



Gering Public Schools

Negotiated Professional Agreement

2017-2018 School Year

2018-2019 School Year

PREAMBLE		4
GENERAL PURPOSE		4
ARTICLE I	Recognition	4
ARTICLE II	Teachers Rights	4
ARTICLE III	Grievance Procedure	4
	A. Definitions	4
	1. Grievance	4
	2. Grievant	4
	3. Party of Interest	5
	4. Time Limits	5
	5. Grievance Meetings or Hearings	5
	B. Association Representation	5
	C. Reprisals	5
	D. Withdrawal of a Grievance	5
	E. Timeliness of the Grievance	5
	F. Advanced Step Filing	5
	G. The Procedure	6
ARTICLE IV	Salaries	7
	A. Salary Schedule	7
	B. Initial Placement	7
	C. Base Salary	7
	D. Flat Dollar Amount	7
	E. Fringe Benefit	8
	F. Horizontal Movement	8
	G. Vertical Movement	8
	H. Extra Duty	8
	I. Class Cover Substitute	8
	J. Nurses	8
	K. Additional Class Assignment	9
ARTICLE V	Fringe Benefits	9
	A. Health Insurance	9
	B. Life Insurance	9
	C. Disability Insurance	9
	D. IRS 125 Plan	10
	E. Pay for Unused Personal Days	10
	F. Sick Leave Buy Back	10
	G. Pay for Activity Events	10
	H. Sick Leave Bank	11
ARTICLE VI	Teacher Employment	12
	A. Length of Contract	12
	B. Elementary Planning Time	12
	C. Tuition Reimbursement	12
ARTICLE VII	Leaves	12
	A. Sick Leave	12
	B. Personal Leave	13
	C. Civic Leave	14
	D. Bereavement Leave	14
	E. Sabbatical Leave	14
	F. Professional Leave	14
Article VIII	Document Authorization	15

Adopted February 20, 2017

APPENDICES

APPENDIX A: **2017-2018 SALARY SCHEDULES**

APPENDIX B: **2018-2019 SALARY SCHEDULES**

APPENDIX C: **2017-2018 & 2018-2019 EXTRA DUTY SALARY SCHEDULES**

PREAMBLE

THIS AGREEMENT IS MADE AND ENTERED INTO this 20th day of February, 2017, by and between the BOARD OF EDUCATION of the School District of GERING, DISTRICT #16, in the County of SCOTTS BLUFF in the State of NEBRASKA (hereinafter referred to as the "Board") and the GERING EDUCATION ASSOCIATION (hereinafter referred to as the "Association").

GENERAL PURPOSE

The Board and the Association recognize that the development of a quality educational program for the children attending the public schools of GERING, DISTRICT #16, is a joint responsibility which can best be achieved by agreement that all parties work toward common goals. The Board and the Association enter into this Agreement with mutual dedication, recognizing that the experience, creativity, and judgment of all parties are necessary to reach the educational needs of the community.

ARTICLE I

Recognition

The Nebraska Commission of Industrial Relations certified the Gering Education Association as the exclusive collective bargaining agent on April 14, 2005 for the following bargaining unit: All persons employed by the School District in the following positions: Certificated teaching personnel, counselors, reading coordinators/reading coaches, psychologists, preschool educators, registered nurses (but not LPN's), speech pathologists, occupational therapists, and preschool coordinators.

ARTICLE II

Teachers Rights

- A. Nothing contained in this Agreement shall be construed to deny any teacher those rights provided to him/her under Nebraska law or other applicable laws and regulations. Rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.
- B. The Board shall not discriminate against any teacher with respect to terms and conditions of employment by reason of membership in the Association and its affiliates, participation in collective negotiations with the Board, or institution of a grievance under the terms of this Agreement.

ARTICLE III

Grievance Procedure

The purpose of this grievance procedure is to secure at the lowest level, equitable solution to the problems, which may from time to time arise concerning the interpretation, application, and meaning of the terms and conditions of employment in this school district. An underlying principle of the grievance procedure is to ensure fair and equitable treatment to the district's employees.

A. DEFINITIONS

- 1. Grievance: A cause of distress, based upon an event or condition which affects the welfare and/or terms and conditions of employment of a certificated person, a group of certificated people, or others; or the interpretation and/or application of the Board of Education policies, administrative regulations, building level policies, negotiated agreements and other contractual obligations.
- 2. Grievant: An individual or group of individuals who submits a grievance for arbitration through established procedures.

3. Party of Interest: Person or persons making the claim, any person who might be required to take action, any person against whom action might be taken.
4. Time Limits: All time limits herein shall consist of teacher working days except when a grievance is submitted after the end of the school year. The number of days indicated at each level should be considered maximum and every effort shall be made at all levels to expedite the process. Failure of the Board or its representatives to comply with the time limits at any level shall permit the grievant to appeal the grievance to the next level.
5. Grievance Meetings or Hearings: All meetings and hearings under this procedure up to and including Step 2 of Level II shall be conducted in private and shall include only the administration's representative(s). All parties shall have the right to record the proceedings of any hearing or meeting at all formal levels of the grievance procedure.

B. Association Representation

A grievant shall have the right to have the Association representatives present to represent the grievant at each level of the grievance procedure. Nothing herein shall be construed as limiting the right of any teacher to discuss their grievance informally with their immediate supervisor and having the grievance adjusted informally. The settlement shall not be inconsistent with the terms of the negotiated agreement.

