

**NEGOTIATED AGREEMENT
BETWEEN
THE BOARD OF TRUSTEES OF
BOUNDARY COUNTY SCHOOL DISTRICT NO.101
AND THE
BOUNDARY COUNTY EDUCATION ASSOCIATION
FOR THE 2021-2022 SCHOOL YEAR**

This document constitutes the negotiated agreement between Boundary County School District 101 and the Boundary County Education Association for the 2021-2022 school year.

Ron McDonald, Chairman
Board of Trustees
BCSD No. 101

Luke Omodt, Co-President
BCEA

Lyndsay Hart, Co-President
BCEA

Date:

Date:

Date:

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ARTICLE I:
RECOGNITION AND DEFINITIONS

- A. The Boundary County School District No. 101 (hereinafter known as the District) recognizes the Boundary County Education Association (hereinafter known as the BCEA) as the exclusive bargaining agent for the purpose of BCEA negotiations.
- B. The bargaining unit represented by the BCEA shall be composed of all regularly employed full-time and part-time certificated employees except for the District and school level administrators.
- C. **DEFINITIONS:**

ASSOCIATION: Shall mean the local education organization as defined by Idaho Code 33-1272(2)

BCEA: Boundary County Education Association.

BOARD: Refers to the Board of Trustees of Boundary County School District 101.

BUILDING: Refers to facilities operated and maintained by the District.

CALENDAR: Refers to the school calendar as adopted by the Board.

CLASS: Refers to an individual teacher's students, in a classroom, at any given time.

CONTRACTS:

- 1. **STANDARD TEACHING:** Refers to the State mandated contract between the individual and the Board
- 2. **EXTRA-CURRICULAR/SUPPLEMENTAL DUTIES:** A separate and distinct addendum for extra duty as listed in the employee contract.

DAYS: This refers to workdays (Monday through Friday), excluding holidays

- 1. **Student Day:** Classes are in session, instruction, and learning taking place.
- 2. **Building Day:** Classes are not in session; grades, lesson planning, curriculum, activities determined by individual teacher. A maximum of one-hundred eighty (180) minutes may be used at the discretion of the building and/or district.
- 3. **PD/Building Day:** Professional, job related training or meetings, activities determined by the building and/or district administration.

EMPLOYEE: The term "employee" as used in this Negotiated Agreement refers to an employee holding a valid Idaho Teacher Certificate I.C. 33-1201 who is employed by Boundary County School District #101 in a position requiring such certificate, except for District and school level administrators

FRINGE BENEFITS: Any supplemental benefits, in addition to fixed salary, provided to or on behalf of an individual professional employee of BCSD 101.

FRINGE BENEFIT ELIGIBILITY: Those employees who work twenty hours or more per week are eligible for the fringe benefits of BCSD 101.

INSTRUCTIONAL DAY: Period of formal student instruction at each school
IN BUILDING: For an individual to be classified as in building they must be either:

1. An employee currently working in a certified position within that building, employed under a contract other than a category 1.
2. A district-wide specialist currently working in the same field as the opening, employed under a contract other than a category 1.

**ARTICLE II:
TERM OF CONTRACT**

The term of the contract for employees covered by this Agreement shall be one hundred sixty three days and shall include the following:

1. Student Contact Days: 141
2. Teacher-in-service Days: 4
3. Building Days: 6
4. Professional Development/Building Days: 3
5. Parent Conferences: 2 (may be scheduled in evenings one/two (2) nights of conferences)
6. Holidays: 7

Holidays/Commemorative days will be scheduled according to the Calendar.

Any extension of the annual term of the contract shall be paid at the rate of one/one hundred sixty third (1/163rd) of the regular salary of the employee.

**ARTICLE III
DURATION**

This Negotiated Agreement shall remain in full force and effect throughout the contract year. All items shall be opened annually for possible renegotiation in good faith.

