

# Master Contract

## 2016-2017



Between the  
Board of School Trustees of the  
South Harrison Community School Corporation  
and the  
South Harrison Education Association

## TABLE OF CONTENTS

<u>ARTICLE</u>	<u>SUBJECT</u>	<u>PAGE</u>
Article I	Recognition and Definitions	2
Article II	Annual Leave Days and Sick Leave Bank	2
Article III	Leaves of Absence	4
Article IV	Grievance Procedure	6
Article V	Compensation and Expenses	8
Article VI	Fringe Benefits	10
Article VII	Retirement Benefits	13
Article VIII	Term of Agreement	27
Appendix A-1	2016-2017 Salary Schedule	28
Appendix A-2	Compensation Model Specifications	29
Appendix B	2016-2017 Salary Schedule for Extracurricular Activities	35
Appendix C	Notice of Grievance or Claim	36

**THIS MASTER CONTRACT ENTERED INTO ON SEPTEMBER 27, 2016 BY**  
**AND BETWEEN THE BOARD OF SCHOOL TRUSTEES OF THE**  
**SOUTH HARRISON COMMUNITY SCHOOL CORPORATION,**  
**HEREINAFTER CALLED THE “BOARD” AND THE SOUTH HARRISON**  
**EDUCATION ASSOCIATION, HEREINAFTER CALLED THE**  
**“ASSOCIATION”.**

**ARTICLE I**

A. Recognition

The Board hereby recognizes the South Harrison Education Association as the exclusive representative of all teachers in the school corporation.

B. Definition:

1. The term “teacher,” when used in this Contract, shall refer to all certificated personnel employed by the Board except the Superintendent, Assistant Superintendents, Director of Transportation, Director of Maintenance, Administrative Assistants, Director of Special Education, Assistant Director of Special Education, Director of Enrichment, Director of Technology, High School Athletic Directors, Principals and Assistant Principals. Department chairpersons and department coordinators may remain a member of the S.H.E.A. bargaining unit until such time that the department chairpersons and department coordinators evaluate teachers within their department.
2. The terms “Board” and “Association” shall include authorized officers and representatives.
3. The term “School Corporation” when used in this Contract, shall refer to the South Harrison Community School Corporation of the County of Harrison of the State of Indiana.

**ARTICLE II – ANNUAL LEAVE DAYS AND SICK LEAVE BANK**

- A. Teachers will be granted a total of sixteen (16) Annual Leave Days the first year of employment and fourteen (14) Annual Leave Days in each succeeding year without loss of compensation. Request for such leave should be made at least one (1) day in advance except in the case of an emergency. Unused Annual Leave Days will accumulate as sick leave days up to a maximum of one hundred twenty (120) days. Once Annual Leave Days have rolled into a teacher’s accumulated sick leave days, then such days may be

used only for personal or family (as defined in Article II, Section E, paragraph 1) illness reasons. All accumulated sick leave days in excess of the one hundred twenty (120) day maximum will be compensated at Seventy Dollars (\$70.00) per day paid to the teacher's 401(a) account. This payment will occur also in the teacher's last year at Seventy Dollars (\$70.00) per day for any days over one hundred twenty (120) even though the teacher receives severance pay for any days up to and including one hundred twenty (120) days pursuant to Article VI, Fringe Benefits.

- B. The contractual allotment of Annual Leave Days provided in Article II, Paragraph A above shall constitute compliance with the School Corporation's statutory obligation to provide a certain number of days for sick leave under IC 20-28-9-9 and personal leave under IC 20-28-9-14.
- C. Teachers on summer employment shall be eligible to use Annual Leave Days on the same basis as is used during the regular school year. (The law states that each school year is defined as a twelve (12) month period from July 1 through June 30.) The number of Annual Leave Days a teacher has accumulated is not increased due to summer employment.
- D. Sick Leave Bank:

A voluntary Sick Leave Bank shall be established to relieve teachers from undue financial hardship resulting from a prolonged illness or disability wherein their accumulated sick leave is exhausted. Teachers entering the bank for the first time or wishing to continue participation after using the sick leave bank, shall contribute two (2) days of their accumulated sick leave by October 1 of that school year. A teacher employed during the school year shall have thirty (30) days to enroll in the bank. Each member will then be eligible to be considered by the Association Sick Leave Bank Committee to draw a number of days from the bank equal to his/her accumulated days at the beginning of a school year.

Teachers with a major medical problem verified by their physician, who have indicated in writing their intention to request long-term disability status as defined by our insurance carrier and who have used up their regular sick leave as well as their sick leave bank days for which they were eligible, shall be able to make a subsequent request for sick leave bank days. The maximum number of days that can be drawn will not exceed 90 days. These extra sick leave bank days may run consecutively regardless of school years.

An Association Committee consisting of five (5) members appointed by the Association shall direct the bank, by preparing enrollment forms, enrolling members, submitting a list of participating members and days contributed to the Superintendent and screening requests for days from participating members who have exhausted their sick leave. If the

Committee is satisfied the request is valid, it shall approve the granting of days from the bank subject to the approval of the School Board. In the event the bank is exhausted during the year, the Committee will contact its participating members and ask that they contribute one (1) day in order to remain in the bank. Teachers who have reached maximum accumulation of sick leave days may voluntarily contribute five (5) days to the bank at the end of each year if they so desire. A maximum of three (3) days per participating teacher will carry over in the bank to the next school year.

- E. Five (5) working days of absence shall be granted to a teacher for a death in the immediate family. The immediate family is interpreted to mean: father, mother, brother, sister, husband, wife, son, daughter, father/mother-in-law, son/daughter-in-law, grandchild, grandparent and other relatives or persons who at the time of death, have been living as a member of the household of the teacher. The first day is the day following the death. These five (5) days shall not detract from the accumulated sick leave. If the death should occur less than five (5) days prior to the start of a school vacation period, the counting of the five (5) days will not resume after the vacation. For purposes of this section, a school vacation period is defined as a break in the school calendar of at least five working days.

In the case of the death of an uncle, aunt, niece, nephew, brother-in-law, or sister-in-law, the teacher is entitled to be absent two (2) days without loss of compensation. These two (2) days shall not detract from the accumulated sick leave.

In the event that more than one (1) such death occurs in the period of a school year, the above provisions shall apply in each instance.

### **ARTICLE III – LEAVES OF ABSENCE**

- A. Maternity Leave: Any teacher who is pregnant may continue in active employment as late into pregnancy as she desires, if she is able to fulfill the requirements of her position. Temporary disability caused by pregnancy shall be governed by the same provisions governing sickness and by the following:
  - (a) Any teacher who is pregnant is entitled to a leave of absence any time between the commencement of her pregnancy and one (1) year following the birth of the child, if, except in a medical emergency, she notifies the Superintendent at least thirty (30) days before the date on which she desires to start her leave. She shall also notify the Superintendent of the expected length of this leave, including with this notice either a physician's statement certifying her pregnancy or a copy of the birth certificate of the newborn, whichever is applicable. In case of a medical emergency caused by pregnancy, the teacher shall be granted a leave, as otherwise

provided in this section, immediately upon her request and certification of the emergency from an attending physician.

(b) All or any portion of leave taken by a teacher because of temporary disability caused by pregnancy may be charged at her discretion, to her available sick leave. After her available sick leave has been used, the teacher may be absent without pay, subject to subsection (a) of this section. This leave may be taken without jeopardy to re-employment, retirement, and salary, benefits, tenure, and seniority rights except a teacher on maternity leave shall be eligible for layoff as a result of a reduction in force.

