



COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**INDEPENDENT SCHOOL
DISTRICT #27**

AND THE

**YUKON PROFESSIONAL
EDUCATORS' ASSOCIATION**

2017-2018





FORWARD

This negotiated agreement is the collective bargaining agreement of all items currently agreed upon by the Yukon Professional Educators' Association and the Yukon Board of Education. Should a grievance be filed alleging misapplication of the agreement, parties involved in settling the grievance will use the applicable language of this agreement.

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SECTION I

GENERAL CONTRACT PROVISIONS

ARTICLE A: ASSOCIATION RIGHTS

1. **RIGHT TO JOIN AND PARTICIPATE**

Certified and licensed employees of Independent School District #27 shall have the right to join and assist the Yukon Professional Educators Association (hereinafter referred to as "Association") in its activities, including but not limited to participation in professional negotiations with the Yukon Board of Education (hereinafter referred to as "Board") through representation of their own choosing on items affecting performance of professional service, wages, hours, working conditions and other terms and conditions of employment. Certified and licensed employees have the right to decline membership.

2. **PERTINENT INFORMATION**

The Board shall make accessible to the Association all public information at its disposal. The Board will make available to the Association the names and addresses of newly employed certified and licensed employees no later than one week before said employees report.

3. **EXCLUSIVE**

The rights granted herein to the Association that are not contrary to the statutory rights of any pupil, patron, or certified and licensed employee, shall not be granted to any competing Association.

4. **BUILDING USE**

The Association may be allowed to use the school building(s) when the following provisions are met:

The Association shall file a written request for building use with the building Principal, and such request shall include date, time, place, and brief description of the activity to be conducted.

Upon determining that granting said request and the conducting of the activity would not interfere with or interrupt school operations, the building Principal may grant, in writing, permission for building use by the Association. When special custodial services are required the Board may make a reasonable charge for such services.

5. **BOARD POLICIES**

The Board shall distribute policies via the district web site. Should any changes occur in a policy or regulation, such change shall be made to the website within twenty (20) days.

6. **DUES DEDUCTION**



The Board agrees to deduct Association dues from the salaries of members who file a written request for such deductions. Beginning with the September pay period, dues deducted will be transmitted to the Association by check promptly after the twentieth of each month. Members may opt to have Association dues deducted by Electronic Funds Transfer (EFT). Should any member resign from the district in mid-year, the remaining dues will be deducted from the final pay check, and such dues will be transmitted to the Association in accordance with the timelines established above. (Amended 2012, 2014).

7. **TEACHER MAILBOXES AND SCHOOL E-MAIL**

The Association shall be granted the right to distribute information related to the official business of the Association by placing such material in the mailboxes of individual teachers and by use of the school email system. No political endorsements shall be made via e-mail or mailboxes.

ARTICLE B: SAVING CLAUSE

If the Board or the Association believe any article, section, or clause of this agreement to be illegal by change in state statute or court of last resort, said article, section, or clause, as the case may be, will automatically be deleted from this agreement to the extent that it violated the law upon agreement of the Board and the Association. If there is no mutual agreement regarding the legality of the article in question, the parties will open negotiations for the exclusive purpose of correcting or deleting the article alleged to be illegal. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of the agreement if not affected by the deleted article, section, or clause. If remaining articles, sections, or clauses are affected because of deletion, the Association's and Board's teams shall mutually agree to bargain the items that have been deleted or changed unnecessarily due to the change in law. If a change in statute or court of last resort results in increased or improved benefit(s) to the certified employees, the change will be incorporated. (Amended 2013)

ARTICLE C: Right to Representation

Upon their request, certified employees shall have the right to be accompanied by a representative at conferences pertaining to recorded disciplinary action. All parties shall be required to attend the conference at a time and date mutually agreed upon by the concerned parties within a twenty-four hour period. Advanced written notice of the right to representation will be provided to certified employees when a meeting is scheduled for the exclusive purpose of informing the employee of disciplinary action. When so notified, the employee shall be required to attend the meeting at a time and date within twenty-four hours of the notice of right to representation. No verbal admonishments or other disciplinary actions shall occur in the presence of students, parents, or other employees of the district in a public area. (Amended 2014)



SECTION II

CONDITIONS OF EMPLOYMENT

ARTICLE A: SCHOOL CALENDAR

The administration and a minimum of two (one elementary and one secondary) YPEA representatives chosen by YPEA will serve as a committee to solicit and report input from the certified employees of the district prior to the calendar being presented to the Board of Education for approval. (Amended 2012, 2015)

ARTICLE B: NOTIFICATION OF ASSIGNMENT

Any certified employee desiring a change in assignment shall create an account within Talent Ed, our applicant tracking system, and sign-up for job posting notifications. Each employee is responsible for completing the Internal Applicant Form to express their interest in a newly posted position.

All certified employees shall be notified by the Administration of their expected assignment for the following year by May 15. If it becomes clear that a certified employee's anticipated assignment will change, the certified employee shall be notified by building administrator no later than Aug. 1 by personal contact. All Certified employees on a temporary contract shall be notified by the Administration by May 15 if they are not being rehired. (Amended 2015)

ARTICLE C: VACANCIES/ REASSIGNMENTS/ NEW POSITIONS

Vacancies that occur in the Yukon School system will be posted on the Yukon School District web site.

1. REASSIGNMENT – A reassignment occurs when a position is filled within the same building. Certified employees, including certified temporary contract personnel, currently employed by the Yukon Public Schools may ask to be reassigned to a vacancy within their building by submitting a written request (e.g. handwritten or email) to the Principal. Employees shall suffer no loss in rights or privileges as result of transfer. Administration reserves the right to assign teachers within their areas of certification as necessary to meet the needs of students.

2. TRANSFERS - Transfers occur when a position is filled within the district from one building to another. Any certified employee desiring a change in assignment shall create an account within Talent Ed, our applicant tracking system, and sign-up for job posting notifications. Each employee is responsible for completing the Internal Applicant Form to express their interest in a newly posted position. Internal applicants for non-administrative positions shall;
 - a. Be given significant consideration for the position;
 - b. Have the right to be interviewed for the position;
 - c. If the applicant has been interviewed for an equal position at that site within the past 3 months, a second interview will not occur except at the request of the applicant; and
 - d. If not selected, be notified within five (5) days that the position has been offered and accepted pursuant to action of the Board. Employees shall suffer no loss in

- rights or privileges as a result of transfer or reassignment.
- e. Administration reserves the right to assign teachers within their areas of certification as necessary to meet the needs of students.
3. INVOLUNTARY TRANSFERS – Involuntary transfers occur when there is an administrative necessity. The following items shall be considered in the order listed:
- a. Teaching assignment;
 - b. Team requirements; and
 - c. Seniority factors in district, building and affected grade level. Any teacher affected by a building transfer shall be notified through a conference with the involved administrator(s) and be given as much time as practical to prepare for the change. A committee of three administrators, including Central Office Administrator, shall be included in the final decision. The administrator reserves the right to make involuntary transfers.
 - d. Administration reserves the right to assign teachers within their areas of certification as necessary to meet the needs of students.
4. VACANCIES – Vacancies occur when a position has not been filled by reassignments or transfers in the Yukon School system. Vacancy postings shall be made available on the Yukon Public School website. (Amended 2014, 2015)

ARTICLE D: PERSONNEL FILE

There shall be one (1) personnel file for each certified employee and said file shall be located at the Central Administration Office. The certified employee shall have the right to review the contents of his/her file at all times when the Central Administration Office is open to conduct business. Said certified employee shall be entitled to have a representative of his/her choosing to be present during the review. Said certified employee shall have the right to make copies of the material in his/her file. Before any material is placed in the employee's file, he/she will have the opportunity to sign and date the material; said opportunity to sign and date does not signify approval or disapproval of said material. The writer must sign and date the material before placing it into the file. This excludes transcripts and certifications. A copy must be sent to the employee at the time the material is received by the Administration and before placement in the file. When any material in the personnel file is one (1) year old, it may be removed from the file by mutual agreement of the certified employee and the Superintendent. If the Superintendent is unwilling to remove the material from the file, the employee may appeal this decision to the Board of Education. The certified employee shall have the right to submit a written response to any material placed in the file. Such written response shall be attached to the file material to which the response was written. Material will automatically be removed upon resignation of the certified employee. Any document pertaining to disciplinary action against a certified employee will be placed in the certified employee's personnel file. (Amended 2015)

ARTICLE E: EVALUATION PROCEDURE

The following procedure for evaluation by the Board will be used:

1. Certified employees shall be evaluated by certified administrators designated by the Board. Every employee will receive an Observer list indicating their primary administrator for the purpose of the (Pre-Conference), (Post-Conference), and

summative evaluation. The Marzano Focused Teacher Evaluation Model (TLE) and the Marzano Non-Classroom Instructional Support Evaluation will be the exclusive teacher evaluation model utilized by the district. All teachers shall have electronic access to a copy of the protocols and the Yukon Public Schools Policies and Procedures Marzano Causal Evaluation System and State TLE Requirements of 2017-2018 used by the evaluators throughout the school year. Access will be established during the first two weeks of school. The Yukon Public Schools Policies and Procedures Marzano Causal Evaluation System and State TLE Requirements of 2017-2018 are collaboration between the Board and the Association. If there is a conflict between the Yukon Public Schools Policies and Procedures Marzano Causal Evaluation System and State TLE Requirements of 2017-2018 and the procedures set forth in the Marzano (TLE) Model, the evaluation procedures of the State TLE Requirements shall prevail.

