 decision within a reasonable time but no later  
37 than sixty(60) days after the date of the close of  
38 the final hearing. If the Parties mutually agree,  
39 hearings may be waived and the arbitrator's  
40 decision made on the basis of final statements  
41 and evidence submitted to the arbitrator.

42  
43 The arbitrator shall be without power or authority

1 to alter, amend or modify any of the terms of this  
2 Agreement or to make any decision which  
3 requires the commission of an act prohibited by  
4 law or which is violative of the terms of this  
5 Agreement. The decision of the arbitrator will be  
6 submitted in writing and shall set forth findings of  
7 fact and conclusions to the Parties and will be  
8 final and binding on the Parties, unless rejected  
9 by a four-fifths (4/5) vote of the Employer voting  
10 at a public meeting to be held within fifteen (15)  
11 days. Prior to the Board voting the Association  
12 shall have the right to have a representative  
13 appear and present the Association's position.  
14 The costs for the services of the arbitrator,  
15 including per diem expenses if any, travel and  
16 subsistence expenses and the cost of any  
17 hearing room will be borne equally by the  
18 Parties. All other costs will be borne by the  
19 party incurring them.

#### 20 21 Section E Grievances Filed at Level Above Immediate 22 Supervisor

23  
24 If grievances arise from action or inaction on the part of  
25 an administrator at a level above the immediate  
26 supervisor the grievant may file such grievance in  
27 writing at Level II after first attempting to resolve it  
28 informally. If the grievance is not resolved it shall be  
29 processed through the applicable steps of Section D.  
30 The Association may process such a grievance through  
31 all levels of the procedure.

#### 32 33 Section F Grievance Meetings and Hearings

34  
35 All meetings and hearings provided for by this  
36 Grievance Procedure shall be held in private and shall  
37 include only such parties in interest, their  
38 representative(s), and witnesses as necessary.

#### 39 40 Section G Grievance Records

41  
42 All official records of processing a grievance shall be  
43 filed separately from the personnel file of the grievant.

1 Section H Grievance Forms

2  
3 Grievance forms and other necessary documents will be  
4 prepared jointly by the Superintendent/designee and  
5 the Association. The Association shall have the  
6 responsibility for appropriate distribution of the forms for  
7 filing grievances. The costs of grievance forms will be  
8 borne by the Employer.

9 Section I Miscellaneous

- 10  
11 1. The Employer and the Association shall  
12 make available upon written specific  
13 request to the other such information as is  
14 necessary to effectively process  
15 grievances.  
16  
17 2. Neither the Employer nor the Association  
18 shall assert or submit any ground or  
19 evidence before a grievance arbitrator  
20 which has not been previously disclosed to  
21 the other party.  
22  
23 3. The Association and the aggrieved party  
24 will be required to exhaust this Grievance  
25 Procedure including arbitration before  
26 seeking alternative remedies, provided that  
27 by doing so they will not be deemed to  
28 have waived or otherwise prejudiced any  
29 constitutional, statutory, or other legal rights  
30 that they may have.  
31  
32 4. If in the judgment of the Association a  
33 grievance affects a group or class of  
34 employees, the Association may initiate  
35 and submit such a grievance in writing.  
36 When such a grievance arises outside of a  
37 building the Association will attempt to  
38 resolve it informally before processing it  
39 through the applicable steps of Section D,  
40 starting at Level II. The Association may  
41 process such a grievance through all levels  
42 of the procedure.  
43

- 1 5. When it is necessary for the aggrieved  
2 party, a Grievance Representative and/or  
3 other representative designated by the  
4 Association to participate in a mutually  
5 scheduled grievance meeting or hearing  
6 during the school day, the party will, upon  
7 notice to the principal or appropriate  
8 administrator by the Association be  
9 released without loss of pay as necessary  
10 in order to permit participation in the  
11 meeting. Any employee whose  
12 appearance is necessary in such meetings  
13 or hearings as a witness will be accorded  
14 the same right.  
15

- 16 6. Decisions rendered at Levels I C and II of  
17 the Grievance Procedure will be in writing,  
18 setting forth the decision and the reason  
19 therefore and will be transmitted promptly to  
20 all parties-in-interest and to the Association.  
21 Decisions rendered at Level III will be in  
22 accordance with the procedure set forth in  
23 Section D, Level III.  
24

25 ARTICLE XXX NEGOTIATION OF A SUCCESSOR  
26 AGREEMENT

27  
28  
29 The Parties agree that negotiation on a successor  
30 Agreement will begin no later than June 1 of the calendar  
31 year in which this Agreement expires.  
32