- B. **Jury Duty:** When a teacher is requested to serve on jury duty or issued a subpoena to appear in a court of law, or must appear in a court of law on charges for which the teacher is found innocent, leave will be granted as necessary. The Board shall pay a teacher his/her full salary provided such teacher returns to the Board all pay for serving on jury duty.
- C. **Professional Leave:** A teacher upon written request, may be granted approval to attend workshops, seminars, and conferences upon the signed recommendations of the Principal and Superintendent. Attendance at these in-service training type of activities should be planned well in advance and within the school corporation's budget for such expenses.
- D. The President of the Association or his/her designee shall be granted five (5) days leave for Association business. The President of the Association or his/her designees shall have an additional three (3) days for the purpose of lobbying in the Indiana General Assembly, attending and/or participating in meetings concerning educational reform or regulation of school corporations. (This would not include attendance before the Indiana Education Employment Relations Board or any of its agents.) These lobby and/or public education advocacy days if not used in any one year shall be accumulated to six (6) days. The Association shall reimburse the Board for the cost of the substitute for these days.

Additionally, if the Association President and the Superintendent of Schools mutually agree, there may be additional release time provided to the Association President or his/her designee for meetings with the Superintendent and/or his/her designee and other matters which will enhance the working relationship between the School Corporation and the Association.

- E. When a teacher is on any type of leave(s) as described in this contract, the Corporation will provide the same fringe benefits to the teacher as described in Article VI. The teacher will be responsible for paying full premiums except those benefits that the Corporation must pay in full due to policy and company requirements.

## ARTICLE IV – GRIEVANCE PROCEDURE

### Section 1. Definition

A grievance is an alleged violation or claimed misinterpretation of a specific article or section of this Contract.

### Section 2. Procedure

#### Step One

Within thirty (30) calendar days of the time that the grievant or grievants knew or reasonably should have known, of the grievance, the grievant or grievants shall informally discuss the grievance with the Building Principal during non-teaching hours. Within three (3) working days after presentation of the grievance, the Building Principal shall orally answer the grievant or grievants. The grievant or grievants shall have the right to have an Association representative at such meetings if the grievant or grievants so desire. In the event the grievance is filed during the summer when a Principal is not in the building or if the grievance is directed at the Central Administration and does not involve a Building Principal, both Step One and Step Two may be eliminated and the written grievance may go directly to Step Three.

#### Step Two

- A. Within five (5) working days of the oral answer, if the grievance is not resolved, it shall be stated in writing, signed by the grievant or grievants and submitted to the Building Principal on the form provided by the administration. (See Appendix C.)
- B. The grievance shall: (1) name the teacher or teachers involved, (2) state the facts giving rise to the grievance, (3) identify the specific provisions of this Contract alleged to be violated, (4) state the contention of the grievant or grievants with respect to the grievance, and (5) indicate the specific relief requested.
- C. Within five (5) working days after receiving the written grievance the Principal shall communicate his/her answer in writing to the grievant or grievants.

#### Step Three

- A. If the grievance is not resolved in Step Two, the grievant or grievants may, within five (5) working days of receipt of Principal's answer, appeal to the Superintendent by filing the grievance and the Principal's answer, along with any written response of the

grievant or grievants to the answer of the Principal, with the Office of the Superintendent, which shall receipt therefor.

- B. The Superintendent, or his designated representative, shall give the grievant or grievants an answer in writing no later than ten (10) working days after receipt of any written grievance properly filed with the Superintendent's office.

#### Step Four

- A. Within ten (10) working days after receiving the decision of the Superintendent, an appeal from the decision may be made to the Board. The Board shall hold a hearing on the grievance within 25 working days at a regular or special meeting (which shall be open to the public) and render its decision in writing to the grievant or grievants within five (5) working days after the first subsequent regular Board meeting following the hearing.
- B. The Board may not consider any material, allegation, or remedy that was not permitted in Step Three.
- C. Ground rules for the hearing will be mutually agreed upon by the Board and the Association.

#### Section 3. Hearings

Grievance hearings shall be conducted at a mutually agreeable time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, entitled to be present to attend. Hearings shall be conducted during non-school hours, unless there is mutual agreement for other arrangements.

#### Section 4. Time Limits

- A. Time limits herein may be extended only by mutual agreement, signed by the parties.
- B. If there is a failure at any step to communicate the decision on a grievance within the specified time limit, the grievant or grievants shall then have the right to appeal at the next step of the procedure.
- C. Any grievance not advanced from one step to the next within the time limits, shall be deemed resolved by the answer at the previous step.
- D. Any grievance which arose prior to the effective date of this Contract or after the termination date of this Contract shall not be processed.

- E. Any grievance not presented in Step One within thirty (30) calendar days of the time the grievant or grievants knew or reasonably should have known of the grievance, or any grievance not submitted in writing in Step Two within six (6) working days of its submission in Step One, shall be deemed waived and shall not be processed.

Section 5. Other Provisions Relating to the Grievance Procedure

- A. No teacher shall use the grievance procedure to appeal any decision of the Board or Administration if such decision is pursuant to any order of or written agreement with any State or Federal Regulatory Commission or Agency.

**ARTICLE V – COMPENSATION AND EXPENSES**

- A. The parties apply the BARIC compensation model specifications set forth in Appendix A-2 when appropriate funding is available to allow movement under the model.

For the 2016-2017 school year, the parties have agreed that all teachers who meet the qualifications in Paragraph 1 of Appendix A-2 of the master contract to move over to the right one (1) column in the same row will be permitted to move on the salary schedule in accordance with that provision and will accordingly earn a base salary increase for the 2016-2017 school year. The salary increases provided to this group of qualifying teachers may not be implemented until after the 2015-2016 State data has been released to the School Corporation and the School Corporation may complete evaluations for the 2015-2016 school year. A teacher who receives a rating of needs improvement or ineffective for the 2015-2016 school year will remain frozen at his/her 2015-2016 base salary (unless the teacher is in the first two (2) full school years of employment and is consequently exempted under IC 20-28-9-1.5(d)) .

Due to insufficient funding, teachers will not be permitted to move on the salary schedule under Paragraph 2 of Appendix A-2 (“Requirements to move down one (1) row within the same column”) during the 2016-2017 school year. Accordingly, teachers in this group will not receive a base salary increase for the 2016-2017 school year.

The salary range for the 2016-2017 school year is \$35,416 to \$66,894. (See Appendix A-1)

- B. For the 2016-2017 school year, the ECA schedule is set forth in Appendix B.
- C. The Board has liability insurance to protect teachers who are asked to transport pupils in their personal automobiles. The limits of liability for bodily injury is \$300,000 each person and \$500,000 each occurrence.

The limits of liability for property damage is \$100,000 each occurrence. This insurance does not apply for the amount of liability coverage assumed by the insured under his or her own personal insurance contract or agreement.

- D. Indiana Code Section 20-28-6-7(d) provides that the superintendent shall determine the salary for a supplemental service (including summer school) contract. The Superintendent has determined that the supplemental service salary will be bargained. The salary of a teacher who serves on a Supplemental Service Contract shall be the same as the salary of a regular teacher on a regular pay schedule in effect in the South Harrison Community School Corporation. The hourly rate shall be computed using the regular teacher's contract salary divided by one thousand one hundred ten (1,110) hours.
- E. The additional compensation for teachers with assigned additional duties for the 2016-2017 school year is set forth in Appendix B.
- F. In a high school the salary for chairpersons shall be as indicated in Appendix B. (Department Chairpersons: Three (3) or more teachers within a department. Department Coordinator: Two (2) or less teachers within a department.) The number of positions was not bargained, but is included merely for informational purposes.
- G. The Board of School Trustees will commit 65% of the December 31, 2016 cash balance that exceeds \$450,000 if the student count taken in February 2017 does not fall below the student count (2996) taken in February 2016 or September 2016. Any amount available under this provision will be equally distributed in the form of a one-time stipend to all bargaining unit members who receive an evaluation rating of highly effective or effective for the 2015-2016 school year and earned leadership points through documented fulfillment/participation during the 2015-2016 school year in at least two (2) of the leadership activities established in Appendix A-2, Paragraph 3 of the master contract. The 65% is all-inclusive of applicable payroll taxes. Distribution of any stipend due herein will be made by March 31, 2017. The cash balance figure is exclusive of nonrecurring revenues for the School Corporation (such as performance grant money). Such non-recurring revenues would not count toward the cash balance figure. The final cash balance for the calendar year would be determined after all normal recurring bills are paid during the calendar year as they are customarily paid.
- H. The parties have agreed the School Corporation will pay the following ancillary duty compensation to teachers who provide after-school tutoring to South Harrison students: \$30.00 per hour.

