
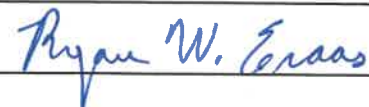


2021-2022 TIOGA PUBLIC SCHOOL DISTRICT SALARY SCHEDULE

STEP	BS	BS+8	BS+16	BS+24	BS+32	BS+40	BS+48	MS	MS+8	MS+16
0	\$56,104	\$56,779	\$57,454	\$58,129	\$58,804	\$59,479	\$60,154	\$61,429	\$62,104	\$62,779
1	\$56,639	\$57,314	\$57,989	\$58,664	\$59,339	\$60,014	\$60,689	\$61,964	\$62,639	\$63,314
2	\$57,174	\$57,849	\$58,524	\$59,199	\$59,874	\$60,549	\$61,224	\$62,499	\$63,174	\$63,849
3	\$57,709	\$58,384	\$59,059	\$59,734	\$60,409	\$61,084	\$61,759	\$63,034	\$63,709	\$64,384
4	\$58,244	\$58,919	\$59,594	\$60,269	\$60,944	\$61,619	\$62,294	\$63,569	\$64,244	\$64,919
5	\$58,904	\$59,579	\$60,254	\$60,929	\$61,604	\$62,279	\$62,954	\$64,229	\$64,904	\$65,579
6	\$60,690	\$61,365	\$62,040	\$62,715	\$63,390	\$64,065	\$64,740	\$66,015	\$66,690	\$67,365
7	\$61,350	\$62,025	\$62,700	\$63,375	\$64,050	\$64,725	\$65,400	\$66,675	\$67,350	\$68,025
8	\$62,010	\$62,685	\$63,360	\$64,035	\$64,710	\$65,385	\$66,060	\$67,335	\$68,010	\$68,685
9	\$62,670	\$63,345	\$64,020	\$64,695	\$65,370	\$66,045	\$66,720	\$67,995	\$68,670	\$69,345
10	\$63,405	\$64,080	\$64,755	\$65,430	\$66,105	\$66,780	\$67,455	\$68,730	\$69,405	\$70,080
11	\$64,140	\$64,815	\$65,490	\$66,165	\$66,840	\$67,515	\$68,190	\$69,465	\$70,140	\$70,815
12	\$64,875	\$65,550	\$66,225	\$66,900	\$67,575	\$68,250	\$68,925	\$70,200	\$70,875	\$71,550
13	\$65,610	\$66,285	\$66,960	\$67,635	\$68,310	\$68,985	\$69,660	\$70,935	\$71,610	\$72,285
14	\$66,345	\$67,020	\$67,695	\$68,370	\$69,045	\$69,720	\$70,395	\$71,670	\$72,345	\$73,020
15	\$66,345	\$67,830	\$68,505	\$69,180	\$69,855	\$70,530	\$71,205	\$72,480	\$73,155	\$73,830
16	\$66,345	\$68,640	\$69,315	\$69,990	\$70,665	\$71,340	\$72,015	\$73,290	\$73,965	\$74,640
17	\$66,345	\$69,450	\$70,125	\$70,800	\$71,475	\$72,150	\$72,825	\$74,100	\$74,775	\$75,450
18	\$66,345	\$70,260	\$70,935	\$71,610	\$72,285	\$72,960	\$73,635	\$74,910	\$75,585	\$76,260
19	\$66,345	\$71,070	\$71,745	\$72,420	\$73,095	\$73,770	\$74,445	\$75,720	\$76,395	\$77,070
20	\$66,345	\$71,955	\$72,630	\$73,305	\$73,980	\$74,655	\$75,330	\$76,605	\$77,280	\$77,955
21	\$66,345	\$72,840	\$73,515	\$74,190	\$74,865	\$75,540	\$76,215	\$77,490	\$78,165	\$78,840
22	\$66,345	\$73,725	\$74,400	\$75,075	\$75,750	\$76,425	\$77,100	\$78,375	\$79,050	\$79,725
23	\$66,345	\$74,610	\$75,285	\$75,960	\$76,635	\$77,310	\$77,985	\$79,260	\$79,935	\$80,610
24	\$66,345	\$75,495	\$76,170	\$76,845	\$77,520	\$78,195	\$78,870	\$80,145	\$80,820	\$81,495
25	\$66,345	\$76,480	\$77,155	\$77,830	\$78,505	\$79,180	\$79,855	\$81,130	\$81,805	\$82,480
26	\$66,345	\$77,465	\$78,140	\$78,815	\$79,490	\$80,165	\$80,840	\$82,115	\$82,790	\$83,465
27	\$66,345	\$78,450	\$79,125	\$79,800	\$80,475	\$81,150	\$81,825	\$83,100	\$83,775	\$84,450
28	\$66,345	\$79,435	\$80,110	\$80,785	\$81,460	\$82,135	\$82,810	\$84,085	\$84,760	\$85,435
29	\$66,345	\$80,420	\$81,095	\$81,770	\$82,445	\$83,120	\$83,795	\$85,070	\$85,745	\$86,420
30	\$66,345	\$81,505	\$82,180	\$82,855	\$83,530	\$84,205	\$84,880	\$86,155	\$86,830	\$87,505
31	\$66,345	\$82,590	\$83,265	\$83,940	\$84,615	\$85,290	\$85,965	\$87,240	\$87,915	\$88,590
32	\$66,345	\$83,675	\$84,350	\$85,025	\$85,700	\$86,375	\$87,050	\$88,325	\$89,000	\$89,675
33	\$66,345	\$84,760	\$85,435	\$86,110	\$86,785	\$87,460	\$88,135	\$89,410	\$90,085	\$90,760
34	\$66,345	\$85,845	\$86,520	\$87,195	\$87,870	\$88,545	\$89,220	\$90,495	\$91,170	\$91,845
35	\$66,345	\$87,030	\$87,705	\$88,380	\$89,055	\$89,730	\$90,405	\$91,680	\$92,355	\$93,030
36	\$66,345	\$88,215	\$88,890	\$89,565	\$90,240	\$90,915	\$91,590	\$92,865	\$93,540	\$94,215
37	\$66,345	\$89,400	\$90,075	\$90,750	\$91,425	\$92,100	\$92,775	\$94,050	\$94,725	\$95,400
38	\$66,345	\$90,585	\$91,260	\$91,935	\$92,610	\$93,285	\$93,960	\$95,235	\$95,910	\$96,585
39	\$66,345	\$91,770	\$92,445	\$93,120	\$93,795	\$94,470	\$95,145	\$96,420	\$97,095	\$97,770
40	\$66,345	\$93,055	\$93,730	\$94,405	\$95,080	\$95,755	\$96,430	\$97,705	\$98,380	\$99,055
41	\$66,345	\$94,340	\$95,015	\$95,690	\$96,365	\$97,040	\$97,715	\$98,990	\$99,665	\$100,340
42	\$66,345	\$95,625	\$96,300	\$96,975	\$97,650	\$98,325	\$99,000	\$100,275	\$100,950	\$101,625
43	\$66,345	\$96,910	\$97,585	\$98,260	\$98,935	\$99,610	\$100,285	\$101,560	\$102,235	\$102,910
44	\$66,345	\$98,195	\$98,870	\$99,545	\$100,220	\$100,895	\$101,570	\$102,845	\$103,520	\$104,195

