

2020-2021

USD 281

PROFESSIONAL

AGREEMENT

Ratified by USD #281 BOE
September 8, 2020

USD 281 Professional Agreement

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I. DEFINITIONS

- A. THE ASSOCIATION - The Hill City Unified Teachers' Association affiliated with the Kansas National Education Association and the National Education Association.
- B. THE BOARD - The Board of Education of Unified School District No. 281, Graham County, Kansas.
- C. SUPERINTENDENT - The Superintendent of Schools of Unified School District No. 281, Graham County, Kansas.
- D. THE SCHOOL DISTRICT, SCHOOL SYSTEM, or THE DISTRICT - Unified School District No. 281, Graham County, Kansas.
- E. TEACHER - All certified employees (except administrative employees) employed by the Board in a position requiring a teaching certificate issued by the Kansas State Board of Education.
- F. ADMINISTRATOR - Any employee whom the Board of Education designates to perform his duties in an administrative position.
- G. THE SINGULAR - As used in the Agreement includes the plural as appropriate.
- H. BARGAINING UNIT - All certificated employees of Graham County, Unified School District No. 281, who are certified by the Kansas State Department of Education, except administrative employees and KPERS retired employees.

II. COMPENSATION

A. SALARY

Teachers shall be paid by the 23rd of each month in 12 pay periods.

B. FRINGE BENEFITS

Teachers may choose to participate in a Section 125 Salary Reduction Plan and the District Health Insurance Plan as a part of their total compensation amount.

C. 403 (b) Graham County USD #281 Employer Funded 403(b) Matching Plan

The 403(b) matching contribution shall be in accordance with the **Graham County USD #281 403(b) Plan** established by the district.

USD #281 will match up to \$75 per month to be deposited into each full-time teacher's 403(b) plan. Matching contributions will be prorated for those teachers working less than full-time in a certified position and/or who are employed less than 12 months in a contract year.

D. 2020-2021 Salary Schedule

| | BS | BS+15 | BS+30 | BS+55 | MS | MS+15 | MS+30 |
|----|-------|-------|-------|-------|-------|-------|-------|
| 1 | 37000 | 37550 | 38350 | 39850 | 40350 | 41150 | 41950 |
| 2 | 37500 | 38050 | 38850 | 40350 | 40850 | 41650 | 42450 |
| 3 | 38000 | 38550 | 39350 | 40850 | 41350 | 42150 | 42950 |
| 4 | 38500 | 39050 | 39850 | 41350 | 41850 | 42650 | 43450 |
| 5 | 39000 | 39550 | 40350 | 41850 | 42350 | 43150 | 43950 |
| 6 | 39500 | 40050 | 40850 | 42350 | 42850 | 43650 | 44450 |
| 7 | 40000 | 40550 | 41350 | 42850 | 43350 | 44150 | 44950 |
| 8 | 40500 | 41050 | 41850 | 43350 | 43850 | 44650 | 45450 |
| 9 | | 41550 | 42350 | 43850 | 44350 | 45150 | 45950 |
| 10 | | 42050 | 42850 | 44350 | 44850 | 45650 | 46450 |
| 11 | | 42550 | 43350 | 44850 | 45350 | 46150 | 46950 |
| 12 | | 43050 | 43850 | 45350 | 45850 | 46650 | 47450 |
| 13 | | 43550 | 44350 | 45850 | 46350 | 47150 | 47950 |
| 14 | | 44050 | 44850 | 46350 | 46850 | 47650 | 48450 |
| 15 | | 44550 | 45350 | 46850 | 47350 | 48150 | 48950 |
| 16 | | 45050 | 45850 | 47350 | 47850 | 48650 | 49450 |
| 17 | | | 46350 | 47850 | 48350 | 49150 | 49950 |
| 18 | | | 46850 | 48350 | 48850 | 49650 | 50450 |
| 19 | | | 47350 | 48850 | 49350 | 50150 | 50950 |
| 20 | | | 47850 | 49350 | 49850 | 50650 | 51450 |
| 21 | | | 48350 | 49850 | 50350 | 51150 | 51950 |
| 22 | | | 48850 | 50350 | 50850 | 51650 | 52450 |
| 23 | | | 49350 | 50850 | 51350 | 52150 | 52950 |
| 24 | | | 49850 | 51350 | 51850 | 52650 | 53450 |
| 25 | | | | 51850 | 52350 | 53150 | 53950 |
| 26 | | | | 52350 | 52850 | 53650 | 54450 |
| 27 | | | | 52850 | 53350 | 54150 | 54950 |
| 28 | | | | 53350 | 53850 | 54650 | 55450 |
| 29 | | | | 53850 | 54350 | 55150 | 55950 |
| 30 | | | | 54350 | 54850 | 55650 | 56450 |
| 31 | | | | 54850 | 55350 | 56150 | 56950 |
| 32 | | | | 55350 | 55850 | 56650 | 57450 |
| 33 | | | | 55850 | 56350 | 57150 | 57950 |
| 34 | | | | 56350 | 56850 | 57650 | 58450 |
| 35 | | | | 56850 | 57350 | 58150 | 58950 |
| 36 | | | | 57350 | 57850 | 58650 | 59450 |
| 37 | | | | 57850 | 58350 | 59150 | 59950 |
| 38 | | | | 58350 | 58850 | 59650 | 60450 |
| 39 | | | | 58850 | 59350 | 60150 | 60950 |
| 40 | | | | 59350 | 59850 | 60650 | 61450 |

