

2017-2019
PINGREE-BUCHANAN PUBLIC SCHOOLS
MASTER AGREEMENT

1. In-Service Hours:

Our requirement for continuing education is the same as the State Department's requirements for accreditation.

In-service hours may replace one-half of the eight semester hours required every five years for accreditation at the rate of sixteen (16) hours in-service equals one semester hour.

2. Salary Placement:

Placement on the salary schedule will be determined by credits and degrees earned as of the second week of school of the contract year.

Hours earned to advance on the salary schedule should be in a teacher's minor or major area or for accreditation purposes and approved by administration.

3. Personal Leave

Teachers shall be entitled to three personal leave days per year. \$100.00 will be paid to teachers for each personal day not used or teachers may carryover two (2) unused days to the next year not to exceed five (5) days.

Personal days should not have to be used for school related activities. Adopted May, 2012.

Personal Leave Restrictions:

1. Administration and secretary should be informed as early as possible.
2. No more than two teachers at a time unless approved by administration.
3. A school day is eight (8) hours of personal leave. It is preferred that personal leave shall be granted in amounts of one-half day or more to facilitate the hiring of substitute teachers. If satisfactory subs cannot be found, leave may be denied.
4. Extended time off for teachers during the school year is discouraged. Requests for additional time off shall be made before the School Board. Extended time off without pay approved by the school board will result in said employee also being responsible for the pay of a substitute upon the fifth extended day granted by the board. During the first five extended days granted by the board, the district will pay for the substitute.
5. Employees who are not full-time will be granted personal leave based on the % of time they are employed.
6. Administration is responsible for hiring subs.

4. Professional Leave:

Professional leave of three (3) days per year will be allowed each certified staff member, subject to advance approval of the administration.

1. Attending conferences, workshops, clinics, or in-services in your major or minor field.

2. Attending conferences, workshops, clinics, or in-services that can be used in your classroom.
3. Visiting other classrooms to enhance professional growth.
4. Attending other colleges or universities for advanced study requirements.

5. Sick Leave:

Sick leave of ten (10) days per year accumulative to ninety (90) days is allowed. When a teacher leaves or retires they will be reimbursed \$10.00 a day for each unused sick day. Sick Leave may be used for dental and doctor appointments.

1. Sick leave should be limited to one-half day or less if school time has to be used for appointments.
2. The administration has the right to ask for written confirmation of appointments.
3. Sick leave may be used if a parent or immediate family is ill.

Donation of Sick Leave Days:

Voluntarily, employees may donate any amount of accumulated sick leave days to an employee of the Pingree-Buchanan School District who has exhausted his or her own personal and sick leave days.

Procedures for donation of sick leave days are as follows:

1. Sick leave days shall be donated on the basis of highest total accumulated sick leave totals being used first; until sick leave days are used, they are not donated; days shall not be banked but shall be donated on an individual basis as needed, i.e., days offered for donation but unused shall revert to the employee.
2. Based on total accumulated sick leave days available, the total days offered and usable shall be donated by the first individual, then on to the second, third, etc., as needed.
3. Other than on an individual basis and for sick leave absences only and then offering shall only be on an individual basis in writing, sharing of benefits shall not be permitted.

6. Bereavement/Funeral Leave:

Funeral leave will be granted for a death in the family. A maximum of four (4) days may be granted as mutually agreed upon by the Superintendent and employee.

With the approval of superintendent a maximum of two (2) days of bereavement leave may be granted upon the request of the teacher. Bereavement leave for other than family may be extended one day for travel. The superintendent will be permitted the discretion of allowing additional time for exceptionally difficult situations.

7. Emergency Leave:
Emergency leave of three (3) days per staff member for crisis situations. Emergency leave can consist of, but not limited to, family/personal crisis situations, illness of family which requires bed-side attendance.
8. Maternity Leave:
An employee who becomes pregnant shall request a leave of absence which shall become effective at such a reasonable period as may be necessary to secure a qualified substitute by the mutual agreement of the superintendent and employee.

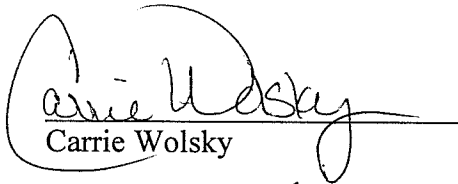
Such leave shall be without pay except for that portion which may qualify as sick leave as mutually agreed upon by the superintendent and employee.

