

NEGOTIATED AGREEMENT
BETWEEN
WATONGA PUBLIC SCHOOLS I-042
BLAINE COUNTY, OKLAHOMA
AND
WATONGA EDUCATION ASSOCIATION
FOR
2017 – 2018

1. SAVINGS CLAUSE

Should any part of this Negotiated Agreement be declared invalid by statute or a court of final jurisdiction, said part will be automatically deleted from the Negotiated Agreement to the extent that it violated the law. The remaining provisions will remain in full effect for the durations.

Within thirty (30) days after notification by a court of final jurisdiction that any part of the contract is invalid, by mutual agreement the two parties may agree to negotiate a legally permissible replacement for the deleted part.

2. PRINTING AND DISTRIBUTION OF CONTRACT

2.1 The Board agrees to prepare copies of the Negotiated Agreement in sufficient quantity to provide one copy to each licensed and certified employee. The Board will be responsible for the cost of preparing and printing the Negotiated Agreement for the members of the Association. Additional ten (10) copies will be prepared for the Association with the Association responsible for the actual cost. The Board agrees to distribute the Negotiated Agreement within twenty-five (25) working days after ratification of the Negotiated Agreement by the Association and the Board.

3. PAYROLL DEDUCTION

In addition to those deductions required by State and Federal law, each licensed and certified employee may, upon the proper written authorization, initiate up to twelve (12) additional payroll deductions. Deductions may include one each of the following:

- a. Oklahoma Educators Credit Union
- b. School approved medical insurance – DENTAL-LIFE
- c. Life insurance (4)
- d. Cancer insurance (4)
- e. Annuities (4)
- f. Salary protection
- g. Political Action Committee contribution
- h. Professional dues
- i. Other Board-approved items

Licensed and certified employees wishing to voluntarily cancel any part of their payroll deductions may do so by giving notice at least fifteen (15) working days prior to the next payroll date, except that no changes may be made after May 1st of each year.

4. ASSOCIATION RIGHTS

4.1 The Association may use school facilities for meetings of the general membership and/or Association committees as designated by the Association president. All such meetings must be scheduled through the building principal so as to avoid any conflict.

4.2 The Association will be permitted to use the duplication machines, copy machines, fax machine, and audiovisual equipment without charge. The Association will reimburse the school district for the cost of the paper. Prior approval from Administration to use Fax is required.

4.3 The Association will be allowed to place information in each member's individual mailbox in each building. The Association will pay any postage cost.

4.4 The Association will be permitted to use bulletin board space in each certified and licensed employee workroom/lounge for posting of materials that are approved by the building principal.

4.5 The Association will be permitted five (5) days of paid leave for association business.

5. EMPLOYEES RIGHT TO REPRESENTATION

5.1 An adult representative may accompany a licensed and certified employee to any disciplinary conference.

6. QUALIFICATIONS AND ASSIGNMENTS

Licensed and certified personnel will be placed in positions for which they are qualified as determined by law and/or the State Department of Education of Oklahoma.

Each licensed and certified employee will be given written notice of his or her tentative classroom teaching assignment for the next year by May 15th.

Each licensed and certified employee will be notified of any changes in room assignments made during the summer at least twenty days before school starts, if possible.

7. SCHOOL YEAR/SCHOOL DAY

The school term shall consist of 175 teaching days and five (5) professional days, adjustments will be made in the number of teaching days due to inclement weather, early release days, etc. Teachers shall not be required to attend professional meetings beyond the school year unless compensated.

Teachers' workday shall be 7 hours and 21 minutes, 7:57 AM - 3:18 PM.

8. VACANCIES AND TRANSFERS

8.1 The superintendent will cause notices of vacancies for any professional position to be posted on a designated official bulletin board at each school site within one (1) week after the vacancy officially occurs. Any and all new positions will be posted in like manner. Members of the faculty contemplating a request for a transfer will notify the superintendent within five (5) working days after the vacancy is posted. This notification will be made in writing to the superintendent. Before these vacancies are filled, qualified licensed or certified teachers expressing an interest in the position will be interviewed by the superintendent or a designee and notified.

8.2 In order to notify interested faculty members of vacancies that occur during the

summer recess, faculty members should leave a letter along with a self-addressed, stamped envelope with the superintendent expressing a desire to be notified of vacancies that might become available

8.3 A request for a transfer will be made in writing to the superintendent and will include the grade and/or subject to which the teacher desires to be transferred and the applicant's academic qualifications and reasons for the transfer. In considering the request for a teacher transfer, the receiving principal must be apprised of the transfer request.