E. SUPPLEMENTAL PAY

Supplemental pay shall be calculated as a specific percentage as indicated in E1. Supplemental Assignment Percentages using a base of \$32,000.00.

Sponsors and coaches will be paid an additional \$50 per year for USD 281 experience regardless of level. Class sponsors will be paid at 0.50% of the base annually with no experience pay.

The experience benefit will be lost if one leaves the district. If a teacher resigns the supplemental position but remains on staff, the teacher's previous experience benefit will be granted if the supplemental position is resumed within five years from the date of resignation.

E1. Supplemental Assignment Percentages

| | | | |
|----------------------------|--------|-----------------------------|--------|
| 9-12 Head Football | 10.37% | 7-8 Cheerleading/Pep Club | 2.90% |
| 9-12 Asst. Football | 7.00% | 7-12 Activities Director*** | 18.00% |
| 7-8 Head Football | 6.96% | 9-12 Eco-Meet | 1.90% |
| 7-8 Asst. Football | 5.29% | 9-12 Science Olympiad | 2.00% |
| 9-12 Head Basketball | 11.35% | 7-8 Science Competitions | 2.50% |
| 9-12 Asst. Basketball | 7.47% | Musical/Play | 3.90% |
| 7-8 Head Basketball | 6.62% | FFA | 15.00% |
| 7-8 Asst. Basketball | 5.03% | FCCLA | 7.00% |
| 9-12 Head Wrestling | 10.37% | Prom Sponsor\$ | 1.50% |
| 9-12 Asst. Wrestling | 7.56% | Magazine Sales | .50% |
| 7-8 Head Wrestling | 6.63% | Debate | 3.90% |
| 7-8 Asst. Wrestling | 5.20% | Forensics*** | 3.90% |
| 9-12 Head Track# | 8.24% | KAY Sponsor | 4.40% |
| 7-8 Head Track# | 8.00% | JH KAY Sponsor | 2.20% |
| 7-12 Asst. Track# | 5.97% | 7-12 Vocal Music | 9.00% |
| 9-12 Head Volleyball | 10.37% | 5-12 Instrumental Music | 9.40% |
| 9-12 Asst. Volleyball | 7.00% | K-6 Vocal Music | 2.00% |
| 7-8 Head Volleyball | 6.96% | Newspaper | 5.11% |
| 7-8 Asst. Volleyball | 5.29% | Yearbook | 5.11% |
| 9-12 Head Cross Country | 7.37% | 7-12 STUCO | 2.50% |
| 9-12 Asst. Cross Country | 4.91% | 9-12 Scholars' Bowl | 3.90% |
| 9-12 Head Golf | 4.40% | 7-8 Scholars' Bowl | 2.00% |
| Weights (Sept-May)** | 4.84% | Art Shows* | 3.90% |
| Summer Weights (June-Aug) | 2.42% | 7-12 Concessions | 12.68% |
| Class Sponsors | .50% | District Farm | 30.00% |
| 9-12 Cheerleading/Pep Club | 5.65% | | |

\$ The supplemental salary for prom sponsor will be divided by the number of sponsors

* The Art Supplemental consists of the teacher displaying students' works at a local community show, Mid-Continent League Art Show OR the Dane G. Hansen Museum show, and the Fort Hays State University Spring Art Show, and at the high school end of the year open house.

** Weights: (Sept-May) Paid in 12 installments, Open the weight room at least three mornings per week school days 7:30am-8:00am; (Jun-Aug) Open the weight room at least 2 hours per weekday excluding holidays 6:30am-8:30am, lump sum payment in August.

- ***Forensics: If more than two Forensics coaches are needed additional coaches will be paid according to a prorated schedule as agreed to by the two coaches. Total compensation for all coaching positions shall not be greater than 7.80%.
- ***Activities Director: Compensation may be split or reduced depending on duties as determined by the district
- # All track coaches are to work cooperatively and with all athletes 7-12, especially during practice.

F. CONTENT AREA PROFESSIONAL DUES

USD 281 will pay \$50 for a content area professional organization dues relating to the teachers teaching area. The teacher will need to pay the dues and then turn in a receipt with a purchase order. Examples: Kansas Biology Teachers, Kansas Association of Teachers of Science, Kansas Association of Curriculum and Development, Kansas Teachers of Mathematics.

G. TEACHER NEW TO THE DISTRICT

A teacher new to the district will be placed on the salary schedule contained in this document, based on years of experience, degrees, and hours beyond the degree.

H. EXTENDED CONTRACTS

The extended contract will be calculated as follows. The teacher's base salary divided by the number of contract days, times the number of extended contract days. Each extended contract day shall be 8 hours in length. Administration may approve partial workdays as long as the total hours add up to the total extended contract hours. Days will be assigned by administration.

I. PART-TIME TEACHERS

Part-time teachers will be paid a proportionate percentage of what would be their full contract salary for full-time employment; additionally, a corresponding planning period will be provided.

J. LUMP SUM PAYMENT

The teacher requesting lump sum payment for the three summer months will notify the Clerk of the Board of Education in writing on or before April 1 of the school year for which the payment is authorized. The authorization shall remain in effect until revoked in writing by the person filing the authorization. Payment shall be made no later than June 30 of the school year.

K. MILEAGE PAYMENT

The district will reimburse (at the rate set by the Board) all teachers for travel expenses when traveling from their primary teaching assignment to another teaching assignment.

III. EMPLOYMENT

A. CONTRACTS

The Board of Education shall prepare and present a signed contract stating teaching duties, location of classes, activity assignments and salary.

B. CONTRACT CHANGES

If conditions arise necessitating that teachers are reassigned, a consultation will be held with each affected teacher prior to the reassignment. This policy does not inhibit or limit the Board's right to assign and transfer personnel.

C. RESIGNATIONS

Teachers must submit resignation according to state statute.

D. TERMINATION

The Board must notify teachers of non-renewal according to state statute.