2. Every probationary employee (Category I Teacher) shall be evaluated as defined by the agreed upon Yukon Public Schools Policies and Procedures Marzano Causal Evaluation System and State TLE Requirements of 2017-2018. Career employees (Category II Teacher) rated superior or highly effective on the TLE may be evaluated every other year in 2017-2018. For this purpose superior or highly effective shall be defined by the agreed upon Yukon Public Schools Policies and Procedures Marzano Causal Evaluation System and State TLE Requirements of 2017-2018.
3. The administrator will conduct a pre-observation of the certified employee in the classroom or assigned area five (5) days prior to the formal observation. Following the formal observation, an electronic report will be shared with the evaluated employee within the two (s) days of the observation. The teacher will complete the pre-observation conference form electronically at least five days prior to each formal observation. The administrator will conduct a pre-observation conference of the certified employee prior to the formal observation. Following the formal observation, a post conference form will be completed by the teacher. An electronic report of the formal observation will be available to the employee within five (5) days of the completed post conference form. The post conference form should be completed within five (5) days of each completed formal observation.
4. Within ten (10) working days of the summative evaluation conference an electronic copy of the evaluation report shall be presented to the certified employee. The certified employee will sign the evaluation report signature page in acknowledgement that the report has been reviewed by both parties. The employee will also acknowledge the observation in iObservation. This will be completed by May 1.
5. The certified employee shall have an opportunity to respond to an evaluation in writing within ten (10) working days after receiving the copy of the evaluation report. Such response shall be signed by the evaluator in acknowledgement that the response has been reviewed by both parties.
6. The report and response, if any, will become part of the record and will be filed in the certified employee's personnel file.

Teachers will develop a Focused Professional Growth Plan in conjunction with administration. For the 2017-2018 school year, the Focused Professional Development Plan will be piloted with a select group of teachers and will be fully implemented in the 2018-2019 school year.

(Amended 2013, 2014, 2015, 2017)

ARTICLE F: UPGRADE FACILITIES

The Board of Education agrees to upgrade facilities as finance and time permit. This is a "progress to completion" type undertaking; therefore, no exact time lines can be established. Areas of improvement that are of concern to the Association shall include but not be limited to:

1. HVAC
2. Appropriate number of copy and blackline machines that are regularly maintained (1:10 ratio) of certified personnel.
3. Dining facilities
4. Outdoor bells and lights
5. Parking facilities
6. Testing facilities
7. Uniform educational facilities
8. Computers for teacher use

ARTICLE G: SUPPLIES

For basic curriculum supplies, (tape, paper, staples, etc.) each teacher may request what is needed for operation of their classroom. Each certified employee will be provided with a copy of the procedure to be followed in purchasing materials and supplies. The building Principal shall seek, from the entire instructional staff, input concerning building needs and expenditures of building budget monies. For special projects or needs, the certified employee may request additional funds from the building Principal. Teachers are not expected to purchase classroom supplies from personal funds. (Amended 2013, 2015)

ARTICLE H: REDUCTION-IN-FORCE (LOSS OF JOBS)

Criteria for Eliminating Positions

The District will maintain an effective and balanced educational program as the primary standard in the event a reduction in force is necessary. The Superintendent and the Board will consider the needs of students, curriculum and instructional focus in deciding which positions to eliminate. When the decision is made to reduce staff, the Board may exclude positions to guarantee meeting the needs of the students and the needs of programs of the District. Normal attrition will always be used as the first means of reducing the certified workforce.

Once a determination has been made as to which positions should be eliminated, then the primary basis that will be used in determining which teachers to retain in the affected position(s) will be the District Evaluation Rating of teachers holding such positions as measured by the District's Teacher and Leader Effectiveness System (TLE) for each year in which the TLE has been in effect. If the the composite ratings of the teachers in the affected positions are the same, then following, **in this order**, shall be considered:



1. Seniority in the district established from the first reporting date to work, with continuous service from that date.
2. Total years of teaching service
3. Level of preparation in certificated area of teaching (following a high to low priority of order of: major endorsement on standard certificate, minor endorsement on provisional certificate and number of college credits hours in the area of teaching assignment as evidenced by position on teacher salary schedule.

Bumping Rights

Only those teachers who have an average ranking of “Effective” or above will be given bumping rights. If three years of rankings are not available, the district will use an average of available years. In order to bump, a teacher must be certified in the position they seek to move into and must meet all state and federal requirements necessary to hold that position.

In the event a teacher eliminated through a RIF is certified to hold a position other than the one being eliminated, said teacher may bump another teacher in that position, as long as the teacher has seniority over that person and has an average District Teacher Evaluation Rating ranking score that is greater than the other teacher.

If the composite ratings of the teachers in the affected positions are the same then the following, in this order, shall control bumping:

1. Seniority in the District established from the first reporting date to work, with continuous service from that date.
2. Total years of teaching service to
3. Level of preparation in the certificated area of teaching (following a high to low priority order of: major endorsement on standard certificate, minor endorsement on provisional certificate and number of college hours in the area of teaching assignment as evidenced by position on the teacher salary schedule.

Recall

Teachers who are released because of a reduction in force, who have maintained an overall rating of at least Effective on the TLE from the previous year, will have priority for one year after the termination date in filling vacancies and new positions for which they are qualified.

Throughout the first year after reduction in force, terminated teachers who have maintained an overall rating of at least effective on the TLE from the previous year will be placed on a recall list. Teachers on this recall list will be notified by certified mail of position vacancies for which they have priority. Teachers qualified for a vacancy by certification, experience and/or continuing education equivalent shall be recalled by seniority. The teacher so notified must accept the position in writing on or before ten (10) calendar days from the date the notice was mailed to the teacher or they forfeit the position and their name is permanently removed from the recall list.

It shall be the teacher’s responsibility to see that the District has his/her current address on



file and the address retained on the District's records shall be the address utilized for recall purposes.

A teacher who is recalled will be given credit for all previous teaching experience approved by the State Department of Education. Only teachers recalled from the recall list shall be reinstated to career status, if any, and seniority possessed by the recalled teacher on the date such teacher's termination as a result of reduction in force become effective. (2017)

ARTICLE I: DUTY FREE LUNCH

Each certified employee shall be guaranteed a duty free lunch period daily for a period of not less than thirty (30) consecutive minutes.

ARTICLE J: PREPARATION PERIOD

Each certified employee shall have preparation time scheduled during the student's school day and will not be assigned duties during this time EXCEPT AS PROVIDED IN Section 4, Article K. Exceptions will be made for changes in the normal school day and individual teachers may sign a disclaimer. Teachers may elect to teach/supervise during their planning period and receive an additional stipend. This preparation time shall be scheduled as follows:

1. Elementary certified employees shall receive no less than two hundred (200) minutes each work week;
2. Secondary certified employees shall receive no less than the length of one scheduled class period each work day. (Amended 2013, 2014)

ARTICLE K: CLASS SIZE

The Board agrees to abide by current state law concerning Class size.

ARTICLE L: WORK HOURS

All teachers shall be assigned appropriate starting and dismissal time providing that their work day shall not be longer than seven and two-thirds (7 2/3) consecutive hours. Also, excluded from this defined work day will be meetings and conferences called by the Superintendent or his designee. The coming year's certified employees' tentative work schedule will be distributed before the end of the current school year. During the school year, each building shall be accessible to certified employees no less than two (2) weekends per month. See Memorandum of Understanding. (Amended 2015)

ARTICLE M: DISCIPLINE PROCEDURES

1. DISCIPLINE COMMITTEE

Each school site shall have a discipline committee consisting of certified employees, administrators, parents and students within the first two weeks of school. Certified employees serving on the committee shall be selected by the site Principal from a list submitted by the faculty. The committee shall establish a calendar of meeting dates to be distributed to all staff members. The committee shall meet once per quarter. The purpose of the committee will be to review input from teachers, parents, and students concerning the development of policies and procedures relating to student conduct and discipline and of special concern to the discipline committee shall be student handbook policies including, but not limited to, student dress code, attendance/tardy and drug policies.