## ARTICLE VI – FRINGE BENEFITS

- A. The School Board will make an insurance package available to all professional personnel.

This package will consist of the following insurance plans:

1. Health Insurance

Effective the first day of the 2010-2011 school year and continuing thereafter, the School Corporation will pay up to Four Thousand Five Hundred Seventy Dollars (\$4,570.00) toward the annual premiums on a single plan or Ten Thousand Two Hundred Sixteen Dollars (\$10,216.00) on a family plan, not however to exceed the entire premium minus (\$1.00) for teachers employed on a full-time basis for nine months and one-quarter (9 1/4) months or more of the school year.

The parties agree to mutually form an insurance committee for the purpose of exploring alternative insurance options. Since the Board's contribution to health insurance premiums is expressed as a flat dollar amount, any premium savings realized as a result of the work of this committee will reduce teacher contributions toward health insurance premiums.

2. A \$60,000 term life insurance policy increased to \$120,000 coverage when accidental death or dismemberment occurs.
3. A disability insurance policy shall be provided each teacher which provides indemnity of sixty-six and two thirds percent (66 2/3%) of salary after the first one hundred twenty (120) days of an accident or illness payable so long as the disability exists to age 65.
4. A dental insurance policy shall be provided by the corporation. The Board shall pay up to \$129.32 for a single employee dental plan. The Board shall pay up to \$235.40 for a single employee with one dependent dental plan. The Board shall pay up to \$355.76 for a family dental plan.
5. A vision insurance policy shall be provided by the corporation. The Board shall pay up to \$120 towards the cost of the single or family policy.
6. The amount paid by the corporation for fringe benefits for employees on less than a full time basis will be pro-rated, provided the employee otherwise qualifies for the benefit.

- B. The corporation shall implement a plan to provide the benefits of Section 125 of The Revenue Act of 1978 for health insurance premiums only. Teachers shall have the right to elect or refuse participation in the plan.
- C. The School Corporation will implement a plan during the 1997-1998 contract year to provide GENERATION II benefits of Section 125 which are mutually agreed upon between the Board and the Association.
- D. The School Corporation will permit teachers living outside of the district to enroll their children at South Harrison Community School Corporation at no cost providing they are enrolled and counted for average daily membership counts and there is availability of space in the classroom(s) affected as determined by the Superintendent.
- E. The School Corporation will establish a reimbursement program with proceeds derived from the riverboat education funds. Annually, amounts of \$30,000 for the reimbursement of out-of-pocket expenses for pre-approved college courses and \$7,500 for costs (including cost of substitute teachers) related to professional development activities will be allocated. This benefit is contingent upon approval by the appropriate Harrison County officials. In the event the School Corporation fails to receive approval for this benefit from the appropriate Harrison County officials or the riverboat funding is no longer available to the School Corporation for any reason, this benefit must cease. However, upon availability of appropriate funding, this benefit may be re-negotiated.

College Course Reimbursement Criteria:

- All requests for reimbursement must be pre-approved by the Superintendent.
- Normally, the request for approval must be made in writing, in advance of the start of the course.
- The course must be recognized for college credit at an accredited college or university.
- The course must be in the area of the teacher's certification, current teaching position, re-certification or an accredited master's program. Or, the course may be one that the teacher can demonstrably show would be of benefit to the School Corporation in which case the applying teacher will, in writing, state to the Superintendent the relevance and benefit of the course to the Corporation as well as a practical plan of implementation during the year following the teacher's taking said class.
- Reimbursement for one college course per teacher each year will be approved in the order received up to the total amount specified. Maximum reimbursement is \$750 for tuition and related fees paid out-of-pocket by the teacher. Expenses related to audited courses will not be reimbursed.

- Once all first requests for reimbursement for first courses have been paid, reimbursement for a second course may be approved. Requests for approval of second course reimbursement can be made at any time throughout the school year and will be processed and paid in the order received up to the amount of available funding. Maximum reimbursement is \$750 for tuition and related fees paid out-of-pocket by the teacher. Expenses related to audited courses will not be reimbursed.
- The School Corporation will reimburse for additional pre-approved courses taken by a teacher that directly apply toward the teacher obtaining dual credit certification. Reimbursement of \$750 per pre-approved course for which reimbursement was not previously paid in accordance with the provisions of this section will be paid to the teacher upon attainment of dual credit certification by the college or university utilized by the School Corporation for issuance of dual credit. Teachers must receive advance approval for this benefit which must include a description of the courses to be taken and a timeline of anticipated completion.
- No later than 30 days following the quarter (quarters begin on the first day of January, April, July and October) in which the course is completed, the following documentation should be submitted for reimbursement request:
  - Tuition Reimbursement Program form, with Section II completed, including signatures;
  - Satisfactory evidence documenting the receipt of a grade of B or better for the course;
  - A receipted copy of the tuition bill; and,
  - If applicable, the written, practical plan of implementation during the year following teacher's taking the class.

Professional Development Activity Reimbursement Criteria:

- The maximum amount of reimbursement per activity is \$375 for related costs, including substitute teacher costs.
- Reimbursements are approved based upon first-come; first-served priority and are limited to one activity per teacher per school year.
- The activity must be approved by the Principal and the Superintendent prior to the beginning of the activity.
- The teacher must present information obtained through the activity to pertinent staff members. If the teacher provides a satisfactory presentation plan to his/her building principal in advance to the presentation, a leadership point for being a professional development trainer may be earned.
- If approved, the teacher's absence from work for attendance/participation in the activity will be reflected as a School Corporation Business Day.

- The activity must be in the area of the teacher’s certification, current teaching position, re-certification or an accredited master’s program; or
- The activity may also be one that the teacher can demonstrably show would be of benefit to South Harrison Community School Corporation. In this event, the applying teacher will, in writing, state to the Superintendent the relevance and benefit of the activity to the Corporation as well as a practical plan of implementation during the year the following teacher’s participation in the activity.
- Completed form (including Principal approval) must be submitted to the Superintendent prior to the beginning of the activity. Incomplete or untimely submissions, including requested documentation, may result in delays/denial of reimbursement.
- Upon approval, the original form will be returned to the teacher for subsequent submission for reimbursement along with the required documentation.
- No later than 30 days following the quarter (quarters begin on the first day of January, April, July and October) in which the course is completed, the following documentation should be submitted for reimbursement request:
  - Original Professional Development Activity Reimbursement Request form, with Section II completed, including signatures;
  - Satisfactory evidence of attendance or participation in the professional development activity;
  - A detailed summary of costs, with receipts, to support the reimbursement request, including the cost for the substitute teacher; and
  - If applicable, the written, practical plan of implementation during the year following teacher’s participation in the activity.

