

Collective Bargaining Agreement

between the

Bartholomew Consolidated School Corporation

and the

Columbus Educators Association

August 1, 2013 - July 31, 2015



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ARTICLE I RECOGNITION

Section 1.

The Bartholomew Consolidated School Corporation Board of School Trustees hereinafter called the "Board", hereby recognizes the Columbus Educators Association, hereinafter called the "Association", as the exclusive bargaining agent, as provided in Section 2, below, of part-time and full-time personnel licensed by the Indiana Department of Education and under regular contract with the Bartholomew Consolidated School Corporation except: the Office of the Superintendent of Schools, Assistant Superintendents, Elementary Principals, Secondary Principals, Directors of Curriculum and Instruction, Secondary Assistant Principals, Elementary Assistant Principals, all Middle/High School Department Chairpersons, High School Athletic Directors, Assistant Director of Special Education, Director of Bartholomew Special Services Cooperative, Director of Vocational Education, and Director of Adult Education and Director of Technology.

Section 2.

Such representation is and shall be in accordance with the provisions of Acts 1973, P.L. 217, an Act concerning Collective Bargaining between School Corporations and their Certificated Employees and Senate Enrolled Act 1.

Section 3.

This Agreement sets forth the terms and conditions to which each party agrees to be bound.

Section 4.

When used in this Agreement, the word "teacher" shall refer to members of the professional staff identified in Section 1 of this Article as included in the bargaining unit. This Agreement shall cover only those members of the professional staff included in the bargaining unit.

Section 5.

It is understood that the Association has an affiliation with certain other organizations, to wit: the Indiana State Teachers Association and the National Education Association.

ARTICLE II

SALARY AND WAGE PROVISIONS

Section 1.

Basic salaries of teachers for 2013-14, 2014-15 are set forth in Appendix A which is attached hereto and incorporated herein as a part of this Agreement.

Section 2.

Basic salaries of teachers hired after June 1, 2013, are set forth in Appendix A-1.

Section 3.

Teachers who started additional degree (Masters) course work prior to July 1, 2011, and complete the degree before September 1, 2014, will be compensated per statute. The teacher will be compensated the difference between the Bachelor and Master Degree lanes on the salary schedule for the 2012-13 school year. For this purpose, the teacher will be placed on the experience line that correlates with credited years of experience both inside and outside of the school corporation. The compensation difference between the Bachelor and Master Degree lanes will be added to the teacher's current Basic Salary on a permanent basis. When a teacher acquires a Master's degree, an official transcript must be submitted to the Human Resources' office by September 4, 2013, for a salary adjustment for the first semester or January 8, 2014, for a salary adjustment for the second semester for the 2013-14 school year and September 1, 2014, and January 5, 2015 for the 2014-15 school year.

Salary adjustments to a higher degree factor may be submitted to the Human Resources Office two (2) times each year for graduate level credit completed prior to the first day of each semester. The open period to deliver proper documentation, such as an official transcript or diploma, of such graduate credit shall be within thirty (30) days of the start of each semester.

Section 4. Pay Options

Basic salaries for teachers shall be paid according to the following options:

- A. Twenty-six (26) equal installments, eight (8) of which are to be distributed prior to December 31.
- B. Twenty-six (26) equal installments, eight (8) of which are to be distributed prior to December 31 and every two (2) weeks thereafter, with teachers having the option of receiving the balance of their checks normally mailed after the close of school on the last teacher day of the school year. The teacher selecting this option must notify the Business Office in writing no later than July 31 prior to the beginning of the school year.
- C. New teachers will be paid in 28 equal installments ten (10) of which are to be distributed prior to December 31 for the first year of employment and will be paid according to options Article II, Sections 4 A and B thereafter.

Section 5. Extended Contracts, Non-Athletic Assignments, and Athletic Assignments

A. Compensation for non-classroom and extra-curricular responsibilities are set forth in Appendices B and C which are attached hereto and incorporated herein as a part of this Agreement. Such salary schedules for additional compensation shall remain in full force and effect for the term of this Agreement.

B. It is understood Personnel paid stipends or with extended contracts will have duties that fall outside of the regular school day and school year.

Section 6. Advanced Salary

Teachers who were receiving Advanced Salary at the end of the 2003-04 contract year will have this amount added to their salaries for the 2013-14 school year on a permanent basis.

Section 7. Extra Pay

A. Each teacher directed to take part in in-service training, curriculum writing, workshops, or training seminars which take place outside of regular school hours, will be reimbursed at the rate of Twenty Dollars (\$20.00) per hour of actual attendance in such training. Any teacher who is required to give up his regularly scheduled plan time for a required meeting or assignment as verified by the building principal or program director shall receive the \$20 curriculum rate of pay for this period.

B. Teachers who are scheduled to supervise extracurricular athletic events when there is an admission fee charged, will be paid at least \$10.00 per event worked. Duties such as graduation, dances, PTO sponsored events and other unpaid activities that require teacher supervision will be filled on a voluntary basis.

Section 8. Payroll Deductions

Upon appropriate written authorization from the teacher on a form acceptable to the Board, the Board shall deduct from the salary of said teacher and make appropriate remittance for annuities, (including ISTRF) credit union, savings bonds, insurances, Health Savings Account, Teacher Association dues and contributions to IPACE, and teacher retirement.

Section 9. Teacher Retirement Fund Board Contribution

The Board will pay the three percent (3%) Teacher Retirement for each member of the bargaining unit. The Indiana State Teacher Retirement Fund compensation is based on total school corporation earnings for the bargaining unit member during the year.

ARTICLE III INSURANCE

Section 1. General Insurance Provisions

A. The Bartholomew Consolidated School Corporation Health Trust was established by the BCSC Board of School Trustees to hold, invest and reinvest Trust Funds; and pay benefits with the health and dental plan from the assets of the Trust through the plan supervisor. The Trust is regulated by the Trust Agreement, effective January 1, 1994, as amended.

B. The exact coverage provided and effective dates of such coverage under insurance programs provided pursuant to this Agreement are set forth in separate insurance policies which are incorporated into this Agreement by reference. The provisions of such policies shall determine the exact coverage and effective dates provided by this Agreement in the event of any dispute concerning same.