8.4 Should a vacancy occur during the school year, requested transfers to this position will be considered at the time of the vacancy; however, a request for a transfer must be made to the superintendent within five (5) working days after the vacancy is posted.

9. REASSIGNMENT/INVOLUNTARY TRANSFERS

Efforts will be made to avoid reassignment or involuntary transfer of a licensed or certified employee. Any licensed or certified employee affected by reassignment or involuntary transfer will be notified by the administration as early as possible concerning the transfer, but in any event before notification is made to other faculty members or the general public.

9.1 Reassignment or involuntary transfer will be based on the needs of the school district and the qualifications of the licensed or certified employee to be transferred. If qualifications are equal, the least senior licensed or certified employee will be transferred.

10. REDUCTION-IN-FORCE OF LICENSED AND CERTIFIED EMPLOYEES

10.1 It is the policy of the Watonga Board of Education that every reasonable effort will be made to avoid a reduction-in-force at any level. However, the following conditions may necessitate a reduction-in-force:

1. Existing or projected decrease in revenue
2. Existing or projected decrease in student enrollment
3. Existing or projected changes in educational programs or curriculum

10.2 In the event of such a situation, every effort will be made to accomplish the necessary reduction by attrition. When this is not possible, reduction-in-force will be made according to the following policy.

10.3 The positions eliminated will be the determining factor, not the teachers occupying these positions.

10.4 The order of termination will be as follows:

- A.** The primary basis used in determining the retention or reassignment of affected teachers when a school district implements a reduction-in-force plan shall be the ratings of the teachers as measured pursuant to the Oklahoma Teacher and Leader Effectiveness Evaluation System (TLE). Otherwise, reduction-in-force will be made according to the following procedures in this order:

1. Seniority in the amount of continuous full-time contracted certified employment in the district.
2. If certification and seniority are the same according to the above criteria, the determining factors in order of importance are as follows:
 - a. Years of teaching experience in the retained position in the local district
 - b. Academic degree status

10.5 The Board reserves the right to select and employ the administrators regardless of the factors listed above in determining which employees are to be reduced. No classroom teacher will be entitled to a position held by an administrator.

10.6 In the event that vacancies for teaching positions occur within a period of two (2) years from the date of release, employees released as a result of this policy, who are qualified by standard certification to hold that teaching position, will be re-employed in reverse order.

10.7 Teachers released due to this policy who wish to be re-employed will file a request for re-employment form. Such form will be maintained on file in the office of the superintendent for the duration of the released teacher's re-employment period. Such information will be used to compile a re-employment list for teaching positions for which the released teacher(s) is (are) eligible and the order of re-employment of teachers desiring re-employment.

10.8 Opportunity for re-employment will be extended to all teachers who have been released because of reduction-in-force and who are qualified by standard certification for available vacancies prior to such vacancy being advertised for other applicants.

10.9 All benefits that teachers were entitled at the time of release, which are still in effect in the district and not prohibited by law, will be restored to any teachers upon return to employment with the district under terms of the policy. Such benefits could include seniority, tenure, accumulated sick leave, and appropriate placement in the district's salary schedule.

10.10 Barring conflict with insurance policy provisions, teachers released under this policy will have the right to continue their insurance through the school at the teacher's expense.

11. USE OF TELEPHONE

11.1 Access to a phone located in an area of privacy for private calls will be assured when such a request is made to the building principal. Professional long distance calls may require approval in advance and documented.

11.2 As the school furnishes the telephone with public money, the privacy of personal phone calls may not be guaranteed. Long distance personal phone calls will not be billed to Watonga Public Schools.