## **ARTICLE VII – RETIREMENT BENEFITS**

- A. Overview of Retirement Benefits. Retirement benefits will vary for teachers depending upon which classification is applicable to a teacher. Each teacher will be entitled to Retirement Benefits and will be eligible for only one (1) of the following classifications:
1. Transition option as provided in Section B below. [For teachers electing to retire prior to the 2007-2008 school year and providing written notice as follows:
    - a. on or before June 30, 2006 and retiring before the 2006-2007 school year; or

- b. on or before October 1, 2006 and retiring after the 2006-2007 school year but before the 2007-2008 school year.
2. Retirement Buyout and Restructuring Program as provided in Section C. [For teachers employed during the 2005-2006 and 2006-2007 school years and who do not qualify for the transition benefits.]
3. Retirement Benefits for teachers whose first day of teaching was after the 2005-2006 school year. These benefits will be summarized in Section D below.

For those teachers who have retired prior to the effective date of this Collective Bargaining Agreement, their retirement benefits, if any, will be governed by the provisions of the Collective Bargaining Agreement in effect on the date of the teacher's retirement.

**B. Transition Option Benefits.**

1. As part of the 2006 Retirement Restructuring Program, teachers who retire prior to the start of the 2007-2008 school year and provide irrevocable notice of retirement prior to the following dates will receive retirement benefits that existed prior to the Retirement Restructuring with the exception of the buydown of sick leave days:
  - a. on or before June 30, 2006 and retiring before the 2006-2007 school year; or
  - b. on or before October 1, 2006 and retiring after the 2006-2007 school year but before the 2007-2008 school year.

Those benefits are set forth in this Section B. A teacher receiving transition option benefits will not receive the benefits in Section C nor Section D.

2. Severance pay will be granted to all retiring professional personnel at the rate of \$48.00 (forty-eight dollars) per day based on the following percentage of their accumulated sick leave up to a maximum of one hundred twenty (120) days. Any days a retiring teacher may have accumulated in excess of one hundred twenty (120) will be compensated pursuant to Article II, Section A.

Teachers who are retiring at the end of the school year may receive their full payment on the last day of the school year provided they notify the Central Office by May 1. This may be an advantage upon retirement.

Years Experience In Corporation*	% of Accumulated Sick Leave
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20	100%

According to present laws, severance pay is not counted toward social security benefits but up to \$2,000 in severance pay is counted toward teacher retirement benefits.

\*Corporation includes any public school that existed or exists that is presently within the geographical area of the South Harrison Community School Corporation.

3. Early Retirement. Effective with the 1996-97 school year, each teacher retiring prior to eligibility for full Medicare, and retiring under the "Rule of Eighty-five" as approved by the Indiana State Teachers' Retirement Fund and providing the Superintendent with written notice of retirement prior to March 1<sup>st</sup> of the school year in which they intend to retire, shall receive four thousand and no/100 dollars (\$4,000.00) per year until he/she reaches the age for eligibility for full Medicare. The payment shall be made yearly in a lump sum in September of each year or 26 equal payments beginning with the teacher's first regular pay following the beginning of the school year. This early retirement benefit shall commence the school year after the teacher's retirement.

Should an unforeseen and/or changed circumstance render it impossible for a teacher to implement (or continue to implement) his/her early retirement, after having given proper notice, the Board will consider allowing the teacher to withdraw his/her notice and continue or resume to teach, should a position be available for which the teacher is certified.

If a teacher has received a lump sum bridge benefit payment on September 1 of any school year for which the teacher returns to work then that bridge benefit must be repaid by the teacher or deducted from the teacher's pay at the option of the teacher in order for the teacher to be able to return to work. That portion of

the bridge benefit to be paid back is that part of the bridge payment equivalent to that portion of the year the teacher is re-employed.

Teachers who otherwise qualify for early retirement benefits and who retire after the ratification of this contract and before the start of the 2000-2001 school year, will receive an additional one thousand dollars (\$1,000.00) annual payment until he/she qualifies for eligibility for full Medicare.

Retired teachers may use Section 125 of the Revenue Act of 1978 for health insurance deductions.

4. Employee Elective 403(B) Contributions. Employees may make employee elective (salary reduction) contributions to the 403(B) program already in existence, subject to the statutory contribution limits.
5. School Corporation's Contribution to the Retiree's Health Insurance Premiums. Any professional personnel who retire at the age of 55 or after will be permitted, at their written request, to remain a part of the Corporation's Health Insurance Program until they reach the age of full eligibility for Medicare. Likewise, spouses and/or dependents may remain a part of the Corporation's Health Insurance Program until the spouse and/or dependent becomes fully eligible for Medicare. The Corporation will contribute an amount equal to the contribution provided other teachers toward the cost of either the single or family health insurance plan for retirees until they are eligible to receive full Medicare benefits.

In addition to the retiring teacher's right to remain in the plan as a retiree if already enrolled as a teacher, a retiring teacher has the following right to elect participation or to change plans:

- i. Within ninety (90) days following a retiring teacher's last day of work there will be an enrollment period for the retiring teacher to elect health insurance coverage if not already enrolled or to elect to change plans (i.e., single or family). In order to elect to participate or to elect to change plans (single, family) a written election must be delivered to the Superintendent's office during this ninety (90) day window.
- ii. If a retired teacher has a HIPAA qualifying event after retirement and before the retired teacher becomes eligible for Medicare then if necessary because of the HIPAA qualifying event, the retired teacher may elect to participate in the School Corporation's health insurance plan or change plans (single, family).

A retired teacher's right to participate is at the retired teacher's own cost and will terminate if any of the following events occur:

1. when the retired teacher becomes eligible for Medicare;
2. provides a written notice electing to terminate in force coverage.

If a retired teacher has previously elected to cover his/her spouse, such spouse may continue participation in the School Corporation's group health insurance program by his or herself until the earlier of the following:

1. When the surviving spouse becomes eligible for Medicare;
2. Two (2) years after the date of the employee's death;
3. The surviving spouse's remarriage;
4. Fails to timely submit the cost of the premiums for the School Corporation.

C. Retirement Buyout and Restructuring Program.

1. All teachers who were (1) employed during the 2005-2006 and 2006-2007 school years and (2) who did not qualify for the transition option benefits above in Article VII, Section B, will participate in the Retirement Buyout and Restructuring Program as provided by this section and will not be eligible for the benefits of Section B or D of this Article.
2. Severance pay will be granted to all retiring professional personnel at the rate of \$48.00 (forty-eight dollars) per day based on the following percentage of their accumulated sick leave up to a maximum of one hundred twenty (120) days. Any days a retiring teacher may have accumulated in excess of one hundred twenty (120) will be compensated pursuant to Article II, Section A.

Teachers who are retiring at the end of the school year may receive their full payment on the last day of the school year provided they notify the Central Office by May 1. This may be an advantage upon retirement.

Years Experience In Corporation*	% of Accumulated Sick Leave
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20	100%

According to present laws, severance pay is not counted toward social security benefits but up to \$2,000 in severance pay is counted toward teacher retirement benefits.

\*Corporation includes any public school that existed or exists that is presently within the geographical area of the South Harrison Community School Corporation.

### 3. Retirement Restructuring Buyout Contribution

In response to both the mandates and opportunity provided by Public Law 253 (Acts of 2001) commonly known as Senate Enrolled Act 199 the Association and the School Corporation agreed to this Retirement Restructuring Program.

As a result of this restructuring, teachers either (1) who do not qualify for the transition option benefits of Article VII, Section B or who (2) do not qualify for retirement benefits pursuant to Article VII, Section D, will receive a one-time lump sum buy-out contribution.

