

# MANVEL PUBLIC SCHOOL MASTER CONTRACT 2018-2019

The Manvel Public School District School Board, hereinafter referred to as the Board, and the Manvel Education Association of Classroom Teachers, hereinafter referred to as the Association, as the exclusive representative of the certified personnel employed or to be employed as classroom teachers.

The purpose of this recognition is the mutual agreement that the parties will negotiate with regard to matters of common concern, and will use professional, educational and statutory channels for appeal to resolve impasse.

## LENGTH OF SCHOOL DAY

The workday for all full-time teachers shall be from 8:00 a.m. to 4:00 p.m. Exceptions to this clause relates to extracurricular and professional events. (Inservice, staff meeting, basketball games, etc.)

## PAY DAY

Teachers will be paid on the 15th and the last day of the month. If this day falls on a weekend, payment will be made on the previous Friday.

## SALARY

Refer to the 2018-2019 Negotiated Agreement.

## SINGLE POLICY HEALTH INSURANCE COVERAGE

The Board will furnish each full-time teacher with a 12-month single policy medical coverage or with an amount of cash not to exceed \$150.00/month. Each full-time teacher will be provided with a long-term disability insurance coverage.

## SICK LEAVE

At the beginning of each school year each teacher shall be credited with a 10 day sick leave allowance to be used for absences caused by illness or disability of the teacher. The unused portion of such allowance shall accumulate to a limit of 75 days. The school will annually reimburse sick days over the 75 day limit for \$40.00 each. The teachers are allowed to use 10 of their credited sick days a year for themselves, their children or spouse and/or family illness. The immediate family is to include father, mother, brothers, sisters, father-in-law, mother-in-law and grandchildren.

## PERSONAL LEAVE

Teachers will be allowed 2 personal leave days per year, which may accumulate to a maximum of 4 days. Teachers who do not use these days will be paid \$70.00 per day for each unused day. Teachers must follow the procedures outlined in the Teacher's Handbook when applying for personal leave days.

## PERSONAL LEAVE-SUPPLEMENT

In 2016, the School Board added \$200.00 to the base pay of all full time teachers (prorated for part time teachers) as compensation for 1 Supplemental Personal Leave Day. Teachers using the Supplemental Personal Leave Day will be deducted \$200.00 from their contract salary. (Please see Negotiated Agreement for further details.)

## PROFESSIONAL DAYS

Teachers are allowed 2 professional leave days per year. Requests must receive approval of the administrator or principal.

## FUNERAL LEAVE

Funeral leave will be defined as absence due to death in the immediate family, however, one of the two annual funeral days may be used for others. No salary deduction will be made for funeral leave of 2 days, if necessary, up to 3 additional days may be used from the sick day allowance of 10 days per year. Immediate family would include husband, wife, son, daughter, father, mother, sister, brother, parents-in-law, brother-in-law, sister-in-law, or persons living in the teacher's household.

## CREDITS BROUGHT IN

Teachers new to the Manvel Public School System shall be allowed to bring in 6 years of experience.

## PLANNING TIME

Each teacher shall receive, on an average, 30 minutes per day for preparation time during student contact time.

## REDUCTION IN FORCE

The placement of teachers on unrequested leave shall be in inverse order of seniority in the areas of qualification. No teacher shall be placed on unrequested leave if there is any other qualified teacher with less seniority in the areas of qualification. Seniority shall be defined as length of service in the district, exclusive of co-curricular assignments. A senior teacher may replace a junior teacher outside of their category with the recommendation of the RIF committee and approval of the School Board.

A teacher will be considered to be qualified if he/she is teaching in his/her major field of preparation and meet the following criteria:

- a. A teacher (Gr. PK-4) will be allowed to assume a position in this category. (Must meet state certification requirements.)
- b. A teacher (gr. 5-8) will be allowed to assume a position in this category. (Must meet state certification requirements.)

A teacher may request that a RIF review committee be formed to advise the School Board on a placement outside of the RIFed teachers current teaching category. The RIF committee will be composed of: a. An M.E.A. elected primary teacher (PK-4). b. An M.E.A. elected upper grade teacher (5-8). c. The school principal d. school board member (nonvoting). The committee's duties will be to review the request for change of placement. The review will include an interview with the teacher requesting the change of placement and a study of other relevant records. They will advise the School Board of their findings and make a recommendation.

In the event of identical seniority, the most senior teacher shall be determined by:

- a. most advanced degree;
- b. if the above equal, total graduate credits;
- c. total teaching experience if all above are equal;
- d. date of certification, if all above are equal.

Teachers placed on unrequested leave of absence shall be reinstated to the position from which they have been given leave or any other available position in which they are qualified as such positions become available within 3 years of the date of the reduction in force. If a teacher accepts a full time teaching contract in another district, within the 3 year time period, they will forfeit their right to return under this RIF policy. The order of reinstatement shall be in inverse order in which the teachers were placed in unrequested leave.

Separated personnel returning to employment from the recall list will have all accumulated benefits reinstated and will be placed on the salary schedule at the level where they left plus added earnings due to any accumulation of academic credits during the time away.

SAVINGS CLAUSE

Should any section of this agreement be declared illegal by a court of competent jurisdiction, said section shall be automatically deleted from the agreement to the extent that it violates the law, but the remaining sections shall remain in full force and effect for the duration of this agreement.

INDIVIDUAL CONTRACTS

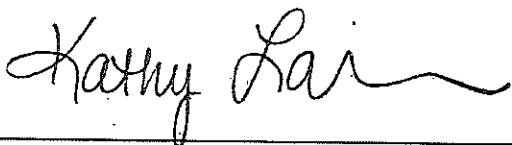
Any contract between the Board and a teacher shall be expressly subject to the terms and conditions of this agreement. If an individual contract contains any language inconsistent with this agreement, this agreement for its duration shall be controlling.

DURATION

The provisions of this agreement will be effective as of the beginning of the school year 2018-2019. Said agreement will automatically be renewed and continue in full force and effect for additional periods of one year unless either the Board or the Association gives written notice to the other no later than 90 days prior to the expiration date, or any anniversary thereof, of its desire to reopen negotiations at any time on any selected articles of this agreement and to extend the remaining articles without further negotiations. In addition both parties expressly recognize that negotiations on the terms of successor agreement must take place at the request of either party providing proper notice is given. In witness thereof, duly authorized representatives of the Association and the Board hereunto set their hand and seals this 18th day of April, 2018.

SICK LEAVE INCENTIVE PAY

Teachers who only use 1 (one) day of personal leave or sick leave will be eligible for incentive pay of \$650.00. At the administrator's discretion, staff may be required to leave if he/she is ill. If a teacher receives reimbursement for sick days over the 75 day limit, the incentive pay will be the difference between the sick leave reimbursement and \$650.00.



\_\_\_\_\_  
BOARD SIGNATURE



\_\_\_\_\_  
ASSOCIATION SIGNATURE

# SALARY EXPLANATION SHEET

2018-2019

Note: 2018-2019 salary is based on 184 day contract.

Teacher's Name \_\_\_\_\_

2017 - 2018 Year Salary \_\_\_\_\_

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## 2018-19 SALARY

Years of Experience (Steps for 2018-19 Contract) \_\_\_\_\_

Education \_\_\_\_\_ Lane Placement \_\_\_\_\_

(Salary schedule use only - may vary from actual years of experience)

2018 - 2019 Year Salary \_\_\_\_\_

Extra Pay (Asst. Principal/etc.) \_\_\_\_\_

Gross Salary (Unsheltered)      Current salary + extra pay \_\_\_\_\_

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## CERTIFICATE RENEWAL INFORMATION

Date your teacher credential will expire: \_\_\_\_\_  
(Five graduate credits must be earned every 5 years.)

List courses taken to meet credential renewal requirements:

Course \_\_\_\_\_ Credits Earned \_\_\_\_\_ Date Credit Earned \_\_\_\_\_

Course \_\_\_\_\_ Credits Earned \_\_\_\_\_ Date Credit Earned \_\_\_\_\_

Course \_\_\_\_\_ Credits Earned \_\_\_\_\_ Date Credit Earned \_\_\_\_\_

Course \_\_\_\_\_ Credits Earned \_\_\_\_\_ Date Credit Earned \_\_\_\_\_

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

# TEACHER SALARY SCHEDULE INFORMATION

Years Experience: \_\_\_\_\_ Education: \_\_\_\_\_  
 (Salary schedule use only - may vary from actual years of experience)

This Schedule is based on 184 contract days.