**ARTICLE IV
SEVERABILITY CLAUSE**

If any provision of this Negotiated Agreement, or any application of this Agreement to any employee or group of employees, is held to be contrary to law by a court of competent jurisdiction; then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

ARTICLE V
SCHOOL BOARD AGENDA

The BCEA President(s) will be provided a school board meeting packet for all regularly scheduled Board meetings. The BCEA President(s) shall receive timely notice of all regular and special meetings of the Board.

ARTICLE VI
ASSOCIATION BUSINESS

A maximum of eight (8) days leave per year shall be granted to Association officers or their designees, if requested, for Association business within the state. The District will pay for the cost of substitutes for the first five (5) days of leave. The Association will reimburse the District for the cost of any substitutes such leave might necessitate after the fifth day.

ASSOCIATION COMMUNICATION:

- A. The Association shall have the permission to post notices of its activities and matters of organization concern on a bulletin board located in the Staff room at each School.
- B. The Association may communicate with its members. The Association shall have permission to distribute appropriately identified notices, circulars, and other information via District communications systems; the communication via district communications systems excludes lobbying activities.
- C. The Association shall have permission to the use of school equipment and space. Representatives of the Association shall have permission to use District school buildings for meetings and to transact official business on a school property at all reasonable times. Such usage will not incur cost to the District beyond normal overhead expenditures.

ARTICLE VII
DISTRICT PAYROLL DEDUCTION OF DUES

- A. The Association will provide a current membership information form for each member that pays through payroll prior to the September payroll transmittal to the payroll department. The list will be alphabetical, with total dues per month shown to be deducted for each member. Written authorization to deduct dues shall be attached from each member as per Idaho Code 45-609.
- B. The Association will provide the payroll department a list of names and total prorated deductions of new employees, as soon as the Association chairman receives the information from the new members.
- C. If the payroll department receives notification from an employee that Association dues will no longer be paid through payroll deductions, the payroll department shall give written notification to the BCEA President within two (2) weeks.
- D. The district will protect employee's employment privacy and not share membership information of the BCEA to any outside organization without written permission from the employee.
- E. Requests for membership refunds must be in writing to the BCEA President.

ARTICLE VIII

WORKDAY

- A. The work day is eight and three fourths (8 3/4) hours, exclusive of lunch and extracurricular/supplemental assignments, but inclusive of preparation time and assigned duties. Arrival time shall generally be one-half (1/2) hour before classes begin or as otherwise directed by the building principal. The length of a given work day may be shortened by the immediate supervisor, provided however, that such shortening does not violate any state rules and regulations, or laws of the State of Idaho regarding the length of the school day.
- B. Each teacher shall be provided a daily duty-free lunch period of at least thirty (30) continuous minutes within the workday. Teachers are not to be assigned extra duty during the duty-free lunch period.
- C. All full time elementary teachers will be provided with one hundred fifty (150) minutes of preparation over the course of a standard 4 day work week; scheduled with consultation of the teacher and principal. All full time secondary teachers will be provided one (1) continuous class period of preparation time per day during the instructional day. If an employee is half time or greater, he/she shall receive a prorated preparation period.
- D. Teachers will not be required to give up their preparation time unless the teacher is on a personal plan of improvement or an emergency exists.
- E. Changes to reschedule staff meetings from Fridays shall require a two-thirds (2/3s) vote of the entire teaching staff for that building. The building administrator shall present those options for a vote of the entire teaching staff.

ARTICLE IX

VACANCIES AND TRANSFERS

If a position becomes available within the district, current employees may submit a Transfer Request Form (5220F). Additional information may be requested from the employee.

Involuntary Transfers

- A. There may be circumstances such as, but not limited to, teacher highly qualified status and student enrollment; when involuntary transfers are necessary.
- B. Any employee affected by an involuntary transfer shall be notified immediately and shall be released by the Board from his/her contract if he/she so requests. The following academic year, any employee transferred involuntarily shall receive priority consideration in any requested transfer for which he/she is qualified and which occurs subsequent to their relocation. In addition, the Superintendent or Building Administrator shall meet with said employee at the time of notification to explain the transfer and offer assistance. Assistance may include the District providing the employee with a substitute to visit sites with openings. Said employee shall not be required to participate in a formal interview for a position, but may be allowed to fill any position for which he/she is qualified, or be placed in a mutually agreed upon position.