C. Reprisals

No reprisals of any kind shall be taken by the Board of Education, the grievant, and the administrator or parties of interest, against any individual or group because of participation in this due process procedure.

D. Withdrawal of a Grievance

A grievance may be withdrawn at any level without prejudice.

E. Timeliness of the Grievance

If the written grievance is not filed within twenty-one (21) calendar days after the individual or group knew or should have known of the set of conditions on which the grievance is based, then the grievance shall be waived.

F. Advanced Step Filing

The grievance shall be initially filed at the level where the decision or action resulting in the grievance was made.

G. The Procedure:

Level I (Informal)

Initiating Claim:

Any certified employee of the school system who feels that he/she has a concern may initiate the process by discussing the matter with the building principal or immediate supervisor. A representative of the association may assist the employee in this resolution. If a resolution to the concern is not obtained through this discussion, the item should then be taken to the Superintendent of Schools. Every attempt should be made to resolve the problem at the informal level.

Level II (Formal)

Step 1: Any concern that is not resolved at the informal level may be submitted as a formal grievance.

If the aggrieved person is not satisfied with the disposition of his/her problem, or if no decision has been rendered following five (5) working days after stating the problem in the informal procedure, he/she may submit the problem as a formal grievance in writing to his/her principal or supervisor.

Step 2: If a grievance is not resolved at the building level to the satisfaction of the aggrieved person, or if no decision has been rendered within three (3) working days after the presentation of the grievance in writing, the individual may appeal the written grievance to the Superintendent. The appeal to the Superintendent must be carried out within three (3) working days after the written response from the building administrator or when that action was in order.

Within five (5) working days the Superintendent shall meet with the aggrieved person for the purpose of hearing and resolving the grievance. A record of such meeting shall be kept by the Superintendent. Within five (5) working days following the meeting with the aggrieved, the decision and reasons therefore shall be submitted to the aggrieved in writing.

Step 3: If the aggrieved person is not satisfied with the disposition of his/her grievance by the Superintendent of Schools or if no decision has been rendered within three (3) working days after the appeal meeting with the Superintendent, the aggrieved may appeal the grievance to the Board of Education. The appeal to the Board of Education must be carried out within six (6) working days after receiving the Superintendent's written decision or when that action was in order.

Within twenty-five (25) working days after receiving the written appeal, the Board of Education shall meet with the aggrieved person for the purpose of hearing and resolving the grievance. Within ten (10) working days following the meeting with the aggrieved, the Board of Education shall render a decision with reasons therefore in writing.

Extenuating circumstances (such as illness or being out-of-town) may prohibit strict adherence to the above timeliness specified in Steps 1, 2 and 3. Every attempt shall be made by all parties involved to adhere to the timeliness as established. Certain restrictions must apply at this level (Level II, Step 3) which are listed below:

- A. The grievance may be placed on the agenda of the Board of Education to be heard at their regular or special meetings, or a date may be set by the Board of a particular time and/or place.
- B. A majority of the Board of Education must be present to hear the grievance.
- C. A grievance shall be heard in open session. The grievance may be held in closed session by consent of both parties. All grievances shall be recorded. (Agreed upon by both parties.)

- D. Individual Board members may not act as a surrogate for the aggrieved.
- E. The Board's decision shall be rendered only after all the evidence is weighed, such as:
 - 1. Tape recordings or memos of meetings held prior to the Board hearing.
 - 2. Private discussion with the Superintendent and/or Principal concerning their disposition of the original problem.
- F. The Board of Education may call for a hearing on the grievance involving all parties as witnesses.
- G. The decision of the Board of Education will be final. Additional recourse may be sought through the legal system.

ARTICLE IV

Salaries

A. **Salary Schedule**

The salary of each teacher covered by this agreement shall be determined by the salary schedule attached as Appendix A.

B. **Initial Placement**

When hired, teachers shall be credited with all previous years of professional experience.

C. **Base Salary**

The base salary for the 2017-2018 school year shall be \$34,250.00 and for the 2018-2019 school year shall be \$34,865.00. Each teacher covered by this agreement shall receive an additional flat salary or fringe benefit amount of \$8,850.00 for 2017-2018 and \$9450.00 for 2018-2019, subject to the terms of the Flat Dollar Salary and Fringe Benefit. The compensation will be prorated to the percentage of time worked. Part-time teachers with FTE status of .5 or greater shall receive a flat dollar salary amount based on FTE position.

D. **Flat Dollar Salary Amount**

For all Employees subject to this Agreement employed by the Gering Public Schools District employed at any time prior to January 1, 2012, the District shall pay such Employee a flat dollar salary amount of \$737.50 for 2017-2018 per month and \$787.50 for 2018-2019 per month per full-time certificated employee as part of the salary package, unless the Employee elects to receive the Fringe Benefit outlined in the following section.

Certificated staff working half-time or more will have their flat dollar salary amount figured on the percentage of time contracted. The flat dollar salary amount for employment for less than the entire school year shall be calculated on the contract days employed divided by 186 days. Less than half-time certificated employees will not be eligible for the flat dollar salary amount. Payment of the flat dollar salary amount will be made monthly for 12 months. The Flat Dollar Salary Amount is compensation under Neb. Rev. Stat. 79-902.35, and is subject to the withholding of the employer and employee contribution to the Nebraska Public Employees Retirement System (NPERS) as required by law.