12. EVALUATION PROCEDURES

- 12.1** In Watonga School District, evaluation is defined as a mutual endeavor among all staff members and the Board of Education to improve the quality of the educational program. The school district and the individual educator jointly accept the responsibility for the improvement of efforts to educate the students in our district. All staff members are expected to perform well in relation to their job descriptions, statement of objectives, and approved performance criteria. Evaluation is a system for documenting the criteria and the evidence of achievement by staff members.
- 12.2** The performance of all certified staff members will be based upon the evaluator's actual observation of the person being evaluated while performing his job function. The principals as provided by law will evaluate teachers and other non-administrative staff.
- 12.3** Every probationary staff member will be evaluated at least once during the fall semester and at least once during the spring semester. Every career teacher will be evaluated once every year except for career teachers receiving a "superior" or "highly effective" rating under the TLE, who may be evaluated once every two (2) years. These are minimal evaluation numbers. Teachers will be notified of the week of the classroom observation at least one week in advance. Teachers may suggest a day or class period, which will be most or least advantageous. All personnel designated by the local Board to conduct the personnel evaluations will be required to participate in training conducted by the State Department of Education prior to conducting such evaluation.
- 12.4** Evaluation reports will be completed on the evaluation form contained in this Negotiated Agreement and will be followed by a conference between evaluator and staff members. The conference will be held within one week of the final observation. The form will be signed by both. If the evaluator recommends a plan for improvement, the evaluator and the staff member will develop a plan. The plan will include a statement indicating how the district will assist with the improvement efforts.
- 12.5** The evaluation report and plan for improvement, if one is developed, will then be filed in the staff member's personnel file. The file will be accessible to the staff member, the Board of Education, the Administration and only those others designated by the teacher. The teacher will be allowed to attach any explanation or clarification statement to the report.
- 12.6** The standards of performance and conduct adopted by the State Board of Education shall be the same for Watonga Public Schools with the changes noted in 12.3.

13. PERSONNEL FILE

- 13.1** There will be one (1) personnel file for each licensed and certified employee and said file will be located at the Central Office. By making an appointment, each licensed or

certified employee will have the right to review the contents of his/her personnel file during the non-duty hours of the licensed or certified employee.

- 13.2** Said licensed or certified employee will be entitled to have a representative of his/her choosing to accompany him/her during review. Said licensed or certified employee will have the right to make copies of the material in his/her personnel file. Material in the file that originates in the district must be signed and dated, and a copy sent to employee at the time the material is placed in the file. Routine material that is normally placed in the file is exempt from the above requirement.
- 13.3** Material to be filed in the personnel file must be placed in the file within ten (10) working days after the employee is made aware of the material. Any material in the personnel file may be removed from the file by mutual agreement of licensed or certified employee and the superintendent.
- 13.4** The licensed or certified employee will have the right to submit a written response to any material placed in the file. Such written response will be attached to the filed material to which the response was written. Any document pertaining to disciplinary action will be placed in the licensed or certified employee's personnel file. Any written response of the licensed or certified employee must be submitted no later than ten (10) days.

14. CERTIFIED AND LICENSED LEAVE

- 14.1 EMERGENCY LEAVE:** The Board shall provide one (1) day of emergency leave without loss of pay. The term of emergency is to be at the discretion of the teacher and a review panel. The panel shall meet monthly and the decision of the panel is subject to appeal to the Board of Education. The review panel shall consist of (1) the president of the association or his designee, (2) the superintendent or his designee, and (3) a member mutually agreed upon by the other panel members. The panel shall design a request form for emergency leave. **Emergency leave is only available if the employee has exhausted all their personal leave.** Should the Board or panel hold that the absence is not in accordance with the intent of emergency leave, the licensed or certified employee shall have deducted 1/180th of his/her salary no later than the second succeeding warrant.
- 14.2 PERSONAL BUSINESS LEAVE:** The Board will provide five (5) days of personal business leave which certified and licensed personnel may use for personal and confidential reasons. The certified and licensed person will have three (3) days paid by the district and the two remaining days will be deducted from their salary at the cost of a substitute.
- Unused personal business leave (5 days) will be added to the sick leave bank for that individual. Upon approval by the principal, licensed or certified personnel may arrange for class to be covered by a teacher assistant or certified personnel without penalty. This provision shall apply to one class periods or less.

Due to state law substitute teachers must come from the approved substitute list. If multiple teachers have requested concurrent personal leave and insufficient approved substitutes are available, the earliest request will be given priority.

14.3 SICK LEAVE: Ten (10) days sick leave shall be allowed each year with cumulative time up to one hundred twenty (120) days. The right to such sick leave shall vest at the beginning of each school year except that licensed and certified employees who are employed for 11 months shall be entitled to 11 days per year and 12 month employees shall be entitled to 12 days per year. All such leave shall be cumulative to one hundred twenty (120).