The following steps will be used in the event that involuntary transfers become necessary:

1. Principals will explain the need for the transfer and ask for voluntary transfers.
2. If the number of employee volunteers is not adequate, the principal may consider a variety of factors in deciding involuntary transfers. These factors may include, but are not limited to, the number of years of teaching experience, area of specialization, experience in team-teaching techniques or the principal's need to create balance within a grade level or subject area(s).
3. Each involuntary transferee shall receive a written rationale for his/her transfer at the time of the notification of the transfer.

ARTICLE X
EVALUATION OF CERTIFICATED PERSONNEL

Each certificated staff member shall receive at least one (1) written evaluation to be completed by no later than June 1st for each annual contract year of employment and shall use multiple measures that are research based and aligned to the Charlotte Danielson Framework for Teaching Second Edition. The evaluation of certificated personnel shall annually include a minimum of two (2) documented observations, one (1) of which shall be completed prior to January 1st.

Any District committees established to develop implement criteria and procedures for employee evaluation shall include members of the Association.

ARTICLE XI
GRIEVANCE PROCEDURE

It is the policy of the Board of Trustees of Boundary County School District No. 101 to discover and practice reasonable and effective means of resolving difficulties which may arise among employees, to reduce potential areas of grievances, and to establish and maintain recognized channels of communication between staff and administration. With the ultimate goal of serving the educational welfare of the students, the District No. 101 Grievance Procedure provides for the prompt and equitable adjustment of differences. It is essential that full cooperation be given by all employees to achieve these goals. Each employee shall be assured the opportunity for an orderly presentation and review of concerns and grievances. No employee shall suffer reprisals or reduction in status as a result of having presented a grievance or having represented an employee in a grievance.

Section II - General Procedures

- A.** The school district recognizes the Boundary County Education Association grievance committee, known as the Professional Rights and Responsibilities Committee.
- B.** All parties have a right to consultants or representatives of their own choosing at each level of these grievance procedures.
- C.** There shall be no discrimination or reprisal exerted on any employee, student or patron for the use of these procedures.
- D.** It shall be the right of any person to face the accuser, to hear the charges from the accuser and to answer those charges.
- E.** Failure at any level of this procedure by the aggrieved to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level. Failure at any level of the procedure to communicate the decision in writing on a grievance within the specified time limits shall permit the aggrieved to proceed to the next level.
- F.** All documents, communications and records of a grievance will be filed in the school district office. References to the records, such as a summary, may be placed in the appropriate personnel file(s).
- G.** Forms for processing grievances shall be prepared by the superintendent or a designated representative and will be distributed so as to facilitate grievance resolution.
- H.** All parties in interest will process grievances after the regular work day or at other times which do not interfere with assigned duties.
- I.** A grievance shall be initiated within six (6) days of the occurrence. However, if the aggrieved did not become aware of the occurrence until a later date, then action must be initiated within six (6) days of first knowledge of the occurrence. This six day requirement may be waived. The grievance shall state the nature of the grievance and the remedy sought.
- J.** Use of the grievance procedures shall not preclude the use of other legal remedies to which the parties are entitled under the law.
- K.** The grievance procedure will not be used while an aggrieved is under the jurisdiction of the courts or has reported to the judicial process.

- L. The timelines of the grievance procedure may be waived or modified by mutual agreement.

ARTICLE XII
LEAVE

Leaves will be granted as either full-day or half-day absences.