The amount of the buy-out contribution was actuarially determined by the Educational Services Corporation and the amount of the buy-out contribution is set forth in a Retirement Restructuring Memorandum of Agreement by and between the School Corporation and the Association. The amount of the buy-out specified in the Retirement Restructuring Memorandum of Agreement is enforceable through the grievance procedure of the Agreement. These contributions will be deposited the first week of October 2006.

That portion of the lump sum one-time buy-out that has been calculated for the buy-out of a portion of the Retirement Pay will be deposited into a separate account for each eligible teacher in the

401(a) Retirement Savings Plan. That portion, if any, of the lump sum one-time buy-out that has been calculated for the buy-out of the teacher's potential right to receive, in the future, a Board contribution towards his/her retirement health insurance premiums will be deposited into a separate account for each eligible teacher in the Retirement 501(c)(9) Trust (Retirement VEBA).

Since this Retirement Restructuring Program is a replacement for the benefits provided for in prior Collective Bargaining Agreements which had a vesting qualification for the benefits at full retirement at Rule of 85 (Early Retirement) or 55 for health insurance contribution toward premium then those lump sum contributions will not vest for their contributions in the lump sum accounts until the calendar year the teacher turns 55 and is eligible for full retirement under either the Rules of 85, Rule of 60 (60 years old and 15 years of experience), or Rule of 65 (65 years old and 10 years of experience).

A teacher who is not otherwise vested qualifies for and is receiving benefits from the South Harrison Community School Corporation Long Term Disability Insurance Plan will become vested.

Teachers on approved leave will accrue years of service for vesting if the teacher's approved leave pursuant to the Collective Bargaining Agreement grants service credit for salary schedule placement. Teachers otherwise on leave will not be considered on uninterrupted employment.

Teachers on recall who were laid off by the School Corporation will continue to accrue years of service for vesting until the earlier of the following events:

- 1) three (3) years on the recall list when the teacher's recall rights terminate;
- 2) rejects a recall offer to a position for which the teacher is licensed.

In the event that either of the above two (2) events occur and the teacher has not become vested then the value of the teacher's account will be forfeited to the Plan.

A teacher meeting the above vesting requirement will become fully vested. A teacher whose employment is terminated prior to vesting and a forfeiting event occurs prior to vesting will have the then current value of the lump sum buyout accounts reallocated at the end of each school year among the then remaining separate Retirement Restructuring Buy-Out Payment accounts of those

teachers still employed by the School Corporation who had previously received a buyout contribution in a similar ratio for the reallocation as was the ratio for the initial deposit of the remaining accounts.

4. South Harrison Retirement VEBA Plan.
  - A. During the 2005-2006 school year the School Corporation will establish and maintain the South Harrison Retirement VEBA Plan. The provisions for such a program are set forth in the plan document. This plan will be a retirement 501(c)(9) Trust.
  - B. Effective with the 2008-2009 school year, the School Corporation will contribute to every teacher under regular contract an amount equal to one and three-quarters percent (1.75%) of the teacher regular salary on the then effective salary schedule (Appendix A) to the teacher's ongoing account in the South Harrison Retirement VEBA Plan. The School Corporation's contribution will be made monthly.
  - C. The amount in the ongoing account in the South Harrison Retirement VEBA will vest as follows:
    1. Fifty percent (50%) when a teacher finishes his/her third year of teaching;
    2. One hundred percent (100%) when a teacher works his/her first day under his/her sixth regular teaching contract.

If not otherwise vested, a teacher who qualifies for and is receiving benefits from the South Harrison Community School Corporation Long Term Disability Insurance Plan will become vested.

Teachers on approved leave will accrue years of service for vesting if the teacher's approved leave pursuant to the Collective Bargaining Agreement grants service credit for salary schedule placement. Teachers otherwise on leave will not be considered on uninterrupted employment.

Teachers on recall who were laid off by the School Corporation will continue to accrue years of service for vesting until the earlier of the following events:

- 1) three (3) years on the recall list when the teacher's recall rights terminate;

- 2) rejects a recall offer to a position for which the teacher is licensed.

In the event that either of the above two (2) events occur and the teacher has not become vested then the value of the teacher's account will be forfeited to the Plan.

A teacher meeting the above vesting requirement will become fully vested. A teacher whose employment is terminated prior to vesting and a forfeiting event occurs prior to vesting will have the then current value of the ongoing account forfeited to the Plan and that amount will be utilized as part of the School District's next required contribution to the Plan.

5. Employee Elective 403(B) Contributions. Employees may make employee elective (salary reduction) contributions to the 403(B) program already in existence, subject to the statutory contribution limits.
6. Retired Teacher's Right to Remain in the School Corporation's Group Health Plan. Any professional personnel who retire at the age of 55 or after will be permitted, at their written request, to remain a part of the Corporation's Health Insurance Program until they reach the age of full eligibility for Medicare. Likewise, spouses and/or dependents may remain a part of the Corporation's Health Insurance Program until the spouse and/or dependent becomes fully eligible for Medicare.

In addition to the retiring teacher's right to remain in the plan as a retiree if already enrolled as a teacher, a retiring teacher has the following right to elect participation or to change plans:

- i. Within ninety (90) days following a retiring teacher's last day of work there will be an enrollment period for the retiring teacher to elect health insurance coverage if not already enrolled or to elect to change plans (i.e., single or family). In order to elect to participate or to elect to change plans (single, family) a written election must be delivered to the Superintendent's office during this ninety (90) day window.
- ii. If a retired teacher has a HIPAA qualifying event after retirement and before the retired teacher becomes eligible for Medicare then if necessary because of the HIPAA qualifying event, the retired teacher may elect to participate in the School Corporation's health insurance plan or change plans (single, family).

If a retired teacher has previously elected to cover his/her spouse, such spouse may continue participation in the School Corporation's group health insurance program by his or herself until the earlier of the following:

1. When the surviving spouse becomes eligible for Medicare;
2. Two (2) years after the date of the employee's death;
3. The surviving spouse's remarriage;
4. Fails to timely submit the cost of the premiums for the School Corporation.

A retired teacher's right to participate is at the retired teacher's own cost and will terminate if any of the following events occur:

1. when the retired teacher becomes eligible for Medicare;
2. fails to timely submit to the School Corporation the cost of the premiums; or
3. provides a written notice electing to terminate in force coverage.

7. Advanced Retirement Notification Benefit

Effective with the 2008-2009 school year, the School Corporation will contribute a lump sum payment to the teacher's ongoing VEBA account for early notification of retirement. A teacher submitting an irrevocable notice of retirement to the Superintendent's Office by August 1 preceding the last full school year of employment will receive a lump sum payment of One Thousand Dollars (\$1,000.00) by September 15 of the same year. A teacher submitting an irrevocable two-year notice prior to August 1<sup>st</sup> of the school year preceding the last full school year of employment will receive a payment of Two Thousand Dollars (\$2,000.00) into their ongoing VEBA account by September 15<sup>th</sup> of that year.

D. Retirement Benefits For Teachers Whose First Day of Work Was After The 2005-2006 School Year.

1. Teachers whose first day of teaching under a regular contract was after the 2005-2006 school year will receive retirement benefits only under this Section D and do not qualify for any benefits under Section B nor Section C.

2. Severance pay will be granted to all retiring professional personnel at the rate of \$48.00 (forty-eight dollars) per day based on the following percentage of their accumulated sick leave up to a maximum of one hundred twenty (120) days. Any days a retiring teacher may have accumulated in excess of one hundred twenty (120) will be compensated pursuant to Article II, Section A.

Teachers who are retiring at the end of the school year may receive their full payment on the last day of the school year provided they notify the Central Office by May 1. This may be an advantage upon retirement.