Sick leave may be used for personal accidental injury, bereavement, illness or pregnancy/adoption, or accidental injury or illness in the immediate family. (Immediate family is defined as: grandparents, parents, brother, sister, daughter, son or spouse, or stepchildren or in-laws of the same degree of relationship.)

Teachers may transfer into the Watonga School up to sixty (60) days of sick leave from another Oklahoma school where such teacher was employed the previous school year. Verification of the number of day's sick leave available for transfer shall be by certification of the previous school district.

After exhausting all sick leave, the teacher shall receive the full contract salary, less the amount established for certified substitute teachers, for an additional period of twenty (20) days.

Licensed and certified employees will be allowed to accumulate sick leave days above the one hundred twenty (120) days allowed and such days will be credited to each licensed and certified employee's sick leave bank account. All sick leave days that are accumulated above the one hundred twenty (120) days may not be taken as sick leave. However, the District will maintain an accurate record of all days earned so that these days may be used for retirement purposes.

14.4 Professional Leave: Each licensed or certified employee may use not more than three (3) days per year for the purpose of attending professional meetings. Such meetings must be directly related to the professional position of the certified or licensed employee and must be recommended by the principal and approved by the superintendent. If the school requests or requires a teacher to attend a workshop, this will not be included in the three (3) days. Request for such leave must be submitted to the principal at least one (1) week in advance and notification of approval/disapproval shall be given at least three (3) days in advance. If such leave request is approved, the district will pay the cost of the substitute. Professional leave is non-cumulative.

14.4 Bereavement Leave: Each licensed or certified employee will be granted bereavement leave as follows:
Immediate family-five (5) school days

(Immediate family: grandparents, parents, brother, sister, daughter, son or spouse, or stepchildren or in-laws, of the same degree of relationship)

The above days are per school year.

Others – one (1) day

Additional days taken by the licensed and certified employee will be charged to sick leave

14.6 Incentive Leave: Certified staff with prior mutual agreement with teacher and principal who use only three or fewer sick leave days during the year shall be granted one (1) incentive day to be used the following school year. If this day is not used, the day is lost. Substitute paid up to \$50.00.

15. PAY PERIOD

15.1 Licensed and certified employees shall be paid on the 20th of each month or the last working day before the 20th of each month.

16. ACTIVITY PASSES

16.1 Each licensed and certified employee and their family will be admitted free to all district sponsored events. (Family is defined as a spouse and/or all dependent children.)

Note: OSSAA sponsored events require that district passes not be honored.

16.2 Each licensed and certified employee will be asked to volunteer for gate duty. Those licensed and certified employees that do not volunteer will be assigned to gate duty. Licensed and certified employees will serve on an equal basis as far as reasonable and feasible.

17. Any licensed or certified employee who is required by the district to use his/her personal vehicle for school business will be reimbursed at the Federal I.R.S. Rate.

18. GRIEVANCE PROCEDURE

18.1 A “grievant” will mean an employee filing a grievance.

18.2 A “grievance” will mean a claim by a grievant that a dispute or disagreement of any kind exists involving interpretation or application of the terms of this negotiated agreement.

18.3 A “party in interest” is the person or persons making the claim and any person whom might be required to take action or against whom action might be taken in order to resolve the claim

18.4 “Days” will mean normal administrative workdays, except as otherwise indicated. If the stipulated time limits are not met, the grievant will have the right to appeal the grievance to the next level of procedure.

18.5 Nothing contained herein will be construed as limiting the right of any licensed or certified

employee having a complaint to discuss the matter via administrative channels and to have the problem adjusted.