ARTICLE XIII
PERSONAL LEAVE

- A. All full-time certificated employees (.50 to 1.00) of the District shall be granted two (2) personal leaves per year, cumulative to four (4) days. At least five (5) days prior notification shall be given to the building administrator, except in the case of an emergency.
- B. Personal leave will not be approved during the first or last two weeks of the school year except for extraordinary circumstance.
- C. Personal leave may be used to extend a holiday or may be used on an in-service or teacher work day with prior approval by the building administrator.
- D. In the event of an emergency school closure, if employees are not required to report for work, employees on personal business leave will not have the leave deducted.
- E. Unused personal leave may be cashed in at the end of the school year per the following guidelines:
 - 1. No more than two (2) days per year may be cashed in. \$125/day
 - 2. Written requests, to be paid for unused personal leave, must be received by the payroll clerk by May 12. Payment will be made in the June paycheck.

ARTICLE XIV
SICK LEAVE

All full time certificated employees shall be credited with an advanced sick leave allowance of eleven (11) days per school year with unlimited accumulation. Sick leave for certificated employees shall be prorated based on the number of hours an individual works in relation to the number of hours full-time employees work within that building.

If a certificated employee leaves a position during the contract year (resigns, retirement, etc.) the sick leave advanced, for that year, will be prorated. Employees who have used sick leave days in excess of their service days' allocation shall reimburse the district for excess days paid. This reimbursement may take the form of wages being withheld from the employee's final paycheck.

Sick leave is defined to cover illness or injury for employee or the immediate family.

Immediate family shall include sons, daughters, spouses, parents, parent-in-law, and other members of the immediate household who qualify as IRS dependents. An employee may use with a maximum of five [5] days for immediate family.

ARTICLE XV
SICK LEAVE BANK

- A. Purpose : The purpose of the Sick Leave Bank (SLB) is to alleviate economic hardship to any Boundary County School District employee during periods of extended employee absence due to non-job-related injuries resulting from accidents, medical emergencies, maternity/birth complications and/or by extended or recurring illnesses of the employee and/or immediate family (to include spouses, sons, daughters, parents and/or other members of the immediate household who qualify as IRS dependents) extending beyond the employee's current and accumulated sick leave and personal leave. Sick Leave Bank shall not be used for bereavement.
- B. All certified employees of the District will automatically be members of the SLB. All certified employees beginning service with the District shall contribute 2 day(s) to the SLB following employment. Certified employees may opt out upon written request.
- C. Certified employees shall not be requested to make further contributions unless the number of days the bank drops below 20 days.
- D. Employees leaving the District may choose to donate their unused leave to the Sick Leave Bank.
- E. The SLB Committee shall be composed of five (5) members who shall serve voluntarily and without compensation. Two (2) certified members shall be appointed by the BCEA. The Board of Trustees will select one (1) administrator and two (2) classified district employees. The SLB Committee shall elect a chairperson and recorder to take and maintain accurate records of every SLB Committee meeting and decision. The chairpersonship shall rotate each successive year among a certified employee, an administrator and a classified employee.
- F. The committee shall have the authority to recommend guidelines in addition to those set forth, if necessary. Such guidelines shall have the approval of the Association Executive Board and the Board of Trustees.
- G. The committee shall review all applications for use of the Bank and shall have the authority to make final decisions, within the established guidelines, as to the disposition of the applications. The decision of the committee is final and may not be appealed to the Board.
- H. Grants from the Bank to Individuals:
 - 1. May be made only after the individual has used:
 - a. all his/her current and accumulated sick leave days,
 - b. all of his/her current and accumulated days of personal leave, and
 - c. two (2) days which his/her salary was reduced by substitute's pay.
 - 2. Shall not exceed the number of days absent from work due to illness.
 - 3. Shall be the only means of reclaiming donated days.
 - 4. May be granted for after absence from work due to non-job-related injuries resulting from accidents, medical emergencies, maternity/birth complications and/or extended or recurring illnesses of the employee and/or immediate family
 - 5. In no case shall a SLB member be granted more than a total of one hundred ninety (163) days from the SLB for all approved illnesses or disabilities during any five (5) year period of employment with the District.