Years Experience In Corporation*	% of Accumulated Sick Leave
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20	100%

According to present laws, severance pay is not counted toward social security benefits but up to \$2,000 in severance pay is counted toward teacher retirement benefits.

\*Corporation includes any public school that existed or exists that is presently within the geographical area of the South Harrison Community School Corporation.

3. South Harrison Retirement VEBA Plan.
  - A. During the 2005-2006 school year the School Corporation will establish and maintain the South Harrison Retirement VEBA Plan. The provisions for such a program are set forth in the plan document. This plan will be a retirement 501(c)(9) Trust.
  - B. Effective with the 2008-2009 school year, the School Corporation will contribute to every teacher under regular contract an amount equal to one and three-quarters percent (1.75%) of the teacher regular salary on the then effective

salary schedule (Appendix A) to the teacher's ongoing account in the South Harrison Retirement VEBA Plan. The School Corporation's contribution will be made monthly.

- C. The amount in the ongoing account in the South Harrison Retirement VEBA will vest as follows:
1. Fifty percent (50%) when a teacher finishes his/her third year of teaching;
  2. One hundred percent (100%) when a teacher works their first day under their sixth regular teaching contract.

If not otherwise vested, a teacher who qualifies for and is receiving benefits from the South Harrison Community School Corporation Long Term Disability Insurance Plan will become vested.

Teachers on approved leave will accrue years of service for vesting if the teacher's approved leave pursuant to the Collective Bargaining Agreement grants service credit for salary schedule placement. Teachers otherwise on leave will not be considered on uninterrupted employment.

Teachers on recall who were laid off by the School Corporation will continue to accrue years of service for vesting until the earlier of the following events:

- 1) three (3) years on the recall list when the teacher's recall rights terminate;
- 2) rejects a recall offer to a position for which the teacher is licensed.

In the event that either of the above two (2) events occur and the teacher has not become vested then the value of the teacher's account will be forfeited to the Plan.

A teacher meeting the above vesting requirement will become fully vested. A teacher whose employment is terminated prior to vesting and a forfeiting event occurs prior to vesting will have the then current value of the ongoing account is forfeited to the Plan and that amount will be utilized as part of the School District's next required contribution to the Plan.

4. Employee Elective 403(B) Contributions. Employees may make employee elective (salary reduction) contributions to the 403(B)

program already in existence, subject to the statutory contribution limits.

5. Retired Teacher's Right to Remain in the School Corporation's Group Health Plan. Any professional personnel who retire at the age of 55 or after will be permitted, at their written request, to remain a part of the Corporation's Health Insurance Program until they reach the age of full eligibility for Medicare. Likewise, spouses and/or dependents may remain a part of the Corporation's Health Insurance Program until the spouse and/or dependent becomes fully eligible for Medicare.

In addition to the retiring teacher's right to remain in the plan as a retiree if already enrolled as a teacher, a retiring teacher has the following right to elect participation or to change plans:

- i. Within ninety (90) days following a retiring teacher's last day of work there will be an enrollment period for the retiring teacher to elect health insurance coverage if not already enrolled or to elect to change plans (i.e., single or family). In order to elect to participate or to elect to change plans (single, family) a written election must be delivered to the Superintendent's office during this ninety (90) day window.
- ii. If a retired teacher has a HIPAA qualifying event after retirement and before the retired teacher becomes eligible for Medicare then if necessary because of the HIPAA qualifying event, the retired teacher may elect to participate in the School Corporation's health insurance plan or change plans (single, family).

A retired teacher's right to participate is at the retired teacher's own cost and will terminate if any of the following events occur:

1. when the retired teacher becomes eligible for Medicare;
2. fails to timely submit to the School Corporation the cost of the premiums; or
3. provides a written notice electing to terminate in force coverage.

If a retired teacher has previously elected to cover his/her spouse, such spouse may continue participation in the School Corporation's group health insurance program by his or herself until the earlier of the following:

1. When the surviving spouse becomes eligible for Medicare;
  2. Two (2) years after the date of the employee's death;
  3. The surviving spouse's remarriage;
  4. Fails to timely submit the cost of the premiums for the School Corporation.
6. Advanced Retirement Notification Benefit

Effective with the 2008-2009 school year, the School Corporation will contribute a lump sum payment to the teacher's ongoing VEBA account for early notification of retirement. A teacher submitting an irrevocable notice of retirement to the Superintendent's Office by August 1 preceding the last full school year of employment will receive a lump sum payment of One Thousand Dollars (\$1,000.00) by September 15 of the same year. A teacher submitting an irrevocable two-year notice prior to August 1<sup>st</sup> of the school year preceding the last full school year of employment will receive a payment of Two Thousand Dollars (\$2,000.00) into their ongoing VEBA account by September 15<sup>th</sup> of that year.

**ARTICLE VIII – TERM OF AGREEMENT**

This contract shall be effective as of July 1, 2016 and shall continue in effect through June 30, 2017 with the exception of those provisions by their own language are effective at some other date.

Whenever any notice is required to be given by either of the parties to this Contract to the other party, either shall do so by written notice at the following addresses:

If by the Association to the Board at: Dr. Mark Eastridge  
Superintendent  
315 South Harrison Drive  
Corydon, IN 47112

If by the Board to the Association at: Ms. Stephanie Tostaine  
11090 Majestic Way SE  
Elizabeth, IN 47117

This Contract is made and entered into at Corydon, Indiana, on this 27<sup>th</sup> day of September 2016 by and between the Board of School Trustees of the South Harrison Community School Corporation, County of Harrison, State of Indiana, party of the first part, heretofore referred to as the "Board", and the South Harrison Education Association, party of the second part, heretofore referred to as the "Association".

This Contract is so attested to by the parties whose signatures appear below:

Board of School Trustees of the  
South Harrison Community School  
Corporation

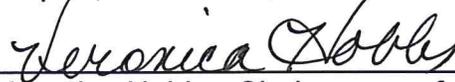
  
Mary Mathes, Board President

  
Larry Hauswald, Board Secretary

  
Dr. Mark Eastridge, SuperIntendent

South Harrison Education  
Association

  
Stephanie Tostaine, President

  
Veronica Hobbs, Chairperson of  
the Association's Negotiating  
Team

**APPENDIX A-1**  
**South Harrison Community School Corporation**  
**2016 – 2017 Salary Schedule**

Row	B.S. Degree + Leadership	M.S. Degree + Leadership	M.S. +15 Degree + Leadership	M.S. +30 Degree + Leadership	M.S. +45 Degree + Leadership
1	35,416	36,828	37,270	37,730	38,183
2	36,286	38,110	38,551	39,085	39,538
3	37,159	39,396	39,836	40,441	40,891
4	38,024	40,671	41,107	41,792	42,241
5	38,886	41,957	42,400	43,149	43,600
6	39,758	43,243	43,683	44,504	44,955
7	40,624	44,523	44,959	45,859	46,310
8	41,519	45,810	46,250	47,218	47,746
9	42,358	47,088	47,532	48,571	49,097
10	43,233	48,370	48,812	49,929	50,453
11	44,084	49,651	50,092	51,284	51,807
12	44,957	50,935	51,379	52,636	53,162
13	45,824	52,220	52,664	53,995	54,519
14		53,507	53,945	55,354	55,878
15		54,787	55,230	56,703	57,228
16		56,065	56,513	58,059	58,658
17		57,355	57,799	59,414	60,014
18		58,637	59,075	60,775	61,375
19		59,914	60,456	62,122	62,725
20		61,196	61,639	63,474	64,075
21-25		62,484	62,924	64,834	65,438
26-30		63,210	63,653	65,563	66,169
31+		63,942	65,840	66,292	66,894

The salary range for all teachers for the 2016-2017 school year is \$35,416 to \$66,894.