This page and the following pages of salary policies have been approved by the Tioga School Board and the Tioga Education Association and are effective for the 2021-2022 school year.

 Pres. Of School Board 5-14-2021 (date)
 Chrm. Tioga Ed. Ass'n. 5-14-21 (date)

2021-2022 TIOGA PUBLIC SCHOOL ACTIVITY SCHEDULE



	Head Baseball	Asst Baseball	Annual
	Head Softball	Asst Softball	Cheerleading
	Head Boys Golf	Asst Golf	Concession
	Head Girls Golf	FBLA	Cross Country
	FFA	FCCLA	Drama
	Head FB	Chorus	JH VB
	Head TR	Asst VB	JH FB
	Head VB	Asst TR	JH BB
	Head BB	Asst FB	9th BB
	Head WR	Asst BB	Prom
	Athletic Dir	Asst WR	Speech
EXP	Band	Website	Weights
0	\$2,750	\$2,404	\$2,228
1	\$2,943	\$2,572	\$2,384
2	\$3,136	\$2,740	\$2,540
3	\$3,329	\$2,908	\$2,696
4	\$3,522	\$3,076	\$2,852
5	\$3,715	\$3,244	\$3,008
6	\$3,908	\$3,412	\$3,164
7	\$4,101	\$3,580	\$3,320
8	\$4,294	\$3,748	\$3,476
9	\$4,487	\$3,916	\$3,632
10	\$4,680	\$4,084	\$3,788
11	\$4,873	\$4,252	\$3,944
12	\$5,066	\$4,420	\$4,100
13	\$5,259	\$4,588	\$4,256
14	\$5,452	\$4,756	\$4,412
15	\$5,645	\$4,924	\$4,568
16	\$5,838	\$5,092	\$4,724
17	\$6,031	\$5,260	\$4,880
18	\$6,224	\$5,428	\$5,036
19	\$6,417	\$5,596	\$5,192
20	\$6,610	\$5,764	\$5,348
21	\$6,803	\$5,932	\$5,504
22	\$6,996	\$6,100	\$5,660
23	\$7,189	\$6,268	\$5,816
24	\$7,382	\$6,436	\$5,972
25	\$7,575	\$6,604	\$6,128
26	\$7,768	\$6,772	\$6,284
27	\$7,961	\$6,940	\$6,440
28	\$8,154	\$7,108	\$6,596
29	\$8,347	\$7,276	\$6,752
30	\$8,540	\$7,444	\$6,908
31	\$8,733	\$7,612	\$7,064
32	\$8,926	\$7,780	\$7,220
33	\$9,119	\$7,948	\$7,376
34	\$9,312	\$8,116	\$7,532

All extra duty salaries will be incremented at 7% of the base of each extra duty position for each year of experience up to 24 years beginning with the school year 1979-80. Separate activity contracts will be issued to instructors hired prior to May 1, 1982, but will not be issued to instructors new to the system hired after May 1, 1982.