Minutes of each committee meeting will be distributed to each certified staff member and a copy will be sent to the Superintendent/designee. The discipline committee may also make recommendations to the Staff Development Committee concerning in-service/training that would be beneficial to support the student conduct, discipline philosophy, and programs of site staff. The discipline committee shall meet during the 4th nine weeks of the current school year to review and receive input as to recommendations or modifications regarding discipline procedures. The committee shall establish written disciplinary forms that shall: (1) establish written communication between parent and the school; (2) provide written documentation among certified building personnel; (3) provide for written documentation of interventions and remedial techniques utilized in the classroom by referring certified staff member regarding the individual student. This shall be presented upon each referral to the site Principal.

2. DISCIPLINE PROCEDURES

Each certified staff member shall establish a discipline program within her/his classroom. The goal of every program is to promote self-discipline by helping the student improve behavior. This program will adhere to existing published policies. After approval of the site Principal, the program will be visibly posted in the classroom and sent home to parents within the first 10 days of school. Parent meetings will be held to allow teachers to discuss classroom goals and classroom management techniques. Disruptive acts that interfere with students' learning, the safety of others, damaging of property, and harassment of other students and/or school personnel shall be addressed in a timely manner. The certified staff will keep written records on student misconduct and will contact parents informing them of improper behavior. The certified staff member may request help from the Principal when one of the following occurs:

- a. Teacher has exhausted classroom plan, parents have been notified, students' misbehavior continues;
- b. Student exhibits open disrespect and/or disobedience;
- c. Student behavior is dangerous and/or threatening to other student and/or staff members.
- d. Student exhibits suspected drug use. (Amended 2014)

ARTICLE N: CERTIFIED EMPLOYEE PROTECTION

Any certified employee who is threatened with harm while performing his/her duties shall notify the building Principal immediately. The Principal shall notify the proper authorities and inform the employee of the communications. The certified employee will be responsible for filing charges or a police report. If a certified employee utilizes the provisions of law available to school district employees, there shall be no negative recourse or reprimand.

Any certified employee who is injured by assault from a student or student connected person, while performing his/her duties, shall suffer no loss of pay for the balance of that contracted year if the employee is unable to carry out his/her contractual responsibilities.

ARTICLE O: STAFF CONDUCT/DRESS

1. Teachers will maintain a standard of professional dress, appropriate to their individual teaching activities. Each building Principal shall communicate at the beginning of the new school year his/her expectations in regard to what is appropriate professional attire. Prior to school starting all Principals shall decide collectively as to these expectations of dress

and grooming. If the teacher and the affected administrator cannot reach agreement on a specific case of appropriate dress, said teacher shall be notified in writing, by the affected administrator, of his/her concern and the necessity of a conference. The administrator shall advise the teacher of his/her right to an Association Representative at said conference. In situations deemed emergency by the immediate administrator, the teacher may be required to change his/her attire. If the teacher wishes to question the decision, that challenge should be made through the use of the grievance procedure.

2. Casual dress days will be scheduled by the building Principal 18 days per year. On these days jeans, appropriate for professional dress, will be acceptable attire when worn with school spirit shirts or sweatshirts.

ARTICLE P: PROFESSIONAL DEVELOPMENT

A minimum of seventy-five professional development points is required over a five-year period. A minimum of 10 professional development points shall be acquired each year. These points will be provided on five (5) professional days as designated on the district calendar. (Amended 2012)

ARTICLE Q: INDIVIDUAL FINANCIAL INFORMATION

Individual financial information will be conveyed in a confidential manner.

ARTICLE R: SELECTION OF MENTOR TEACHERS

During spring of each year, teachers will be given the opportunity to submit their name to serve as a building mentor teacher for the upcoming year. Each teacher will submit the following information to the Principal:

1. Name
2. Building site
3. Grade level
4. Certification
5. Previous experience as a mentor

The selection of the mentor teachers shall be based on the following:

1. Mentor teacher's willingness to attend scheduled training during the course of the year with the resident teacher.
2. Similar certification as the resident teacher.
3. Completion of mentor/co-teacher training.
4. Demonstrated effectiveness as a teacher.
5. Building Principal and YPEA input.

The Assistant Superintendent of Human Resources and building Principal will choose their building mentors from a list of qualified teachers. It is recommended that all interested qualified teachers be afforded the opportunity to serve as a Mentor Teacher. (Amended 2012, 2014, 2015)



SECTION III LEAVE PROVISIONS

ARTICLE A: SICK LEAVE

On the first day of the contract year, the Board shall grant each certified employee a minimum of ten (10) days sick leave. The certified employee may acquire an unlimited number of days through the accumulation of both sick leave and converted personal leave. If, after exhausting all sick leave, a teacher is absent from his or her duties due to personal accidental injury, illness or pregnancy, the teacher shall receive for a period of not to exceed twenty (20) days his or her full contract salary less the amount normally paid a certified substitute teacher. Sick leave, with the exception of the aforementioned twenty (20) days provided for personal accidental injury, illness, or pregnancy, can be taken for personal accidental injury, illness or pregnancy, or accidental injury or illness in the immediate family. Immediate family is defined as spouse, parent(s), grandparents, children, grandchildren, step-children, step-parent(s), corresponding in-laws, and legal guardian of certified employee. (Amended 2015, 2016, 2017). Upon full retirement sick days earned in the State of Oklahoma and not used nor accumulated may be granted by the Oklahoma State Teachers' Retirement System and may be used for retirement purposes only.

ARTICLE B: PERSONAL LEAVE

The Board will provide three (3) days of personal leave to each employee each year without loss of pay. Such leave shall be noncumulative. Notification of intent to use personal leave must be made to administration two (2) days prior to use of leave.

Once the District maximum number of fifteen (15) personal absences has been reached, the employee may contact the Assistant Superintendent of Human Resources to request an exception to the limit.

Except in situations beyond the control of the employee, personal leave may not be taken during the following periods of time:

1. The first five (5) student days or the last five (5) student days.
2. The two (2) days prior to students starting the school year.
3. The day preceding or following a holiday or vacation period.
4. Parent Teacher conference days
5. Personal leave may not be used to perform services for compensation.
6. Unused personal leave will be converted to sick leave. (Amended 2015, 2016)

If a course related scheduling conflict arises during parent/teacher conference, teachers enrolled in higher education courses may request personal leave in advance of conference nights. Teachers should request personal leave with their site administrator, and do so with the agreement that correspondence (whether digital or in person) is required and has the possibility of taking place outside of regular contract times. (2017)

ARTICLE C: ANNUAL LEAVE

Each certified employee shall be granted three (3) days annual leave each year. Such leave shall be used at the discretion of the certified employee with the exception of the first five (5) student days of school and the last five (5) student days of school and on Parent/Teacher



conference days and two (2) days prior to students starting the school year. The employee may contact the Assistant Superintendent of Human Resources to request an exception on days when annual leave is not otherwise allowed. The certified employee will pay the certified substitute rate. (Amended 2015, 2017)

ARTICLE D: EMERGENCY LEAVE

Each certified employee will be granted up to three (3) days emergency leave to be taken upon approval of the Superintendent or his designee. Emergency leave will be granted for emergency situations, such as, but not limited to:

1. Incidents or circumstances which result in significant damage by unexpected forces or acts;
2. Illness or injury pertaining to substantial likelihood of loss of time, limb, or significant bodily function to self and/or:
 - a. Members of the immediate family defined in sick leave
 - b. Siblings

Emergency leave will be granted without loss of pay. Multiple emergencies covered under this agreement may warrant an additional three (3) days upon request.

ARTICLE E: BEREAVEMENT LEAVE

Each certified employee shall be allowed a maximum of five (5) working days each year with pay for bereavement in the case of the death of relatives listed herein:

1. Members of the immediate family defined in sick leave
2. Siblings

Two (2) of the five (5) days can be used at the discretion of the certified personnel for others not listed above. Other leaves that may be applicable for bereavement purposes may be sick leave, personal leave, and emergency leave. If additional leave is needed the employee shall consult his/her building Principal to determine what options are available. Multiple deaths covered under this agreement shall warrant additional bereavement days upon request. (Amended 2015, 2016)

ARTICLE F: LEAVE OF ABSENCE

A certified employee who has completed three (3) years with the Yukon School District may upon application and written approval be granted a leave of absence without pay. All leave of absences shall be for one (1) contractual year or for the remainder of the contractual year if it has begun. Reinstatement, at the certified employee's request, may be approved during that time period, if the services of the certified employee are needed. A one (1) year extension of the leave of absence may be granted upon request. Requests for a leave of absence or extension of a leave of absence must be filed with the Superintendent on or before March 1 before the contractual year in which the leave is desired. Emergency requests for a year's leave of absence or requests for a leave of absence for the remainder of the contractual year may be made at any time. Leave of absence may be granted for the following reasons:

1. Parental Leave: Parental leave may be granted for teachers, who desire a leave of absence for child rearing,



2. **Illness:** Requests for leave of absence for personal illness or caring for a sick or injured member of the immediate family as defined in sick leave. The request must include the required medical documentation in accordance with FMLA guidelines.
3. **Educational Leave:** Request for a leave of absence may be granted for certified employees to complete an advanced degree or additional certification from an institute of higher learning. Proof of satisfactory completion of at least six (6) hours per semester will be required.
4. **Elected/Appointed Officer:** Requests for annual leave of absence may be granted for certified employees who serve as a full-time elected/appointed officer of a professional organization at the state or national level for the duration of the term.

