

**SOUTH PRAIRIE SCHOOL DISTRICT #70**  
**NEGOTIATED AGREEMENT**  
FOR SCHOOL YEARS 2017 - 2018 & 2018 - 2019

**ARTICLE I. TEACHER RESPONSIBILITY**

Section 1 Work Load Hours

Full time contracts will have the duration of 185. Teachers shall be required to report to work by 7:50 AM and shall be required to stay at work for thirty (30) minutes after REGULAR dismissal time for students. Teachers will also be required to attend any IEP, post evaluation, multi-disciplinary team or other meetings as determined by case manager that may go past the normal dismissal time.

Section 2 Keys

Each teacher will receive keys to get into the building and to their designated work areas. Each teacher may retain possession of the keys and access to their designated areas over the summer provided that the teacher has entered into a teaching contract with the South Prairie School District #70 for the following school year. Summer access is intended for professional development in the classroom. Each teacher is completely responsible for the keys they receive, lost keys must be reported immediately, and the teacher whose keys are lost will assume all costs for rekeying or replacement of locks affected.

**ARTICLE II. INSURANCE**

The South Prairie School District will administer a group insurance plan and allow each teacher the option of joining the medical insurance plan presently adopted. The district will pay 12 months of base premium of the Policy for a single person, for the contracted year.

**ARTICLE III. LEAVES**

GROUP A. PAID LEAVES

Section 1 Sick Leave

The South Prairie School District provides sick leave which may accumulate to a maximum of seventy (70) days. At the start of the contract year, each professional employee will receive ten (10) days of sick leave or the balance necessary to reach the maximum of seventy days, whichever is less. Ten days per year may be used for immediate family illness. Immediate family is defined as mother, father, spouse, son and daughter.

If a substitute is hired, it will be at the expense of the district. Any employee using three or more consecutive sick leave days must submit a doctor's written statement to the administration if so requested.

An employee will not have their sick leave accumulation reduced if he/she leaves after 3:15 p.m. for a doctor's appointment.

At the beginning of each school year the business manager will furnish a written statement to each teacher setting forth the teachers total unused sick leave credits.

Sick leave must be used in half-day or longer increments.

## Section 2 Personal Leave

The South Prairie School District provides each professional employee with two (2) personal leave days per contract year. Personal leave will be taken in a minimum of half-day increments. A request to the principal must be made at least three (3) days in advance of the days to be missed except in the case of an emergency. Personal leave may not be taken a) during the first week or last two weeks of the school year; or b) on days immediately prior to or following a holiday. No more than two teachers may take personal leave at the same time without prior approval of the principal. If a substitute is hired, it will be at the expense of the district.

### Buy-Out Option:

Teachers may be compensated at the end of the contract year for unused personal days, awarded in the current contract year, at the rate paid for a substitute teacher.

### Carry-Over Option:

A maximum of two (2) days may be carried over to the next contract year. Days carried over will forever forfeit the Buy-Out Option.

## Section 3 Professional Leave

Teachers may be granted professional leave with pay by the school board, for the purpose of attending professional meetings related to the area of their assigned instructional responsibility. Requests for professional leave must be submitted to the administrator at least seven (7) days prior to the activity. The teacher will be notified of the principal's recommendation. If the professional leave is approved, there will be no reduction in salary and if this absence results in hiring a substitute teacher, the district will pay the substitute.

#### Section 4 Funeral Leave

Funeral leave is not to exceed five (5) days and shall be granted for the death of any member of the employee's immediate family. The immediate family is defined as father, mother, wife, husband, fiancé, brother, sister, son, daughter, grandmother, grandfather, grandchild, mother-in-law, father-in-law, spouse's grandmother, and spouse's grandfather.

Funeral leave is not to exceed three (3) paid days per year and shall be granted for the death of any member of the employee's extended family. Extended family is defined as brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt or uncle.

If a substitute is hired, it will be at the expense of the district. Exceptional funeral leave cases may be arranged through the principal.

#### Section 5 Court Appearance

Any employee subpoenaed for jury duty will submit a copy of the subpoena to the principal. The district will permit the teacher to attend court for the time required. The teacher will receive his/her full pay during this period. The district will provide for the cost of the substitute and the teacher will surrender any and all reimbursements received for jury duty to the district. Any employee subpoenaed for reasons other than jury duty will submit a copy of the subpoena to the board. The board will determine if the teacher shall receive full pay minus the cost of the substitute for the days missed. The teacher will be notified in writing of the board's decision.

#### GROUP B. UNPAID LEAVES

##### Section 6 Child Rearing Leave

The school board shall grant child-rearing leave to any teacher who makes written application for such leave. Child-rearing leave will commence and end at the date to be agreed upon between the teacher and the school board.