33 ARTICLE XXXI PRINTING THE AGREEMENT

34  
35  
36 Copies of this Agreement shall be printed by the  
37 Employer and distributed to all employees now  
38 employed and hereafter employed. The Employer shall  
39 furnish a reasonable number of copies of the Agreement  
40 to the Association for its use.  
41  
42  
43

ARTICLE XXXII SAVINGS CLAUSE

Should any Article, Section or Clause of this Agreement be declared illegal or contrary to federal or state regulations by a court of competent jurisdiction, it shall be automatically deleted from this Agreement to the extent that it violates the law or regulation. The remaining Articles, Sections and Clauses shall remain in full force and effect for the duration of the Agreement, if not affected by the deleted Article, Section or Clause.

ARTICLE XXXIII DURATION

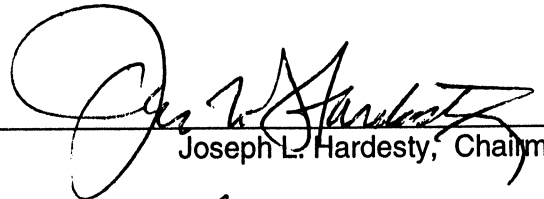
Section A This Agreement shall remain in full force and effect July 1, 1998 through June 30, 2002.

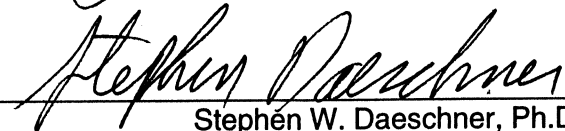
Section B The Employer agrees to take such action as is necessary to give full force and effect to the provisions of this Agreement. The Employer shall make no change in past policy, rule or practice affecting employees wages, hours or working conditions without mutual agreement between the Employer and the Association. This Agreement shall supersede any rules, regulations or practice of the Employer which shall be contrary to or inconsistent with its terms.

Section C Either party desiring changes, additions or deletions in the Agreement shall notify the other party in writing and request a conference which must be held within thirty (30) days. Changes, deletions, or additions will be negotiated only upon mutual consent of both parties.

Section D This Agreement is made and entered into on this 6th day of July, 1998 by and between the Jefferson County Board of Education and the Jefferson County Teachers Association.

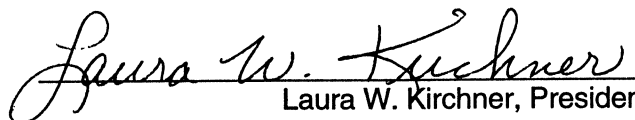
Board of Education of Jefferson County, Kentucky