C. As the parties determine they shall meet for the purpose of reviewing the insurance programs provided pursuant to this agreement and to discuss such programs to assist the employer in determining whether or not it may be desirable to rebid such programs or to consider new programs at the appropriate time. Changes in the insurance programs provided pursuant to this agreement including but not limited to the carrier, coverage or employee contribution level may only be made by mutual agreement of the parties in accordance with Article XVIII of this agreement.

D. The effective date of insurance coverage for new teachers shall correspond to the effective date of the new teachers' contract and receipt of the new teachers' program enrollment card to the Office of Personnel. The effective date of insurance coverage for teachers changing from one plan to another plan, shall be no later than two (2) weeks after date of receipt of the teacher's program enrollment card to the personnel office. It is understood that this section is subject to the provisions of the master insurance policy, and that the policy in event of conflict with this section shall control.

E. A teacher must regularly work a minimum of 50% of a contractual work week to be eligible for insurance benefits under this Article and must pay a pro-rated amount for these benefits based on the percentage they work of a contractual work week of at least 30 hours.

F. Spouses of BCSC employees are not eligible for BCSC's health insurance if the spouse is eligible for health insurance through his/her employer. Spouses of BCSC employees are not eligible for BCSC's dental and vision insurance if the spouse is eligible for such insurance through his/her employer. A HIPAA qualifying event supersedes the spousal exclusion provision above. If an employee is found to be in violation of this provision, the claims for the spouse will be the responsibility of the employee from the time the violation began.

Section 2. Group Life Insurance

A. The Board shall provide \$55,000 of Group Term Life Insurance and \$55,000 of Accidental Death and Dismemberment Insurance on twenty-four (24) hour coverage for teachers enrolled in the group life insurance program. Such coverage shall be subject to the same terms and conditions as previously existed. A reduction in benefits per year after the attainment of age 70 will apply to active employees. (See your plan certificate.) All insurance will terminate at retirement with conversion rights. Life insurance protection terminates with the last day of employment.

B. Each teacher who does not enroll in the Corporation's health/hospitalization/major medical insurance program pursuant to this Article, and who otherwise was eligible to so enroll, will receive an additional \$25,000 in group term life insurance.

C. The Board shall pay all but \$2.00 of the annual cost of the Group Life and Accidental Death and Dismemberment policy.

Section 3. Health/Hospitalization/Major Medical Insurance

A. The health/hospitalization/major medical insurance coverage provided hereunder shall continue during the term of this Agreement.

B. In calendar year 2013, the School Corporation shall pay 77.5% of the billed rate of Option 2 and the teacher will pay the remainder. The Board will pay a like percentage amount for Option 1.

C. The teacher must elect to participate by executing the proper forms at the time of initial employment. The teacher shall have 30 days from initial employment to enroll in insurance benefit programs. Benefit enrollment forms will be available on the BCSC webpage. If a teacher chooses not to enroll in the health insurance program, or drops coverage for any reason (including, but not limited to leaves of absence) the health benefits will be forfeited in the future unless there is a HIPAA-qualifying event (birth of a child, marriage, divorce, spouse loss of a job, death of a spouse), which must be acted on within 30 days of the qualifying event. If a teacher chooses not to enroll in the health insurance program, the teacher will be eligible for additional group life insurance pursuant to Section 2B above.

D. There will be two (2) plan options teachers can choose from for their health coverage. The provisions for each of these options are listed in Appendix F. Please note that a mail order prescription is for a 90 day supply. The plan option an employee selects is effective for two (2) calendar years, however an option change will be allowed for 2014.

E. In order to promote a self-insured Health Trust that is fully reserved, the premium-equivalent for each of the health options will be set based on 100% of expected costs up to a maximum of 115% as determined by the reinsurer and the third-party administrator for that year. If reserves at the time employee premium equivalents are set for the immediately-following calendar year are expected to end the current year at less than 30% premiums will be based on 100% of expected costs plus the difference between 30% and where reserves are expected to be at the end of the current year, but no higher than 115%. In the final year of this agreement (2012-2013), the premium-equivalent for each of the health options will be set based upon 115% of the expected costs unless a recommendation of a third party consultant and the Health Trust recommend a level between 100% and 114%. The Health Trust will be considered to be fully reserved when cash and investments for the Trust equal 30% of expected costs for a given year. At the end of each calendar year, if expected cash and investments exceed 30% of the-immediately-following calendar year's expected costs, 50% of these monies will be used to "buy down" the premium-equivalent rates for the immediately-following calendar year.

F. The Board shall allow teachers who retire before the age of sixty-five (65) years to continue to participate in the health/hospitalization/major medical insurance program. The premium, as determined in Section E above, shall be paid by the retired teacher. The teacher must be fifty (50) years of age and have (10) years of service in the Corporation or over 55 years of age with at least five (5) years of service in the Corporation. A retired teacher's eligibility to continue insurance ends when the teacher becomes eligible for Medicare coverage as prescribed by 42 U.S.C. 1395 et seq., or when the employer terminates the health insurance program. A retired teacher who is eligible for insurance coverage may elect to have the employee's spouse covered (subject to Spousal Exclusion as stated in Section 1, F, of this Article) under the health insurance program at the time the employee retires. If a retired employee's spouse pays the amount the retired employee would have been required to pay for coverage selected by the spouse, the spouse's subsequent eligibility to continue insurance under this section is not affected by the death of the retired employee. The surviving spouse's eligibility ends on the earliest of the following:

- (1) When the spouse becomes eligible for Medicare coverage as prescribed by 42 U.S.C. 1395 et seq.
- (2) When the employer terminates the health insurance program.
- (3) Two (2) years after the date of the employee's death.

- (4) The date of the spouse's remarriage.

Section 4. Dental Insurance

Each contract teacher and his/her immediate family members may elect to be covered by a full service dental program paid for by the Board at fifty percent (50%) of the family rate and fifty percent (50%) of the single rate which meets the following minimum specifications:

- A. 100% No deductibles - Preventive cleaning, oral examinations, emergency office visits, space maintainers, fluoride applications, and x-rays.
- B. 80/20 coverage - Basic/General Services which cover the following:
Extractions, Fillings, General Anesthetics, Injectable, Antibiotics, Periodontics, Oral Surgery, Endodontics, and repair of Prosthetic Devices.
- C. Maximum \$1500 per year per person.
- D. Ortho - \$1000 lifetime
- E. TMJ - \$1000.
- F. Calendar year deductible shall be \$50 single; \$100 family.