2022-2023 TIOGA PUBLIC SCHOOL DISTRICT SALARY SCHEDULE

STEP	BS	BS+8	BS+16	BS+24	BS+32	BS+40	BS+48	MS	MS+8	MS+16
0	\$57,507	\$58,182	\$58,857	\$59,532	\$60,207	\$60,882	\$61,557	\$62,832	\$63,507	\$64,182
1	\$58,042	\$58,717	\$59,392	\$60,067	\$60,742	\$61,417	\$62,092	\$63,367	\$64,042	\$64,717
2	\$58,577	\$59,252	\$59,927	\$60,602	\$61,277	\$61,952	\$62,627	\$63,902	\$64,577	\$65,252
3	\$59,112	\$59,787	\$60,462	\$61,137	\$61,812	\$62,487	\$63,162	\$64,437	\$65,112	\$65,787
4	\$59,647	\$60,322	\$60,997	\$61,672	\$62,347	\$63,022	\$63,697	\$64,972	\$65,647	\$66,322
5	\$60,307	\$60,982	\$61,657	\$62,332	\$63,007	\$63,682	\$64,357	\$65,632	\$66,307	\$66,982
6	\$62,093	\$62,768	\$63,443	\$64,118	\$64,793	\$65,468	\$66,143	\$67,418	\$68,093	\$68,768
7	\$62,753	\$63,428	\$64,103	\$64,778	\$65,453	\$66,128	\$66,803	\$68,078	\$68,753	\$69,428
8	\$63,413	\$64,088	\$64,763	\$65,438	\$66,113	\$66,788	\$67,463	\$68,738	\$69,413	\$70,088
9	\$64,073	\$64,748	\$65,423	\$66,098	\$66,773	\$67,448	\$68,123	\$69,398	\$70,073	\$70,748
10	\$64,808	\$65,483	\$66,158	\$66,833	\$67,508	\$68,183	\$68,858	\$70,133	\$70,808	\$71,483
11	\$65,543	\$66,218	\$66,893	\$67,568	\$68,243	\$68,918	\$69,593	\$70,868	\$71,543	\$72,218
12	\$66,278	\$66,953	\$67,628	\$68,303	\$68,978	\$69,653	\$70,328	\$71,603	\$72,278	\$72,953
13	\$67,013	\$67,688	\$68,363	\$69,038	\$69,713	\$70,388	\$71,063	\$72,338	\$73,013	\$73,688
14	\$67,748	\$68,423	\$69,098	\$69,773	\$70,448	\$71,123	\$71,798	\$73,073	\$73,748	\$74,423
15	\$67,748	\$69,233	\$69,908	\$70,583	\$71,258	\$71,933	\$72,608	\$73,883	\$74,558	\$75,233
16	\$67,748	\$70,043	\$70,718	\$71,393	\$72,068	\$72,743	\$73,418	\$74,693	\$75,368	\$76,043
17	\$67,748	\$70,853	\$71,528	\$72,203	\$72,878	\$73,553	\$74,228	\$75,503	\$76,178	\$76,853
18	\$67,748	\$71,663	\$72,338	\$73,013	\$73,688	\$74,363	\$75,038	\$76,313	\$76,988	\$77,663
19	\$67,748	\$72,473	\$73,148	\$73,823	\$74,498	\$75,173	\$75,848	\$77,123	\$77,798	\$78,473
20	\$67,748	\$73,358	\$74,033	\$74,708	\$75,383	\$76,058	\$76,733	\$78,008	\$78,683	\$79,358
21	\$67,748	\$74,243	\$74,918	\$75,593	\$76,268	\$76,943	\$77,618	\$78,893	\$79,568	\$80,243
22	\$67,748	\$75,128	\$75,803	\$76,478	\$77,153	\$77,828	\$78,503	\$79,778	\$80,453	\$81,128
23	\$67,748	\$76,013	\$76,688	\$77,363	\$78,038	\$78,713	\$79,388	\$80,663	\$81,338	\$82,013