**NOTE: IN ADDITION TO THE ABOVE AMOUNTS, THE SCHOOL CORPORATION AGREES TO PAY THE TEACHERS' SHARE OF THE TEACHER RETIREMENT.**

All personnel shall be paid based upon 26 pays per year, which is generally every two weeks. For this contract year, the first pay shall be August 19, 2016. Teachers who are retiring at the end of the school year may receive their full payment on the last day of the school year provided they notify the Central Office by May 1. This may be an advantage upon retirement.

**APPENDIX A-2**  
**2016-2017 BARIC COMPENSATION MODEL SPECIFICATIONS**

Movement on the salary schedule can occur for one of the following reasons stated in paragraphs 1 and 2 below. Once a teacher is in a row and column, the teacher will remain in that column/row until the teacher meets all of the requirements to move.

1. Requirements to move over to the right one (1) column in the same row. If the teacher: (a) qualifies for a column change due to the attainment of an additional content area degree or content area credit hours beyond the requirements for employment, and (b) obtains at least two (2) leadership points for the previous school year from the leadership criteria specified below in paragraph 3, and (c) receives an evaluation rating of highly effective or effective for the preceding school year, then the teacher is eligible to move over one column to the right. No diagonal movement shall be permitted. If the requirements set forth herein are met resulting in a teacher receiving a salary increase, then 25% of the teacher's raise is attributable to the teacher's attainment of an additional content area degree or content area credit hours beyond the requirements for employment, 25% is attributable to the teacher achieving the requisite leadership points, and 50% of the raise is attributable to the teacher's evaluation rating. For purposes of this provision, eligible "content area" degrees and credit hours are any content area (as defined by the IDOE) in which the teacher currently teaches or any other content area approved by the Superintendent.
  
2. Requirements to move down one (1) row within the same column. If the teacher is not eligible for a column change due to the lack of attaining a content area degree or content area credit hours but the teacher meets all of the following criterion, then the teacher is eligible to move down one (1) row in his/her current column. The requirements to move down one row within the same column are as follows: (a) The teacher must obtain at least two (2) leadership points for the previous school year from the leadership criteria specified below in paragraph 3, and (b) the teacher must receive an evaluation rating of highly effective or effective for the preceding school year. If a teacher meets both of these criteria to receive the raise, then 25% of the raise is attributable to the teacher achieving the requisite leadership points and 75% of the raise is attributable to the teacher's evaluation rating. THE PARTIES HAVE AGREED THAT MOVEMENT ON THE SALARY SCHEDULE UNDER THIS PROVISION IS SUSPENDED DURING THE 2016-2017 SCHOOL YEAR DUE TO INSUFFICIENT FUNDING. THUS, ANY TEACHERS WHO WOULD OTHERWISE QUALIFY FOR A BASE SALARY INCREASE PURSUANT TO THIS PROVISION WILL INSTEAD REMAIN FROZEN AT THEIR 2015-2016 BASE SALARY.
  
3. Leadership Points. For purposes of the compensation model agreed to between the parties, a teacher may earn leadership points through documented fulfillment/participation in at least two (2) of the following leadership activities

during the previous school year. The deadline for earning leadership points in a school year will be the last teacher work day of that school year as established by the school calendar, and the day after will begin the time frame for earning leadership points for the following school year.

Leadership Activity	Leadership Point(s)
<p><u>Category 1:</u> The teacher has a work attendance percentage of 97% or greater. Approved leaves taken by a teacher for the following purposes will not count against the teacher's attendance for purposes of eligibility to earn a leadership point in this category: worker's compensation, FMLA, bereavement leave, professional development and School Corporation business.</p>	<p>A teacher may obtain a maximum of 1 leadership point per school year for meeting the leadership activity requirements in Category 1.</p>
<p><u>Category 2:</u> The teacher is involved in an instructional and/or professional advancement activity (whether as an attendee or as a trainer) that has been pre-approved by the Superintendent and/or the teacher's building principal.</p> <p>For this category, leadership points will be determined by the accumulation of Professional Growth Points (PGPs).</p> <p>At least 33% of the PGPs must be earned outside of the contractual period.</p> <p>Fifteen PGPs equate to one leadership point, thirty PGPs equate to two leadership points, forty-five PGPs equate to three leadership points, etc.</p> <p>One PGP for preparation time will be granted for each hour that a teacher is considered to be the professional development trainer.</p> <p>Recognition of 15 PGPs per credit hour will be granted for college course work within educational degrees.</p>	<p>There is no cap on the number of potential leadership points per school year that a teacher may apply to receive for meeting the leadership activity requirements in Category 2.</p>

<p>It is the responsibility of the teacher to track and document the number of PGPs awarded.</p>	
<p><u>Category 3:</u> The teacher serves in an unpaid capacity on building and/or district committees or the teacher is involved in initiatives which promote parent involvement that have been pre-approved by the Superintendent and/or the teacher's building principal.</p> <p>One leadership point will be granted for ten hours of service outside of the contractual period. Two leadership points will be granted for twenty hours of service outside of the contractual period.</p> <p>It is the responsibility of the teacher to track and document the number of hours served.</p> <p>Hours of service will be approved by the Superintendent and/or the teacher's building principal.</p>	<p>A teacher may obtain a maximum of 2 leadership points per school year for meeting the leadership activity requirements in Category 3.</p>
<p><u>Category 4:</u> The teacher obtains certification in and teaches an Advanced Placement (AP) course.</p> <p>A teacher will obtain 1 leadership point for the initial year of certification, preparation and teaching an Advanced Placement (AP) course.</p> <p>A teacher will obtain 1 leadership point in the second year of teaching an AP course if at least 25% of the students pass the AP test.</p> <p>A teacher will obtain 1 leadership point in years thereafter for teaching an AP course if at least 50% of the students pass the AP test.</p>	<p>A teacher may obtain a maximum of 1 leadership point per school year for meeting the leadership activity requirements in Category 4.</p>

<p><u>Category 5:</u> The teacher is an unpaid club sponsor of a school club (including PTO) that has been pre-approved by the Superintendent and/or the teacher's building principal.</p> <p>One leadership point will be granted for fifteen hours of service outside of the contractual period. A maximum of two (2) hours may be earned by volunteering to work at sporting events.</p> <p>It is the responsibility of the teacher to track and document the number of hours served.</p> <p>Hours of service will be approved by the Superintendent and/or the teacher's building principal.</p>	<p>A teacher may obtain a maximum of 1 leadership point per school year for meeting the leadership activity requirements in Category 5 regardless of the number of clubs for which the teacher voluntarily sponsors.</p>
<p><u>Category 6:</u> The teacher supervises student teacher(s) or serves in the capacity of a mentor to a new teacher with pre-approval from the Superintendent and/or the teacher's building principal with shall include establishment of minimum expectations.</p> <p>One leadership point will be granted for fifteen hours of service outside of the contractual period for the supervision of a student teacher or service in the capacity as a mentor teacher.</p> <p>One leadership point will be granted for the teacher that supervises two (2) practicum teachers.</p> <p>It is the responsibility of the teacher to track and document the number of hours served.</p> <p>Supervision of a practicum or student teacher(s) will be approved by the Superintendent and/or the teacher's building principal.</p>	<p>A teacher may obtain a maximum of 1 leadership point per school year for meeting the leadership activity requirements in Category 6 regardless of the number of practicum, student or new teachers that a teacher supervises.</p>

4. Exceptional Leadership Stipend. Eligible teachers (those teachers receiving an evaluation rating of highly effective or effective for the preceding school year) who earn a cumulative total of 30 or more hours from Categories 2 or 3 (15 hours of which must be earned from Category 2) will be eligible to receive a stipend from funds set aside for this specific purpose. Possible funding sources will be riverboat education funds and grants which recognize teachers for effective teaching practices. For the 2016-2017 school year, there will be \$60,000 set aside to provide stipends for teachers who meet the requirements to earn the Exceptional Leadership Stipend during the 2016-2017 school year. Amounts available in other years will be determined on a year-to-year basis by Administration. Exceptional leadership stipends will be paid within 30 days of the School Corporation receiving the State data that is necessary to finalize teacher evaluations for the 2016-2017 school year.