Section 5. Long Term Disability Insurance

A. The Board shall provide long-term disability for all teachers to the extent of sixty-six and two thirds percent (66 2/3%) throughout the terms of the disability. The Plan shall carry a Consumer Price Index with yearly escalator for those on disability and shall not coordinate with teacher retirement disability.

B. Long term disability will become effective ninety (90) calendar days after the teacher becomes disabled and may continue until age seventy (70).

Section 6. Vision Insurance

The Board shall provide a vision care plan for all teachers. The Board will assume the entire cost of the plan.

Section 7. Supplemental Life Insurance

The Board will make available, provided an insurance company is willing to write, a group supplemental life insurance program covering the teacher, teacher's spouse and/or children. This benefit shall be paid in full by the teacher.

Section 8. Disability Benefits

Daily coverage of disability will be made available to be paid for in full by teachers to supplement the Long Term Disability Insurance provided by the School Corporation.

Section 9. Employee Assistance Plan

An Employee Assistance Plan through Solutions, Inc. is available to all BCSC employees. This plan includes one to five visits available to employees and members of their immediate families. The entire cost of this service will be paid by the School Corporation.

Section 10. General Information

Teachers on unpaid non-FMLA leave for one (1) month or longer shall have the option to continue any or all of the Board paid programs by paying the premiums themselves to the Board within thirty (30) days of the billing date.

ARTICLE IV ABSENCES AND LEAVES

Section 1. Paid Absence

A. Teachers shall be granted 18 days per year (14 days for personal illness and/or family illness and 4 days of personal leave for business that cannot be conducted outside of the school day) to be absent from work while receiving compensation from the corporation. These days may not be used to extend Board approved leaves granted under any other clause in this contract or to extend school vacations, recesses and holidays. Any teacher requiring more than two consecutive personal days or requiring a personal day before or after a vacation shall submit a request to the Assistant Superintendent of Human Resources for prior approval. In establishing these days, the Board and the Association recognize the need for the teacher to be present with students and encourage teachers to use such days in a judicious manner. Any unused sick leave or personal leave days shall accumulate as sick days at the end of the school year. Teachers who have accumulated less than one hundred eighty (180) days will accumulate all unused sick leave days or personal leave days at the end of each school year. Teachers who have accumulated greater than one hundred eighty (180) days will continue to receive 18 days annually which will be utilized first for any family or personal illness or personal business, but any unused days will be purchased according to Article III, Section 2. Any teacher needing more than 18 days of absence in one year may be asked to provide verification of need with the Human Resources Office.

B. A teacher may transfer up to ten (10) days of accumulated sick leave, as days of paid absence from another school corporation, beginning the second year of employment in the Bartholomew Consolidated School Corporation and in each succeeding year, until the number of accumulated days to which said teacher was entitled in the last place of employment shall be exhausted.

C. Teachers shall be given a written accounting of each category of accumulated days of paid absence on or before the date of issuance of the first paycheck, and on each paycheck thereafter during the school year.

D. Days held in the sick leave bank that was established August 1, 1979 shall be considered to be paid days of absence under the definitions set above. The bank will be administered by a committee of three (3) bargaining unit members appointed by the Association and one (1) administrator appointed by the Superintendent under the following criteria and subject to the following conditions and limitations:

1. Any teacher who chooses to participate in Sick Leave Bank must donate two (2) days to the bank. The two (2) days of paid absence shall be deducted from each participating teacher's accumulated sick leave days. These two (2) donated days shall not be counted against the teacher for the purposes of the calculation in Section 2 below.

2. The minimum number of days in the bank at the beginning of the school year shall be three hundred (300) days; and so long as the number remains at or above three hundred (300) days, no further contributions shall be required. In the event the number of days in the bank is less than three hundred (300) days at the beginning of a school year, then each member of the bank at such time shall contribute two (2) sick leave days from teacher's accumulated days.

3. Initial enrollment in the bank by new teachers shall be permitted at any time on or before September 15 each school year, and will not extend beyond this period. A new teacher employed after the enrollment period has expired, shall have two (2) weeks from the date such teacher begins work to enroll.

4. Eligibility for use of the sick leave bank shall be subject to the following conditions and limitations:

a. The teacher must be an active participant in the bank.

b. Applications shall be made in writing to the chairperson of the committee and shall be made on a form (Appendix E) provided by the Board signed by a physician licensed to practice medicine, certifying that the teacher is temporarily disabled. "Temporarily disabled" shall mean physical inability to perform all of the duties of the

teacher. Such doctor's statement shall also include the nature of the disability, treatment being rendered, and prognosis for a return to work. Further certification may be required by the committee from time to time.

c. All accumulated and non-accumulated personal illness and personal business leave days of the applicant shall have been exhausted at the time of utilization of any sick bank day awarded by the committee.

d. The illness or physical disability must be of a serious nature and of more than seven (7) consecutive day's duration. Whether or not such illness or physical disability is of a serious nature shall be determined by the committee. Days may be used only for such illness or physical disability of its members and may not be used for an illness of any relatives of a member.

e. The maximum number of sick bank days that may be granted to any teacher shall be limited to the number of days needed to qualify said teacher for long term disability insurance benefits. Additional sick leave bank days may be granted for persons who qualify for long term disability only after proof of application for long-term disability benefits has been made.

f. Teachers on leave shall not be eligible for sick bank days during the period of their leave of absence.

g. A full-time teacher using sick bank benefits, who is able to return to work on a half-time basis, as certified by a licensed physician, may return to work half-time and receive benefits up to a period of fifteen (15) working days. Full salary and salary related benefits shall be paid under such circumstances, one-half (1/2) of which shall be provided from the sick leave bank and the remaining one-half (1/2) from the regular salary.

h. The sick leave bank committee may waive any of the above conditions in subsection (4) above.

5. The aforementioned committee is empowered to determine the rules and procedures under which days from the bank shall be granted to individual teachers and how such days will be repaid.