E. Fringe Benefit

For all Employees subject to this Agreement employed by the Gering Public School District employed at any time after January 1, 2012, the District shall pay such Employee a Fringe Benefit of \$737.50 for 2017-2018 per month and \$787.50 for 2018-2019 per month for the school year per full-time certificated employee as part of the salary package. An Employee hired at any time prior to or during the 2011-2012 school year may make a one-time irrevocable election to receive the Fringe Benefit. Certificated staff working half-time or more will have their Fringe Benefit figured on the percentage of time contracted. The Fringe Benefit for employment for less than the entire school year shall be calculated on the contract days employed divided by 186. Less than half-time certificated employees will not be eligible for the Fringe Benefit. Payment of the Fringe Benefit will be made monthly for 12 months. Employees may elect to receive the fringe benefit as a cash payment, applied against the purchase of additional health and dental coverage, moved to a section 125 plan, or deposited into the HSA or a combination of the aforementioned plans. The Fringe Benefit is NOT compensation under Neb. Rev. Stat. 79902-35, and is NOT subject to the withholding of the employer and employee contribution to the Nebraska Public Employees Retirement System (NPERS).

F. Horizontal Movement

The horizontal index shall be 4.50%. Credit for additional hours shall be credited by September 1st and movement on the salary schedule shall take place accordingly. All graduate hours must be in the teacher's endorsed area/teaching field or part of a plan toward an additional endorsement or advanced degree, and have the prior written approval of the Superintendent/designee. The Superintendent/designee may approve hours which do not fit the above criteria, but will clearly be a benefit to the teacher and the District. For the 2017-2018 school year there is no restriction on the horizontal movement for education. Beginning in the 2018-2019 school year, a teacher may move a maximum of two (2) education level columns on the salary schedule per contract year.

G. Vertical Movement

The vertical index shall be 4.50%. Teachers shall be placed on the proper vertical step in accordance with the experience in the District, but limited to one step per year.

H. Extra Duty

The contractual agreement between an individual teacher and the district relating to the performance of extracurricular duties shall be in accordance with the provisions of the extra-duty/extracurricular salary schedule. (See Appendix B)

I. Class Cover Substitute

Compensation for class cover as a substitute will be made at the rate of 1/6 of a substitute teacher's daily pay per period or 1/3 of a substitute teacher's pay per block, or a major portion thereof. Approval will be granted by the building principal.

J. Nurses

School nurses with a Bachelor of Science Degree shall receive 100% of the appropriate salary schedule placement. School nurses with less than a Bachelor of Science Degree shall receive a percentage of the appropriate salary schedule step placement.

- School nurses with a Registered Nurse license with a three (3) year diploma degree shall receive 88% of the appropriate salary schedule placement.
- School nurses with a Registered Nurse license with a two (2) year degree shall receive

75% of the appropriate salary schedule placement.
All other items of the negotiated agreement shall be provided in their entirety.

K. Additional Class Assignment

Additional class assignment will be paid at 1/8 (0.125) of the teacher's salary determined by his/her current placement on the salary schedule.

ARTICLE V

Fringe Benefits

All teachers with FTE status of .5 or greater shall have the right to exercise the option of participating in any of the fringe benefits offered by the District.

A. Health Insurance

The Association will choose the insurance carrier and deductible for health and accident insurance. For the 2017-2018 and 2018-2019 school fiscal years the School District shall contract for Educators Health Alliance (EHA) health insurance Blue Preferred \$900 Deductible/\$2000 Deductible Dual Choice health insurance, or its equivalent successor deductible plan, and PPO - 80% A & B, with 50% C coverage dental at the premium cost established annually by the EHA for such fiscal plan years. All employees, whether receiving flat dollar salary amount or the fringe benefit that chose to accept the EHA health insurance plan through Gering Public Schools will receive a health insurance benefit pursuant to this paragraph. The District shall pay 50% of the annual single health premium payment with dental at the \$900 deductible premium level pursuant to the Educator Health Alliance schedule for the 2017-2018 and 2018-2019 school years if the individual teacher chooses that this fringe benefit is to be covered as part of the "125" IRS Cafeteria Plan. The remaining premium is to be covered as part of the "125" IRS Cafeteria Plan at the teacher's expense. If the teacher chooses to participate, he/she shall complete the necessary form for enrollment and authorization of payroll deductions. In addition, if the teacher desires to make any changes after the initial application, it will be their responsibility to amend the original enrollment.

B. Life Insurance

A group life insurance plan is available to those teachers covered by this agreement. The privilege of participation in this plan is left to the choice of the teacher. If a teacher chooses to participate, he/she shall complete the necessary forms for enrollment and authorization of payroll deduction.

C. Disability Insurance

The Board shall provide long term disability insurance for each teacher covered by this agreement who meets the qualifications of the professional agreement by and between Gering Public Schools and the insurance provider. Benefits shall be payable upon the end of accumulated sick leave at sixty-seven (67) percent of annual contractual salary.

The amount of the premium for each employee shall be added to each employee's gross pay each month and deducted after tax for the premium payment. The implementation of this change in payment shall begin as soon as possible but no later than January 1, 2006. No individual covered by this negotiated agreement shall lose the disability insurance during the transition period.

D. IRS 125 Plan

Each teacher covered by this agreement shall have the option of participating in an IRS Section 125 Flexible Benefit Plan. The administration and participation costs of this benefit shall be paid for by the Board of Education. This fund will be administered according to the law. All payroll deductions will be deposited into the proper bank account in a timely fashion.

