

# **MASTER CONTRACT**

## **Certified Staff**

**July 1, 2017**

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## **ARTICLE I OPENING RECOGNITION STATEMENT**

The Creston Community School District and the Creston Education Association have endorsed the practice and procedures of collective bargaining. It is the intention of this Agreement to set forth the entire Agreement of the parties where not otherwise mandated by a statute, or Department of Education rule, and to prevent interruptions of work and interference with the efficient operation of the school.

This Agreement is made and entered into this 1st day of July, **2017** by and between Creston Community School District and the Creston Education Association, as the exclusive bargaining agent for all regular professional full-time and regular professional part-time employees, including classroom teachers, guidance counselors, librarians, nurses; and excluding the Superintendent, Director of Special Education, Assistant Superintendent or Business Manager/School Board Secretary, Principals, Associate/Vice-Principals, Activities Director, substitute teachers, non-academic employees.

### **Definitions**

1. The term “Board” or “Employer” as used in this agreement shall mean the Creston Community School District governed by a Board of Directors or its duly authorized representative.
2. The term “Association” as used in this agreement shall mean the Creston Education Association or its duly authorized representative.
3. The term “employee” as used in this agreement shall mean all Professional employees in the bargaining unit as defined and certified by the Public Employment Relations Board (PERB).

## **ARTICLE II LABOR MANAGEMENT COMMITTEE**

The Creston Community School District and the Association agree to establish a joint labor Management committee. The purpose of this committee is to collaboratively discuss and make decisions regarding employment matters not referred to in the master contract and other matters mutually agreed upon.

## **ARTICLE III WAGES AND SALARIES**

### **Schedule**

1. Employees shall receive individual salaries according to the salary schedule attached hereto.
2. Degree employees entering the Creston Community Schools experienced in other school systems may be given full credit for outside teaching experience up to ten (10) years. Credit may also be given for other outside experience but shall not exceed placement beyond Step 11 upon initial employment in the Creston Community School District.

### **Advancement on Salary Schedule**

#### **1. Increments**

Employees on the regular salary schedule shall be granted one increment or vertical step on the schedule for each year of successful service as determined by performance evaluation until the maximum for their educational classification is reached. In the event a teacher's performance is determined to be unsuccessful, the Superintendent of Schools will recommend to the Board of Directors whether the teacher should advance on the salary schedule.

A year of service shall consist of ninety-one (91) teaching days or more in one school year, if the employee is rehired on a full-time basis.

#### **2. Educational Lanes**

Employees may move from one educational lane on the regular salary schedule to a higher educational lane upon completion of relevant and appropriate graduate level course work approved by the superintendent or his designee. Such course work shall have the advance written approval of the superintendent. Beginning with the 2001-02 agreement, graduate credit for employees who went to a conference without knowing that graduate credit would be offered will be approved, as long as it meets the criteria of the article, and application is made within two weeks after the conference. All courses taken following the BA degree must be an approved part of a graduate program at regionally accredited university or college, unless prior written approval is granted by the superintendent. Movement shall be to the corresponding eligible step on the higher lane. Beginning with the 1997-98 school year and thereafter, in order to qualify for the Masters Degree lane, the teacher's Master's Degree must be in effective methods of teaching, his or her content area, his or her major field, educational administration, or in educational technology. Instructional coaches will be compensated for the completion of a Master's Degree.

Employees who:

- a) Have a letter of application into a Master's Degree program which was received by the university prior to April 22, 1997; and,
- b) Complete the degree and submit documentation of completion prior to September 1, 1999 will be allowed to advance to the MA lane.

Employees currently on the Masters Degree lanes will not be removed from the MA lanes because of this restriction. In order to qualify for the Ph.D. column, the teacher must be teaching in his/her major field of graduate work. For an employee to qualify for advancement from one educational lane to another, employees must file their intent to advance lanes with the superintendent by July 15, to be eligible for advancement.

For an employee to qualify for advancement from one educational lane to another the employee must file suitable evidence of additional educational credit with the superintendent no later than the 10<sup>th</sup> of September.

Should a teacher fail to adequately supply to the superintendent or designee the necessary documentation for educational lane advancement prior to September 10, approval will not be granted. The teacher may reapply for lane advancement approval in subsequent years if he/she so desired.

### 3. Career Increments

Each employee who has reached the last step of his/her educational lane and remained there for one year or more shall receive a career increment of five percent (5%) of the BA Base.