6. Repayment by a borrowing teacher for any such loans shall be made at the rate of a minimum of two (2) days per year when the teacher owes ten (10) or more days to the bank, one (1) day per year when the teacher owes less than ten (10) days to the bank. Repayment shall be made on the first day of each consecutive school year beginning the second year after the loan is made to the teacher. With the exception of long-term disability or death, the balance of sick leave days in a borrowing teacher's account will be used to repay the sick leave bank.

7. The Human Resources Office shall notify the Association of all sick leave bank applications and note actions taken in regard to their request for additional sick leave days granted. The committee will report to their respective groups the balance of days in the sick leave bank two (2) times per year.

Section 2. Attendance Incentive Program

A. A teacher who uses no paid days of absence during the school year will receive, following the close of said school year, a stipend in the amount of three hundred dollars (\$300). Stipends to be awarded under this section shall accompany the payroll check normally scheduled following the last day of school.

In any one year, the unused days shall accumulate. The absence calculation will be applied at the end of each school year. At the start of each school year, a teacher will have their previously accumulated days, up to the maximum, and the additional eighteen (18) days for the new school year. For a teacher who begins employment after the start of the school year the eighteen (18) day absence entitlement will be prorated for the remainder of the current school year. The maximum accumulated days of absence for the purpose of this incentive shall be one hundred eighty (180) days.

B. Any accumulated unused sick days over one hundred eighty (180) will be bought back at the rate of forty-three dollars (\$43) per day. These monies will be deposited into the teacher's VEBA account by August 1.

*Professors
do not count
against attendance*

C. For the purposes of this section, a teacher receiving monies into their VEBA account is considered vested. Consequently, if a teacher ceases to be employed by BCSC, the teacher keeps the monies deposited into their VEBA account as of that date.

D. At retirement (as defined by Article V, Section 2(A), a teacher shall receive eleven dollars and twelve cents (\$11.12) per day for each day up to one hundred eighty (180) accumulated unused sick and personal days. This amount shall accompany the payroll check normally scheduled following the last day of school and shall be calculated into the teacher's final average salary for purposes of Indiana State Teacher Retirement Fund (ISTRF).

If a teacher who is eligible to retire from BCSC according to Article V, Section 2A passes away, the teacher is considered vested for the eleven dollars and twelve cents (\$11.12) per day for each day up to one hundred eighty (180) accumulated sick and personal days.

E. The vendor cannot be changed without mutual agreement by the Association and the Corporation.

Section 3. Leaves, General Provisions

A. Leaves as defined within this Article may be extended. All approval for such extensions shall be made at the sole discretion of the Board following consideration of the recommendation of the Superintendent.

B. Upon return from any leave, a teacher shall be assigned to the same position, or if not, to at least a substantially equivalent position. A new assignment shall be based on a conference between the teacher and the Superintendent concerning the position or positions available for which he is qualified.

C. A teacher on unpaid non FMLA leave for one month or longer shall have the option to continue coverage under group insurance plans as provided in Article III, Section 10 of the agreement and I.C. 20-6.1-6-1 (c) at his own expense.

D. Any other reason for a leave of absence not specifically set forth in this Article may be considered for granting leave with pay by the Board based on individual merits. However, this provision shall not require the Board to grant such leave with pay.

Section 4. Health Leave

Health leaves may be granted to teachers for a school year or portion of a school year with appropriate medical doctor's certification and subsequent approval by the Board.

Section 5. Adoptive Leave

A. A teacher may use up to 15 days accumulated paid days of absence for adopting a child 17 years of age or less. The teacher may continue adoptive leave without pay for a period of up to one (1) school year. Upon application for the adoption, the teacher shall notify the Superintendent of the intent to take such leave and the length of leave. The Superintendent shall be given as much advance notice as possible of the date of commencement of such leave.

B. Such leave shall not be considered as credit toward professional status.

Section 6. Paternity Leave

A. When a male teacher becomes the father of a child, the teacher shall be granted 5 days paternity leave with pay, such days being deducted from the teacher's accumulated paid days of absence. The leave shall be used within one week of birth of the child or within one week of dismissal date of child from the hospital.

B. A male teacher may extend such leave, upon proper notice as required by the Employer, and be absent for a period of up to one (1) year without pay for purposes of infant child care. The leave request shall state the period and dates of requested leave. Such leave shall not be considered as credit toward professional status.

Section 7. Family and Medical Leave Act

Notwithstanding any provision in this Agreement to the contrary, each of the parties reserves all rights and responsibilities provided employers and employees under the Family and Medical Leave Act of 1993(the Act). Additional information pertaining to FML, including information on Maternity Leave, can be found in BCSC Board Policy, 3430.01.

Section 8. Extended Family Illness Leave

A leave of absence without pay or increment of up to one (1) year shall be granted for the purpose of caring for a sick member of the teacher's immediate family, as defined in Section 10 of this Article.

Section 9. Employment Injury Leave

A. Time needed for a teacher to recuperate from any personal injury arising out of and in the course of his employment shall result in no loss of salary or days of paid absence for the remainder of the current teacher's employment contract year, or until the teacher becomes eligible for long-term disability benefits, whichever occurs first, provided that:

1. The injury results in disablement preventing such teacher from performing the normal duties required of said teacher
2. The teacher shall qualify for, request, and receive worker's compensation benefits
3. The teacher receives an amount of money equal to such benefits into the corporation's general fund.

B. This section does not limit a teacher from using days of paid absence leave instead of employment injury leave.

Section 10. Bereavement Leave

A. Each teacher shall be entitled to be absent from work without loss of compensation for a period not to exceed five (5) school days in the event of the death of a teacher's father, mother, grandparent, grandchild, brother, sister, husband, wife, child, person of similar relationship established by marriage, or any person domiciled in the teacher's home; provided, however, that in the event such person's death is the teacher's spouse or child, the teacher shall have an additional three (3) school days bereavement leave beyond the five (5) days bereavement leave provided herein. Up to two (2) of these days, if unused during the above timeframe, may be utilized by the teacher for bereavement, attending any funeral or memorial services or any business connected with the death, funeral and/or estate matters within ninety (90) calendar days from the day of death. These five (5) days shall not reduce any accumulated paid days of absence nor shall said additional three (3) school days reduce any accumulated paid days of absence.