PROCEDURAL AGREEMENT FOR IMPLEMENTING SICK LEAVE BANK

- A. The district office will maintain appropriate records of Sick Leave Bank membership and total days in the Bank.
- B. If a claim is being requested, the Sick Leave Request Form (located on the district website) should be completed and returned to the District Office. The Sick Leave Bank will meet on an as needed basis and will act on requests received. The Employee will be notified of the decision.

ARTICLE XVI

ASSAULT LEAVE

Assault is defined as an injury occurring from a physical confrontation (with a student, parent, patron, fellow employee, etc.) while performing assigned duties.

The following conditions will apply:

- A. The employee's conduct was within the bounds of general standards of professional behavior.
- B. The incident must be reported to the immediate supervisor within 24 hours.
- C. A worker's compensation form must be completed within five (5) days of the assault, as per district policy.

If the above conditions are met, Assault Leave shall be granted and duration of leave determined by Administration. Sick Leave will not be deducted as a result of an Assault while performing assigned duties.

After consultation with the immediate supervisor, legal advice may be sought by the administration

ARTICLE XVII: BEREAVEMENT LEAVE

An employee will be allowed four (4) days absence with full pay for the death of a member of his/her immediate family (spouse, children, siblings, parents, grandparents, grandchildren, in-laws, same members of the spouse's family, and a bona fide (authentic) resident of the same household) of said employee. Other bereavement requests may be granted by the employee's immediate supervisor. Bereavement Leave must be approved by the immediate supervisor. In addition to the number of days absent allowed with full pay, an employee may use personal days and/or be granted up to four (4) additional days of absence for which he/she will receive a pay deduction of one-half the daily salary or wage, or use up to 4 sick leave days, by approval of the superintendent. An employee may request an extended bereavement leave without pay for personal reasons.

ARTICLE XIII PROFESSIONAL LEAVE

Professional leave is limited to six (6) days per year with the exception of classroom field trips and extracurricular student activities. Professional leave must be pre-approved by administration. Any other professional leave days must be school board approved and substituted day reimbursed to the district. Reimbursement to the district is the responsibility of the employee.

ARTICLE XIX: GENERAL FRINGE BENEFITS

- A. IRS 125: Medical insurance, planned medical expenses and dependent care. The district will pick up the administrative costs. Starting in the 2021-2022 contract year, the plan will no longer carry forward balances.
- B. Life Insurance: \$40,000 in coverage for the employee, paid by the district.
- C. Disability Plan: Paid by the District, with a thirty (30) calendar day elimination period as per policy.
- D. Reimbursement of \$20,000 of Federal dollars for teachers adding endorsement(s) that fulfills a priority need approved by the district. The reimbursement must be preapproved before enrolling in coursework and/or assessments.

ARTICLE XX

SALARY

Advancement on the Salary Schedule is dependent on Idaho Code, Negotiations and Board approval.

- A. The salary ladder is based on a BS or BA degree or Master's Degree and credits earned after certification with a standard certificate.
- B. The superintendent, with the assistance of the Business Manager/Treasurer, will evaluate transcripts for advancement on the salary schedule and will make the appropriate recommendation to the board of trustees (see the Adopted Salary Schedule, Appendix A).

ARTICLE XXI

SUPPORT UNIT INCREASE

If the District receives unanticipated revenue as a result of an increase in the unit factor, an increase in the total number of units, or other state revenue not reflected in the adopted budget, the Board will hear recommendations from the BCEA on where the revenue will be disbursed.

For the 2021-2022 school year the district budgeted for 73 support units. If average daily attendance (ADA) increases where our support units are between 74-75, then the district may pay a \$300 stipend (benefits included) to all school district employees. If our support units increase above 75.1, then negotiations will reopen.