Yrs. Exp.	BA	BA + 16	BA + 24	BA + 32	BA + 45	BA + 60/MA	MA + 15	MA + 27
Base	39,115.25	39,715.25	40,315.25	40,915.25	41,515.25	42,115.25	42,715.25	43,315.25
1.00	39,715.25	40,315.25	40,915.25	41,515.25	42,115.25	42,715.25	43,315.25	43,915.25
2.00	40,315.25	40,915.25	41,515.25	42,115.25	42,715.25	43,315.25	43,915.25	44,515.25
3.00	40,915.25	41,515.25	42,115.25	42,715.25	43,315.25	43,915.25	44,515.25	45,115.25
4.00	41,515.25	42,115.25	42,715.25	43,315.25	43,915.25	44,515.25	45,115.25	45,715.25
5.00	42,115.25	42,715.25	43,315.25	43,915.25	44,515.25	45,115.25	45,715.25	46,315.25
6.00	42,715.25	43,315.25	43,915.25	44,515.25	45,115.25	45,715.25	46,315.25	46,915.25
7.00	43,315.25	43,915.25	44,515.25	45,115.25	45,715.25	46,315.25	46,915.25	47,515.25
8.00	43,915.25	44,515.25	45,115.25	45,715.25	46,315.25	46,915.25	47,515.25	48,115.25
9.00	44,515.25	45,115.25	45,715.25	46,315.25	46,915.25	47,515.25	48,115.25	48,715.25
10.00	45,115.25	45,715.25	46,315.25	46,915.25	47,515.25	48,115.25	48,715.25	49,315.25
11.00	45,715.25	46,315.25	46,915.25	47,515.25	48,115.25	48,715.25	49,315.25	49,915.25
12.00	46,315.25	46,915.25	47,515.25	48,115.25	48,715.25	49,315.25	49,915.25	50,515.25
13.00	46,915.25	47,515.25	48,115.25	48,715.25	49,315.25	49,915.25	50,515.25	51,115.25
14.00	47,515.25	48,115.25	48,715.25	49,315.25	49,915.25	50,515.25	51,115.25	51,715.25
15.00	48,115.25	48,715.25	49,315.25	49,915.25	50,515.25	51,115.25	51,715.25	52,315.25
16.00		49,315.25	49,915.25	50,515.25	51,115.25	51,715.25	52,315.25	52,915.25
17.00		49,915.25	50,515.25	51,115.25	51,715.25	52,315.25	52,915.25	53,515.25
18.00		50,515.25	51,115.25	51,715.25	52,315.25	52,915.25	53,515.25	54,115.25
19.00		51,115.25	51,715.25	52,315.25	52,915.25	53,515.25	54,115.25	54,715.25
20.00		51,715.25	52,315.25	52,915.25	53,515.25	54,115.25	54,715.25	55,315.25
21.00			52,915.25	53,515.25	54,115.25	54,715.25	55,315.25	55,915.25
22.00			53,515.25	54,115.25	54,715.25	55,315.25	55,915.25	56,515.25
23.00			54,115.25	54,715.25	55,315.25	55,915.25	56,515.25	57,115.25
24.00			54,715.25	55,315.25	55,915.25	56,515.25	57,115.25	57,715.25
25.00			55,315.25	55,915.25	56,515.25	57,115.25	57,715.25	58,315.25
26.00			55,915.25	56,515.25	57,115.25	57,715.25	58,315.25	58,915.25
27.00			56,515.25	57,115.25	57,715.25	58,315.25	58,915.25	59,515.25

In 2018, the School Board approved a 3% increase on the base for teachers. (2017-18 Base of \$38,735.49 x 103% = 39,115.25. In 2016-17, the School Board approved one Personal Leave Supplemental Day. This contract includes \$200 compensation for NOT using the supplemental day. Teachers who do use the day will have a \$200 deduction from their 2018-19 contract salary.