B. If more than one death should occur at the same time in the family members as defined in paragraph A, more bereavement leave may be granted.

C. Up to two (2) days per year leave shall be granted a teacher for time needed to travel to and attend a funeral of any other relative not listed in this section or that of a close friend. It is understood that this leave may be used no more than one time per school year.

Section 11. Professional Leave

Teachers may upon request to the principal and subject to the subsequent approval of the Superintendent, or designee, visit other schools and/or attend meetings or conferences of an educational nature relating to the development of programs or curriculum. It is the responsibility of the building administrator or program director to find the appropriate substitute fund number for professional leave forms. Said request on a form mutually acceptable to the Board and the Association must be submitted in writing at least two (2) weeks in advance of the date or dates of such leave.

Section 12. Association Work Leave

Teachers, not to exceed one, who are elected to a full-time position with the Association as a State or National Association officer, upon proper written request to the Board, shall be granted a leave of absence without pay, fringe benefits, salary progression or progress toward professional status. Time spent on such leave shall be used in determining a teacher's retirement credit, subject to the applicable provisions of the retirement plan. Such request must be received by the Board no later than thirty (30) days prior to the requested date of commencement of such leave and shall contain a statement of the expected length of the leave. Such leave shall not extend beyond the life of this Agreement. Upon thirty (30) days notice of his or her desire to again return to employment by the Corporation, such person shall be placed pursuant to the provisions of Section 3.

Section 13. Military Leave

Any teacher who is a member of an armed forces unit, Reserves, or the National Guard and who shall be required to attend a meeting or other activity of the unit during a school day or days shall be excused from said teacher's contracted obligations to the school corporation for the period of mandatory training, not to exceed fifteen (15) school days during any calendar year. The teacher's compensation for this period of time shall be the regular salary less military compensation. In the event that active duty call-up necessitates days beyond 15, the regular salary compensation will continue up to a period of one year. Applications for renewal beyond one year will be received during the 10th month of active duty.

Section 14. Jury Duty or Witness Leave

A teacher who is called to serve on jury duty or is subpoenaed to appear as a witness in a work-related court case shall receive the full salary, provided the teacher remits to the payroll department any compensation received (less mileage) reimbursed for such duty. It is the teacher's responsibility to certify the amount of compensation received to the Payroll Department.

Section 16. Voluntary Leave

A leave of absence for up to one school year without pay and fringe benefits may be granted solely at the discretion of the employer to a permanent teacher provided the teacher properly requests such leave in writing to the Superintendent at least sixty-five (65) calendar days prior to the requested start of leave. Such request shall include the exact dates requested for the starting and ending of the leave. Any leave granted will be conditioned on the employer's obtaining a replacement teacher that the employer determines is properly licensed and sufficiently qualified to replace the teacher in all duties of the teacher. In the event the employer fails to obtain such replacement by thirty (30) calendar days prior to the requested start of said leave, the teacher shall be required to return to his or her position and forego any such requested leave. Any unemployment compensation the employer may have credited to its experience account or be required to pay to any such replacement teacher upon the return of a teacher from leave shall be reimbursed to the employer by the teacher to whom such leave was granted. Such reimbursement shall occur within fifteen (15) days after distribution of each unemployment check to said replacement teacher.

Voluntary Leaves will not be granted to teachers who while on leave will receive compensation for work performed excepting work as part of a professional development project, a university work study program, or in the best interests of the corporation.

Section 17. Association Leave

A. The President of the Association, or his designee, shall be allowed to leave his school to visit other schools on his lunch or preparation time, or upon mutual agreement with his principal at some other time within the regular school day, to investigate employee issues.

B. The visitation with a teacher(s) by the President of the Association, or his designee, may be on the teacher's lunch or preparation time, or upon mutual agreement with the teacher and the teacher's principal at some other time within the regular school day.

C. The visitation of a teacher by the President or his designee referred to in this section shall be scheduled and conducted so as not to interfere with the activities of other teachers or persons.

D. There shall be only one designee of the President at a given time and that person's identity shall be communicated to a designated representative of the Board in advance of any action that person takes on behalf of the President.

E. The Association President, or his designee, shall be entitled to paid release time for attending formal grievance hearings without loss of compensation.

F. The Association President, or his designee, shall have seven (7) days per year of paid leave for the conduct of lawful Association business. Except in cases of emergencies, forty-eight (48) hours notice of such leave shall be provided to the employee's principal. Substitute teacher costs shall be shared equally by the Association and the Board. The Superintendent may, at his discretion, grant additional days, which will be paid for by the Corporation.

ARTICLE V

RETIREMENT PROGRAM

Section 1. BCSC RETIREMENT SAVINGS BENEFIT

A. Each employee shall have the option of investing in the 403(b) plan up to the maximum allowable under Federal law. The Board shall match such employee contributions on a dollar for dollar basis up to 3% of the individual's base salary for the duration of this contract.

B. The BCSC shall deposit the employer contributions for each employee into an individual account for the employee in a 401(a) tax-deferred annuity program selected by the Association. Such deposits will be made on a monthly basis. The vendor so selected by the Association shall be the sole administrator of employer contributions to the 401(a) program.

C. All teachers shall be able to elect to participate in or make changes in tax-deferred plan(s) on a quarterly basis, i.e. January 1, April 1, July 1 and October 1. All elections or changes shall be made pursuant to the terms and conditions of said tax-deferred plan(s). Requests may be sent in at any time; however, changes will be effective on January 1, April 1, July 1, and October 1 or on the last work day prior to that date if any of these dates fall on a non-work day. Requests must be received by BCSC business office at least fifteen (15) days prior to any of the above dates to be effective on that date.

D. Any contributions made by the employee and all assets derived there from are the property of the employee and, in the event of death, his/her designated beneficiaries or, lacking same, estate. Any contributions made by the employer on behalf of the employee and all assets derived there from become the property of the employee after a five (5) year period from the date the contributions began. Should an employee leave the corporation prior to the five (5) year vesting date then all contributions made by the employer on behalf of that employee and all assets derived there from become the property of the employer.