Appendix A – Salary Schedule

Contract Rung	\$
0	40,500
1	41,000
2	41,500
3	42,500
4	43,350
5	44,217
6	45,101
7	46,003
8	46,800
9	48,672
10	51,106
11	53,661
12	56,344
13	59,982
14	62,119

1. Teachers with a Master’s degree and an Idaho Professional Endorsement shall receive a stipend of \$2,500 in addition to their regular salary.
2. Teachers with a Master’s degree without an Idaho Professional Endorsement shall receive a stipend of \$2,500 in addition to their regular salary.
3. Teachers with a BA +24 credits and an Idaho Professional Endorsement shall receive a stipend of \$1,200 in addition to their regular salary.
4. Movement on the salary schedule is limited to one contract rung per year. Advancement to rung 14 requires an Idaho Advanced Professional Endorsement (ID§ 33-1201A).
5. Teachers who obtain National Board Certification will receive any State stipends paid for holding this certification.
6. Teachers and Professional personnel paid by funds other than the general funds will be paid according to the above salary schedule as long as funding continues.
7. New BCSD 101 personnel will be placed according to their 2014-15 SDE index; all employees will be placed on contract rung 0 until all hiring documentation is provided to the district office.
8. The salary schedule is based on a 163 day contract to include student instructional days, in-services, and district approved paid holidays. Instructional and Pupil Service Staff covered under this agreement who are required to spend more than 163 days at their assignment shall have their contract amount of each additional day or portion thereof beyond the 163 adjusted for each day. Principals will be required to submit to the superintendent additional time documentation before payroll payment will be processed or released.
9. If our support units drop below the 97% protected support units and/or the district’s general fund balance drops below 15% in reserves, then furlough days may be instituted.

Appendix B – Extra-Curricular Salary Schedule

2021-22 Extra-Curricular Salary Schedule

Assignment:

Stipend in Boundary County		Rung 0-4	Rung 5-9	Rung 10
Football	Head	\$3,340	\$3,841	\$4,342
	Assistant(3)	\$2,171	\$2,672	\$3,173
Soccer	Hd.(boys)	\$3,340	\$3,841	\$4,342
	JV (boys)	\$2,171	\$2,672	\$3,173
	Hd.(girls)	\$3,340	\$3,841	\$4,342
X-Country	Hd.	\$3,340	\$3,841	\$4,342
	Assistant (>7 girls)	\$2,171	\$2,672	\$3,173
Basketball	Hd.(boys)	\$3,340	\$3,841	\$4,342
	JV / Assistant (boys)	\$2,171	\$2,672	\$3,173
TBD	C Squad	\$1,336	\$1,670	\$2,004
	Hd.(girls)	\$3,340	\$3,841	\$4,342
	JV / Assistant (girls)	\$2,171	\$2,672	\$3,173
TBD	C Squad	\$1,336	\$1,670	\$2,004
Volleyball	Head	\$3,340	\$3,841	\$4,342
	JV / Assistant	\$2,171	\$2,672	\$3,173
TBD	C Squad	\$1,336	\$1,670	\$2,004
Wrestling	Head	\$3,340	\$3,841	\$4,342
	Assistant	\$2,171	\$2,672	\$3,173
Track	head	\$3,340	\$3,841	\$4,342
	Assistant (3)	\$2,171	\$2,672	\$3,173
Baseball	Head	\$3,340	\$3,841	\$4,342
	Assistant	\$2,171	\$2,672	\$3,173
Softball	Head	\$3,340	\$3,841	\$4,342
	Assistant	\$2,171	\$2,672	\$3,173
Golf	Head	\$3,340	\$3,841	\$4,342
Drill/Dance Team	High School	\$3,340	\$3,841	\$4,342
Cheerleading	High School	\$3,340	\$3,841	\$4,342
	Middle School	\$2,171	\$2,672	\$3,173
Robotics*	High School	\$3,340	\$3,841	\$4,342
	Middle School	\$1,436	\$1,937	\$2,438
MS Coaching	147 weeks total	\$1,436	\$1,937	\$2,438
Music	Instrumental	\$3,340	\$3,841	\$4,342
	Choral-HS	\$1,570	\$2,071	\$2,572
	Choral-MS	\$334	\$835	\$1,336
Advisors	Senior(3)	\$501	\$1,002	\$1,503
	Junior(2)	\$434	\$935	\$1,436
	Sophomore(2)	\$434	\$935	\$1,269
	Freshman(2)	\$367	\$868	\$1,202
	NHS	\$367	\$868	\$1,202
	HS Plays (each) 4	\$501	\$1,002	\$1,503
	BCMS Student Council	\$1,670	\$2,171	\$2,672
HS Student Council	\$3,340	\$3,841	\$4,342	
HS Annual	\$1,670	\$2,171	\$2,672	
BCMS Annual	\$1,670	\$2,171	\$2,672	
Combined Classroom	\$3,340	\$3,340	\$3,340	
			Persi:	11.94%
			Social Sec:	7.65%
			S/L Ret:	1.26%
			Disability:	0.59%