E. Pay for Unused Personal Days

For those teachers who have unused personal days at the end of the school year, the Board shall provide the following options.

1. If a teacher has one (1) day of personal leave at the end of the year, that teacher may select either 80% of the first level of the substitute teacher daily pay schedule for that day or receive two (2) additional sick leave days.
2. If a teacher has two (2) days of personal leave at the end of the year, that teacher may select either 90% of the first level of the substitute daily pay schedule for those days or receive four (4) additional sick leave days.

In the event the teacher has the maximum of 66 days of sick leave, the teacher may not select the option of adding additional sick leave days listed above. Part-time teachers will receive this fringe benefit based upon their FTE pro-ration.

In the event the teacher is terminating employment at the end of the year, that teacher shall be paid for any unused personal days at the teacher's per diem rate of the teacher's salary schedule salary the last year of employment.

F. Sick Leave Buy Back

The Board of Education will buy back unused sick leave at the first level of the substitute daily pay schedule rate per day up to 36 days. This applies to any employee who leaves the District after at least 15 years of consecutive service who notifies the District of their decision to leave by February 1. This buy back provision replaces the regulation for Board policy 408.01 Certificated Employees - Resignation implemented for the 2006-2007 school year.

G. Pay for Activity Events

1. Staff members will receive a bearer/guest activity pass for working two (2) activity events. Staff members may earn a student activity pass for each of their children by working one (1) additional activity event for each child's pass.
2. Employees assigned to perform duties outside the normal school day shall be compensated according to the schedule set forth below:
Hours: Compensation
Not less than zero (0) hours nor more than three (3) hours \$15.00 per assignment
Not less than three (3) hours nor more than five (5) hours \$30.00 per assignment
Not less than five (5) hours \$45.00 per assignment.
3. Pay for activity events is a non-negotiated item. Individuals who perform services at activity assignments shall agree to set amounts.

H. Sick Leave Bank

1. **Eligibility**

- a. All employees covered under this agreement shall have the right to participate in the Gering Public Schools Sick Leave Bank (Bank) under the terms set forth herein.
- b. Certified staff applying to draw from the Bank must meet the following criteria:
 - i. Depleted all leave in individual personal and sick leave bank.
 - ii. Requested leave through the Family Medical Leave Act.
 - iii. Be deemed ineligible for disability or Workmen's Compensation.
 - iv. Have incurred a minimum of three (3) consecutive days unpaid prior to receiving Bank benefits.
 - v. Submit an application for benefits in writing to the Superintendent of Schools stating the nature of the event, requested number of Bank days (not to exceed 20 per application), and eligibility as outlined in this agreement.
- c. Individuals are limited to an annual maximum of 60 (sixty) days of Bank benefits.

2. **Contributions**

- a. Participation as a contributor to the Bank is voluntary.
- b. Sick leave days donated by participants to the Bank are irrevocable and nonrefundable.
- c. Participants cannot designate the recipient of individual Bank day donations.
- d. An employee may annually contribute a maximum of five (5) days of accumulated sick leave to the Bank.
- e. Employees wishing to contribute to the Bank must have a minimum of ten (10) sick leave days available for their own use at the time of donation.
- f. Certified staff eligible to participate may begin contributing to the Bank immediately.

3. **Administration**

- a. Benefits from the bank may be distributed to the point where the Bank is depleted. If the Bank is depleted, no Bank days can be approved.
- b. When the Bank reaches a level of 20 days or less, a notification will be sent to all GPS employees asking for additional donations to the bank.
- c. Any unused sick leave bank days will be carried over to the following year.
- d. A Team will jointly approve or disapprove benefits. The team will consist of
 - i. Two Association designees
 - ii. One member of the Board Personnel Committee

- iii. One building administrator
 - iv. One classified staff member
 - v. Ad Hoc members at the team's request.
- e. The team may approve up to 20 days bank leave for each application received for any applicant that meets eligibility requirements.
 - f. Employees may resubmit application(s) for additional Bank requests up to receipt of an annual maximum of 60 (sixty) days.
 - g. The team has the discretion to waive dock days for subsequent Bank applications for the same illness/injury as the original application.

ARTICLE VI

Teacher Employment

A. Length of Contract

The length of each teacher's contract shall be 186 days. Teachers new to the district will be required to work one (1) additional day with 1/186 pay. The Board of Education shall have the authority to offer teachers extended contracts. Any teacher teaching on an extended contract will receive 1/186 of his/her salary schedule step, per day of extended contract. The School District and the GEA acknowledge that the scheduling of the number of contract days and school calendar for each contract and school year is a management prerogative, and may be established by the Board of Education prior to January 1st of the previous school year, provided that the School District and GEA will negotiate the economic impact of any change in the number of contract days in the school term.

B. Elementary Planning Time

Elementary school teachers have one (1) full day of planning time at the end of each quarter; the school building administration may schedule a staff meeting for not more than one (1) hour during such planning time after the time established for the reporting of student grades.

C. Tuition Reimbursement

Whenever the Superintendent or his/her designee requires a teacher to obtain an additional endorsement on a teaching certificate, the District will reimburse that individual for the tuition for those classes required to obtain that certificate.