- 18.6** A grievant may be represented at all stages of the grievance procedure.
- 18.7** The parties in interest acknowledge that it is usually most desirable for an employee and his immediately involved supervisor to resolve problems through free and informal communication. Within fourteen (14) days following knowledge of the act or condition, which is the basis of the complaint, the grievant may present the grievance in writing to the immediately involved supervisor, who will arrange for a meeting to take place within seven (7) days after receipt of the grievance. The supervisor will provide the aggrieved party with a written answer to the grievance within seven (7) days after the meeting. Such answer will include the reasons upon which the decision was based.
- 18.8** If the grievant is not satisfied with the disposition of his grievance at Level 1, or if no decision has been rendered within seven (7) days after presentation of the grievance, then the grievance may be referred to the superintendent or his official designee. The superintendent will arrange for a hearing with the grievant to take place within (7) days of his receipt of the appeal. The parties in interest will have the right to include in the representation such witnesses and counselors, as they deem necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the superintendent will have seven (7) days to provide his written decision, together with the reason for the decision to the grievant.
- 18.9** If the grievant is not satisfied with the disposition of his grievance at Level 2, or if no decision has been rendered within seven (7) days after he/she has first met with the superintendent, he/she within seven (7) days after a decision by the superintendent or twenty (20) days after he/she has first met with the superintendent, whichever is sooner, may request in writing that his/her grievance be submitted to the Board at the next regularly scheduled Board meeting.
- 18.10** No reprisals of any kind will be taken by the Board or the school administration against any employee because of his/her participation in this grievance procedure.
- 18.11** The Board, the employee and the administration will cooperate in the investigation of any grievance, and each of the above will have access to this information.
- 18.12** All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.
- 18.13** Forms for filing grievances, serving notices, taking appeals, reports, recommendations and other necessary documents will be mutually prepared by the Association and the Board to facilitate operation of the grievance procedure.

19. ASSOCIATION'S RIGHT TO INFORMATION

19.1 Upon written agreement to the Association, the Board will provide all compiled public information. A charge of ten cents per page will be assessed for the information.

19.2 The Board will provide to the Association President, one copy of the Board meeting agenda and will also provide one copy of the minutes of the meeting after having been approved.

20. HEALTH AND SAFETY PROVISIONS

20.1 The Board will strive to maintain health and safety conditions at each school site in compliance with applicable statutes and/or regulations.

20.2 Every reasonable effort will be made to keep the rooms clean and sanitary. All licensed and certified personnel shall instruct students to keep their desks clean and free from debris. Licensed and certified personnel shall discourage in a meaningful manner the unnecessary soiling of floors and the abuse of desks and chairs. Should a licensed and certified employee wish to report a room or area in need of cleaning, the report shall be in writing and specific. The report shall be turned into the building principal and/or the custodians' supervisor.

21. INDIVIDUAL CONTRACT

21.1 Each licensed and certified employee will be provided a contract 30 working days after the negotiated contract is approved.

21.2 Each individual contract will contain the salary, years of experience and degree. Extra-duty assignments and compensation will be placed on an addendum attached to the contract.

21.3 The Board will provide each teacher an individual copy of his/her leave time and other relevant information.

22. REGULAR TEACHER AS SUBSTITUTE

22.1 It shall be an Administrative and Board policy to hire substitute teachers when time and advance notice make it feasible. It should be understood both by Administration and Association members that when teachers are gone for less than one-half (1/2) day, it is difficult to secure substitutes and that teachers may be asked to "cover" other teachers' classes.

22.2 On condition a teacher feels he/she is being asked to "cover" a class more than a fair share, he/she may file a grievance with the principal. Should the grieving teacher not receive relief, a grievance with the Superintendent may be filed. Upon not receiving relief from the principal or superintendent, the grieving teacher may file a grievance with the Board of Education.

23. DISCIPLINE AND REPRIMAND

Should licensed and certified personnel feel they have been reprimanded in the presence of students or peers, a grievance with the principal may be filed. Should the grieving teacher feel the need to continue the process, he/she may file a grievance with the superintendent. Should relief not be forthcoming from the principal or superintendent, the grieving teacher may file the grievance with the Board of Education.

24. SALARY AND COMPENSATION

24.1 Increase salary schedule to 29 steps. Step 29 will reflect a step increase based on the increments of the state minimum schedule.