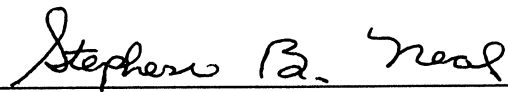
  
Joseph L. Hardesty, Chairman

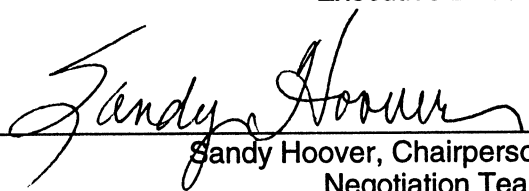
  
Stephen W. Daeschner, Ph.D.  
Superintendent

  
William S. Eckels, Chief Negotiator

Jefferson County Teachers Association

  
Laura W. Kirchner, President

  
Stephen B. Neal, Chief Negotiator  
Executive Director

  
Sandy Hoover, Chairperson  
Negotiation Team

1 JEFFERSON COUNTY BOARD OF EDUCATION  
2 NEGOTIATION TEAM

3 William S. Eckels, Chief Negotiator  
4 Executive Director, Human Resources

5 Charles Grissett  
6 Chief Financial Officer

7 Carolyn S. Meredith, Director  
8 Employee Relations

9 Linda Miller, Principal  
10 Johnson Traditional Middle School

11 Charles Horan, Director  
12 Financial Planning and Management

13 Robin Dix, Principal  
14 Maupin Elementary School

15 Harold Russell, Principal  
16 Buechel Metropolitan High School

17 Mary England, Secretary

18 JEFFERSON COUNTY TEACHERS ASSOCIATION  
19 NEGOTIATION TEAM

20 Stephen B. Neal, Chief Negotiator  
21 Executive Director

22 Laura W. Kirchner, President  
23 Jefferson County Teachers Association

24 Sandy Hoover, Teacher  
25 Louisville Male Traditional High School

26 Brent McKim, Teacher  
27 DuPont Manual High School

1 Bobby Atchley, Teacher  
2 Indian Trail Elementary School

3 Ann Walls, Teacher  
4 Cochran Elementary School

5 Linda Johnson, Teacher  
6 Stuart Middle School

7 Nancy Wimsett, Teacher  
8 Myers Middle School

9 Debbie Syer, Area Director for UniServ  
10 Jefferson County Teachers Association

11 Paula Cramer, Area Director for UniServ  
12 Jefferson County Teachers Association

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## **AGREEMENT BY AND BETWEEN THE JEFFERSON COUNTY TEACHERS ASSOCIATION AND THE JEFFERSON COUNTY BOARD OF EDUCATION**


The Jefferson County Teachers Association and the Jefferson County Board of Education, in the spirit of cooperation and educational innovation, mutually agree to the following JCTA/JCBE Pilot Transfer Procedure.

1. The JCTA/JCBE Pilot Transfer Procedure shall be implemented for the 1999-00, 2000-01, 2001-02, and 2002-03 transfer years.
2. By February 1 of each year the faculty (Representative Code "T") in each school may vote, by secret ballot, in a duly-called faculty meeting. The vote will be to determine each faculty's interest in being a part of the JCTA/JCBE Pilot Transfer Procedure. The faculty vote shall be conducted by the JCTA Professional Representative and the Principal. The official ballot and reporting forms shall be provided to each building. For a school to be eligible for consideration, two-thirds (2/3) of those voting must favor being a part of the JCTA/JCBE Pilot Transfer Procedure.
3. By March 1 of each year the Parties shall meet to review the list of those schools meeting the criteria for consideration. The Parties shall select, subject to the number of schools that apply each year, up to 25% of the schools in the District for 1999-00, 50% of the schools in the District for 2000-01, and 75% of the schools in the District for 2001-02 for participation under these procedures. For 2002-03, 100% of the schools in the District will be eligible to participate. When selecting schools for participation the Parties will consider distribution of participation across all grade levels and geographical regions of the District. The Parties shall promptly inform all employees of its decision.
4. By no later than March 1 of each year the faculties of the JCTA/JCBE Pilot Transfer Procedure Schools shall elect by secret ballot three (3) representatives (Representative Code "T") to serve with the Principal on the Faculty Selection Committee. The election of this Committee shall be conducted by the JCTA Professional Representative and the Principal at a duly-called faculty meeting.
5. The Faculty Selection Committee shall receive from Personnel Services the names of the three (3) most senior employees requesting a transfer to that school. The Faculty Selection Committee shall offer an interview to those seeking the

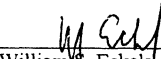
transfer and based on those interviews shall select, by majority vote, the employee to be offered the transfer. Should the employee offered the transfer decline, the Committee may offer the position to one of the remaining applicants. Should the Committee fail to fill the position from the list provided, the JCTA/JCBE Contract shall be implemented. The Faculty Selection Committee shall comply with all applicable State and Federal Statutes as well as the JCPS Singleton Ratio in their selection process.

6. The JCBE reserves the right, in compliance with the JCTA/JCBE Agreement, to veto the Faculty Selection Committee's decision should there be certified staff under contract which would remain surplus if not assigned.

This Memorandum of Agreement shall expire the first student day of the 2002-03 school year.

  
Stephen B. Neal, Executive Director  
Jefferson County Teachers Association

6/11/98  
Date

  
William S. Eckels, Executive Director,  
Human Resources  
Jefferson County Board of Education

6-11-98  
Date

**AGREEMENT  
BY AND BETWEEN  
THE JEFFERSON COUNTY TEACHERS ASSOCIATION  
AND  
THE JEFFERSON COUNTY BOARD OF EDUCATION**

The parties to this agreement jointly agree to the following terms and conditions as a process for settling any bargaining dispute between the respective governing bodies. It is expressly understood by the parties that this memorandum supersedes any other agreement, contract or otherwise, that pertains to resolution of a bargaining impasse.

The parties mutually agree to enter into bargaining in June 2002. The parties further agree to negotiate at a neutral site to be mutually determined. The parties agree that bargaining will take place from 8:00 a.m. until 5:00 p.m. daily, but that any session may be terminated at any time by either party.