The Board of Education will base its decision on:

1. the benefit to the certified employee,
2. the benefit to the school district, and
3. the availability of a replacement teacher who is willing to sign a temporary contract.
(Does not apply to parental leave).

Request for reinstatement following a leave of absence shall be filed by Certified Mail with the Superintendent on or before March 1 prior to the contractual year the certified employee wishes to return. Any certified employee on leave who fails to submit a request for reinstatement terminates his/her affiliation with the Board at the expiration of his/her leave of absence. Certified employees reinstated following a leave of absence shall be assigned to the school and/or department from which his/her leave of absence was granted. If the position no longer exists, the certified employee will be assigned to a position within his/her area of certification. Certified employees returning from a leave of absence will be reinstated at the same career status and the proper step on the salary schedule. Salary increments or years of teaching experience will not increase except in those cases involving military leave and/or teaching assignments that qualify as teaching experience according to the regulations of the Oklahoma State Department of Education. While a certified employee is on leave of absence without pay, sick leave allowances shall not accrue and accumulated sick leave shall not diminish. Provisions will be made whereby the certified employee on leave of absence can arrange payment for the professional organization dues and insurance programs as long as there is no conflict with the provisions of the insurance program. (Amended 2015)

ARTICLE G: BIRTH/ADOPTION LEAVE

Certified employees are eligible for 6 weeks off from work, non-intermittent, for the birth of a son or daughter of the employee and in order to care for such son or daughter. Certified employees are also eligible for up to 6 weeks off from work, non-intermittent, for the placement of a son or daughter with the employee for adoption or foster care.

Employees who have met the FMLA work requirement of 1,250 hours are eligible for up to twelve (12) weeks off from work for the birth of a son or daughter of the employee and in order to care for such son or daughter. Certified employees who have met the FMLA work requirement of 1,250 hours are also eligible for up to twelve (12) weeks off from work for the placement of a son or daughter with the employee for adoption or foster



care.

Requesting of absences for these reasons shall include completion of the most current FMLA form which must contain the recommended beginning and ending dates of the requested leave. Certified employees will only be charged leave on days the employee is under contract to be at work. Employees will be required to take accumulated leave during these absences. In the event the certified employee exhausts all leave during the approved absences, the remaining absences will be unpaid. (Amended 2015)

ARTICLE H: MILITARY LEAVE

The Board shall grant to those certified employees who are officers or enlisted men/women in any component of the Armed Forces of the United States, when ordered by the proper authority to active duty or service, a leave of absence. Such leave shall be without loss of status and shall include his/her regular salary for a period of thirty (30) days.

ARTICLE I: COURT APPEARANCES/JURY DUTY:

The Board shall provide a substitute teacher and pay the regular salary of any teacher who is summoned for jury duty service or subpoenaed for court appearance. (Amended 2012)

ARTICLE J: ASSOCIATION LEAVE

The Board shall provide the Association with a minimum of twelve (12) days for Association leave without loss of salary. The Association shall reimburse the District for the cost of the substitutes for any aggregate number of days over and above the minimum of twelve (12) days to a maximum of twenty-five (25) days. The Association will provide the Administration a summary of days used under the agreement upon request. Requests for additional days at the Association's expense may be made to the Superintendent.

ARTICLE K: PROFESSIONAL LEAVE

Each school site will be allocated days for Professional Leave. Professional Leave is for the purpose of attending subject matter-related conferences, workshops, and meetings. Professional Leave, when approved, shall be granted as follows:

1. Professional Leave that is provided and financially supported by the District, when funds are available, and
2. Professional Leave requested by a teacher who is willing to pay the cost of the workshop, seminar, or meeting. Substitute pay status will be determined if the request is approved. (Amended 2012)

ARTICLE L: SICK LEAVE SHARING PROGRAM

The operation and administration of the Sick Leave Sharing Program shall be by the Administrative Office. A full-time employee may donate sick leave to another employee without loss of incentive benefits for the following reasons:

1. the donee has exhausted or will exhaust all available sick leave due to an extraordinary or severe: injury, illness, impairment or physical or mental condition of the donee, including pregnancy, miscarriage, or childbirth and recovery therefrom; or
2. the donee has exhausted or will exhaust all available sick leave due to an extraordinary

or severe injury, illness, impairment or physical or mental condition, including pregnancy, miscarriage, or childbirth and recovery therefrom, of a relative (spouse, child, stepchild, grandchild, grandparent, stepparent or parent) or household member (one who resides in the same home as the employee and who shares a duty to provide financial support with the employee) of the donee; and

3. The condition has caused, or is likely to cause, the donee to take leave without pay or to terminate employment. The employee may donate any amount of sick leave which does not cause that employee's sick leave balance to fall below 25 days. Use of days shall be limited to one (1) occurrence within two (2) consecutive contract years. The maximum number of days granted per application shall be limited to the maximum accumulated sick leave days the employee has at the beginning of the year of the application not to exceed 100 days. Should an employee's maximum accumulated days be less than twenty-five (25), he/she shall be granted up to twenty-five (25) days. An employee requesting donated days must first provide the Superintendent with a medical certificate from a licensed physician or health care provider verifying the severe or extraordinary nature and expected duration of the condition. Employees desiring to donate days shall complete a written authorization transferring days to the ill or injured employee. Donations will be accepted in a chronological sequence until the requested number of days is reached. Surplus donations will be returned to the donor(s). The employee receiving donated days is to receive his or her normal rate of pay. Exceptions may be allowed only by appeal to and approval of the Board of Education. (Amended 2013)

ARTICLE M: LEAVE ACCUMULATION

Employees shall have access to his/her attendance record through the current employee information system. (Amended 2015)

ARTICLE N: SCOPE OF LEAVE

Any leave not covered in this negotiated contract will be left to the discretion of the Yukon Board of Education.



SECTION IV COMPENSATION PROVISIONS

ARTICLE A: FULL CREDIT EXPERIENCE

Attached in Appendix B is a salary index schedule upon which all certified employees shall be placed in accordance with the following conditions:

1. All certified employees without previous teaching experience shall be placed on Step 0.
2. All certified employees with teaching experience within the State of Oklahoma shall be given full credit as verified by State Records.
3. All certified employees with more than five (5) years teaching experience outside the State of Oklahoma shall be placed on the salary schedule in accordance with the full experience credit approved by the State Department of Education. (In items 2 and 3 said employee shall be placed on appropriate step.)
4. Unless qualified for an advanced level, certified employees shall be assigned to Bachelor's, Master's, or Doctoral Degree.

Each certified employee shall be placed on the appropriate step at the beginning of the contract year. (Amended 2014, 2015, 2017)

ARTICLE B: INCENTIVE PAY

The Board shall pay each certified employee three hundred fifty dollars (\$350.00) for perfect attendance, two hundred fifty dollars (\$250.00) for one (1) day and one hundred fifty dollars (\$150.00) for two (2) days absent. Perfect attendance is defined as any unused sick, personal, annual, bereavement and/or emergency leave. (Amended 2012, 2015, 2016)

ARTICLE C: EXTRA DUTY

1. EXTRA DUTY PAY

The Administration shall make every effort to fill extra duty positions on a volunteer basis. If no one volunteers for the duty then the Principal will appoint someone to fill the positions. Certified employees who perform extra duties that come before or after school or in accordance with the procedure outlined in Section IV, Article C.3, shall not be compensated for extra duty time if they receive additional money in their salary for that particular activity. Time sheets must be completed by the employee and signed by the Principal. Extra duty compensation shall be made on a monthly basis. Extra duty positions and said duty compensation amounts, to be set at eleven dollars and fifty cents (\$11.50). (Amended 2015)

2. NOON DUTY

Noon duties will be offered to certified employees first and then support employees. These positions will be compensated at the extra duty rate of pay. If these positions are not filled, certified employees shall be assigned and compensated for these duties at the extra duty rate of pay. (Amended 2015)

3. Morning/Afternoon Duty

Morning and/or afternoon duty will be performed equitably by all certified teachers on a rotational basis to ensure adequate student supervision. These duties will be performed



by teachers without additional monetary compensation by the District. However, when a teacher performs duty and reports to work 30 minutes prior to school starting or who stays 30 minutes after school is dismissed may leave school 15 minutes early on the following day. When duty is performed on a regularly scheduled faculty meeting day, the 15 minutes early out must be moved to the following day. Teachers may not leave early from faculty meetings. Teachers may not use the 15 minutes to report to school late. In the event that supervision starts more than 15 minutes prior to reported duty time, the Building Principal will provide the additional time as early out on another day. Teachers will only perform morning or afternoon duty on any given day (2017).