In addition all employees qualified for and receiving the career increment on June 30, 2002 and thereafter shall receive an additional \$1,150 annually. An employee who qualifies for educational lane advance and previously qualified for a career increment shall retain the career increment.

### **Professional Training Requirements**

Employees shall comply with all professional training requirements established by law or regulation and failure to comply may result in the withholding of salary of any period in which the employee is in non-compliance.

### **Method of Payment**

Employees shall be paid by direct deposit. The employee is to provide the name of the depository to the Board Secretary ten (20) days before the first paycheck. The employee may change their depository by giving the Board Secretary ten (20) days written notice.

Each employee shall be paid in twelve (12) equal installments on the 20th day of each month. When a pay date falls on a weekend or holiday, the payroll shall be distributed on the last previous working day. A “new” teacher in their initial year of employment may receive one payment on September 1 of one-half (1/2) a month’s salary and the contract balance (11 1/2 months) distributed over twelve (12) equal monthly payments.

### **TSS Calculation**

The TSS was figured using the following calculation: TSS dollar figure minus Phase I (\$25,594) and Phase II (\$111,180) and divided by the certified FTE at the beginning of each school year. This amount could change every year depending on the number of FTEs. The teacher compensation funding received from the State shall be paid in 12 monthly installments.

### **Hold Harmless**

The Association agrees to indemnify and hold harmless the Board of Directors, each individual Board Member, and all administrators and other personnel assigned the responsibility of issuing checks against any and all claims, costs, suits, or other forms of liability and all court costs in the event of computer breakdown or other eventualities that would cause time delays in issuing paychecks.

CRESTON COMMUNITY SCHOOL DISTRICT  
2017-18 Teacher Salary Schedule  
No step movement and \$914 on all cells

LANE STEP	BA	BA + 10	BA + 20	MA	MA + 15	MA + 30	PH.D
1	\$37,498.00	\$38,766.32	\$40,034.64	\$41,302.96	\$42,571.28	\$43,839.60	\$45,107.92
2	\$38,766.32	\$40,034.64	\$41,302.96	\$42,571.28	\$43,839.60	\$45,107.92	\$46,376.24
3	\$40,034.64	\$41,302.96	\$42,571.28	\$43,839.60	\$45,107.92	\$46,376.24	\$47,644.56
4	\$41,302.96	\$42,571.28	\$43,839.60	\$45,107.92	\$46,376.24	\$47,644.56	\$48,912.88
5	\$42,571.28	\$43,839.60	\$45,107.92	\$46,376.24	\$47,644.56	\$48,912.88	\$50,181.20
6	\$43,839.60	\$45,107.92	\$46,376.24	\$47,644.56	\$48,912.88	\$50,181.20	\$51,449.52
7	\$45,107.92	\$46,376.24	\$47,644.56	\$48,912.88	\$50,181.20	\$51,449.52	\$52,717.84
8	\$46,376.24	\$47,644.56	\$48,912.88	\$50,181.20	\$51,449.52	\$52,717.84	\$53,986.16
9	\$47,644.56	\$48,912.88	\$50,181.20	\$51,449.52	\$52,717.84	\$53,986.16	\$55,254.48
10	\$48,912.88	\$50,181.20	\$51,449.52	\$52,717.84	\$53,986.16	\$55,254.48	\$56,522.80
11	\$50,181.20	\$51,449.52	\$52,717.84	\$53,986.16	\$55,254.48	\$56,522.80	\$57,791.12
12	\$51,449.52	\$52,717.84	\$53,986.16	\$55,254.48	\$56,522.80	\$57,791.12	\$59,059.44
13	\$52,717.84	\$53,986.16	\$55,254.48	\$56,522.80	\$57,791.12	\$59,059.44	\$60,327.76
14	\$53,986.16	\$55,254.48	\$56,522.80	\$57,791.12	\$59,059.44	\$60,327.76	\$61,596.08
15				\$59,059.44	\$60,327.76	\$61,596.08	\$62,864.40
16				\$60,327.76	\$61,596.08	\$62,864.40	\$64,132.72
17							\$65,401.04
18							\$66,669.36

TSS (Teacher Salary Supplement) \$ (\$4,876) have been incorporated into the 2017-18 Salary. The TSS is figured using the following calculation: TSS \$ minus Phase I (\$25,594) and Phase II (\$111,180) and divided by FTE at the beginning of each school year. This amount could change every year depending on the number of FTEs.