Section 2. BCSC Retirement Program Insurance Benefits Options

A. For purposes of this article the definition of retirement to maintain BCSC health benefits is to meet one of the following criteria:

1. At least 55 years of age and having satisfied the rule of 85 (ISTRF qualification)
2. At least 60 years of age with at least 15 years of experience (ISTRF qualification)
3. At least 50 years of age with 10 years of BCSC experience.
4. At least 55 years of age with 5 years of BCSC experience

B. The retiring teacher shall be provided the option to purchase, in accordance with Section 3 below, any or all of the following insurance benefit coverage:

Health/Hospitalization: Single or Family Plan

Dental Coverage: Single or Family Plan

Vision Coverage: Single or Family Plan

Life Insurance: \$55,000 of Term Life on the retiree only

Section 3. Insurance Benefit Provisions

A. The cost of the benefit to the retired teacher shall be that amount determined currently or established in subsequent years as being the amount of premium paid by the Bartholomew Consolidated School Corporation.

B. The amount of the premium paid toward any or all of the benefits typically paid by the teacher prior to retirement shall remain in force at the time of retirement unless, through subsequent bargaining, the premium share cost is increased for the active teachers. At such time, the retired teacher shall pay 100% of the cost of the plan for active teachers.

C. The retired teacher must remain enrolled for those benefits for the full year of enrollment.

D. In the event a retiring teacher does not enroll in the health/hospitalization benefit and chooses to enroll at a later time, he, she, or dependents will be accepted if qualifications under HIPAA guidelines are met.

Section 4. Retiring Year Procedure

A. The retiring teacher will continue to be covered in the above outlined benefits until August 31 of the last year of teaching if enrolled at the time of retirement. All other benefits will cease as of June 30 of the last year of teaching.

B. Each retiring teacher will be provided the monthly costs for enrollment in the various insurance options based upon the actual premium established as of May 1 of the year of retirement.

C. The retiring teacher must elect to enroll prior to September 1 of the year of retirement.

Section 5. Enrollment and Re-enrollment February/March Cycle.

A. The first year retiring teacher shall be enrolled in the insurance benefit programs commencing with their separation from service at costs as determined above. Re-enrollment, withdrawal, or decisions to modify coverages or method of payment must be made by February 15 and will subsequently take effect March 1 and remain in force until each subsequent February 28, or until the month the retiree attains qualification for Medicare.

B. Any teacher who retired under a previous contract agreement will continue to be eligible to reenroll, change enrollment, enter into receipt of cash, or any combination of options. Such opportunity will be presented to the retired teacher in the February/March cycle as outlined in Sub-section A. above.

Section 6. Substitute Work

The teacher, subject to satisfactory performance evaluation, shall be considered for up to 36 days per year of substitute work at one and one-half (1 1/2) times the certified substitute rate. Days of substitute work beyond the 36 will be paid at certified teacher substitute rate.

ARTICLE VI

GRIEVANCE PROCEDURE

Section 1. Purpose

It is the objective of the Board and the Association to have all grievances resolved informally or at the earliest possible stage of this grievance procedure.

Section 2. Definition

A. A "grievance" is a claim, submitted by a grievant, that there has been a violation or misinterpretation of a specific article or section of this Agreement.

B. A "grievant" may be a teacher or group of teachers or the Association.

C. A "day" when used in this Article shall refer to teacher days as that term is used in the school calendar. During the summer recess, however, the term shall mean weekdays (Monday through Friday).

Section 3. Informal Procedure

Before submitting a written grievance, the grievant shall attempt to resolve the grievance informally by contacting the building principal or his designee concerned within twenty (20) days of the time that the grievant knew, or reasonably should have known of the grievance. The building principal or his designee shall respond to the grievant within five (5) days of notification of the problem. The grievant and the person so contacted shall discuss such grievance at a mutually acceptable time and place. The grievant may choose to have an Association representative, the Association building representative or another teacher in the building present at the informal grievance step. If an Association representative other than the building representative is present at such informal grievance, then the building principal or his designee may also have an administrative representative in attendance.

Section 4. Formal Procedure

Step One - Building Principal or Designee

A. If resolution is not achieved through discussion with the building principal or his designee, a formal written grievance may be presented. The grievance, on the form attached as Appendix "D", shall state the specific provision of the Agreement violated and the relief requested. The grievance shall be dated and signed by the grievant. Such written grievance must be received by the building principal or his designee within five (5) days of the Informal Grievance discussion.

B. The building principal or his designee may request a meeting with the grievant in an effort to resolve the grievance. If such meeting is requested, the building principal or his designee shall arrange such meeting within five (5) days, unless an extension of such limit is mutually agreed to by the grievant and the building principal or his designee. If no meeting is requested, the building principal or his designee shall submit his response in writing to the grievant within five (5) days after receipt of the grievance. If a meeting has been requested, the building principal or his designee shall submit his response in writing to the grievant within five (5) days following the grievance meeting date.

Step Two - Superintendent

A. If resolution is not achieved through the written response in Step One, the grievant may submit the grievance to the Superintendent or his designee. The grievance must be received by the Superintendent or his designee within five (5) days of the grievant's receipt of the written response in Step One.

B. The Superintendent or his designee may request a meeting with the grievant in an effort to resolve the grievance. Such request for a meeting shall be submitted in writing at the time the grievance is submitted to the Superintendent. If such a meeting is requested, the Superintendent or his designee shall arrange such meeting within five (5) days, unless an extension of such time limit is mutually agreed to be the grievant and the superintendent or his designee.

If no meeting is requested, the Superintendent or his designee shall submit his response in writing to the grievant within five (5) days after receipt of the grievance.

If a meeting has been requested, the Superintendent shall submit his response in writing to the grievant within five (5) days following grievance meeting date.

Section 5. Provisions Relating to the Grievance Procedure

A. A grievance must be processed within the time limits set forth in the foregoing provisions.

B. If the grievance is filed by the Association as grievant, and if such grievance is limited to one school, the grievance shall be submitted to the building principal involved. Otherwise, such grievance shall be submitted to the Superintendent in Step Two.

C. Where the grievance is one properly submitted to the Superintendent in Step Two, it shall be received by the Superintendent within fifteen (15) days, as they are defined in Section 2, paragraph C., of the time that any officer or official of the Association knew, or reasonably should have known of the grievance and shall thereafter be subject to all other provisions of this Article with respect to grievances as defined in Section 2, A.