Should the negotiations between the parties fail to produce an agreement, the parties mutually agree to enter into mediation. The parties mutually agree to begin mediation no later than the third week in June 2002. The parties further agree to use (to be determined) as Mediator. The mediation sessions shall take place at a mutually agreed to site. The length of the mediation sessions shall be determined by the parties.

Should mediation fail to produce an agreement between the parties a fact finding hearing will be conducted. The fact finder shall be (to be determined) and the hearing shall be held the last week in June 2002. The fact finder shall make a recommendation(s), on all unresolved bargaining issues, issue by issue, no later than June 30, 2002. The parties shall have until July 10, 2002 to accept or reject the fact finder recommendation(s).

Should mediation and fact finding fail to produce an agreement between the parties, the outstanding issues that are still unresolved, as identified in the advisory fact finding opinion, shall be submitted to issue by issue last best offer binding arbitration. Both parties shall submit their issue by issue last best offer to each other and to the arbitrator in a sealed envelope at the beginning of the arbitration hearing. The arbitration hearing shall be conducted no later than mid-July 2002 at a mutually agreed to site. The arbitrator shall be without power or authority to alter, amend, or modify the final issue by issue offers of the respective parties. The arbitrator shall render a binding decision on each issue submitted. No decision will be binding on either party, issue by issue, that is not the "last best offer" of one of the parties as submitted to the arbitrator prior to the arbitration hearing. The parties mutually agree on an arbitrator or use the FMCS process for arbitrator selection.

*6/11/98*  
*W. Eckels*

## NOTES

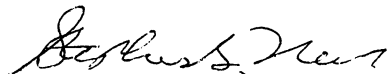
The decision of the arbitrator shall be submitted in writing to the parties within five (5) calendar days of the hearing and will be final and binding on the parties unless rejected by a four-fifths (4/5) vote of either constituency within fifteen (15) calendar days of the issuing of the arbitrators award. The parties' bargaining teams agree to recommend the arbitrator's decision to their respective constituencies.

Time lines contained herein may be amended by mutual agreement of the parties.


The cost of this process shall be borne equally by the parties.

This memorandum of agreement is in full force and effect for the 2002 negotiations between the parties. Any and all future negotiation impasses shall be controlled by the terms of the existing agreement between the parties.

Tentatively agreed to by:

  
Stephen B. Neal, JCTA

6/11/88  
Date

  
William S. Eckels, JCBE

6-11-88  
Date

MEMORANDUM OF AGREEMENT  
BETWEEN  
JEFFERSON COUNTY BOARD OF EDUCATION  
AND  
JEFFERSON COUNTY TEACHERS ASSOCIATION

The Parties hereby agree:

SALARY:

1. The percentage salary increase for 2002-03 will be 4%. If the total of the percentages increase in the Seek base for 2002-03 and 2003-04 equals 5% or less, the 2003-04 salary increase will equal 3%. If the total of the percentages increase in the Seek base for 2002-03 and 2003-04 equals 7% or greater, the 2003-04 salary increase will equal 5%. If the total of the percentages increase in the Seek base for 2002-03 and 2003-04 is more than 5% and less than 7% the 3% minimum salary for 2003-04 will be adjusted upward one tenth of one percent for every tenth of one percent the 2002-03 and 2003-04 Seek base percentages total exceed 5% with a maximum of 7%.

For example, if the total of the percentages increase in the Seek base for 2002-03 and 2003-04 equals 5.5%, the 2003-04 salary increase will be 3.5%; or if the total of the percentages increase in the Seek base for 2002-03 and 2003-04 equals 6.5%, the 2003-04 salary increase will be 4.5%. Salary increase adjustments within the range shall be in one tenth increments with the minimum salary increase being 3% and the maximum salary increase being 5%.

2. Should the State legislature appropriate money specifically for teacher salary increases for 2002-03 and / or 2003-04 in addition to the regular Seek allocation the JCPS and JCTA will negotiate the distribution of the funds to the bargaining unit. Any funds resulting from one-time revenue may only be used for one-time expenses.

3. For 2002-03 and 2003-04 the Article XXVII, Section E, Extra Service Pay Schedules will be adjusted by the same percentages as the 2002-03 and 2003-04 salary schedules as explained in #1 above.

2. Add to Section I of Article IV employee's home phone number unless the employee has designated in writing to the District that the number is a "private" line and not to be distributed.

#### PILOT TRANSFER PROCEDURE

The "Pilot Transfer Procedure Memorandum of Agreement" shall not expire until the first student day of the 2004-05 school year.