24.2 2017-2018 SALARY SCHEDULE

EXPERIENCE	Bachelor	*Bachelor's + Nat'l Bd. Cert.	Masters	*Master's + Nat'. Bd. Cert.	Dr.
0	31,600	32,600	32,800	33,800	34,000
1	31,975	32,975	33,175	34,175	34,375
2	32,350	33,350	33,550	34,550	34,750
3	32,725	33,725	33,925	34,925	35,125
4	33,100	34,100	34,300	35,300	35,500
5	33,500	34,500	34,700	35,700	35,900
6	33,900	34,900	35,100	36,100	36,300
7	34,300	34,300	35,500	36,500	36,700
8	34,700	35,700	35,900	36,900	37,100
9	35,100	36,100	36,300	37,300	37,500
10	35,950	36,950	37,575	38,575	36,625
11	36,375	37,375	38,000	39,000	40,050
12	36,800	37,800	38,425	39,425	40,475
13	37,225	38,225	38,850	39,850	40,900
14	37,650	38,650	39,275	40,275	41,325
15	38,075	39,075	39,700	40,000	41,750
16	38,500	39,500	40,125	41,125	42,175
17	38,925	39,925	40,550	41,550	42,600
18	39,350	40,350	40,975	41,975	43,025
19	39,775	40,775	41,400	42,100	43,450
20	40,200	41,200	41,825	42,825	43,875
21	40,625	41,625	42,250	42,250	44,300
22	41,050	42,050	42,675	42,675	44,725
23	41,475	42,475	43,100	44,100	45,150
24	41,900	42,900	43,525	43,525	45,575
25	43,025	44,025	44,650	45,650	46,700
26	43,450	44,450	45,075	46,075	47,125
27	43,875	44,875	45,300	46,300	47,550
28	44,300	45,300	45,925	46,925	47,975
29	44,725	45,725	46,350	47,350	48,400

*Teachers eligible to receive the National Board Certification bonus shall not be eligible to receive the additional salary increment set forth in this salary schedule.

THIS TOTAL SALARY COMPENSATION SCHEDULE DOES NOT INCLUDE TEACHER RETIREMENT PAID BY THE STATE OR HEALTH INSURANCE OR \$836.52 FOR IN LIEU OF HEALTH INSURANCE.

24.3 All licensed and certified employees will be placed on the salary schedule at the appropriate level according to their certified and verified education and experience. Up to five (5) years out-of-state experience and/or up to five (5) yeas of military service will be granted.

24.4 Licensed and certified employees will be granted credit for advanced degrees if an official transcript indicating completion of such advanced degree is presented to the superintendent prior to September 1.

24.5 Extra Duty - The salary schedule for the extra duty loyalty plan is the spreadsheet attachment "A". Everyone in an extra duty assignment will be moved to the appropriate step during the 2017-18 school year. If an employee leaves an extra duty position and returns to that position they will start back at the base salary. Sponsors will drive the bus when possible. They will be compensated at the rate of \$10.00 per hour.

24.6 In addition, and subject to Board approval, a \$500 stipend will be paid each certified employee during or before December 31, 2017. Furthermore, with Board approval, an additional stipend will be paid in June, 2018 provided the end-of-year fund balance, after calculating the costs of the second stipend, equals or exceeds the June 30, 2017 fund balance.

25. HEALTH INSURANCE

Watonga Public School is meeting the state requirement toward the payment of health insurance for those participating in the State Employees Health Insurance Plan.

Those licensed and certified personnel choosing not to be enrolled in the Board approved health insurance program shall receive the state approved flexible benefit allowance.

26. RETIREMENT

From the total salary compensation, 100 percent of each licensed and certified employee's contribution to the Oklahoma Teacher Retirement System based on contracted salary will be deducted before taxes.

27. GRANTS

Any certified teacher that writes, receives and administers a grant shall receive 10% of the grant (maximum \$1000). This does not apply to local grants, for example, the Educational Foundation, Eagle Freeze, All Sports, etc. Before a grant is written it must have board approval.

28. EARLY RESIGNATIONS/RETIREMENTS

28.1 Early resignation/retirement incentives will be determined annually with Board approval.

28.2 Compensation for Unused Sick Leave at Retirement

A retiring certified teacher will receive \$20 per sick leave day not used for retirement that was accumulated in the Watonga District that is in their bank at the time of retiring.

SIGNATURE PAGE – DURATION STATEMENT

This agreement will take effect at 12:01 a.m. November 13, 2017 and WILL BE IN FULL FORCE THROUGH 12:00 MIDNIGHT, JUNE 30, 2018 (date of expiration) unless otherwise explicitly agreed.

Either party may commence negotiations over the terms of a successor agreement filed in accordance with the procedural agreement by written notification. If no such notification is tendered prior to the expiration date set forth above, then all terms and conditions contained herein will be renewed and maintained in full force and effect for a period of one year and thereafter on a year-to-year basis until such time as the parties negotiate a successor agreement.

In witness thereof, the Association has caused this agreement to be signed by its President and bargaining spokesperson and the Board has caused this agreement to be signed by its President, attested by its Superintendent or spokesperson on November 13, 2017.

School District _____

School Board President _____

Superintendent _____

Education Association _____

Association President _____

Bargaining Spokesperson _____