Sick leave and disability benefits shall be consistent with current legal requirements. A doctor's statement must be submitted to the school board indicating the days of child-rearing leave for which sick leave may be applied.

##### Section 7 Educational Leave

After five (5) years of continuous service within the South Prairie School District, a teacher is eligible to apply to the

school board for approval to have a year of education leave. Leave is without pay. Terms for returning to the school system to be decided by the board at the time the sabbatical is granted.

**ARTICLE IV. TEACHER EMPLOYMENT**

Section 1 New Teacher Placement and the Hiring Schedule

Teachers with prior teaching experience shall receive one (1) year of experience on the salary schedule, for each two (2) years of verified teaching experience outside of the South Prairie School District. One year of experience adds \$1,000 to the base. Incoming teachers may use up to ten (10) years of verified teaching experience, adding up to \$5,000.

No teaching experience accumulated prior to the receipt to a State Certificate will be recognized for salary step placement purposes. Said experiences will be for public, private, parochial, and kindergarten provided programs where state approved.

The South Prairie School Board may grant additional immediate credit for prior experience to entice the best candidate for a position.

Section 2 Reduction in Force

It shall be the policy of the school board to consider retention or nonrenewal of staff based on overall evaluation of teaching performance. Any reduction in staff will further be based upon the needs of the students and the district. Academic preparation shall be of consideration.

Section 3 New Teacher Hiring Schedule

2017-2019

Base	+ 8 Sem Hours	+16 Sem Hours	+ 24 Sem Hours	+32 Hours	+44 Hours	Masters
39500	40100	40700	41300	41900	42500	43500

SH = Semester Hours of qualifying post certification studies

Section 4 Returning Teacher Educational Credits

BS+8	BS+16	BS+24	BS+32	BS+44	Masters
\$600	\$600	\$600	\$600	\$600	\$1000

Each returning teacher will receive the following increases \$1,200 in 2017-18 and \$ 1,200 in 2018-19. Part time staff members' raises will be prorated based on their contracted percentage.

"SAFETY NET CLAUSE"

a. Any teacher whose salary falls below the minimum salary plan will have his/her salary adjusted up to the minimum salary of the appropriate education line.

b. Any current teacher with equal experience and equal educational credentials as that of a new hire whose salary falls below the salary of the new hire, will have his/her salary adjusted to the level of the new hire.

All teachers are required to meet the minimum standards as set by the Department of Public Instruction. The teacher is to inform the administrator and get approval of the credit to be used for horizontal movement on educational credits and will also inform the administrator of the hours earned by August 15<sup>th</sup> each year. It is requested that lane change intentions are made known to the administrator prior to June 1<sup>st</sup>.

Part-time teachers shall have their salary and benefits prorated in proportion to the time employed. Part-time teachers not holding a valid Teaching contract with the district shall be considered incidental and shall not be covered by the agreement. Each teacher, full-time or part-time, shall receive a full horizontal (education credit) increment if not reimbursed by any other school.

Section 5 Teacher's Fund for Retirement

The South Prairie School District will pay the full Teacher's Fund for Retirement (TFFR) for each qualifying staff member.

Section 6 Release from Contract

If any teacher requests and is granted a release from their contract after the date of signing his/her contract, there will be: a) a \$150 liquidated damage fee imposed on said teacher during the month of June; b) a \$300 liquidation damage fee will be imposed during the month of July; and c) a \$450 liquidation damage fee imposed during the month of August. Any teacher under contract will be given individual consideration by the board depending on the circumstances involved with references to the request for a release from contract.

Section 1 Saving Clause

Should any article, section, or clause of this agreement be declared illegal by a court of competent jurisdiction, said

article, section or clause, as the case may be, shall be automatically deleted from this agreement to the extent that it violates the law. The remaining articles, sections, or clauses shall remain in full force and effect for the duration of the agreement if not affected by the deleted article, section, or clause.

Section 2 Duration Clause

The provisions of this agreement will be effective as of July 1, 2015, and will continue and remain in full force and effect until June 30, 2017. Said agreement will be automatically renewed for additional periods of one (1) year unless either the board or the associations gives written notice to the other not later than 90 days prior to the expiration date, or any anniversary thereof, of its desire to reopen this agreement and to negotiate over the terms of a successor agreement. The board and the association may mutually agree to reopen negotiations, at any time, on any selected article of the agreement and to extend the remaining articles without further negotiations. In addition, both parties expressly recognize that negotiations on the terms of a successor agreement must take place at the request of either party, providing notice is given. In witness thereof, duly authorized representatives of the association and the board hereunto set their hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Association Representatives

Board Representatives

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Received of the South Prairie School District #70 Business Office this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Shannon Erie, Business Manager