**ARTICLE IV  
NURSES SALARY SCHEDULE**

All nurses hired subsequent to the execution of this agreement shall be placed on their appropriate step on the following schedule at the discretion of the administration.

Present nurse employees shall be placed on an appropriate step of the approved schedule at the discretion of the administration. The superintendent may recommend to the Board of Directors that additional credit be granted for outside R. N. or school nurse experience up to five (5) years.

Nurses who have reached the last step of the salary schedule and remained there for one year or more shall be entitled to receive a career increment of four percent (4%) of the BA Base for the **2017-18** school year. The career increment shall be prorated for part-time nurses.

**2017-18 Nurses Salary Schedule  
Nurses base is 90% of the BA base.**

**2017-18 2% increase of 2016-17 nurse base no step on schedule 2017-18**

<b>Step</b>	<b>Salary</b>
0	29107.74
1	29607.74
2	30107.74
3	30607.74
4	31107.74
5	31607.74
6	32107.74
7	32607.74
8	33107.74
9	33607.74
10	34107.74
11	34607.74

- Increment amount \$500

## ARTICLE V Extra-Curricular PAY

### A. Extra-Curricular Activities

#### 1. Approved Activities

The Board and the association agree that the presently-filled extra-curricular activities positions are official school-sponsored activities covered by school insurance.

#### 2. Rates of Pay

Employee participation in extra-curricular activities which extend beyond the regularly scheduled in-school day shall be compensated according to the rate of pay or other stipulation in the Extra-Curricular Activities Director's Salary Schedule attached hereto and made a part of hereof. Pay for summer extra-curricular activity assignment will be according to the Extra-Curricular Activities Director's Salary Schedule in effect when that activity began.

Additional compensation will not be granted above the basic salary schedule for those assigned to extra and supervisory duties beyond the regular school day, other than those listed in the attached "Extra-Curricular Activities Director's Salary Schedule".

Employees at the secondary level (7-12) who are assigned to work at an extra-curricular event for an hour or more beyond the work day on Mondays through Fridays, will be given one-half hour of early release time unless the school day is already an early release day or the employee's assignment prevents the employee taking early release that day. In such event, the employee will be required to arrange for the use of one-half hour of early release time within the next five school days.

#### 3. Mileage

Employees who use their personal vehicles for administratively assigned travel (excluding travel related to extra-curricular activities) shall be compensated at the rate of \$0.30 per mile. No mileage will be paid to the first work station of the day nor from the last work station of the day.

#### 4. Extra Duties (effective 2005-2006 school year)

The administration will supply a list of activities that need to be covered at the beginning of the year inservice. Anyone who would like to sign up for duties at that time will sign up for as many as they would like. Upon completion of this process the administration will begin circulating a list of the remaining duties. The circulation will go by alphabetical order (last name) determined by a drawing of the letter of the alphabet. The list will continue until all duties are covered, or each individual has one duty. If additional duties remain, the succeeding rounds will be done in similar fashion. The individuals who signed up during inservice days will not be added to the list until the duties of all individuals are equal to the number of duties that they signed up for.

1 duty	=	1 Activity ticket for employee
2 duties	=	Activity tickets for employee and spouse
3 duties	=	Family Pass

#### 5. Supplemental Longevity Incentive Program

A stipend of \$50 will be paid to a coach or sponsor after the individual has completed 5 consecutive years of services in the same position in the same program. The sponsor or coach will then receive \$50 annually for each subsequent year of service. When an employee accepts a change in a sponsor or coaching position at the district's request, the employee shall retain previously earned longevity status and stipend.



## Creston Community School District 2017-18 Extracurricular Schedule

Base 32,215.33 (2017-18 no step 31708 \* 1.6% )