Dependent upon total participants

Dependent upon total participants

Dependent upon total participants

If an extra/co-curricular activity is cancelled or shortened, stipends will be prorated.

* Robotics salary only by district as long as the program is funded outside district.

Coaches moving from High School to Middle School placed at Middle School pay in the column they were in previously.

Coaches moving from Middle School to High School will start on rung 0. Middle School experience does not transfer to High School.

Coaches moving from JV / Assistant to Head Coach will start at rung 0.

Out of District experience will be recognized at the discretion of the Superintendent.

Appendix C – Health Insurance Benefits

Health Insurance Benefits

The District will cover \$628.58 of health insurance for the employee. The plan has a \$1,500 deductible for health insurance and \$250 deductible for Brand name prescription drugs.

2021-22 Renewal Rates

\$250 Brand Ded RX \$10/\$30/\$50 (\$1500 Ded)

Plan	Medical	Vision	Dental	Total	District Pays	Employee Pays
Single	\$ 594.08	\$ 8.90	\$ 25.60	\$ 628.58	\$ 628.58	\$ -
Single +1	\$ 915.64	\$ 13.10	\$ 49.20	\$ 977.94	\$ 628.58	\$ 349.36
Single 2+	\$ 1,064.70	\$ 23.30	\$ 73.20	\$ 1,161.20	\$ 628.58	\$ 532.61
2- Party	\$ 1,308.75	\$ 13.10	\$ 55.35	\$ 1,377.20	\$ 628.58	\$ 748.62
Family	\$ 1,517.23	\$ 23.30	\$ 98.20	\$ 1,638.73	\$ 628.58	\$ 1,010.15

Appendix D – Reimbursement for Credits

Reimbursement for Credits

Credits Earned: The district will reimburse up to **\$60** per 500 level credit (maximum \$180) that is in an individual's highly qualified field and/or related to classroom instruction. Reimbursement will be made upon successful completion of the class(es). This ***must be negotiated each year*** based on the financial status of the district. Filing for reimbursement is the responsibility of the employee. A receipt of payment, proof of personal expense and an official transcript must accompany the request for reimbursement form which is attached. (Addendum C.1)

Credits earned during the 2021-22 contract year must be turned in to the District office no later than October 15, 2023.

Appendix D1 – Reimbursement Form for Graduate Credits

**Reimbursement Form for Graduate Credits
2021-22 Negotiated Joint Ratification
(Must be negotiated annually)
100-621000-410-900-191**

Certified teachers will be reimbursed \$60 per credit up to \$180 for credits earned after the start of the 2021-22 contract year and completed prior to the start of the 2022-23 contract year. Reimbursement must be requested by the certificated teacher. Please submit the information below in its entirety. The reimbursement will be processed through regular accounts payable and disbursed *after* Board approval.

Name: _____

Address: _____

University: _____

Date of Class: _____

Number of Credits Earned: _____ **Course #:** _____

University: _____

Date of Class: _____

Number of Credits Earned: _____ **Course #:** _____

University: _____

Date of Class: _____

Number of Credits Earned: _____ **Course #:** _____

Total Reimbursement Requested: _____

A receipt of payment must be attached and an official transcript must be attached or on file at the district office before reimbursement will be issued.

Employee Signature

Superintendent/Business Manager Signature

Date:

Date: