

NEGOTIATED AGREEMENT  
BETWEEN  
THE RICHFIELD SCHOOL TEACHERS  
AND  
THE BOARD OF TRUSTEES OF THE RICHFIELD SCHOOL DISTRICT #316  
FOR THE 2018 – 2019 SCHOOL YEAR

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**ARTICLE I**  
**AGREEMENT**

The agreement is made and entered into by and between the Richfield School District #316 Board of Trustees, hereinafter called the "District" and the Richfield Teachers. This agreement will be in effect from July 1, 2018 through June 30, 2019.

**ARTICLE II**  
**PROOF OF MEMBERSHIP**

Within ten (10) days of the date a request for negotiations is initiated by either the local education organization or the Board of Trustees or its designee, the local education organization must provide proof that it has been duly chosen by a majority of the professional employees of the district as their representative organization for negotiations.

**ARTICLE III**  
**SALARY**

**Salary Schedule**

For the 2018-2019 school year, there will be one certificated salary schedule. The base for this salary schedule is \$24,055 with a minimum salary of \$35,800 (see Appendix A) for a 170 day contract. Placement for experience and credits on the salary schedule will be based upon the State Department of Education (SDE) Career Ladder Conversion Table. Instructional and Personnel Services Staff will receive additional money if they meet the requirements of the SDE Career Ladder specifications and the Richfield School District receives funding for their Additional Education Credits. Specifically staff with a minimum of a BA+24 will receive an additional \$1,600 and staff with a minimum of a MA will receive an additional \$2,800 for the 2018-2019 school year. There will be five paid holidays for 2018-2019 (Labor Day, Thanksgiving Day, Christmas Day, New Year's Day and Memorial Day) resulting in base contracts for certificated employees of 170 days.

The normal work day will be eight hours and thirty-minutes for a total of 510 minutes/day. Alterations to this may be made by the building principal.

If the district requests training or short term work beyond the 170 day contract, additional days will be paid at the employee's daily pay rate as outlined in the salary schedule used during that year for each of the additional days worked.

It is understood the added days will be a standalone occurrence and does not affect the overall negotiated work days or hours. In the event days are added using this provision it is only for those days and does not change the base work year of hours as negotiated.

## ARTICLE IV

### LEAVE

#### Personal Leave

Eligible employees may be granted, upon a written request filed with the building principal and approved by the principal, three (3) days of personal leave, as defined by their regular work day, at no cost to the employee. This leave may be taken for any reason deemed necessary by the employee.

There will be two (2) days allowed to carry over to the next year with a max of five (5) days in any given year.

Any day of personal leave, which is unused, will be compensated \$75 per exchanged day; or two of the unused days may be forwarded to the next year with any other remaining days being compensated at the above-mentioned rate. The total available personal leave days in any year will be five (5).

Personal leave may not be taken during the first or last week of the school year without approval by the Superintendent and Board Chair.

The Principal has authority to not grant personal leave on a professional development day. If the employee chooses to use an unapproved personal leave day they will forfeit 1/170th of their annual contracted salary.

#### Sick Leave

Each employee shall be credited with ten (10) days of sick leave at the beginning of each year. There shall be no limit on the number of days of sick leave which an employee may accumulate. All accumulated sick leave permitted as reportable under Idaho Code §33-1228, shall be reported to the Public Employees Retirement System of Idaho (PERSI) for employees retiring after July 1, 1988.

#### Sick Leave Bank-(suspended)

1. All employees may participate in the sick leave bank. To participate, each employee shall, prior to October 1, of each year, contribute at least one (1) sick leave day until the total of contributed days exceed 100 days. Any part time employee shall contribute one (1) day multiplied by the % of FTE for which he/she is contracted. For example, an employee who is employed at 50% FTE would contribute one (1) day x .50 or 0.5 days of sick leave. When the number of days deposited in the sick leave bank falls below 65 days, every member of the sick leave bank shall be assessed one (1) sick leave day to be contributed to the bank. At the time of that assessment, if a member has exhausted all of his/her sick and personal leave, he/she may elect to delay payment until the start of the next school year or to immediately withdraw from membership in the sick leave bank. The contributed sick leave days shall form a bank of sick leave days which will be available to all eligible employees for absence from work, necessitated by prolonged or recurring illness extending beyond the employee's accumulated sick leave. The

bank may accept voluntary donations of one additional day per employee above the regular contributions from members until the bank reaches a total maximum of 100 days. Eligible employees electing not to join during the initial enrollment period or within 15 days after signing a contract must wait until the open enrollment period in September of the following year.

2. Application for use of bank shall be submitted to the District Office. The District shall review the request and determine the eligibility of the employee. The District shall require proof of illness and inability to work at the time of the application and from time to time after a grant has been made.
3. The District shall have the authority to establish such guidelines and procedures as it deems necessary to implement this program. The guidelines shall not be established until a committee of teachers, selected by the Richfield Teachers, has provided their recommendation to the District. After complete review of the application, the District shall have the authority to make a final decision, within the guidelines, as to the disposition of the case. Notification of the decision will be given to the employee within two (2) weeks after the request is made.
4. In order for an employee to be eligible for sick leave benefits from the sick leave bank, the employee must, before making application, (1) be a contributor to the bank, (2) have been absent from work due to personal illness or accident and (3) have used all accumulated sick leave and personal leave days. Application must be on the form provided by the District within fifteen (15) days of the depletion of sick leave.
5. The maximum number of days which may be granted in any school year will be the remaining number of days a bargaining unit member is scheduled to work, not to exceed (60) days. An employee shall not receive more than his/her contracted salary for that year. Within any five (5) year period, the total number of days granted to one (1) person will not exceed 180 days. Grants will not be made to care for family members. Grants may not be used for elective surgery.
6. Sick Leave Bank grants will terminate at the end of the school year. If an employee does not use all of the days granted by the bank, the unused sick leave days will be returned to the bank. The days remain the property of the bank and cannot be transferred if a teacher leaves the district or chooses to drop membership in the bank.
7. If the employee is incapacitated to such an extent that he/she cannot personally apply for a grant, the employee's immediate supervisor may apply for the employee.
8. Certificated employees are permitted to donate a specific employee in need by filling out a Designation Form, designating the number of days the employee would like to donate to that employee. Donated days will be kept in a pool for a period of up to one year. If more days are donated than needed, the unused days will be rolled into the appropriate sick leave bank.
9. The District will purchase group long term disability insurance for employees effective September 2015, in exchange for suspension of the sick leave bank. The sick leave bank will be suspended and will remain suspended so long as the district purchases group long term disability insurance. If the district opts to discontinue the insurance the district will notify the teachers with at least 60 days notice, and upon receipt of this notice, the teachers will make arrangements to reinstate the sick leave bank.

### **Leaves of Absence**

Employees may be granted up to one (1) year leave of absence after completion of ten (10) years of continuous employment in the District with Board approval. No more than one percent (1%) of the teachers may be granted leave of absence at one time. The position granted upon return must be of some benefit to the District. The following rights shall be maintained: contract status, retirement benefits and accrued sick leave.

### **Other Leaves**

Other leaves of absences with pay may be granted by the Superintendent or Principal at the discretion of the Superintendent or Principal.

## **ARTICLE V**

### **BENEFITS**

The District will not change the existing insurance carriers or insurance representatives without consulting with the Richfield Teachers. The Insurance/Wellness Committee will make recommendations on benefits to the Negotiations Team every year.

Teachers that are employed less than full time shall receive district paid benefits proportional to the amount of time they work, should they want to participate. For example, ½ time teachers would have ½ half the benefit paid by the district ⅓ time teacher ⅓ etc....

Teachers covered by other qualified health coverage may choose to purchase additional available benefits up to half (½) the amount of the monthly employee traditional plan premium cost.

### **Health Insurance**

The District shall provide a health care plan on a continuous, twelve-month basis for all eligible employees.

- A. The District will pay \$530 per month toward the Signature Gold PPO Plan; the employee will be responsible for any additional costs in excess of \$530.
- B. The District will pay \$530 per month toward the Health Savings Plan; money in excess of the monthly premium will be deposited in the employee's Health Savings Account.

### **Dental Insurance**

The District shall provide dental insurance without cost for all eligible employees.

### **Vision Insurance**

Vision insurance is available for eligible employees who wish to pay the additional premium.