ARTICLE VII

Leaves

A. Sick Leave

At the beginning of each school year, each teacher covered by this agreement shall be credited with ten (10) days paid sick leave allowance or an equal amount related to the teacher's F.T.E. to be used for absences due to illness. The unused portion of such allowance shall be accumulated from year to year to a maximum of thirty-six (36) days. At this time, the Board will add thirty (30) days for a total of sixty-six (66). This addition is a one-time addition. A certificated employee who has exhausted his/her available sick days may convert available

personal days to sick days at any time during the school year at a rate of one(1) personal day to two (2) sick days.

Absence due to personal injury or accident, and absence due to quarantine laws are both interpreted as sick leave.

Doctor and dental appointments are to be scheduled outside the normal working hours. Time for those appointments that must be made during working hours will be charged against the teacher's sick leave.

A certified employee will be allowed to use unlimited days of accumulated sick leave for family illness. Once days are exhausted they may be extended by personal days. After the total sick leave, both current and cumulative, has been exhausted, for each day absent, an amount equal to one day's salary will be deducted for each day absent. Employees, who are entitled to Family Medical Leave and who request additional leave for Family Medical Leave reasons, shall use accrued personal days in addition to the paid sick days. For purposes of this paragraph, the term "family" shall mean the employee's spouse, son, daughter, parent, a person residing in the household of the employee regardless of the relationship to the employee, or someone for whom the employee is guardian or holds power of attorney.

B. Personal Leave

A certificated employee is eligible for two (2) days of personal leave each year; a teacher may carry over a maximum of four (4) personal days to the following school year. No more than four (4) consecutive personal days may be used at one time. For the breaks of Labor Day, Thanksgiving, Christmas/New Years, Spring break, Easter or Memorial Day not more than one (1) personal day may be used the day before or after such school recess or holiday; the Superintendent shall have the authority to grant additional days. Personal Leave to take place between April 30th and the end of the school year shall be subject to the following two items.

1. Any personal leave request to occur after April 30th will require approval of the Superintendent of Schools.

2. A written request will be submitted to the Superintendent of Schools for the personal leave. Within seven days of receiving the request the Superintendent shall approve, without contingencies, the requested leave in writing OR deny the requested leave in writing with explanation for the denial.

A certified employee will be entitled to convert two (2) sick days to one (1) personal day, up to a maximum of three (3) additional personal days per year, at any time during the school year. The certificated employee must exhaust their personal leave days down to two (2) days before they may request conversion of sick days to personal day. The certified employee is only able to accumulate a maximum total of six (6) personal days, as set forth under the "Personal Leave" section. A certified employee who elects to convert sick days to personal days under this section shall not, in the same year, be entitled to convert these days back to sick leave or receive payment for any unused personal days, as allowed pursuant to "Pay for Unused Personal Days" found herein.

When a certified employee has exhausted their personal leave days provided to them, he/she may be granted two (2) dock days. The amount of 1/186th of his/her salary will be deducted from an employee's salary.

Weather: Employees who are unable to get to school because of weather when school is in session, will have a salary deduction equal to the cost of a substitute teacher for each day

missed. A teacher may also opt to use a personal day in this case and may waive the five-day notification requirement.

C. Civic Leave

Certain types of contributions to the community shall be classified as necessary and those may be paid leave days. The decision for granting such leave shall be made by the Superintendent or his/her designee. Excluding jury duty, civic leave will be limited to five (5) days per year.

D. Bereavement Leave

A total of up to five (5) consecutive days on full pay is allowed each certificated employee that is employed full-time for absence in case of a death in the immediate family. Immediate family is defined as wife, husband, father, father-in-law, mother, mother-in-law, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, grandchildren, grandparent, or a person in the same home as part of the family, or someone for whom the employee is guardian or holds power of attorney. Staff members who suffer the death of a child, step-child or spouse will have five (5) bereavement days plus an additional five (5) bereavement days will be deducted from the employee's sick leave balance. This time may be extended by personal leave.

A total of up to two (2) consecutive days on full pay is allowed each certificated employee that is employed full-time for absence in case of the death of an aunt, uncle, niece, or nephew.

Employees may be excused, without loss of pay, for a period of up to one day, to attend funeral services of relatives other than those listed above or to attend funeral services of friends with the approval of the Superintendent. Bereavement leave is not limited to five (5) days in one year, but covers each death in the immediate family that occurs during the year.

F. Sabbatical Leave

Upon proof of purchase of insurance, the District will pay a dollar amount to the teacher which is equal to the lower of either (1) the amount equal to the single rate of the group health insurance in force or (2) a single premium rate of a health insurance policy selected by the employee. The teacher will sign a promissory note to repay the District the total amount of the premium paid. If the teacher does not return to employment by the District, the note will be due and payable. If the teacher returns to employment with the District, the note will be canceled after nine (9) months of service.

G. Professional Leave

Professional leave is without limit; however, this leave must be recommended by the building principal and approved by the Superintendent/designee.

This agreement will remain effective until another agreement is made between the Board and the Association. All other items previously negotiated shall remain in full force and effect, unless modified herein.

ARTICLE VIII

Document Authorization

In witness whereof the caused this contract to be signed by their respective presidents, attested by their respective chief negotiators, and their signatures to be placed hereon, all on the day and year and first above written.

GERING EDUCATION ASSOCIATION

Shelly Revelle, President

By
Randall Johnson, Chief Negotiator

GERING BOARD OF EDUCATION

Mary Winn, Chief Negotiator

Brian Copsey, Board President

Rex Schultze, Supervising Council

APPENDIX A
2017-2018 SALARY SCHEDULE

**GERING PUBLIC SCHOOLS
2017-2018 CERTIFIED STAFF SALARY SCHEDULE**

VERTICAL INDEX: 0.045

HORIZONTAL INDEX: 0.045

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	1.0450	1.0900	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400
2	1.0900	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850
3	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300
4	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750
5	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200
6	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650
7		1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100
8			1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100	1.8550
9				1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100	1.8550	1.9000
10						1.6750	1.7200	1.7650	1.8100	1.8550	1.9000	1.9450
11						1.7200	1.7650	1.8100	1.8550	1.9000	1.9450	1.9900
12						1.7650	1.8100	1.8550	1.9000	1.9450	1.9900	2.0350
13								1.9000	1.9450	1.9900	2.0350	2.0800
14									1.9900	2.0350	2.0800	2.1250

BASE SALARY: \$34,250

VERTICAL INCREMENT: \$1,541

HORIZONTAL INCREMENT: \$1,541

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	\$35,791	\$37,333	\$38,874	\$40,415	\$41,956	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745
2	\$37,333	\$38,874	\$40,415	\$41,956	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286
3	\$38,874	\$40,415	\$41,956	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286	\$55,828
4	\$40,415	\$41,956	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286	\$55,828	\$57,369
5	\$41,956	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286	\$55,828	\$57,369	\$58,910
6	\$43,498	\$45,039	\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286	\$55,828	\$57,369	\$58,910	\$60,451
7		\$46,580	\$48,121	\$49,663	\$51,204	\$52,745	\$54,286	\$55,828	\$57,369	\$58,910	\$60,451	\$61,993
8			\$49,663	\$51,204	\$52,745	\$54,286	\$55,828	\$57,369	\$58,910	\$60,451	\$61,993	\$63,534
9				\$52,745	\$54,286	\$55,828	\$57,369	\$58,910	\$60,451	\$61,993	\$63,534	\$65,075
10						\$57,369	\$58,910	\$60,451	\$61,993	\$63,534	\$65,075	\$66,616
11						\$58,910	\$60,451	\$61,993	\$63,534	\$65,075	\$66,616	\$68,158
12						\$60,451	\$61,993	\$63,534	\$65,075	\$66,616	\$68,158	\$69,699
13								\$65,075	\$66,616	\$68,158	\$69,699	\$71,240
14									\$68,158	\$69,699	\$71,240	\$72,781

BASE SALARY: \$34,250

VERTICAL INCREMENT: \$1,541

HORIZONTAL INCREMENT: \$1,541 FLAT FEE: \$8,850

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	\$44,641	\$46,183	\$47,724	\$49,265	\$50,806	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595
2	\$46,183	\$47,724	\$49,265	\$50,806	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136
3	\$47,724	\$49,265	\$50,806	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136	\$64,678
4	\$49,265	\$50,806	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136	\$64,678	\$66,219
5	\$50,806	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136	\$64,678	\$66,219	\$67,760
6	\$52,348	\$53,889	\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136	\$64,678	\$66,219	\$67,760	\$69,301
7		\$55,430	\$56,971	\$58,513	\$60,054	\$61,595	\$63,136	\$64,678	\$66,219	\$67,760	\$69,301	\$70,843
8			\$58,513	\$60,054	\$61,595	\$63,136	\$64,678	\$66,219	\$67,760	\$69,301	\$70,843	\$72,384
9				\$61,595	\$63,136	\$64,678	\$66,219	\$67,760	\$69,301	\$70,843	\$72,384	\$73,925
10						\$66,219	\$67,760	\$69,301	\$70,843	\$72,384	\$73,925	\$75,466
11						\$67,760	\$69,301	\$70,843	\$72,384	\$73,925	\$75,466	\$77,008
12						\$69,301	\$70,843	\$72,384	\$73,925	\$75,466	\$77,008	\$78,549
13								\$73,925	\$75,466	\$77,008	\$78,549	\$80,090
14									\$77,008	\$78,549	\$80,090	\$81,631

**GERING PUBLIC SCHOOLS
2018-2019 CERTIFIED STAFF SALARY SCHEDULE**

VERTICAL INDEX: 0.045
HORIZONTAL INDEX: 0.045

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	1.0450	1.0900	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400
2	1.0900	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850
3	1.1350	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300
4	1.1800	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750
5	1.2250	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200
6	1.2700	1.3150	1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650
7		1.3600	1.4050	1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100
8			1.4500	1.4950	1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100	1.8550
9				1.5400	1.5850	1.6300	1.6750	1.7200	1.7650	1.8100	1.8550	1.9000
10						1.6750	1.7200	1.7650	1.8100	1.8550	1.9000	1.9450
11						1.7200	1.7650	1.8100	1.8550	1.9000	1.9450	1.9900
12						1.7650	1.8100	1.8550	1.9000	1.9450	1.9900	2.0350
13								1.9000	1.9450	1.9900	2.0350	2.0800
14									1.9900	2.0350	2.0800	2.1250