E. APPROVAL OF COLLEGE HOURS

Hours for salary schedule horizontal movement must be submitted to the district office on or before May 1 of the year prior to anticipated movement. An official transcript of hours taken is required by September 1 of the year horizontal movement is to occur. College hours that will normally be considered district approved and meeting with the guiding purpose are those that are:

1. Specifically required by the State of Kansas for recertification;
2. Required to complete an advanced degree; and/or
3. Specifically recommended by the Superintendent or the Board to remedy a perceived shortcoming in teaching skills.

F. SALARY ADVANCEMENT USING PROFESSIONAL DEVELOPMENT POINTS

Teachers may obtain hours for salary advancement through professional development points by obtaining application and impact points. Teachers should consult the District Professional Development Plan for specific requirements.

G. PROFESSIONAL DAY

The professional day for teachers will be an eight-hour day. The eight-hour day shall be 7:45-3:45. If a teacher needs to leave the building briefly during the professional day the building principal may authorize leaving without the employee's completing a leave request form.

H. ACTIVITY PAY

Teachers may volunteer for duties outside of the teacher's normal workday not covered by supplemental contract. Such duties will be compensated to the teacher at the activity rate of \$9.25/hour, provided time spent in such assignment is verified on a timecard.

I. DUTY-FREE LUNCH

Teachers will have a lunch period (equal to the time allotted the students) free from assigned duties. Teachers may request to be assigned supervisory duty and be compensated at the hourly activity rate (\$9.25).

J. ACADEMIC FREEDOM

Academic freedom is essential to the fulfillment of the purposes of the district. Employees need to be protected from censorship or restraint, which might interfere with their obligation in the performance of their professional duties. Accordingly, employees shall be guaranteed discretion in classroom presentations and discussions to introduce politically, religiously or otherwise controversial material relevant to course curriculum and also provided that proper balance and perspective are observed.

K. CURRICULUM COMMITTEE PAY

Such duties as curriculum work, committee meetings, or other academic needs specifically requested by the board of education above and beyond the normal eight-hour workday or 182-day work year may be eligible for hourly compensation. Curriculum Committee compensation rate shall be \$20/hour. Steering Committee Members will receive one non-reimbursable personal day in lieu of Curriculum Committee Pay.

L. REDUCTION IN TEACHING STAFF

In the event the Board determines that the size of the teaching staff must be reduced, guidelines in the rules will be followed.

- 1) Insofar as possible, reduction will be accomplished by attrition due to resignations and by retirement.
- 2) To determine the number of teaching positions to be reduced, the administrative staff will determine the requisite educational program for the district to meet the educational goals established by the Board. The number of teachers needed to implement the district's educational program will then be determined by the administrative staff based on those educational goals as determined by the Board.
- 3) All teachers will be evaluated in relation to the educational goals of the district. Individual certifications and specific skill areas or disciplines shall be ascertained and applied to the teacher needs of the district.
- 4) The following areas shall be considered when determining reduction in staff. Licensure, areas of certification, tenure with the district, and demonstrated special educational skills and disciplines relevant to the position shall be considered

IV. EVALUATIONS

A. NEW TEACHER EVALUATIONS

Within two weeks after the beginning of the school year, the administrator will acquaint each teacher under his supervision with the evaluation procedure. Evaluations will not take place until this has been done. The evaluator will be in the work assignment area of the teacher for at least thirty (30) minutes for the formal evaluation. Every teacher in the first two consecutive school years of employment shall be evaluated at least one time per semester but not later than the 60th school day of the semester.

B. CONTINUED EVALUATIONS

During the 3rd and 4th year of employment in the district, a teacher will be evaluated once each year with each evaluation completed before February 15. After the 4th year of employment, a teacher will be evaluated at least once every three years. The evaluation will occur before February 15.

C. COPIES OF EVALUATIONS

The teacher will receive a copy of each evaluation completed by the principal.

V. LEAVES

A. SICK LEAVE

Each nine-month teacher will begin each school year with twelve (12) full days of sick leave credit with full pay. Teachers who have maximum accumulated leave (90) days will have the 12 days added for the current year. Sick leave will be defined as the illness of the teacher or illness in the immediate family. The immediate family of the teacher will be defined as the spouse, mother, father, brother, sister, one's own children, step children, grandchildren, grandparents or any other person who makes his or her home permanently in the house of the teacher, as well as the same relationships of one's own spouse. When individual sick leave is exhausted a certified employee may receive a donation of 10 more total days per year whether from one certified employee or a combination of certified employees for sick leave purposes.

B. MATERNITY/PATERNITY LEAVE

Maternity/Paternity leave of up to six weeks will be allowed immediately following the birth of a child or the adoption of a child under age 5. The adoption of a stepchild or foster-child will not be included. If the teacher doesn't have accumulated sick leave to cover the leave time, leave may be taken as leave without pay.

C. PAY FOR SICK LEAVE

Annual Buy-Back

The board will buy back, on an annual basis, sick leave days accumulated by an individual teacher in excess of 90 days. Teachers will be paid a daily rate of \$65 not to exceed \$5000 for all teachers. Should the total days to be compensated to all teachers exceed \$5000 the accumulated days shall be prorated and teachers will be paid at the daily prorated rate for the number of days they have in excess of ninety (90).

Retirement Buy-Back

An employee, who has been employed by the district for at least ten (10) consecutive years will be paid at a rate of \$65 for each day of all accumulated full pay sick leave upon retirement, upon leaving the district, or upon the death of the employee. Each person shall give notice by **May first (1st) of the current contract year** to be eligible for this provision. Resignation for any reason other than disability or death before the end of the school year or before the beginning of the next school year could cancel payment of the accumulated sick leave. It will up to the board to make the determination.

D. PERSONAL LEAVE

Each teacher will be allowed a maximum of two (2) days of personal leave available with pay each year. A third day of personal leave (non-reimbursable) may be traded for one day of sick leave per year. These days will not be accumulative. At the end of the school year, unused personal leave will be paid to the employee at the rate of seventy-five dollars (\$75) per day. No personal leave will be allowed the day before or the day after a school vacation without superintendent approval. The superintendent will consider the request upon notice by the building principal. Leave will be granted at the discretion of the superintendent on a first come first served basis as substitutes are available to fill in for the teacher in his or her absence.

E. SICK LEAVE BANK

A committee for the administration of the sick leave bank will be formed. Members of the committee will be elected by the teachers in the respective buildings at the beginning of each school year, and one administrator will be selected by the administration. The purpose of the committee is to set guidelines and settle any problems that could arise.

- The bank is for catastrophic or extended illnesses.
- For the purposes of sick leave bank usage, family will mean employee's spouse and children only.
First year teachers can use no more than 10 days from the bank.
- Teachers other than first year may be approved for up to 10 days initially.
- After individual days are exhausted, the committee may approve up to 10 additional days initially; and
- For veteran teachers, an additional 40 days in 20-day increments for a total of 50 days maximum may be approved per school year.
- If complications arise in a pregnancy, up to ten more days could be used from the sick leave bank, bringing the maximum number of days to 20 for a first-year teacher and 60 for those other than first year.
- Employees will not have to pay back days to the sick leave bank.
- Days will accumulate in the sick leave bank to 180 days.

- Upon reaching 180-days accumulation, no further days will be contributed by teachers until necessary to build the accumulation back to 180 days, except for teachers new to the district, who will contribute a full day their first year in order to become members of the bank. In this instance the bank may exceed the 180-day maximum. The bank will be reduced to the 180-day maximum beginning August 1st of each calendar year.
- Retiring teachers may contribute excess days to the sick leave bank.
- Should the sick leave bank drop below 180 days, current teachers, who are not at the current maximum, will be assessed a prorated day to maintain the 180 days.