24	\$67,748	\$76,898	\$77,573	\$78,248	\$78,923	\$79,598	\$80,273	\$81,548	\$82,223	\$82,898
25	\$67,748	\$77,883	\$78,558	\$79,233	\$79,908	\$80,583	\$81,258	\$82,533	\$83,208	\$83,883
26	\$67,748	\$78,868	\$79,543	\$80,218	\$80,893	\$81,568	\$82,243	\$83,518	\$84,193	\$84,868
27	\$67,748	\$79,853	\$80,528	\$81,203	\$81,878	\$82,553	\$83,228	\$84,503	\$85,178	\$85,853
28	\$67,748	\$80,838	\$81,513	\$82,188	\$82,863	\$83,538	\$84,213	\$85,488	\$86,163	\$86,838
29	\$67,748	\$81,823	\$82,498	\$83,173	\$83,848	\$84,523	\$85,198	\$86,473	\$87,148	\$87,823
30	\$67,748	\$82,908	\$83,583	\$84,258	\$84,933	\$85,608	\$86,283	\$87,558	\$88,233	\$88,908
31	\$67,748	\$83,993	\$84,668	\$85,343	\$86,018	\$86,693	\$87,368	\$88,643	\$89,318	\$89,993
32	\$67,748	\$85,078	\$85,753	\$86,428	\$87,103	\$87,778	\$88,453	\$89,728	\$90,403	\$91,078
33	\$67,748	\$86,163	\$86,838	\$87,513	\$88,188	\$88,863	\$89,538	\$90,813	\$91,488	\$92,163
34	\$67,748	\$87,248	\$87,923	\$88,598	\$89,273	\$89,948	\$90,623	\$91,898	\$92,573	\$93,248
35	\$67,748	\$88,433	\$89,108	\$89,783	\$90,458	\$91,133	\$91,808	\$93,083	\$93,758	\$94,433
36	\$67,748	\$89,618	\$90,293	\$90,968	\$91,643	\$92,318	\$92,993	\$94,268	\$94,943	\$95,618
37	\$67,748	\$90,803	\$91,478	\$92,153	\$92,828	\$93,503	\$94,178	\$95,453	\$96,128	\$96,803
38	\$67,748	\$91,988	\$92,663	\$93,338	\$94,013	\$94,688	\$95,363	\$96,638	\$97,313	\$97,988
39	\$67,748	\$93,173	\$93,848	\$94,523	\$95,198	\$95,873	\$96,548	\$97,823	\$98,498	\$99,173
40	\$67,748	\$94,458	\$95,133	\$95,808	\$96,483	\$97,158	\$97,833	\$99,108	\$99,783	\$100,458
41	\$67,748	\$95,743	\$96,418	\$97,093	\$97,768	\$98,443	\$99,118	\$100,393	\$101,068	\$101,743
42	\$67,748	\$97,028	\$97,703	\$98,378	\$99,053	\$99,728	\$100,403	\$101,678	\$102,353	\$103,028
43	\$67,748	\$98,313	\$98,988	\$99,663	\$100,338	\$101,013	\$101,688	\$102,963	\$103,638	\$104,313
44	\$67,748	\$99,598	\$100,273	\$100,948	\$101,623	\$102,298	\$102,973	\$104,248	\$104,923	\$105,598
45	\$67,748	\$100,883	\$101,558	\$102,233	\$102,908	\$103,583	\$104,258	\$105,533	\$106,208	\$106,883

This page and the following pages of salary policies have been approved by the Tioga School Board and the Tioga Education Association and are effective for the 2022-2023 school year.