This additional stipend is based upon the following three factors: demonstration of leadership (25%), previous year's evaluation rating of highly effective or effective (50%), and education/experience (25%). Stipends will be distributed equally among all teachers meeting the expectations.

5. Placement of New Teachers on the Salary Schedule. Typically, new hires with no previous teaching experience will be placed on the 2016-2017 salary schedule in row 1 and in their appropriate degree column. Typically, new hires with previous teaching experience will be placed in the appropriate column that matches their current degree/education and on the row number that matches their current years of experience (or the row number that mirrors a current employee's years of experience) as verified through Indiana's TRF (INPRS) or equivalent retirement system of another state. For initial placement purposes only, the row numbers will equate to years of teaching experience.

Despite the typical placement rules stated above, the Superintendent shall always have the sole discretion to place a new hire on the salary schedule at a level on the schedule that is lower than the typical placement.

Despite the typical placement rules stated above, the Superintendent shall also have the discretion to place a new hire at a level on the salary schedule that is higher on the schedule than the typical placement, but before doing so, the Superintendent must first discuss and obtain meaningful input from the South Harrison Education Association President (or the President's designee) before making the offer of employment to the new hire. After receiving the SHEA President's (or designee's) meaningful input, the Superintendent may in his sole discretion place the teacher on the salary schedule at the higher level.

6. Placement of Long Term Subs on the Salary Schedule. Typically, an individual who holds a professional license or provisional license and serves as a substitute teacher in the same teaching position for more than fifteen (15) consecutive school days shall be placed in the appropriate column that matches his/her current degree/education and in the row number that matches his/her

current years of experience as verified through Indiana's TRF (INPRS) or equivalent retirement system of another state. For initial placement purposes only, the row numbers will equate to years of teaching experience. This typical salary placement rule for long term subs is subject to the exceptions set forth in paragraph 5 above titled "Placement of New Teachers on the Salary Schedule."

7. Placement of Retirees Who are Rehired by the School Corporation on the Salary Schedule. Typically, retired teachers who re-hired shall be placed in the appropriate column that matches their current degree/education and on the row number that matches their current years of experience as verified through Indiana's TRF (INPRS) or equivalent retirement system of another state. For initial placement purposes only, the row numbers will equate to years of teaching experience. This typical salary placement rule for rehired retirees is subject to the exceptions set forth in paragraph 5 above titled "Placement of New Teachers on the Salary Schedule."

8. Redistribution of Forfeited Salary Increases During Term of Contract. Any base salary increases that are required to be forfeited by a teacher during the term of this agreement due to the teacher being evaluated as needs improvement or ineffective will be redistributed equally to the highly effective and effective teachers who qualify for a base salary increase under this master contract, and such distribution will be made in the form of a one-time stipend.

**APPENDIX B**  
**South Harrison Community School Corporation**  
**2016-2017 Salary Schedule for Extra-Curricular Activities**

<b>Position</b>		<b>Position</b>	
<b>GROUP I</b>			
V Basketball Men (2) Women (2)	7,303	JH Golf	1,692
V Football (1)	7,303	JH Track Boys (2) Girls (2)	1,692
<b>GROUP II</b>			
V Baseball (2)	3,508	JH Tennis	1,692
V Cheerleading (2)	2,524	JH Volleyball (2)	1,684
V Cross Country Men(2) Women (2)	2,524	JH Ass't Volleyball (2)	1,263
V Golf Men (2) Women (2)	3,087	JH/Elem Wrestling	1,552
V Softball (2)	3,508	<b>GROUP VI</b>	
V Tennis Men (2) Women (2)	3,087	Elementary Basketball Boys (8) Girls (8)	2,204
V Track Men (2) Women (2)	3,369	Elementary Cheerleading (4)	999
V Volleyball (2)	3,508	<b>GROUP VII</b>	
V Wrestling	3,508	Activities Supervisor	1,713
V Soccer Men (1) Women (1)	3,050	Fall Conditioning (3)	1,647
V Swim Men (2) Women (2)	2,524	Saturday Basketball (3)	1,104
<b>GROUP III</b>			
JV Basketball Men (2) Women (2)	3,892	Summer Sports Camps (7)	2,373
JV Cheerleading (4)	1,402	Weight Trainer (1)	1,011
Ass't Baseball (2)	2,297	<b>GROUP VIII</b>	
Ass't Football (5)	3,434	Academic Coach (8)	1,186
Ass't Softball (2)	2,297	Band Flags	2,373
Ass't Tennis (2)	1,685	Ass't Marching Band	2,373
Ass't Track Men (2) Women (2)	2,244	Department Coordinators (5)	358
Ass't Volleyball (2)	2,524	Department Heads (24)	537
Ass't Wrestling	2,524	FBLA (2)	1,104
Ass't Soccer Men (1) Women (1)	2,033	HS Drama (2)	1,647
<b>GROUP IV</b>			
Freshmen Basketball Men (2) Women (2)	3,341	HS Ass't Drama (1)	1,011
Freshman Volleyball (2)	1,685	HS National Honor Society (2)	1,104
<b>GROUP V</b>			
JH Football	3,341	HS Newspaper (2)	1,647
JH Ass't Football	2,244	HS Yearbook (2)	1,647
JH 7 <sup>TH</sup> GR Basketball Boys (2) Girls (2)	2,748	HS Student Council (2)	1,104
JH 8 <sup>TH</sup> GR Basketball Boys (2) Girls (2)	3,296	JH Chorus (1)	1,011
JH Cheerleading (2)	1,263	Elementary Chorus (4)	605
JH Cross Country Boys/Girls (2)	1,685	JH National Honor Society (2)	1,104
		JH Newspaper (1)	1,104
		JH Student Council (2)	1,104
		Jr Class Sponsor (2)	1,104
		Sr Class Sponsor (2)	1,104

\* After September 1, 1990, any person hired to coach a girls' team in these positions will be paid a percentage of the stated salary based on the ratio of number of girls' games scheduled to the number of boys' games scheduled.

Stipends received by certified personnel due to authorship of grants will be in accordance with the policies of the granting agency. If no such policy is in place, a committee shall decide stipends. This committee will consist of a Building Principal, a person designated by the SHEA President, and a member of the Central Administration. All stipend amounts will be paid within sixty (60) days of the completion of the grant.

The Corporation will pay 3% of the above toward the employees' share of TRF.

The number of positions was not bargained, but included merely for informational purposes.

**APPENDIX C**  
**NOTICE OF GRIEVANCE OR CLAIM**

Name of Grievant: \_\_\_\_\_

School: \_\_\_\_\_

Date: \_\_\_\_\_

1. State the facts giving rise to the grievance:
  
2. Identify the specific provisions of this Contract alleged to be violated:
  
3. State the contention of the grievant with respect to the grievance:
  
4. Indicate specific relief requested:

Submitted by: \_\_\_\_\_  
Signature of Grievant

Received by: \_\_\_\_\_  
Signature of Principal

Date: \_\_\_\_\_

Within five (5) working days after receiving the written grievance, the Principal shall communicate his answer in writing to the grievant.