D. A grievant may, upon request, be accompanied by a representative of the Association at all steps in Section 4 of the Formal Procedure.

E. All documents, communications, and records dealing with grievances shall be filed separately from the personnel files of the participants and shall not be used for evaluations.

F. Time limits herein may be extended only by mutual agreement, signed by both Parties.

ARTICLE VII SEPARABILITY

Section 1.

Should any provision of this Agreement at any time during its life be found in conflict with federal or state law, or rule or regulation thereunder, then such provision shall continue in effect only to the fullest extent permissible under the applicable law. If at any time thereafter such provision is no longer in conflict with the law, then such provision of the Agreement as originally embodied herein shall be restored in full force and effect, as if it had never been in controversy or violation.

Section 2.

It is further understood and agreed that the provisions of this Agreement are deemed to be separable to the extent that if and when a court or government agency of competent jurisdiction adjudges any provision of this Agreement to be in conflict with any law, or rule or regulation thereunder, such decision shall not affect the validity of the remaining provisions of this Agreement, and the remaining provisions shall continue in full force and effect.

ARTICLE VIII TERM OF AGREEMENT

THIS AGREEMENT shall be effective as of August 1, 2013 and shall continue in full force and effect until *July 31, 2015*.

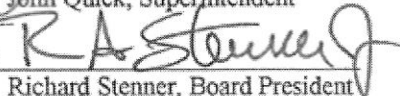
The parties mutually agree that the terms set forth in the Agreement represent the full and complete understanding and commitment between the parties hereto and may be altered, changed, added to, deleted from or modified only by the voluntary mutual consent of the parties expressed in a written amendment hereto.

THIS AGREEMENT is made and entered into at Columbus, Indiana on this day, by and between the Board of School Trustees of the Bartholomew Consolidated School Corporation, County of Bartholomew, State of Indiana, heretofore called the "Board", and the Columbus Educators Association, affiliated with the Indiana State Teachers Association and the National Education Association, heretofore called the "Association".

THIS AGREEMENT is so attested by the parties whose signatures appear below:

BOARD OF SCHOOL TRUSTEES
OF THE BARTHOLOMEW
CONSOLIDATED SCHOOL CORPORATION

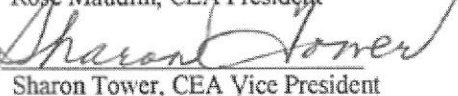
By 
John Quick, Superintendent

By 
Richard Stenner, Board President

By 
Jill Shedd, Board Member

COLUMBUS EDUCATORS
ASSOCIATION

By 
Rose Maudlin, CEA President

By 
Sharon Tower, CEA Vice President

By 
Brian Irwin, CEA Vice President

**APPENDIX A
SALARY INFORMATION
BARTHOLOMEW CONSOLIDATED SCHOOL CORPORATION**

2013-14 School Year

1. Base salary for the 2012-13 school year + 1% salary increase = new base salary for 2013-14*.
2. 1% stipend (figured on 2013-14 base) – payable on August 23, 2013
3. A teacher who was receiving the Advanced Salary benefit in 2012-13 will continue to receive this benefit on a permanent basis (Article II, Section 6).
4. A maximum of 3% of a teacher’s base salary amount is available as a matching annuity to every teacher who chooses to participate.

* The following is an exception to the use of the 2012-13 base amount for figuring the 2013-14 salary:

- A teacher who has completed a Master’s Degree during the 2012-13 school year and not yet received salary credit for this degree will have a new base salary figured for 2013-14.

2014-15 School Year

In 2014-15, a new compensation model will be in place (as required by Indiana statute).

Salary increases will be based on the following factors:

1. 2% of the total dollars spent on certified salaries in 2013-14 will be used to fund a salary increase in 2014-15.
2. A teacher must be evaluated as Highly Effective or Effective in order to receive a salary increase. Any teacher evaluated as Needs Improvement or Ineffective **cannot** receive an increase in salary.
3. The following factors will be used to determine a salary increase for each teacher:
 - Highly Effective or Effective Evaluation Category
 - +
 - College Degree

Highly Effective or Effective Evaluation Category Factor	+	College Degree Factor	=	Base Salary
.67	+	.25 (BA)	=	.92
.67	+	.29 (BA + 15 hours)	=	.96
.67	+	.33 (MS)	=	1.00

A maximum of 3% of a teacher’s base salary amount is available as a matching annuity to every teacher who chooses to participate.

A teacher who started course work for a Master’s Degree prior to July 1, 2011, and completed it before September 1, 2014, and who has not previously received salary credit for the degree will be compensated according to Article II, Section 3.

APPENDIX A-1
2014-2015 SALARY SCHEDULE
FOR NEWLY HIRED TEACHERS
BARTHOLOMEW CONSOLIDATED SCHOOL CORPORATION

A new teacher hired for the 2014-15 school year may receive salary credit for a Master's degree and up to five years of previous teaching experience accumulated under a regular or temporary contract in an accredited educational institution (in accordance with current Indiana State Law). This experience must have been as a degreed, licensed teacher and must be verified by any previous employers.

In order to make hiring decisions in certain staffing situations, the Administration has the right to waive this limitation of five years of teaching experience and to set a salary amount designed to attract a high quality teacher.

2014-2015

Steps	BS	MS
0	\$35,429	\$35,787
1	\$36,138	\$36,861
2	\$36,861	\$37,967
3	\$37,598	\$39,108
4	\$38,349	\$40,280
5	\$39,118	\$41,487