#### BARGAINING IMPASSE MEMORANDUM OF AGREEMENT

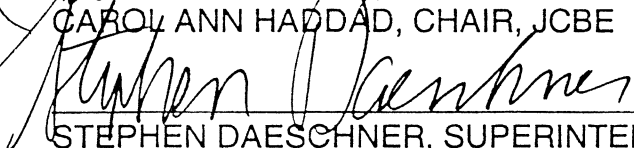
The Memorandum of Agreement governing impasse bargaining procedures shall remain in full force and effect for the 2004 labor agreement negotiations between the parties.

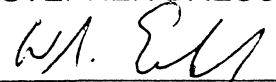
#### ARTICLE XXXIII DURATION

The present labor agreement, except for the modifications identified above in this document, shall remain in full force and effect July 1, 2002 through June 30, 2004.

This Memorandum of Agreement was executed by the Parties on this 3rd day of April, 2001.

  
CAROL ANN HADDAD, CHAIR, JCBE

  
STEPHEN DAESCHNER, SUPERINTENDENT, JCBE

  
W. S. FOKELO, EXECUTIVE DIRECTOR, JCBE

## JEFFERSON COUNTY PUBLIC SCHOOLS

## 2002-2003 SALARY SCHEDULE

4%										
	RANK III		RANK III+15		RANK II		RANK II+15		RANK I	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	28876	1.045	30176	1.150	33207	1.195	34507	1.300	37540
1	1.020	29454	1.065	30754	1.170	33785	1.215	35084	1.320	38116
2	1.040	30032	1.085	31331	1.190	34363	1.230	35518	1.340	38694
3	1.060	30608	1.105	31909	1.210	34939	1.255	36240	1.360	39271
4	1.130	32629	1.130	32629	1.262	36442	1.275	36816	1.394	40253
5	1.150	33207	1.165	33641	1.270	36672	1.315	37972	1.420	41005
6	1.180	34075	1.205	34796	1.310	37828	1.355	39126	1.460	42159
7	1.200	34652	1.245	35952	1.350	38983	1.395	40283	1.500	43314
8	1.240	35808	1.285	37106	1.390	40137	1.435	41439	1.540	44470
9	1.280	36962	1.325	38262	1.430	41293	1.475	42592	1.580	45626
10	1.320	38116	1.365	39415	1.470	42449	1.515	43748	1.620	46778
11	1.400	40427	1.445	41725	1.550	44758	1.595	46058	1.700	49091
12	1.440	41581	1.485	42880	1.590	45912	1.635	47213	1.740	50245
13	1.480	42738	1.525	44036	1.630	47067	1.675	48367	1.780	51400
14	1.520	43892	1.565	45192	1.670	48223	1.715	49523	1.820	52554
15	1.560	45048	1.605	46346	1.710	49379	1.755	50677	1.860	53710
16	1.640	47357	1.685	48657	1.790	51688	1.835	52988	1.940	56021
17	1.700	49091	1.745	50389	1.850	53420	1.895	54721	2.000	57753
18	1.700	49091	1.745	50389	1.850	53420	1.895	54721	2.000	57753
19	1.700	49091	1.745	50389	1.850	53420	1.895	54721	2.000	57753
20	1.740	50245	1.785	51544	1.890	54577	1.935	55875	2.040	58908
21	1.740	50245	1.785	51544	1.890	54577	1.935	55875	2.040	58908
22	1.740	50245	1.785	51544	1.890	54577	1.935	55875	2.040	58908
23	1.740	50245	1.785	51544	1.890	54577	1.935	55875	2.040	58908
24	1.740	50245	1.785	51544	1.890	54577	1.935	55875	2.040	58908
25	1.770	51112	1.815	52410	1.920	55441	1.965	56741	2.070	59772