F. PROFESSIONAL LEAVE

Teachers may be directed or permitted to visit other schools or to attend workshops and other informational meetings within the state of Kansas. Upon approval, expenses will be paid by the board in accordance with guidelines developed by the Steering Committee and the Superintendent. Professional leave will be granted any teacher requiring release time for comprehensive examinations for the completion of a graduate degree, but no expenses will be provided by the Board.

G. JURY DUTY

An employee called to jury duty may be paid regular school wages if an employee endorses all jury duty pay, except reimbursement for mileage and subsistence, over to the district.

H. ASSOCIATION LEAVE

Teachers who are delegates to the delegate assembly or the representative assembly of the Kansas NEA may attend. The school will pay any necessary substitutes but will not pay any other expenses. No more than four teachers from the district who wish to attend the KNEA state conference may do so. Other Association leave may be granted by the Board of Education.

I. EXTENDED LEAVE

Conditions for requesting such leave are as follows:

1. A written request for such leave should be submitted to the superintendent by the second Monday in February prior to the school year in which the leave is requested. The board may consider a late request due to an extenuating circumstance;
2. Each teacher making a request will be given consideration, individually, by the Board of Education. The Board of Education will consider granting a request, provided a suitable replacement can be found.
3. A certified employee who has completed a minimum of ten (10) years of consecutive service to the district.
4. Maximum length of leave shall be one (1) year.
5. While on extended leave, the employee shall notify the superintendent in writing prior to April 1st of his or her intention to return for the following year. Failure to give written notice by April 1st will result in the position being declared vacant.
6. The Board of Education reserves the right to accept or reject requests based on its opinion of whether the request is in the best interest of the District.

J. EXTENDED LEAVE TERMS AND CONDITIONS

1. There shall be no salary compensation or leave benefits during said leave.
2. Upon return to service, the employee will not receive the experience increment for the year of leave.
3. Upon return to service, the employee will be placed in a position for which he or she is properly certified.
4. All previously accumulated leave will continue upon the employee's return from the extended leave.

VI. NON-CHARGEABLE TEMPORARY LEAVES

A. FUNERAL LEAVE

Leave shall be granted for up to five (5) days per occurrence of death within the teacher's immediate family without deduction from the teacher's salary. Any additional leave time necessary will be charged to sick leave unless the teacher wishes to use personal leave. Funeral leave for other than immediate family may be taken as necessary. The first day of such leave will not be deducted. Any additional leave time necessary will be charged to sick leave unless the teacher wishes to use personal leave.

B. LEGAL LEAVES

Legal time may be taken for court appearances required by subpoena without loss of pay, except in which the employee is the defendant in any criminal action and in which he or she is ultimately determined to be guilty of such action. Legal time may also be taken without loss of pay for court appearances required in connection with suits against a teacher or the district and arising out of the operations of the schools and brought by individuals other than the teachers or the Association.

VII. TEACHER RIGHTS

A. GRIEVANCES

The purpose of this procedure is to provide for the orderly and expeditious adjustment, at the lowest possible level, of grievances of individual certified employees of Unified School District No. 281, Hill City, Graham County, Kansas. Both parties agree to keep these proceedings as informal and confidential as may be appropriate at any level of the procedure.

B. DEFINITIONS AND GUIDELINES

1. "Grievance" is defined as an allegation by a teacher that there has been a violation, misinterpretation, or misapplication of the professional agreement.
2. "Grievant" shall mean a certified employee of Unified School District No. 281, Hill City, Graham County, Kansas.
3. "Board" shall mean the Board of Education of Unified School District No. 281, Hill City, Graham County, Kansas.
4. "Association" shall mean the Unified School District No. 281 Teachers' Association.
5. Every certified employee of USD 281 shall have the right to present a grievance in accordance with the provisions of this agreement.
6. Days referred to in the grievance procedure shall mean school days.
7. Words denoting gender shall include both masculine and feminine, and such words or gender shall include both singular and plural.
8. Grievances must be initiated within ten (10) days from the date on which the act or condition complained of allegedly occurred; otherwise, the aggrieved teacher's right to pursue his grievance shall be waived.
9. Decisions involving dismissal or non-renewal of contract shall be handled under due process and are not applicable under this procedure.