 Pres. Of School Board 5-14-2021 (date)
 Chrm. Tioga Ed. Ass'n. 5-14-21 (date)

2022-2023 TIOGA PUBLIC SCHOOL ACTIVITY SCHEDULE

	Head Baseball	Asst Baseball	Annual
	Head Softball	Asst Softball	Cheerleading
	Head Boys Golf	Asst Golf	Concession
	Head Girls Golf	FBLA	Cross Cntry
	FFA	FCCLA	Drama
	Head FB	Chorus	JH VB
	Head TR	Asst VB	JH FB
	Head VB	Asst TR	JH BB
	Head BB	Asst FB	9th BB
	Head WR	Asst BB	Prom
	Athletic Dir	Asst WR	Speech
EXP	Band	Website	Weights
0	\$2,750	\$2,404	\$2,228
1	\$2,943	\$2,572	\$2,384
2	\$3,136	\$2,740	\$2,540
3	\$3,329	\$2,908	\$2,696
4	\$3,522	\$3,076	\$2,852
5	\$3,715	\$3,244	\$3,008
6	\$3,908	\$3,412	\$3,164
7	\$4,101	\$3,580	\$3,320
8	\$4,294	\$3,748	\$3,476
9	\$4,487	\$3,916	\$3,632
10	\$4,680	\$4,084	\$3,788
11	\$4,873	\$4,252	\$3,944
12	\$5,066	\$4,420	\$4,100
13	\$5,259	\$4,588	\$4,256
14	\$5,452	\$4,756	\$4,412
15	\$5,645	\$4,924	\$4,568
16	\$5,838	\$5,092	\$4,724
17	\$6,031	\$5,260	\$4,880
18	\$6,224	\$5,428	\$5,036
19	\$6,417	\$5,596	\$5,192
20	\$6,610	\$5,764	\$5,348
21	\$6,803	\$5,932	\$5,504
22	\$6,996	\$6,100	\$5,660
23	\$7,189	\$6,268	\$5,816
24	\$7,382	\$6,436	\$5,972
25	\$7,575	\$6,604	\$6,128
26	\$7,768	\$6,772	\$6,284
27	\$7,961	\$6,940	\$6,440
28	\$8,154	\$7,108	\$6,596
29	\$8,347	\$7,276	\$6,752
30	\$8,540	\$7,444	\$6,908
31	\$8,733	\$7,612	\$7,064
32	\$8,926	\$7,780	\$7,220
33	\$9,119	\$7,948	\$7,376
34	\$9,312	\$8,116	\$7,532

All extra duty salaries will be incremented at 7% of the base of each extra duty position for each year of experience up to 24 years beginning with the school year 1979-80. Separate activity contracts will be issued to instructors hired prior to May 1, 1982, but will not be issued to instructors new to the system hired after May 1, 1982.