**Flex Plan**

- A. The District will provide an optional IRS 125 Plan to all eligible employees.
- B. The District will offer the following additional options of a flex plan to all eligible employees. Each option will have its own minimum rules of participation as set by the District.
  - 1. Spouse/Family Dental Insurance
  - 2. Spouse/Family Life Insurance
- C. Should the employee choose benefits whose premiums exceed the District's contribution, the employee shall be responsible for the addition cost through payroll deduction.
- D. The above options shall be payroll deductible to the amount requested by the employee under either a pre-tax or after tax option. To be eligible for the pre-tax option, the employee must be a member of the IRS 125 Plan offered by the District.

**ARTICLE VI**

**SIGNATURES**

Ratification

BY: Amber D. Moore 7.11.18  
Chairman, Richfield Board of Trustees Date

BY: J. R. Scott 7-11-18  
Richfield Teacher, Negotiation Team Member Date

BY: \_\_\_\_\_  
Richfield Teacher, Negotiation Team Member Date

BY: Kathryn J. Brauner 8/14/18  
Richfield District Clerk Date

## Article VII

### Appendix A Certified Salary Schedule- 2018-2019

The statewide "career ladder" salary reimbursement schedule will be the salary schedule for the 2018-2019 year. However, each certified employee will receive a minimum 3.25% increase over their contracted base pay in 2017-2018. If an employee receives an Education Stipend per the "career ladder" this amount of increase will be used in determining the percent of increase (3.25%). Teachers new to the district or beginning teachers will be placed on the "career ladder".

### **2018-2019 Salary Schedule**

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>
<b>Res/P</b>	<u>\$35,800</u>	<u>\$36,750</u>	<u>\$37,706</u>							
<b>Prof.</b>	<u>\$40,750</u>	<u>\$42,503</u>	<u>\$42,765</u>	<u>\$44,583</u>	<u>\$44,820</u>	<u>\$46,614</u>	<u>\$46,918</u>	<u>\$48,734</u>	<u>\$49,061</u>	<u>\$49,401</u>

### Education

BA + 24 = \$1,600

MA = \$2,800

## Article VIII

**Credit Reimbursement:** If the district requires a teacher to take a class or training that costs money, the teacher will not be responsible for payment for the class or training. Each year the district will set aside \$3000 to be used for reimbursement for college credit granting courses. In addition to the \$3000 limit, each teacher is limited to \$300 per year. In order to use this benefit, teachers must apply to the Superintendent by September 1 for the school year. If more than 10 teachers apply, the reimbursement will be divided amongst those that apply. The teacher will pay for the course, and the district will provide reimbursement upon verification of successful completion of the course. The district will also set aside \$3500 per year to be used to assist staff seeking to add endorsements or to pursue course work that is beneficial to both the district and the employee. Employees must receive pre-approval from the Superintendent and the Principal and submit a plan/proposal to determine need for the district and a timeline for completion. This resource can be used in addition to the above mentioned funds. Individuals may access an additional \$1500 per year on a first come first serve basis.

**Recertification:** The district will reimburse certified employees \$75 towards the cost of Teacher Recertification. To receive reimbursement the employee must fill out a purchase order, and provide validation of expense. To qualify for reimbursement, employee must be under contract with the Richfield School District; reimbursement to be paid in the September check. This benefit will extend through September of 2018.



## Article IX

### Supplemental Salaries 2018-2019

		1	2	3	4	5	6
Base for Salary Grid	25,000						
<b>High School</b>							
Football--Head		2,750	2825	2900	2975	3050	3125
	Ass't	1500	1575	1650	1725	1800	1875
Volleyball--Head		2,750	2,825	2,900	2,975	3,050	3,125
	Ass't	1500	1575	1650	1725	1800	1875
Boys and Girls BB--Head		2750	2825	2900	2975	3050	3125
	Ass't	1500	1575	1650	1725	1800	1875
Track--Head		1325	1375	1425	1475	1525	1575
Cross Country--Head		800	875	950	1025	1100	1175
Cheerleader Adv. Head		1325	1375	1425	1475	1525	1575
Athletic Director		3000	3075	3150	3225	3300	3375
Athletic Director Sec.		750	775	800	825	850	875
<b>Junior High</b>							
Football		1325	1375	1425	1475	1525	1575
Volleyball		1325	1375	1425	1475	1525	1575
Boys and Girls BB		1325	1375	1425	1475	1525	1575
Boys and Girls Track		900	950	1000	1050	1100	1150
<b>Academic Stipends</b>							
	25,000						
BPA	10%	2,500					
FFA	10%	2,500					
Student Council	10%	2,500					
Year Book	10%	2,500					