Sick leave days can be used for maternity leave with a limit of six (6) weeks for a natural birth and eight (8) weeks for a Cesarean birth. Any additional days absent would be without pay unless a doctor's excuse is provided.
9. Paternity Leave
Male employees will be allowed two week paternity leave. Sick days can be used. If no sick days are available, employee will take leave without pay.
10. Pay Period:
Payday shall be on the 15th day of each month. Teachers may be paid on a ten or twelve month basis. June paycheck will not be issued until all necessary reports are completed for the year.
11. Activities Conducted During School Hours:
Any activity conducted during school hours is not considered an extra-curricular activity.
12. Teacher's Fund for Retirement (TFFR):
The district will pay the employers portion of TFFR and teachers will pay the employee portion of TFFR for certified staff, based on their annual salary.
13. Contract Days:
There are 184 teacher contract days. If any teacher is required to work beyond the normal contract year, he or she will be compensated at the teacher's daily rate of pay. This does not include extracurricular activities.
14. Teacher Prep Time:
All teachers will be provided with prep time during student hours (8:30-3:10) without official duties. Teachers will not be required to supervise recess or lunch in order to meet this requirement.
15. Sub Teaching:
Elementary and High School Teachers who cover another's class shall be paid \$20.00 per class period or per hour. Adopted May, 2012.
16. Mileage:
Mileage will be paid at the state rate for the use of a personal car if used for approved school activities.


17. Health Insurance:
Single policy of health insurance is available for teachers at the minimum of 50% time.
18. Comp days for conferences should not be taken away for storm days or any other reasons.
Adopted May, 2012.
19. Increase Freshmen Advisor to \$100.00 and the Sophomore Advisor to \$150.00 per year.
Adopted May, 2012.
20. Room Fund will increase \$50.00 per teacher to \$150.00 total. Adopted June 27, 2011.
Room Fund will increase to \$200.00 per teacher, adopted July 25, 2017.
21. Teachers shall be compensated \$25.00 to take tickets at games with two teachers at each game. Adopted March 2015.
22. Prom Advisor will increase from \$100.00 to \$500.00. Adopted May 14th, 2014.

Articles from this agreement that are not included in future negotiation sessions shall automatically be renewed for the successive agreement.

Representatives of both parties attest their agreement by the signing of this document.


Carrie Wolsky

7/25/17
Date


Brett McILonie
Board President

8/16/2017
Date

Pingree-Buchanan Salary Schedule
2017-2018 Master Agreement

YEARS	BS	BS + 16	BS + 24	BA + 36	MASTERS
	Steps=350	Lanes=550			
	350	550	550	550	1000
1	38366	38916	39466	40016	41016
2	38716	39266	39816	40366	41366
3	39066	39616	40166	40716	41716
4	39416	39966	40516	41066	42066
5	39766	40316	40866	41416	42416
6	40116	40666	41216	41766	42766
7	40466	41016	41566	42116	43116
8	40816	41366	41916	42466	43466
9	41166	41716	42266	42816	43816
10	41516	42066	42616	43166	44166
11	41866	42416	42966	43516	44516
12	42216	42766	43316	43866	44866
13	42566	43116	43666	44216	45216
14	42916	43466	44016	44566	45566
15	43266	43816	44366	44916	45916
16	43616	44166	44716	45266	46266
17	43966	44516	45066	45616	46616
18	44316	44866	45416	45966	46966
19	44666	45216	45766	46316	47316
20	45016	45566	46116	46666	47666
21	45366	45916	46466	47016	48016
22	45716	46266	46816	47366	48366
23	46066	46616	47166	47716	48716
24	46416	46966	47516	48066	49066
25	46766	47316	47866	48416	49416
26	47116	47666	48216	48766	49766
27	47466	48016	48566	49116	50116
28	47816	48366	48916	49466	50466
29	48166	48716	49266	49816	50816
30	48516	49066	49616	50166	51166
31	48866	49416	49966	50516	51516
32	49216	49766	50316	50866	51866

Pingree-Buchanan Salary Schedule
2017-2018 Master Agreement

BASE FOR EACH ACTIVITY

Annual Advisor				\$1,000.00
4th, 5th & 6th Grade Basketball				\$500.00
School Newspaper Advisor				\$500.00
Prom Advisor				\$500.00
Mathcounts				\$200.00
Dual Credit Class (pd per class)				\$250.00
Acalympics				\$200.00
Science Olympiad				\$100.00
Speech				\$1,200.00
Class Play				\$300.00
Jr & Sr Class Advisors				\$500.00
Soph Class Advisor				\$150.00
Freshmen Class Advisor				\$100.00
All other class advisors				\$50.00
Elementary Danceline				\$150.00
Elementary Cheerleader Advisor				\$100.00

(No credit for prior year's experience for a person coming into the system.)

EXPERIENCE		
0		Listed Above
1		Base + \$25.00
2		Base + \$50.00
3		Base + \$75.00
4		Base + \$100.00