BASE SALARY: \$34,865
VERTICAL INCREMENT: \$1,568
HORIZONTAL INCREMENT: \$1,568

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	\$36,434	\$38,003	\$39,572	\$41,141	\$42,710	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692
2	\$38,003	\$39,572	\$41,141	\$42,710	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261
3	\$39,572	\$41,141	\$42,710	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261	\$56,830
4	\$41,141	\$42,710	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261	\$56,830	\$58,399
5	\$42,710	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261	\$56,830	\$58,399	\$59,968
6	\$44,279	\$45,847	\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261	\$56,830	\$58,399	\$59,968	\$61,537
7		\$47,416	\$48,985	\$50,554	\$52,123	\$53,692	\$55,261	\$56,830	\$58,399	\$59,968	\$61,537	\$63,106
8			\$50,554	\$52,123	\$53,692	\$55,261	\$56,830	\$58,399	\$59,968	\$61,537	\$63,106	\$64,675
9				\$53,692	\$55,261	\$56,830	\$58,399	\$59,968	\$61,537	\$63,106	\$64,675	\$66,244
10						\$58,399	\$59,968	\$61,537	\$63,106	\$64,675	\$66,244	\$67,812
11						\$59,968	\$61,537	\$63,106	\$64,675	\$66,244	\$67,812	\$69,381
12						\$61,537	\$63,106	\$64,675	\$66,244	\$67,812	\$69,381	\$70,950
13								\$66,244	\$67,812	\$69,381	\$70,950	\$72,519
14									\$69,381	\$70,950	\$72,519	\$74,088

BASE SALARY: \$34,200

VERTICAL INCREMENT: \$1,539

HORIZONTAL INCREMENT: \$1,539

FLAT FEE: \$9,450

STEP	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9	MA+18	MA+27	MA+36	MA+45	DE
1	\$45,884	\$47,453	\$49,022	\$50,591	\$52,160	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142
2	\$47,453	\$49,022	\$50,591	\$52,160	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711
3	\$49,022	\$50,591	\$52,160	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711	\$66,280
4	\$50,591	\$52,160	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711	\$66,280	\$67,849
5	\$52,160	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711	\$66,280	\$67,849	\$69,418
6	\$53,729	\$55,297	\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711	\$66,280	\$67,849	\$69,418	\$70,987
7		\$56,866	\$58,435	\$60,004	\$61,573	\$63,142	\$64,711	\$66,280	\$67,849	\$69,418	\$70,987	\$72,556
8			\$60,004	\$61,573	\$63,142	\$64,711	\$66,280	\$67,849	\$69,418	\$70,987	\$72,556	\$74,125
9				\$63,142	\$64,711	\$66,280	\$67,849	\$69,418	\$70,987	\$72,556	\$74,125	\$75,694
10						\$67,849	\$69,418	\$70,987	\$72,556	\$74,125	\$75,694	\$77,262
11						\$69,418	\$70,987	\$72,556	\$74,125	\$75,694	\$77,262	\$78,831
12						\$70,987	\$72,556	\$74,125	\$75,694	\$77,262	\$78,831	\$80,400
13								\$75,694	\$77,262	\$78,831	\$80,400	\$81,969
14									\$78,831	\$80,400	\$81,969	\$83,538

APPENDIX C

2017-2018 & 2018-2019

EXTRA DUTY

SALARY SCHEDULES

EXTRA DUTY SALARY SCHEDULE

1. Extra Duty assignments are all non-tenured positions.
 - a. Extra Duty assignments will be evaluated and assigned annually by the activities director with input from the appropriate administrator.
 - b. The extra duty assignments are not part of the continuing contract.
2. The Extra Duty Salary Schedule base will be the current base salary.
 - a. Those individuals whose 2008-2009 salary exceeds the salary determined by the schedule will be frozen and remain frozen until such time the salary of the schedule will meet or exceed the frozen salary.
 - b. Individuals new to a position will be granted up to five years of experience provided the experience is for same position they are hired for.
 - c. Individuals moving to a new position within the same sport will maintain their experience steps if they move to a lower category (ie, Category II to Category V). Individuals moving to a higher category will begin at step one (ie, Category II to Category I).
3. It is not necessary that each vacancy that exists on the schedule be filled.
4. Positions closely aligned with a teaching assignment (i.e. — band, vocal music, speech and others) will have specific written expectations established for the year by the building administrator and activities director.
 - a. The administration will have written expectations for each extra duty position established and shared prior to the potential coach signing the extra duty contract for the next year.
5. The Activities Director, appropriate administrator, and/or Head Coach will complete evaluations within 30 days of the ending of each activity.
 - a. The evaluations will be written and also provide for a conference.
 - b. A decision regarding the continuation of an extra duty assignment will be included in the conference.
 - c. Head coaches are evaluated by the Activities Director and/or appropriate administrator and they, in turn, must evaluate all of the assistant coaches in the program at all levels.
6. The appeals process for disputes pertaining to extra duty assignments is the following order:
 - a. Activities Director
 - b. Appropriate Principal
 - c. Superintendent.
 - d. Board of Education
7. The extra duty assignments will be issued on or before April 15.
 - a. Individuals who wish a change in extra duty assignments are required to advise the Activities Director and appropriate administrator as soon as possible.
 - b. The administration will alert individuals about their extra duty assignment if a change is anticipated prior to the extra duty roster being issued on April 15.
8. Changes to the extra duty category lists need to be approved through the negotiations process.