	2017-18
<b>Football</b>	
Head Coach	5608.32
Assistant	3621.02
Assistant	3621.02
Assistant	3621.02
Assistant Fresh/Soph	2838.70
Assistant Fresh/Soph	2838.70
Head 8th	2134.62
Assistant 8th	1727.20
Head 7th	2134.62
Assistant 7th Coach	1727.20
<b>Cross Country</b>	
Head Coach	3882.14
Assistant	2188.46
Middle School	2134.62
<b>Boys Basketball</b>	
Head Coach	5608.32
Assistant	3621.02
Head 9th	2838.70
Head 8th	2134.62
Head 7th	2134.62
Assistant 7/8th	1727.20
<b>Girls Basketball</b>	
Head Coach	5608.32
Assistant	3621.02
Head 9th	2838.70
Head 8th	2134.62
Head 7th	2134.62
Assistant 7/8th	1727.20
<b>Wrestling</b>	
Head Coach	5608.32
Assistant	3621.02
Assistant	3621.02
Head 7th/8th	2409.95
Assistant 7th/8th	1727.20
<b>Boys Track</b>	
Head Coach	5608.32
Assistant	3621.02
8th	2134.62
7th	2134.62
<b>Girls Track</b>	
Head Coach	5608.32
Assistant	3621.02
8th	2134.62
7th	2134.62
<b>Tennis</b>	
Head Coach	3882.14
Assistant	2188.46
Assistant	2188.46
<b>Soccer</b>	
Head Coach girls	3882.14
Head Coach boys	3882.14
Assistant - Boys	2188.46
Assistant - Girls	2188.46
<b>Golf</b>	
Head Coach	4108.70
Assistant	2369.31
Assistant	2369.31
<b>Baseball</b>	
Head Coach	5608.32
Assistant	3621.02
Head 9th	2838.70

	2017-18
<b>Bowling</b>	
Head Coach - Girls/Boys	2369.31
Asst. Bowling	2134.62
<b>Girls Softball</b>	
Head Coach	5608.32
Assistant	3621.02
Head 9th	2838.70
<b>Volleyball</b>	
Head Coach	5608.32
Assistant	3621.02
9th	2838.70
8th	2134.62
7th	2134.62
Assistant 7/8	1727.20
<b>Band</b>	
High School	5608.32
Middle School	3761.23
Elementary	1219.20
<b>Vocal</b>	
High School	5608.32
Middle School	3761.23
Elementary	3761.23
<b>Speech</b>	
Individual	2134.62
Large Group	2134.62
<b>Drama</b>	
All school Play	2538.98
9th Grade one act plays	851.41
<b>FBLA</b>	2107.18
<b>MS Student Govt.</b>	2357.12
<b>Year Book</b>	
High School	3882.14
<b>Newspaper</b>	1898.90
<b>Cheerleader Sponsor</b>	
High School	1193.80
Assistant	1193.80
3rd season	1193.80
4th Season	663.45
<b>Colorguard Sponsor</b>	1193.80
<b>Winterguard Sponsor</b>	1193.80
<b>Chaperone/Sponsor</b>	
Pepper Sponsor	1727.20
<b>Junior Class Sponsor</b>	3398.52
<b>High School TAG</b>	2078.69
<b>National Honor Society</b>	817.88
<b>HS Student Council</b>	2387.60
<b>Weight Training</b>	5608.32
<b>Technology Coordinators</b>	
ECC	1773.94
Elem/MS	1773.94
Elem/MS	1773.94
High School	1773.94
High School	1773.94

## ARTICLE VI FINALITY CLAUSE

This agreement supersedes and cancels all previous agreements between the School District and the Association and concludes the collective bargaining for its term. The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make proposals in this respect to the collective bargaining law and the understandings and agreements arrived at by the parties are set forth in this Agreement. A contract between the Board and an individual employee, heretofore or hereafter executed, shall be subject to and consistent with the terms of this agreement.

If any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, section, and clauses shall remain in full force and effect.

The School District and the Association, each voluntarily and unqualifiedly waives any right which might otherwise exist under law to negotiate any matter during the term of this Agreement. Both parties, by mutual agreement, may modify and amend said Agreement, but such modification or amendment must be signed by both parties, and if not, the contract, as written, is binding.

This Agreement shall be effective as of July 1, **2017**. This agreement shall continue in effect for all language items until June 30, **2022**. Salaries set out in the salary schedules will become effective with work performed under the employee's individual contract for the **2017-2018** academic year (typically effective with the September paycheck).

**Reopener Provision:** Salary package will reopen for modification beginning January of each calendar year covered by the agreement with changes effective on July 1 of the next contract year

### CRESTON EDUCATION ASSOCIATION

By \_\_\_\_\_, President

By \_\_\_\_\_, Chief Negotiator

### CRESTON COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

By \_\_\_\_\_, President

By \_\_\_\_\_, Chief Negotiator