C. GRIEVANCE PROCEDURE

1. Level One - A teacher having a grievance will present that grievance in writing to his or her principal and discuss it with the principal with the objective of resolving the matter. If two or more teachers have the same grievance, a joint grievance may be presented and processed as a single grievance at this and succeeding steps. The building principal shall reply in writing to the grievant within five (5) days after the initial presentation of the grievance. Grievances not filed with the Superintendent of Schools within five (5) days of the teacher's receipt of the principal's reply shall be deemed settled.
2. Level Two - If the grievant is not satisfied with the written decision at the conclusion of Level One, or if no decision has been rendered within five (5) days after the initial presentation of the written grievance at Level One, he or she may file a written grievance with the Superintendent of Schools either within five (5) days after the grievant has received such written decision or within five days after the written decision was due, whichever is sooner. Such grievance shall contain:

- a. A complete statement of the facts and circumstances giving rise to the grievance;
 - b. A list of witnesses to such facts or circumstances;
 - c. A description of all documents which will support the evidence;
 - d. The specific term or condition of this agreement and/or contract of employee which has been violated; and
 - e. A complete statement of the remedies desired by the grievant or his representative. Within ten (10) days after receipt of the grievance, the Superintendent of Schools or his duly authorized representative shall hold a hearing with the grievant. At such hearing the grievant may call such witnesses and present such documents and evidence as will support the grievant position. The Superintendent of Schools or his duly authorized representative shall render a decision in writing to the teacher within ten (10) days after hearing the grievance.
3. Level Three - If the grievant is not satisfied with the decision at the conclusion of Level Two, or if no decision has been rendered within ten (10) days after the initial presentation of the written grievance at Level Two, he or she may file an appeal in writing with the Board of Education either within ten (10) days after receipt of the decision at the Level Two or within fifteen (15) days from the date of the written decision was otherwise due, whichever is sooner.

D. RIGHTS OF TEACHERS TO REPRESENTATION

1. No reprisals of any kind will be taken by the superintendent or by any member or representative of the administration or the Board against any grievant, any party in interest, any grievance representative, or any participant in the grievance procedure by reason of such participation.
2. The teacher, the administrator and the Board may have a representative present during the grievance procedure. The purpose of the representatives will be to help contribute to the solution.

E. SUPPLEMENTAL CONDITIONS

1. All grievance hearings content, discussion, and/or decisions shall be held in private by both parties.
2. All discussions and hearings shall be conducted at times other than when school is in session.
3. Decisions rendered at Levels One, Two and Three of the grievance procedures shall be in writing, setting forth the decision and the reasons therefore and will be transmitted promptly to both parties.

F. WRITTEN REPRIMANDS

No written reprimand shall be placed in a teacher's permanent file without knowledge of the teacher. Such files shall be kept at the USD office.

VIII. ASSOCIATION BUSINESS

A. DUES DEDUCTION

Professional dues and/or annuities may be deducted from the teachers' checks. This will be done on a voluntary, teacher-requested basis. Teachers must let the clerk of the district know between July 1 and September 1 of any deductions for the ensuing contract year of this agreement. The board is exempt from liability in case of error or admission.

B. BULLETIN BOARD AND MAIL SERVICE

Teachers will have the right to post notices of activities and matters of association concern on employee bulletin boards. The Association will have the use of district mail service and teacher mailboxes for communication to teachers.

C. USE OF FACILITIES AND EQUIPMENT

The Association will have the right to use school facilities without charge with the following restrictions:

1. Meetings must be scheduled through the building principals;
2. The meeting times must be such that custodial time is not affected;
3. The association shall have the right to use school office equipment, when such equipment is not otherwise in use, for the purpose of preparing, duplicating, or presenting informational materials pertinent to the business of the local association.
4. For communication purposes teachers may use school computers and e-mail services so long as this function does not interfere with school district business.