4. CONTRACTED EXTRA DUTY SCHEDULE

A schedule of the contracted extra duty schedule shall be provided to the Association prior to the beginning of the school year in electronic form and shall be posted on the Yukon Public School intranet. (Amended 2014, 2015)

ARTICLE D: TEACHER RETIREMENT FUND

The Yukon Board of Education will pay the certified employee's compensation in the Oklahoma Teachers' Retirement System as prescribed by law.

ARTICLE E: HEALTH INSURANCE

The Yukon Board of Education will provide certified employees with health insurance as prescribed by law. Oklahoma Public Employees Insurance Plan.

ARTICLE F: DENTAL INSURANCE

Certified employees taking the State Insurance Plan are provided dental insurance with that plan. Employees who opt out of the State Insurance Plan may choose to take the optional dental plan. The cost of the plan will be deducted from the health plan reimbursement.

ARTICLE G: LIFE INSURANCE

The Yukon Board of Education shall provide a group life insurance program in the amount of ten thousand dollars (\$10,000.00) for each certified employee. The cost of said insurance will be borne by the Yukon Board of Education.

ARTICLE H: OPTICAL INSURANCE

The Yukon Board of Education shall provide an optical insurance program for each certified employee. The cost of said insurance will be borne by the Yukon Board of Education.

ARTICLE I: IRS 125 CAFETERIA PROGRAM

Each month the certified employee may withhold up to the maximum allowed by the District's 125 plan for use of the following options:

1. State Health Insurance
2. State Health Insurance for dependents
3. Dental Insurance
4. Dental Insurance for dependents
5. Optical Insurance for dependents
6. Life Insurance



- 7. Cancer Insurance
- 8. Dependent Child Care
- 9. Un-reimbursed Medical Expenses

The district will bear the cost of administering numbers 1 through 7 of the IRS 125 Cafeteria Program. The certified employee will bear the cost of administering number 8 and 9 of the IRS 125 Cafeteria Program.

*The allowable amount will be communicated to employees prior to the election of options. The allowable amount changes due to annual salary and fringe benefit increases.

ARTICLE J: MILEAGE

The Board shall pay each certified employee assigned to two (2) or more schools per day the mileage rate paid by the current IRS mileage allowance rate. Such payment shall be made on a monthly basis through Accounts Payable. Mileage shall be paid for:

- 1. Assignment to two (2) or more schools per day (number of miles paid will be mutually agreed upon by the certified employee and the Yukon Administrator.)
- 2. Required use of personal vehicle for school functions must have prior written notification from the immediate supervisor.
- 3. The school will assume liability when certified employees are transporting students in personal vehicles and does not authorize certified employees to transport students in a personal vehicle. Any employee transporting a student(s) in their personal vehicle is doing so outside of the scope of their employment with Yukon Public Schools. (Amended 2015)

ARTICLE K: COMPENSATION FOR COVERING CLASSES

Certified employees that are assigned to cover for an absentee certified employee during their own lunch or planning period will be paid seven dollars and fifty cents (\$7.50) per thirty minute period or major portion thereof. The administration will make every effort to fill these assignments on a voluntary basis. If no one volunteers for the duty, the Principal will appoint someone to cover for the absent teacher. To qualify for this section, the certified employee must be absent from the building and a substitute is not employed. However, situations requiring the certified employee's participation in school business (as determined by the Principal) within the building may also fall under this section. (Amended 2015)

ARTICLE L: CLASS COVERAGE ELEMENTARY GRADES

Whenever the administration finds it necessary to distribute an absent teacher's class among other teachers due to unavailability of a substitute, the receiving teacher(s) shall be compensated for the extra responsibility. The extra compensation shall be based upon \$10.00 per hour in accordance with the following schedule.

	<u>Full Class</u>	<u>½ Class</u>	<u>⅓ Class</u>	<u>¼ Class</u>
Full Day	\$60.00	\$30.00	\$20.00	\$15.00
Half Day	\$30.00	\$15.00	\$10.00	\$7.50
Hourly	\$10.00	\$5.00	\$3.33	\$2.50

The form for payment for class coverage/splitting is available upon request and the affected



teacher(s) are responsible for initiating the payment request through their building Principal.
(New 2013-14)

ARTICLE M: COMPENSATION FOR UNUSED SICK LEAVE UPON RETIREMENT

The Yukon Board of Education will pay retiring certified employees a maximum lifetime benefit of twenty dollars (\$20.00) per day reimbursement for unused sick leave up to 120 days. This reimbursement will be based upon actual unused sick leave days and is not to include additional days earned at any school district and granted by the State for retirement purposes. Full retirement is defined as receiving teacher retirement and/or social security benefits. The maximum lifetime benefit shall not exceed twenty-four hundred (\$2,400) dollars.

ARTICLE N: PAYROLL DEDUCTION

Certified employees shall be able to payroll deduct the following items:

1. Association dues as allowed by law
2. Tax-sheltered Annuity
3. Investments
4. Anton Yanda/YPEA Scholarship

*Subject to F.I.C.A. cost (Amended 2013, 2015)

SECTION V

GRIEVANCE PROVISIONS

ARTICLE A: GRIEVANCE PROCEDURE

1. DEFINITIONS

- a. A "grievant" shall mean a certified employee or certified employees or the Association filing a grievance.
- b. A "grievance" shall mean a claim by a grievant involving interpretation or application of the terms of this agreement.
- c. A "party in interest" is the person or persons making the claim or any person who might be required to take action, or the person against whom action might be taken in order to resolve the claim.
- d. "Days" shall mean certified employee employment days, except as otherwise indicated.

2. RIGHTS TO REPRESENTATION

- a. Any aggrieved certified employee may be represented at all stages of the grievance procedure by himself/herself or at his/her option by a representative of his/her choice. When a certified employee is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the formal grievance procedure.
- b. If, in the judgment of the Association, a grievance affects a group of certified employees or the Association, the Association may upon presentation of a statement that a grievance exists signed by five (5) certified employees, file a grievance in writing to the Superintendent and begin the procedure at Step II or Step III.
- c. Grievances involving more than one (1) supervisor and grievances involving an Administrator above the building level may be filed at Step II.

3. INFORMAL PROCEDURE

- a. A certified employee with a grievance may first discuss it individually with the building Principal within ten (10) days of the alleged violation, stating the article and section alleged to be violated, with the objective of resolving the matter informally. No written record will be made.
- b. Any certified employee who does not wish to utilize the informal procedure or whose grievance was not resolved in the informal discussion may file a written grievance as provided for in Step I of the formal procedure.

4. FORMAL PROCEDURE

STEP 1

- a. The grievant shall submit a written grievance to his/her building Principal within fifteen (15) days of the day the alleged violation occurred. The written grievance shall cite the specific articles, sections, and paragraphs alleged to be violated, and will also state the specific remedy sought.
- b. The building Principal shall schedule and hold a meeting within five (5) days after receipt of the written grievance. Present at this meeting shall include the grievant(s), and if the grievant so desires, a representative of his/her own choosing and the building Principal, and if the building Principal desires, a representative of his/her own

choosing.

- c. The building Principal will transmit his/her decision in writing with reasons upon which the decision was based, to the grievant within four (4) days after the meeting was held.

STEP 2

- a. If the grievant is not satisfied with the disposition of the grievance at Step I or if no decision has been rendered within ten (10) days after presentation of the grievance, the grievance may be referred to the Superintendent or his/her designee in his/her absence.
- b. The Superintendent shall arrange for a meeting to take place within five (5) days of the receipt of the appeal.
- c. Upon conclusion of the meeting, the Superintendent will provide his/her written decision to the grievant, Association, and building Principal if involved within four (4) days. Such written decision shall include reasons upon which the decision was based.
- d. If the Association is not the representative for a grievant, a spokesperson for the Association may be present to submit the Association's views on the grievance.

STEP 3

- a. If the grievant is not satisfied with the disposition of his/her grievance at Step II, or if no decision has been rendered within ten (10) days after he/she first met with the Superintendent or his/her official designee, he/she may within five (5) days after the decision of the Superintendent or fifteen (15) days after he/she first met with the Superintendent, whichever is sooner, a request in writing that his/her grievance be heard within twenty (20) working days from the receipt of the request.
- b. Neither party shall be permitted to enter into the school board hearing any information which was not submitted to all parties in interest before completion of Step II.
- c. At the conclusion of the hearing, the Board shall render its decision by vote of the members present and shall transmit its decision in writing to the grievant, the building Principal, if involved, the Superintendent, and the Association.