TIOGA SCHOOL DISTRICT
Salary Policies

1. All salaries on the schedule are for a nine-month term of 183 days.
2. Extended school terms are to be paid on an equitable basis.
3. All salaries are normally paid on a twelve-month payroll. The tenth day and the twenty-fifth day of each calendar month throughout the year shall be "payday." If a teacher wishes to be paid in any other manner, that teacher must make a request in writing to the Board prior to the signing of a contract, except that no teacher may receive a regular paycheck until they have at least completed 10 days of instruction.
4. The Board establishes a policy which provides that teachers assigned extra-curricular duties administer such programs with adequate staff and compensation as previously agreed by both parties.
5. To be eligible for BS+8, BS+16, BS+24, BS+32, BS+40, BS+48, MS, MS+8, or MS+16 column a teacher must have an official transcript of college credits on file in the office of the Superintendent of Schools from the college in which he earned his credit. Hours of work to be counted on the horizontal pay scale may not be workshop or conference hours. These hours must carry graduate credit and be earned after the BS degree has been granted.
6. Teacher substitute pay will be determined by the board.
7. Experienced teachers will enter the system with up to nine (9) years of credit; more may be granted with Board approval. If a teacher leaves the system and is rehired, he or she may return with the same number of years of experience.
8. Advisors of classes, Lettermen's, noon duty, etc. will be assigned the appropriate teachers without additional pay. Compensation for Science and Homecoming advisor will be \$600.00.
9. All teachers after a continuous sick leave of ten days or more will furnish a "Return to Work Certificate."
10. The Board of Education reserves the right to pay above the schedule for critical areas.
11. Each teacher shall have 15 days of sick leave for each school year. Giving/loaning, etc. sick leave to other staff members, to include spouses, is prohibited. Any unused sick leave may be accumulated to a total of 100 days. Returning teachers shall be paid \$50 per day for unused sick leave over 100 days at the end of each school year. Sick leave days are

days either the teacher or a member of his immediate family is ill. Sick leave may be used for parental leave in accordance with Federal law. If school time is used for medical appointments, no more than a half-day of sick leave may be taken unless discussion between said teacher and administrator determines that a full day of sick leave is needed. Sick leave may include funerals in the immediate family plus uncles, aunts, nieces, and nephews. An additional three (3) days leave for funerals outside the immediate family may be granted if both of the following conditions are met: A) The teacher's presence must be requested by the family and B) Only after personal leave has been exhausted. All other days will have a deduction of 1/182 of the teacher's salary. NOTE: Immediate family includes the teacher's or spouse's grandfather, grandmother, grandchildren, father, mother, brother, sister, or children, and the teacher's spouse. Upon leaving the system a teacher will be paid \$15.00 for each day of unused accumulated sick leave.

12. INSURANCE & RETIREMENT

- A. The Board will pay 51% of a Blue Cross Blue Shield family medical plan as a fringe benefit. Any or all of the 51% not used for Group Medical Care Plan participation shall be put into an annuity for said teachers.
 - B. Vision and dental insurance will be offered through the school district but they will not be paid benefits.
 - C. The Board will pay 8% of the employee side for TFFR in addition to the current employer side obligation.
13. Ticket sellers, ticket takers, supervisors, concessions, timers, scorers, and class advisors managing food concessions outside of the regular school day will receive a gift card valued at \$30 per activity night. These duties are to be assigned by the principal; individuals assigned are to remain on duty for the entire event and count cashboxes upon the completion of taking money.
14. Academic/club coach compensation: People who coach academic teams or clubs that go on to compete in competitions are to be compensated with a \$100 Amazon gift card after completing 10 hours of documented, out-of-school hours that they put in. These academic teams are Lifesmarts, Robotics, Math Meet and Trap League. Coaches will need to submit their proposed schedule at a School Board meeting prior to starting practice. Once the School Board approves their schedule, and they complete 10 hours of instructions, they will receive their card. They may receive (1) \$100 gift card once per school year per club.
15. One or more teachers' aides will be provided at district campuses as deemed necessary.
16. Any question or criticism of a teacher or his methods by a Board member, administrator, or supervisor shall be made in confidence, and not in the presence of students, parents, or

other public gatherings, and likewise each teacher will follow these rules in relation to members of the Board and their action. Teachers will refrain from using class time to discuss Board action or policies in relation to teacher contracts, salary fringe benefits, and other compensable benefits.