IX. RIGHTS OF THE BOARD

The Board and the Association agree, except as otherwise expressly provided for in this agreement, that determination and administration of school policy, the operation and management of the schools, and the direction of employees are vested exclusively in the Board and that the Board is the legally-constituted body for the purpose. The provisions set forth in this agreement shall be made a part of the teacher's individual comprehensive contract, with the same force and effect as though fully set forth therein. This agreement may be altered, changed, added to, deleted from, or modified during the period of this agreement only through the voluntary, mutual consent of the parties written and signed amendments to this agreement.

X. MISCELLANEOUS

A. DISTRIBUTION OF MASTER AGREEMENT

The Master Agreement shall be posted on the School District Web Page.

B. HANDLING OF COMPLAINTS

Often complaints and misunderstandings can be solved through a personal discussion between the complainant and the professional employee. Administrators and Board of Education should encourage open communication between the two parties involved.

XI. SCHOOL CALENDAR

The Board shall prepare and adopt a school calendar annually. Adopting the school calendar, the Board shall include the following holidays and the minimum number of days as indicated for each holiday:

Labor Day - 1 school day; Thanksgiving - 2 school days; Christmas Break - 10 calendar days; Spring Break - 3 school days; and Memorial Day - 1 school day.

The board shall have the right to increase the number of vacation days in preparing and adopting the school calendar. Any teacher may provide suggestions regarding calendar recommendations.

XII. CHANGES IN THE 2020-2021 PROFESSIONAL AGREEMENT

II. Compensation

B. Fringe Benefits – Added language as to supplemental agreement dated 10/02/2018

D. Salary Schedule - The Board will place \$500 on the Base of the 19-20 Salary Schedule. BS Step one (1) will be \$37,000 on the 20-21 Schedule
The board will fund lateral and horizontal movement on the Salary Schedule

E. Supplemental Pay – Added a JH Kay sponsor position (Compensation will be 2.2%)

III. Employment

G. Professional Day-Identified starting and ending times of the workday

M. Due Process – Eliminated, Expired in 15-16

V. Leaves

A. Sick Leave – Removed the requirement of 300 miles for additional requested leave

C. Pay for Sick Leave - Revamped for clarity Pay for sick Leave. (Annual and Retirement), added required date to inform the board of May 1st of the current contract year.

AGREEMENT

Between the

USD 281 BOARD OF EDUCATION

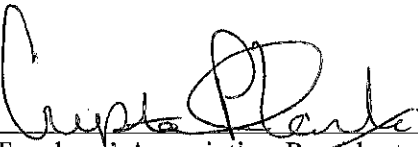
Graham County USD #281, Hill City, Kansas

And the

USD 281 Teachers' Association, (NEA-KNEA)

This agreement is made and entered into this 8th day of September 2020, by and between the Board of Education, USD 281, Graham County, Kansas, and the USD 281 Teachers' Association, and shall remain in effect through June 30, 2021.

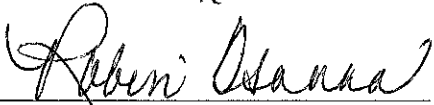
The items described and provided for in this agreement shall be included by reference in the individual contract of each licensed employee, except administrative employees, of USD 281 and shall have the same force and effect as those stated therein.



Teachers' Association President



USD 281 Board President

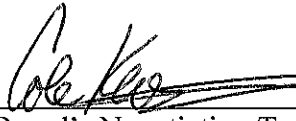


Teacher's Negotiation Team Member



Board's Negotiation Team Member

Teacher's Negotiation Team Member



Board's Negotiation Team Member

Teacher's Negotiation Team Member

Board's Negotiation Team Member

ATTEST:



Clerk of the Board