JEFFERSON COUNTY PUBLIC SCHOOLS										
2003-2004 SALARY SCHEDULE										
3%										
	RANK III		RANK III+15		RANK II		RANK II+15		RANK I	
STEP	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.000	29742	1.045	31081	1.150	34204	1.195	35543	1.300	38661
1	1.020	30337	1.065	31675	1.170	34798	1.215	36137	1.320	39261
2	1.040	30933	1.085	32270	1.190	35395	1.230	36582	1.340	39851
3	1.060	31526	1.105	32865	1.210	35988	1.255	37327	1.360	40441
4	1.130	33609	1.130	33609	1.262	37536	1.275	37921	1.394	41461
5	1.150	34204	1.165	34651	1.270	37772	1.315	39111	1.420	42231
6	1.180	35098	1.205	35840	1.310	38963	1.355	40300	1.460	43421
7	1.200	35692	1.245	37029	1.350	40154	1.395	41491	1.500	44611
8	1.240	36882	1.285	38219	1.390	41341	1.435	42682	1.540	45801
9	1.280	38071	1.325	39410	1.430	42533	1.475	43870	1.580	46991
10	1.320	39260	1.365	40599	1.470	43722	1.515	45061	1.620	48181
11	1.400	41639	1.445	42978	1.550	46101	1.595	47438	1.700	50561
12	1.440	42828	1.485	44167	1.590	47290	1.635	48629	1.740	51751
13	1.480	44019	1.525	45356	1.630	48479	1.675	49818	1.780	52941
14	1.520	45209	1.565	46548	1.670	49669	1.715	51007	1.820	54131
15	1.560	46398	1.605	47737	1.710	50860	1.755	52197	1.860	55321
16	1.640	48778	1.685	50116	1.790	53240	1.835	54579	1.940	57701
17	1.700	50564	1.745	51901	1.850	55022	1.895	56363	2.000	59481
18	1.700	50564	1.745	51901	1.850	55022	1.895	56363	2.000	59481
19	1.700	50564	1.745	51901	1.850	55022	1.895	56363	2.000	59481
20	1.740	51752	1.785	53091	1.890	56214	1.935	57551	2.040	60671
21	1.740	51752	1.785	53091	1.890	56214	1.935	57551	2.040	60671
22	1.740	51752	1.785	53091	1.890	56214	1.935	57551	2.040	60671
23	1.740	51752	1.785	53091	1.890	56214	1.935	57551	2.040	60671
24	1.740	51752	1.785	53091	1.890	56214	1.935	57551	2.040	60671
25	1.770	52644	1.815	53983	1.920	57104	1.965	58444	2.070	61561

Extra Service Pay Schedule 2002-03								
1.0 = 0.11 x Rank III, Step 0 (for a 187 day teacher salary schedule)								
RANK III, STEP 0 = 28876								
1. Athletic and Related Activities in Senior High Schools								
TITLE	0		1		2		3	
Athletic Director	1.2	3812	1.3875	4407	1.5750	5003	1.7625	5598
Head Football	1.0	3176	1.1563	3673	1.3125	4169	1.4688	4665
Head Basketball	1.0	3176	1.1563	3673	1.3125	4169	1.4688	4665
Asst. Football	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
JV Basketball	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Track	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Baseball	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Softball	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Wrestling	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Volleyball	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Cheerleaders	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
JROTC Rifle Team	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
School Technology								
Coordinator	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Drill Corps	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
Cross Country	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
Field Hockey	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
Soccer	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
Tennis	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
JV Volleyball	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Golf	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Swimming	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Chess Sponsor	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
ROTC Drill Team	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Asst. Wrestling	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Asst. Field Hockey	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Assistant Track	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399
Assistant Soccer	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399
Freshman Basketball	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399
Freshman Football	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399

2. Athletic and Related Activities in Middle Schools								
TITLE	0		1		2		3	
School Technology								
Coordinator	0.5	1588	0.5791	1839	0.6563	2085	0.7344	2333
Basketball	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399
Academic Activities								
Coordinator	0.3	953	0.3469	1102	0.3937	1251	0.4406	1399
Cheerleaders	0.2	635	0.2312	734	0.2625	834	0.2937	933
Drill Corps	0.1	318	0.1156	367	0.1312	417	0.1469	467
Quick Recall Coach	0.1	318	0.1156	367	0.1312	417	0.1469	467
Future Problem								
Solving Coach	0.1	318	0.1156	367	0.1312	417	0.1469	467
Activities Sponsor	0.1	318	0.1156	367	0.1312	417	0.1469	467
3. Other Activities in Senior High Schools and YPAS								
Band Director	0.9	2859	1.0407	3306	1.1812	3752	1.3219	4199
Academic Activities								
Coordinator	0.6	1906	0.6938	2204	0.7875	2501	0.8813	2799
Asst. Band Director	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Choral Director	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Newspaper Sponsor	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Yearbooks Sponsor	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Drama	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Speech and Debate	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Instrumental Band Dir.	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Instrumental Strings Dir.	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Orchestra (Concert) Dir.	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Quick Recall Coach	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866
Band Director: Out-of-County Band Camp \$80 per day, Maximum 7 c								
4. Activities in Elementary Schools								
School Technology								
Coordinator	0.4	1271	0.4625	1469	0.5250	1668	0.5875	1866