17. At the beginning of every school year, each teacher shall be credited with five (5) days to be used for personal business. Personal leave days may be accumulated to 7 days. If an instructor wishes to use all 7 days at one time, board approval must be obtained. The intent of the personal leave days is that they may be used in case of an emergency not provided for under sick leave. A teacher planning to use a personal leave day or days shall notify his principal at least one day in advance. Generally, personal leave days are not to be taken during the first or last week of school, nor the day before or after a school holiday or school break. At administrative discretion, personal leave may be granted the day BEFORE or AFTER a school holiday or school break due to an emergency, storm, or other unforeseen circumstance. In addition and in limited cases, the administration may grant personal leave to be taken the day before or the day after a school holiday or break provided that the following conditions are met: a) no more than two secondary instructors and no more than two elementary instructors may be absent on the same day, b) no individual may be allowed such leave more than once every three years, and c) at least one week's notice must be given to the principal. Personal leave may NOT be granted on Parent-Teacher Conference days as designated on the approved school calendar. Unused personal leave will be reimbursed to instructors at substitute teacher pay rate.
18. At the beginning of every school year, each teacher may be credited with four (4) days to be used for teacher's professional purpose upon the approval of the teacher's supervising principal. The teacher planning to use a professional business day or days shall apply to the principal for his approval at least one week in advance of his intended leave. Administrative discretion shall be used when granting professional development leave in excess of four days. Days may be used for advanced degree college coursework. Professional leave may be used to accommodate testing associated with graduate level courses in the teacher's assigned content area with administrative approval.
19. The school working day shall be one-half hour before the start of the school day to fifteen minutes after the end of the school day. The workday for part-time teachers shall be one-half hour before the first class contracted to fifteen minutes after the last class contracted to teach.
20. Whenever a reduction of the teaching staff becomes necessary because of a decrease in enrollment or the loss of operating revenue, the teacher with the least number of consecutive years of teaching experience within the Tioga Public Schools will be released first. Teachers being retained must be fully qualified to teach in the subject areas necessary to keep an accredited school in operation.

21. Any teacher who enrolls in graduate level courses related to his instructional responsibilities at an accredited college or university will receive reimbursement from the Board at the rate of \$180.00 per SH. Undergraduate level courses may be reimbursed with prior written approval from the superintendent but must be in the instructor's direct area of instructional responsibility--major, minor, endorsement, etc. Hours earned in-house through specific school or district professional development opportunities such as book study, professional learning community (PLC), etc. shall be reimbursed for the actual cost of the credit. Required professional development books will be paid by the district.
22. Parental leave as per Federal law.
23. If any of these policies or any application of these policies is held to be contrary to law, then such provision or application shall not be deemed valid except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.
24. If an instructor must serve on jury duty, he/she may choose the higher of jury duty pay or regular pay. If regular pay is selected, the jury duty pay shall be reimbursed to the school district. The instructor may keep mileage and expense allowances paid to them in connection with serving on a jury. If an instructor is served with a subpoena to appear in court for a school-related case, the days required for such appearances will not count against any leave since it is a school-related duty. If an instructor is served with a subpoena to appear in court for a non-school related case, the days required for such appearances will be taken from personal leave, then from accumulated sick leave days. If days are exhausted, additional days will have a deduction of 1/182 of the teacher's salary.
25. An employee may request a leave of absence for professional growth. Request for this leave may not exceed one school year and must be submitted in writing for Board approval. If approved by the Board, in its sole discretion, such leave shall be without pay or fringe benefits for which the employee is eligible during the duration of the leave. Employees granted this leave will be assured of a position at the conclusion of the leave, provided written notice of intent to return is received in the office of the Superintendent no later than March 15th of the school year in which the leave is completed. Failure to submit a timely written notice of intent to return shall be deemed to be a voluntary resignation and waiver of the right to re-employment. No experience credit (for vertical placement on the salary schedule) will be earned during this leave. A teacher shall retain the same sick leave and personal leave days upon return.
26. GRIEVANCE PROCEDURE

Any difference arising between the parties as to the interpretation or application of specific terms of this agreement shall be handled according to the following procedure:

- A. The claim shall first be discussed by the affected teacher and/or Association Representative with the teacher's immediate supervisor.
- B. If not disposed of, the grievance will be promptly reduced to writing (as to Article allegedly violated, date and time of said violation, and brief summary of circumstances and remedy requested) and discussed by the Association Representative and the School Superintendent. No complaint will be acted upon unless filed with the School Superintendent within ten (10) school days from the alleged violation, which excludes Saturday, Sunday, and Holidays.
- C. If not settled, the matter may be submitted to arbitration if the grieving party so desires.

ARBITRATION

Any such difference not resolved by the above grievance procedure may be submitted to an impartial arbitrator selected by the parties involved provided that within ten (10) days from the final decision under the grievance procedure, notice is given in writing to the other party of such intent by the part desiring arbitration.

If the parties are unable to agree on an arbitrator the proper form signed will be sent to Federal Mediation and Conciliation Service requesting a list of five (5) arbitrators in the locality. From the list, each party will strike two names and the remaining name will be that of the arbitrator.

The arbitrator will confine his decision to the specific terms of the Agreement and he shall have no authority to change, alter, add to or delete from the Contract. His decision, rendered within the limits of his authority, shall be final and binding upon the parties.