5. REPRISALS

No reprisals of any kind will be taken by any of the parties in interest because of his/her participation in the grievance procedure.

6. COOPERATIVE INVESTIGATION

The parties of interest will cooperate in the investigation of any formally presented grievance and will furnish such information as is requested for the processing of any grievance.

7. RELEASE TIME

If the investigation or hearing of any grievance should be scheduled during the school day, all parties of interest shall be released from regular duties without loss of pay.



8. PERSONNEL FILES

No documents or records dealing with the processing of a grievance shall be filed in the grievant's personnel file.

9. GRIEVANCE FORMS

All forms in implementation of the grievance process will be prepared jointly by the Board and the Association. The cost of such forms shall be borne by the Board.



SECTION VI

MISCELLANEOUS

ARTICLE A: EMERGENCY SCHOOL CLOSING

When in the opinion of the Superintendent it is advisable to close the Yukon Schools due to bad weather or other lawful emergencies, no leave days previously arranged for that day by a certified employee shall be deducted. If the closing of school results in the loss of a student class day or a portion of a student class day and that day is not made up, certified employees will not lose pay and/or leave as a result.

ARTICLE B: PRINTING OF THE COLLECTIVE BARGAINING AGREEMENT

The Board and the Association have agreed to allow printing of the collective bargaining agreement in any Yukon District Building. A copy of the collective bargaining agreement shall also be posted on the YPS web site. (Amended 2013)



SECTION VII

APPENDICES

ARTICLE A: YPEA GRIEVANCE REPORT FORM

BUILDING: _____ ASSIGNMENT: _____

NAME OF GRIEVANT: _____ DATE FILED: _____

STEP I

(Within 15 days from time you became aware of condition for complaint.)

A. Date Cause of Grievance Occurred: _____

B. Statement of Grievance: _____

Relief Sought: _____

SIGNATURE: _____

DATE:

(Building Principal will arrange a meeting within 5 days and provide in written form within 4 days of meeting.)

C. Disposition of Principal: _____

If additional space is needed in reporting Section B of Step I, attach an additional sheet.

Signature of Principal: _____

Date: _____



STEP II

A. Date received by Superintendent or Designee: _____
(Superintendent or Designee shall arrange a meeting within 5 days of appeal and provide his decision within 4 days of meeting.)

B. Disposition of Superintendent or Designee: _____

SIGNATURE: _____ DATE: _____

C. Position of Grievant and/or Association: _____

SIGNATURE: _____ DATE: _____

STEP III

(If not satisfied with disposition of Step II or no decision has been rendered within 10 days of meeting with Superintendent or Designee.)

A. Date Submitted to Board: _____

B. Disposition and Award of Board: _____

SIGNATURE OF BOARD PRESIDENT: _____ DATE: _____



NOTE: All provisions of Article _____ of the Agreement Dated _____, 20____, WILL BE STRICTLY OBSERVED IN THE SETTLEMENT OF GRIEVANCES.

ARTICLE B: MEMORANDUM OF UNDERSTANDING

PART 1

Jeans may be worn with a Yukon Miller shirt on Fridays and paydays. One additional jeans day will be provided for the Anton Yanda/YPEA scholarship fundraiser. (Amended 2013, 2016)

PART 2

Professional development will be provided to administrators to aid in their use of alternative forms of communication to share as much information as possible prior to calling a meeting outside of the work day. It will be the employee’s responsibility to read and review all alternative forms of communication. (Amended 2016)

ARTICLE C: STAFF RELATIONS COMPLAINT FORM STAFF RELATIONS COMPLAINT FORM

It is the desire of the Yukon Public Schools that all employees will work in an atmosphere that encourages excellence. All employees are entitled to a workplace that is free of harassment and/or intimidation.

The Yukon School District encourages employees to report complaints of harassment and/or intimidation. The complaint should be reported immediately to the Superintendent or his designee.

Employee:

Date of Incident:

Description of complaint: (Please be very specific.)

Date

Employee Signature



ARTICLE D: CERTIFIED PERSONNEL SALARY & COMPENSATION SCHEDULES

Note: The following scales are effective for the current fiscal year only and do not imply future earnings. Subsequent scales will be determined by budgetary conditions at the time.

**A \$322.58 (\$300.00 salary + \$22.58 TRS benefit) increment will be paid for “Full Credit Experience” for fifteen (15) hours over the Bachelor’s & Master’s degrees only for those in receipt of this benefit prior to July 1st, 2017. The State Paid TRS Credit is paid directly into the employee’s TRS retirement account and is not reflected on the employee’s paystub. The State Paid insurance Flex is only available to employees enrolled in the State Health Insurance Plan administered by the District.



CERTIFIED PERSONNEL SALARY & COMPENSATION SCHEDULE

YUKON PUBLIC SCHOOLS

BACHELOR

Note: This scale is effective for the current fiscal year only and does not imply future earnings. Subsequent scales will be determined by budgetary conditions at the time.

FY17-18											District Comp Exceeds Mandate
YRS EXP	Base Salary	Added Salary (TRS Offset)	Taxable Salary	Pre-Tax Benefits		District Comp	State Paid			Dist+State Comp	
				Retirement	Insurances		TRS Credit	Cash Flex	Insur Flex		
0	33,204.00	60.15	33,264.15	2,449.46	138	35,851.61	60.15	836.52	5,486.04	42,234.32	4,252
1	33,636.00	103.41	33,739.41	2,438.72	138	36,316.13	103.41	836.52	5,486.04	42,742.10	4,341
2	34,068.00	145.65	34,213.65	2,429.00	138	36,780.65	145.65	836.52	5,486.04	43,248.86	4,431
3	34,500.00	188.15	34,688.15	2,419.01	138	37,245.16	188.15	836.52	5,486.04	43,755.87	4,520
4	34,932.00	233.33	35,165.33	2,406.35	138	37,709.68	233.33	836.52	5,486.04	44,265.57	4,610
5	35,364.00	278.76	35,642.76	2,393.43	138	38,174.19	278.76	836.52	5,486.04	44,775.51	4,674
6	35,808.00	325.26	36,133.26	2,380.35	138	38,651.61	325.26	836.52	5,486.04	45,299.43	4,752
7	36,252.00	372.82	36,624.82	2,366.21	138	39,129.03	372.82	836.52	5,486.04	45,824.41	4,829
8	36,696.00	421.44	37,117.44	2,351.01	138	39,606.45	421.44	836.52	5,486.04	46,350.45	4,906
9	37,140.00	471.12	37,611.12	2,334.75	138	40,083.87	471.12	836.52	5,486.04	46,877.55	4,984
10	37,584.00	521.87	38,105.87	2,317.42	138	40,561.29	521.87	836.52	5,486.04	47,405.72	4,611
11	38,040.00	573.67	38,613.67	2,299.94	138	41,051.61	573.67	836.52	5,486.04	47,947.84	4,677
12	38,496.00	626.54	39,122.54	2,281.40	138	41,541.94	626.54	836.52	5,486.04	48,491.04	4,742
13	38,952.00	680.48	39,632.48	2,261.78	138	42,032.26	680.48	836.52	5,486.04	49,035.30	4,807
14	39,408.00	735.47	40,143.47	2,241.11	138	42,522.58	735.47	836.52	5,486.04	49,580.61	4,873
15	39,864.00	791.53	40,655.53	2,219.37	138	43,012.90	791.53	836.52	5,486.04	50,126.99	4,938
16	40,356.00	848.65	41,204.65	2,199.29	138	43,541.94	848.65	836.52	5,486.04	50,713.15	5,042
17	40,848.00	906.83	41,754.83	2,178.14	138	44,070.97	906.83	836.52	5,486.04	51,300.36	5,146
18	41,340.00	966.07	42,306.07	2,155.93	138	44,600.00	966.07	836.52	5,486.04	51,888.63	5,250
19	41,832.00	1,026.38	42,858.38	2,132.65	138	45,129.03	1,026.38	836.52	5,486.04	52,477.97	5,354
20	42,324.00	1,087.75	43,411.75	2,108.31	138	45,658.06	1,087.75	836.52	5,486.04	53,068.37	5,458
21	42,876.00	1,150.18	44,026.18	2,087.43	138	46,251.61	1,150.18	836.52	5,486.04	53,724.35	5,627
22	43,428.00	1,213.68	44,641.68	2,065.48	138	46,845.16	1,213.68	836.52	5,486.04	54,381.40	5,795
23	43,980.00	1,278.23	45,258.23	2,042.48	138	47,438.71	1,278.23	836.52	5,486.04	55,039.50	5,964
24	44,532.00	1,343.85	45,875.85	2,018.41	138	48,032.26	1,343.85	836.52	5,486.04	55,698.67	6,132
25	45,084.00	1,410.53	46,494.53	1,993.28	138	48,625.81	1,410.53	836.52	5,486.04	56,358.90	6,301
26	45,636.00	1,410.53	47,046.53	2,034.82	138	49,219.35	1,410.53	836.52	5,486.04	56,952.44	6,894
27	46,188.00	1,410.53	47,598.53	2,076.37	138	49,812.90	1,410.53	836.52	5,486.04	57,545.99	7,488
28	46,740.00	1,410.53	48,150.53	2,117.92	138	50,406.45	1,410.53	836.52	5,486.04	58,139.54	8,081
29	47,292.00	1,410.53	48,702.53	2,159.47	138	51,000.00	1,410.53	836.52	5,486.04	58,733.09	8,675
30	47,844.00	1,410.53	49,254.53	2,201.02	138	51,593.55	1,410.53	836.52	5,486.04	59,326.64	9,269
31	48,396.00	1,410.53	49,806.53	2,242.57	138	52,187.10	1,410.53	836.52	5,486.04	59,920.19	9,862
32	48,948.00	1,410.53	50,358.53	2,284.12	138	52,780.65	1,410.53	836.52	5,486.04	60,513.74	10,456
33	49,500.00	1,410.53	50,910.53	2,325.66	138	53,374.19	1,410.53	836.52	5,486.04	61,107.28	11,049
34	50,052.00	1,410.53	51,462.53	2,367.21	138	53,967.74	1,410.53	836.52	5,486.04	61,700.83	11,643
35	50,604.00	1,410.53	52,014.53	2,408.76	138	54,561.29	1,410.53	836.52	5,486.04	62,294.38	12,236
36	51,264.00	1,410.53	52,674.53	2,458.44	138	55,270.97	1,410.53	836.52	5,486.04	63,004.06	12,946
37	51,924.00	1,410.53	53,334.53	2,508.12	138	55,980.65	1,410.53	836.52	5,486.04	63,713.74	13,656
38	52,584.00	1,410.53	53,994.53	2,557.79	138	56,690.32	1,410.53	836.52	5,486.04	64,423.41	14,365
39	53,244.00	1,410.53	54,654.53	2,607.47	138	57,400.00	1,410.53	836.52	5,486.04	65,133.09	15,075
40	53,904.00	1,410.53	55,314.53	2,657.15	138	58,109.68	1,410.53	836.52	5,486.04	65,842.77	15,785