CATEGORY 1 (16% - 20%)

Senior High Band
Senior High Vocal
Senior High Head Varsity Football
Senior High Head Varsity Basketball (Boys & Girls)
Senior High Head Wrestling
Senior High Head Varsity Volleyball
Senior High Head Varsity Track (Boys & Girls)
Senior High Forensics
Senior High Head Varsity Softball
Senior High Head Varsity Soccer (Boys & Girls)
Assistant Athletic Director

CATEGORY II (9%-14%)

Senior High Assistant Varsity Football
Senior High Assistant Varsity Volleyball
Senior High Assistant Varsity Basketball (Boys & Girls)
Senior High Assistant Varsity Wrestling
Senior High Assistant Varsity Track (Boys & Girls)
Senior High Assistant Forensics
Senior High Head Spirit Squad Sponsor Senior High Varsity Golf
(Boys & Girls)
Senior High Varsity Cross Country Coordinator
Senior High Assistant Varsity Softball
Senior High Assistant Varsity Soccer (Boys & Girls)
Senior High Varsity Tennis (Boys & Girls)
DECA
Freshman Head Football
Freshman Head Basketball (Boys & Girls)
Freshman Head Volleyball
Senior High Head Dance Team Sponsor

CATEGORY III (6.5%-9%)

Summer Band Instructor
Summer Weight Coordinator
Assistant Band Instructor
Assistant Summer Band Instructor
Senior High Assistant Spirit Squad Sponsor Senior High Yearbook Sponsor
All School Play High School
Assistant High School Musical Director
Senior High Varsity Cross Country Assistant
Head High School One Act Play

CATEGORY IV (4.5%-6.5%)

Junior High Head Football
Junior High Head Volleyball
Junior High Head Basketball (Boys & Girls)
Junior High Head Track (Boys & Girls)
Junior High Head Wrestling
Freshmen Assistant Football
After School Weight Coordinator Fall
After School Weight Coordinator Winter
After School Weight Coordinator Spring
Assistant High School One Act Play

CATEGORY V (4%-6%)

Junior High Assistant Football
Junior High Assistant Basketball (Boys & Girls)
Junior High Assistant Track (Boys & Girls)
Junior High Assistant Wrestling
Junior High Assistant Volleyball
Junior High Student Council Sponsor
(2) Senior High Student Council Sponsor
(2) Senior High Concessions Sponsor
Senior High Mock Trial Freshman Speech
Freshman STUCO

CATEGORY VI (2.5%-4.5%)

Senior High Junior Class Sponsor
Junior High Yearbook Sponsor
Junior High Cheerleader Sponsor
Senior High Vocational Clubs
FBLA
FCCLA
Junior High Quiz Bowl 7th Grade
Junior High Quiz Bowl 8th Grade
Junior High One Act Play
Junior High C Team Coach

CATEGORY VII (1%-2%)

Freshman National Honor Society
Freshman Clowns
Junior High Reach
Junior High Clowns
Junior High Intramural Coordinator
Senior High Reach
Senior High Clowns
Senior High Intramural Coordinator
Senior High National Honor Society
Foreign Language Clubs—German, Spanish
Senior High G Club
Senior High GGAA
Interact
Senior High Key Club
Junior High Builders Club

EXTRA DUTY SALARY SCHEDULE FOR 2017-2018

	CATEGORY I		CATEGORY II		CATEGORY III		CATEGORY IV		CATEGORY V		CATEGORY VI		CATEGORY VII	
Step 1	0.16	\$5,312	0.090	\$2,988	0.065	\$2,158	0.045	\$1,494	0.04	\$1,328	0.025	\$830	0.010	\$332
Step 2	0.17	\$5,644	0.100	\$3,320	0.070	\$2,324	0.050	\$1,660	0.045	\$1,494	0.030	\$996	0.015	\$498
Step 3	0.18	\$5,976	0.110	\$3,652	0.075	\$2,490	0.055	\$1,826	0.050	\$1,660	0.035	\$1,162	0.020	\$664
Step 4	0.19	\$6,308	0.120	\$3,984	0.080	\$2,656	0.060	\$1,992	0.055	\$1,826	0.040	\$1,328		
Step 5	0.2	\$6,640	0.130	\$4,316	0.085	\$2,822	0.065	\$2,158	0.060	\$1,992	0.045	\$1,494		
Step 6			0.140	\$4,648	0.090	\$2,988								

Teacher Base 17-18: \$34,250

Individuals who are above schedule will be frozen at current salary.

EXTRA DUTY SALARY SCHEDULE FOR 2018-2019

	CATEGORY I		CATEGORY II		CATEGORY III		CATEGORY IV		CATEGORY V		CATEGORY VI		CATEGORY VII	
Step 1	0.16	\$5,400	0.090	\$3,038	0.065	\$2,194	0.045	\$1,519	0.04	\$1,350	0.025	\$844	0.010	\$338
Step 2	0.17	\$5,738	0.100	\$3,375	0.070	\$2,363	0.050	\$1,688	0.045	\$1,519	0.030	\$1,013	0.015	\$506
Step 3	0.18	\$6,075	0.110	\$3,713	0.075	\$2,531	0.055	\$1,856	0.050	\$1,688	0.035	\$1,181	0.020	\$675
Step 4	0.19	\$6,413	0.120	\$4,050	0.080	\$2,700	0.060	\$2,025	0.055	\$1,856	0.040	\$1,350		
Step 5	0.2	\$6,750	0.130	\$4,388	0.085	\$2,869	0.065	\$2,194	0.060	\$2,025	0.045	\$1,519		
Step 6			0.140	\$4,725	0.090	\$3,038								

Teacher Base 18-19: \$34,865

Individuals who are above schedule will be frozen at current salary.