Expenses of the arbitration shall be borne equally by the parties. While the dispute is pending under the grievance and arbitration procedures, no further discussion or activity shall take place.

27. SICK LEAVE BANK

A Sick Leave Bank shall be available to employees of Tioga School District #15 who qualify for accumulated sick leave. The purpose of this bank shall be to compensate employees in the event their regular accumulated sick leave days are exhausted due to unexpected and catastrophic illness and/or injury. Each participating employee shall invest two (2) sick days in the bank their first year. Whenever the balance falls below 60 days, each member shall be assessed sufficient days to restore a minimum of 60 days.

- A. **Qualifications:** The offer to join the Sick Leave Bank is a one-time offer. All current employees shall accept or reject the Sick Leave Bank offer at the beginning of the 1991-92 school year. Thereafter, the Sick Leave Bank shall be available to employees only upon their initial employment.

- B. Applications: Any faculty member having used his/her total accumulated sick leave, may apply to the Sick Leave Bank for consideration to draw on the Sick Leave Bank days. Application must be in writing and shall be given to the Sick Leave Bank Committee for consideration. A medical doctor's certificate of illness shall accompany all applications to the Sick Leave Bank Committee. Personal days must be used first.
 - C. Committee:
 - 1. The purpose of the Sick Leave Bank Committee shall be to oversee the use of the Bank, review all applications, accept or reject the applications, maintain proper balance, and provide reasonable assurance that the Sick Leave Bank is not abused.
 - 2. The Sick Leave Bank Committee shall consist of three (3) teachers and one administrator. The committee will be appointed by TEA.
 - 3. At September school board meeting of each year, the TEA shall appoint and inform all administrators and business manager of names of committee members for the current school year.
 - D. Limitations:
 - 1. Any participating member of the Sick Leave Bank, upon approval of the Sick Leave Bank Committee, may draw from the Sick Leave Bank up to 25 days for a given disability. These need not be consecutive days. Upon return to work, if another nonrelated disability should occur, the Bank will again be available for an additional 25 days. For example, if a member had a heart attack and found it necessary to draw on the bank, then returned to work and later fell and broke one's hip, the bank would again be available for an additional 25 days.
 - 2. Sick Leave Bank days may be used for maternity related situations only if there are complications as verified by a medical doctor.
 - E. Accounting: Recordkeeping and accounting procedures shall be maintained by the district business manager in the central office of the school district.
28. As a result of such factors as decreased participation or the completion of a major portion of work within the confines of the school day, adjustments to the annual staff advisor's and the cheerleading advisor's compensations may be made. Using the salary stated in the negotiated agreement as a starting point, adjustments will be made at administrative discretion after conference with the advisor and approval from the Board.
29. Family Leave--as per federal law.
30. ATHLETIC DIRECTOR
- A. If Athletic Director receives one class period a day during the normal school day to conduct Athletic Director duties, he/she will remain on Activity Schedule furthest left lane for after school duties.

- B. If Athletic Director does not receive one class period a day during the normal school day to conduct Athletic Director duties, he/she will receive Activity Schedule furthest left lane plus \$6,000 per year.
 - C. Athletic Director position will be a separate contract from teaching contract.
31. All teachers shall adhere to the Code of Professional Conduct for Educators outlined by the Education Standards and Practices Board (ESPB).
 32. It is the goal of the Tioga School District that every teacher will be given 250 minutes per week of uninterrupted classroom preparation time and 25 minutes for lunch during the student contact day.
 33. Current employed teachers will receive first notice for open positions available within the district.
 34. In preparation for our AdvancED visit, the district will make every effort to provide a substitute for teachers engaged in administrative directed collaborative work.
 35. This Agreement shall be effective on July 1, 2019, and shall automatically be renewed and will continue in force for additional periods of one year unless either party gives notice to the other party, not later than 60 days prior to the anniversary date of its desire to reopen this Agreement and/or additions to this Agreement, and to negotiate over terms of these provisions. In the event a successor agreement is not agreed upon before the anniversary date of this Agreement, all provisions of this Agreement shall remain in full force and effect until a mutual agreement is reached. All salary, benefits, and working conditions agreed upon in the successor agreement will be retroactive to the anniversary date of this Agreement. Changes may be made at any time by mutual consent.