*** A \$300.00 salary increment will be paid for "Full Credit Experience" for fifteen (15) hours over the Bachelor's & Master's degrees ONLY for those receiving this benefit before 7-01-2017
 The State Paid TRS Credit is paid directly into the employee's TRS retirement account and is not reflected on the employee's paystub
 The State Paid Insurance Flex is only available to employees enrolled in the State Health Insurance Plan administered by the District



CERTIFIED PERSONNEL SALARY & COMPENSATION SCHEDULE

YUKON PUBLIC SCHOOLS

MASTER

Note: This scale is effective for the current fiscal year only and does not imply future earnings. Subsequent scales will be determined by budgetary conditions at the time.

YRS EXP	FY17-18										
	Base Salary	Added Salary (TRS Offset)	Taxable Salary	Pre-Tax Benefits		District Comp	State Paid			Dist+State Comp	District Comp Exceeds Mandate
			Retirement	Insurances		TRS Credit	Cash Flex	Insur Flex			
0	34,404.00	60.15	34,464.15	2,539.79	138	37,141.94	60.15	836.52	5,486.04	43,524.65	4,342
1	34,836.00	103.41	34,939.41	2,529.04	138	37,606.45	103.41	836.52	5,486.04	44,032.42	4,431
2	35,268.00	145.65	35,413.65	2,519.32	138	38,070.97	145.65	836.52	5,486.04	44,539.18	4,521
3	35,700.00	188.15	35,888.15	2,509.33	138	38,535.48	188.15	836.52	5,486.04	45,046.19	4,610
4	36,132.00	233.33	36,365.33	2,496.67	138	39,000.00	233.33	836.52	5,486.04	45,555.89	4,700
5	36,564.00	278.76	36,842.76	2,483.76	138	39,464.52	278.76	836.52	5,486.04	46,065.84	4,765
6	37,008.00	325.26	37,333.26	2,470.68	138	39,941.94	325.26	836.52	5,486.04	46,589.76	4,842
7	37,452.00	372.82	37,824.82	2,456.53	138	40,419.35	372.82	836.52	5,486.04	47,114.73	4,919
8	37,896.00	421.44	38,317.44	2,441.33	138	40,896.77	421.44	836.52	5,486.04	47,640.77	4,997
9	38,340.00	471.12	38,811.12	2,425.07	138	41,374.19	471.12	836.52	5,486.04	48,167.87	5,074
10	38,784.00	521.87	39,305.87	2,407.74	138	41,851.61	521.87	836.52	5,486.04	48,696.04	4,277
11	39,240.00	573.67	39,813.67	2,390.27	138	42,341.94	573.67	836.52	5,486.04	49,238.17	4,342
12	39,696.00	626.54	40,322.54	2,371.72	138	42,832.26	626.54	836.52	5,486.04	49,781.36	4,407
13	40,152.00	680.48	40,832.48	2,352.10	138	43,322.58	680.48	836.52	5,486.04	50,325.62	4,473
14	40,608.00	735.47	41,343.47	2,331.43	138	43,812.90	735.47	836.52	5,486.04	50,870.93	4,538
15	41,064.00	791.53	41,855.53	2,309.70	138	44,303.23	791.53	836.52	5,486.04	51,417.32	4,603
16	41,556.00	848.65	42,404.65	2,289.61	138	44,832.26	848.65	836.52	5,486.04	52,003.47	4,707
17	42,048.00	906.83	42,954.83	2,268.46	138	45,361.29	906.83	836.52	5,486.04	52,590.68	4,811
18	42,540.00	966.07	43,506.07	2,246.25	138	45,890.32	966.07	836.52	5,486.04	53,178.95	4,915
19	43,032.00	1,026.38	44,058.38	2,222.97	138	46,419.35	1,026.38	836.52	5,486.04	53,768.29	5,019
20	43,524.00	1,087.75	44,611.75	2,198.64	138	46,948.39	1,087.75	836.52	5,486.04	54,358.70	5,123
21	44,076.00	1,150.18	45,226.18	2,177.76	138	47,541.94	1,150.18	836.52	5,486.04	55,014.68	5,292
22	44,628.00	1,213.68	45,841.68	2,155.80	138	48,135.48	1,213.68	836.52	5,486.04	55,671.72	5,460
23	45,180.00	1,278.23	46,458.23	2,132.80	138	48,729.03	1,278.23	836.52	5,486.04	56,329.82	5,629
24	45,732.00	1,343.85	47,075.85	2,108.73	138	49,322.58	1,343.85	836.52	5,486.04	56,988.99	5,798
25	46,284.00	1,410.53	47,694.53	2,083.60	138	49,916.13	1,410.53	836.52	5,486.04	57,649.22	5,966
26	46,848.00	1,410.53	48,258.53	2,126.05	138	50,522.58	1,410.53	836.52	5,486.04	58,255.67	6,573
27	47,412.00	1,410.53	48,822.53	2,168.50	138	51,129.03	1,410.53	836.52	5,486.04	58,862.12	7,179
28	47,976.00	1,410.53	49,386.53	2,210.95	138	51,735.48	1,410.53	836.52	5,486.04	59,468.57	7,785
29	48,540.00	1,410.53	49,950.53	2,253.41	138	52,341.94	1,410.53	836.52	5,486.04	60,075.03	8,392
30	49,104.00	1,410.53	50,514.53	2,295.86	138	52,948.39	1,410.53	836.52	5,486.04	60,681.48	8,998
31	49,788.00	1,410.53	51,198.53	2,347.34	138	53,683.87	1,410.53	836.52	5,486.04	61,416.96	9,734
32	50,472.00	1,410.53	51,882.53	2,398.82	138	54,419.35	1,410.53	836.52	5,486.04	62,152.44	10,469
33	51,156.00	1,410.53	52,566.53	2,450.31	138	55,154.84	1,410.53	836.52	5,486.04	62,887.93	11,205
34	51,840.00	1,410.53	53,250.53	2,501.79	138	55,890.32	1,410.53	836.52	5,486.04	63,623.41	11,940
35	52,524.00	1,410.53	53,934.53	2,553.28	138	56,625.81	1,410.53	836.52	5,486.04	64,358.90	12,676
36	53,220.00	1,410.53	54,630.53	2,605.66	138	57,374.19	1,410.53	836.52	5,486.04	65,107.28	13,424
37	53,916.00	1,410.53	55,326.53	2,658.05	138	58,122.58	1,410.53	836.52	5,486.04	65,855.67	14,173
38	54,612.00	1,410.53	56,022.53	2,710.44	138	58,870.97	1,410.53	836.52	5,486.04	66,604.06	14,921
39	55,308.00	1,410.53	56,718.53	2,762.82	138	59,619.35	1,410.53	836.52	5,486.04	67,352.44	15,669
40	56,004.00	1,410.53	57,414.53	2,815.21	138	60,367.74	1,410.53	836.52	5,486.04	68,100.83	16,418

*** A \$300.00 salary increment will be paid for "Full Credit Experience" for fifteen (15) hours over the Bachelor's & Master's degrees ONLY for those receiving this benefit before 7-01-2017
 The State Paid TRS Credit is paid directly into the employee's TRS retirement account and is not reflected on the employee's paystub
 The State Paid Insurance Flex is only available to employees enrolled in the State Health Insurance Plan administered by the District



CERTIFIED PERSONNEL SALARY & COMPENSATION SCHEDULE

YUKON PUBLIC SCHOOLS

DOCTOR

Note: This scale is effective for the current fiscal year only and does not imply future earnings. Subsequent scales will be determined by budgetary conditions at the time.

YRS EXP	FY17-18											District Comp Exceeds Mandate
	Base Salary	Added Salary (TRS Offset)	Taxable Salary	Pre-Tax Benefits		District Comp	State Paid			Dist+State Comp		
				Retirement	Insurances		TRS Credit	Cash Flex	Insur Flex			
0	35,604.00	60.15	35,664.15	2,630.11	138	38,432.26	60.15	836.52	5,486.04	44,814.97	4,432	
1	36,036.00	103.41	36,139.41	2,619.36	138	38,896.77	103.41	836.52	5,486.04	45,322.74	4,522	
2	36,468.00	145.65	36,613.65	2,609.64	138	39,361.29	145.65	836.52	5,486.04	45,829.50	4,611	
3	36,900.00	188.15	37,088.15	2,599.66	138	39,825.81	188.15	836.52	5,486.04	46,336.52	4,701	
4	37,332.00	233.33	37,565.33	2,586.99	138	40,290.32	233.33	836.52	5,486.04	46,846.21	4,790	
5	37,764.00	278.76	38,042.76	2,574.08	138	40,754.84	278.76	836.52	5,486.04	47,356.16	4,855	
6	38,232.00	325.26	38,557.26	2,562.80	138	41,258.06	325.26	836.52	5,486.04	47,905.88	4,958	
7	38,700.00	372.82	39,072.82	2,550.47	138	41,761.29	372.82	836.52	5,486.04	48,456.67	5,061	
8	39,168.00	421.44	39,589.44	2,537.08	138	42,264.52	421.44	836.52	5,486.04	49,008.52	5,165	
9	39,636.00	471.12	40,107.12	2,522.62	138	42,767.74	471.12	836.52	5,486.04	49,561.42	5,268	
10	40,104.00	521.87	40,625.87	2,507.10	138	43,270.97	521.87	836.52	5,486.04	50,115.40	3,646	
11	40,572.00	573.67	41,145.67	2,490.52	138	43,774.19	573.67	836.52	5,486.04	50,670.42	3,724	
12	41,040.00	626.54	41,666.54	2,472.88	138	44,277.42	626.54	836.52	5,486.04	51,226.52	3,802	
13	41,508.00	680.48	42,188.48	2,454.17	138	44,780.65	680.48	836.52	5,486.04	51,783.69	3,881	
14	41,976.00	735.47	42,711.47	2,434.40	138	45,283.87	735.47	836.52	5,486.04	52,341.90	3,959	
15	42,444.00	791.53	43,235.53	2,413.57	138	45,787.10	791.53	836.52	5,486.04	52,901.19	4,037	
16	42,996.00	848.65	43,844.65	2,398.00	138	46,380.65	848.65	836.52	5,486.04	53,551.86	4,206	
17	43,548.00	906.83	44,454.83	2,381.36	138	46,974.19	906.83	836.52	5,486.04	54,203.58	4,374	
18	44,100.00	966.07	45,066.07	2,363.67	138	47,567.74	966.07	836.52	5,486.04	54,856.37	4,543	
19	44,652.00	1,026.38	45,678.38	2,344.91	138	48,161.29	1,026.38	836.52	5,486.04	55,510.23	4,711	
20	45,204.00	1,087.75	46,291.75	2,325.09	138	48,754.84	1,087.75	836.52	5,486.04	56,165.15	4,880	
21	45,792.00	1,150.18	46,942.18	2,306.92	138	49,387.10	1,150.18	836.52	5,486.04	56,859.84	5,087	
22	46,380.00	1,213.68	47,593.68	2,287.67	138	50,019.35	1,213.68	836.52	5,486.04	57,555.59	5,294	
23	46,968.00	1,278.23	48,246.23	2,267.38	138	50,651.61	1,278.23	836.52	5,486.04	58,252.40	5,502	
24	47,556.00	1,343.85	48,899.85	2,246.02	138	51,283.87	1,343.85	836.52	5,486.04	58,950.28	5,709	
25	48,144.00	1,410.53	49,554.53	2,223.60	138	51,916.13	1,410.53	836.52	5,486.04	59,649.22	5,916	
26	48,732.00	1,410.53	50,142.53	2,267.86	138	52,548.39	1,410.53	836.52	5,486.04	60,281.48	6,548	
27	49,320.00	1,410.53	50,730.53	2,312.12	138	53,180.65	1,410.53	836.52	5,486.04	60,913.74	7,181	
28	49,908.00	1,410.53	51,318.53	2,356.37	138	53,812.90	1,410.53	836.52	5,486.04	61,545.99	7,813	
29	50,496.00	1,410.53	51,906.53	2,400.63	138	54,445.16	1,410.53	836.52	5,486.04	62,178.25	8,445	
30	51,084.00	1,410.53	52,494.53	2,444.89	138	55,077.42	1,410.53	836.52	5,486.04	62,810.51	9,077	
31	51,780.00	1,410.53	53,190.53	2,497.28	138	55,825.81	1,410.53	836.52	5,486.04	63,558.90	9,826	
32	52,476.00	1,410.53	53,886.53	2,549.66	138	56,574.19	1,410.53	836.52	5,486.04	64,307.28	10,574	
33	53,172.00	1,410.53	54,582.53	2,602.05	138	57,322.58	1,410.53	836.52	5,486.04	65,055.67	11,323	
34	53,868.00	1,410.53	55,278.53	2,654.44	138	58,070.97	1,410.53	836.52	5,486.04	65,804.06	12,071	
35	54,564.00	1,410.53	55,974.53	2,706.82	138	58,819.35	1,410.53	836.52	5,486.04	66,552.44	12,819	
36	55,308.00	1,410.53	56,718.53	2,762.82	138	59,619.35	1,410.53	836.52	5,486.04	67,352.44	13,619	
37	56,052.00	1,410.53	57,462.53	2,818.82	138	60,419.35	1,410.53	836.52	5,486.04	68,152.44	14,419	
38	56,796.00	1,410.53	58,206.53	2,874.82	138	61,219.35	1,410.53	836.52	5,486.04	68,952.44	15,219	
39	57,540.00	1,410.53	58,950.53	2,930.82	138	62,019.35	1,410.53	836.52	5,486.04	69,752.44	16,019	
40	58,284.00	1,410.53	59,694.53	2,986.82	138	62,819.35	1,410.53	836.52	5,486.04	70,552.44	16,819	

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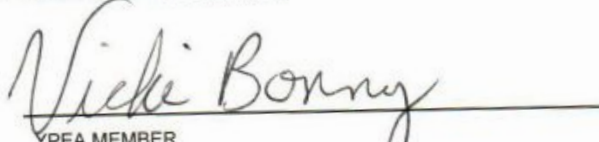
SECTION VIII SIGNATURES

ARTICLE A: SIGNATURES


This agreement and each of its provisions shall be binding and effective as of the 29th day of August, 2017, and shall continue in full force and effect until a successor agreement is bargained. In witness where, the Association and Board have set their signatures on the 29th day of August, 2017.



YPEA CHIEF NEGOTIATOR



YPEA MEMBER



YPEA MEMBER



YPEA MEMBER



YPEA PRESIDENT



BOARD OF EDUCATION CHIEF NEGOTIATOR



BOARD OF EDUCATION MEMBER



BOARD OF EDUCATION MEMBER



BOARD OF EDUCATION MEMBER



BOARD OF EDUCATION MEMBER



BOARD OF EDUCATION PRESIDENT