**2013-2014 APPENDIX B: NON-ATHLETIC EXTRACURRICULAR
AND EXTENDED CONTRACTS**

	BASE SALARY	\$36,138		
	Index	Stipend	Added Days	# in Corp
.13 index:				
HS Band Director	0.13	\$4,698		2
.11 index:				
HS Choral Director	0.11	3,975		2
.09 index:				
Corp. Psychologist	0.09	3,252	15	4
C4 Team Leader	0.09	3,252	15	2
HS Guidance Director (See note 1)	0.09	3,252	25	2
HS Special Education Coordinator	0.09	3,252	5	2
HS Dean	0.09	3,252	5	6
HS Ass't Band Director	0.09	3,252		2
MS Activity Director	0.09	3,252		2
EL Pupil Services Coordinator	0.09	3,252		1
ESL Program Director	0.09	3,252	10	1
.08 index:				
HS Yearbook Advisor	0.08	2,891		2
.07 index:				
HS Library/Media Specialist	0.07	2,530	10	2
HS Newspaper Advisor	0.07	2,530		2
.06 index:				
HS Budget Supply Coordinator				
FTE of 7.0 or more	0.06	2,168	3	
MS Budget Supply Coordinator				
FTE of 7.0 or more	0.06	2,168	3	
Corp. Television Consultant	0.06	2,168	10	1
HS Counselor	0.06	2,168	8	7
HS Speech Coach	0.06	2,168		2
HS Pep Steppers Director-CN	0.06	2,168		1
HS Color Guard Director-CE	0.06	2,168		1
MS Dean	0.06	2,168	5	2
MS Counselor	0.06	2,168	5	4

		Stipend	Added Days	# in Corp
MS Library/Media Specialist	0.06	2,168	5	2
MS Band Director	0.06	2,168		2
EL Library Media Specialist	0.06	2,168	5	2
.05 index:				
HS Musical Director/Producer	0.05	1,807		2
HS Musical Orchestra Director	0.05	1,807		2
HS Musical Vocal Director	0.05	1,807		2
HS Testing Coordinator (CEHS)	0.05	1,807		1
HS Student Council Advisor	0.05	1,807		2
HS Senior Project Coordinator	0.05	1,807		2
MS Choral Director	0.05	1,807		2
MS Theater	0.05	1,807		1
EL Counselor	0.05	1,807		11
.04 index:				
HS Budget Supply Coord				
FTE of 4.0 – 6.99	0.04	1,445	3	
MS Budget Supply Coord				
FTE 4.0 - 6.99	0.04	1,445	3	
C4 Youth Leadership: BPA	0.04	1,445		1
C4 Youth Leadership: DECA	0.04	1,445		2
C4 Youth Leadership: FFA	0.04	1,445	5	1
C4 Youth Leadership: HOSA	0.04	1,445		2
C4 Youth Leadership: Skills USA	0.04	1,445		2
C4 Youth Leadership: FFCLA	0.04	1,445		2
C4 Youth Leadership: Technology Event Coordinator	0.04	1,445		1
HS Drama Director/Non-Musical	0.04	1,445		2
HS Publications Bureau Director	0.04	1,445		1
HS Student Activities Advisor (CEHS)	0.04	1,445		1
HS Lead Academic Coach	0.04	1,445		2
HS Ass't Academic Coach	0.04	1,445		8
MS Lead Academic Coach	0.04	1,445		2
MS Ass't Academic Coach	0.04	1,445		2
.03 index:				
HS Orchestra/Strings Director	0.03	1,084		2
MS Orchestra/Strings Director	0.03	1,084		2
MS Drama Director	0.03	1,084		2
MS Newspaper Advisor	0.03	1,084		2
MS Yearbook Advisor	0.03	1,084		2
EL Academic Coach	0.03	1,084		11

	Index	Stipend	Added Days	# in Corp
.02 index:				
HS Budget Supply Coord				
FTE of 1.0 - 3.99	0.02	723	3	
MS Budget Supply Coord				
FTE 1.0 - 3.99	0.02	723	3	
HS Business (CEHS) (See note 3)	0.02	723		1
HS Family Consumer Science	0.02	723		2
HS Music	0.02	723		2
MS Department Team Leader				
MS Art	0.02	723		2
MS Family Consumer Science	0.02	723		2
MS Foreign Language	0.02	723		2
MS Health/PE	0.02	723		2
MS Industrial Tech	0.02	723		2
MS Music	0.02	723		2
MS Special Education	0.02	723		2
HS Prom Advisor Fund		1,138		2
(paid by ticket sales)				
Added days only				
Corp. Autism Coordinator			20	1
Corp. Low Incidence Coordinator			10	1
Corp. Student Assistance Director			15	1
C4 School to Work Coordinator				
C4 Building Trades			5	2
C4 Business/Office Education			3	1
C4 Child Care			2	2
C4 Health Occupations			2	2
C4 ICT/ICE			3	2
Hourly Rate Only				
HS Auditorium Director			59.14	2
			per hour	
HS/MS Bus Duty			30.70	*
			per hour	
			*# determined by need	

**2014-2015 APPENDIX B: NON-ATHLETIC EXTRACURRICULAR
AND EXTENDED CONTRACTS**

	BASE SALARY	\$36,860		
	Index	Stipend	Added Days	# in Corp
.13 index:				
HS Band Director	0.13	\$4,792		2
.11 index:				
HS Choral Director	0.11	4,055		2
.09 index:				
Corp. Psychologist	0.09	3,317	15	4
C4 Team Leader	0.09	3,317	15	2
HS Guidance Director (See note 1)	0.09	3,317	25	2
HS Special Education Coordinator	0.09	3,317	5	2
HS Dean	0.09	3,317	5	6
HS Ass't Band Director	0.09	3,317		2
MS Activity Director	0.09	3,317		2
EL Pupil Services Coordinator	0.09	3,317		1
ESL Program Director	0.09	3,317	10	1
.08 index:				
HS Yearbook Advisor	0.08	2,949		2
.07 index:				
HS Library/Media Specialist	0.07	2,581	10	2
HS Newspaper Advisor	0.07	2,581		2
.06 index:				
HS Budget Supply Coordinator				
FTE of 7.0 or more	0.06	2,211	3	
MS Budget Supply Coordinator				
FTE of 7.0 or more	0.06	2,211	3	
Corp. Television Consultant	0.06	2,211	10	1
HS Counselor	0.06	2,211	8	7
HS Speech Coach	0.06	2,211		2
HS Pep Steppers Director-CN	0.06	2,211		1
HS Color Guard Director-CE	0.06	2,211		1
MS Dean	0.06	2,211	5	2
MS Counselor	0.06	2,211	5	4

		Stipend	Added Days	# in Corp
MS Library/Media Specialist	0.06	2,211	5	2
MS Band Director	0.06	2,211		2
EL Library Media Specialist	0.06	2,211	5	2
.05 index:				
HS Musical Director/Producer	0.05	1,843		2
HS Musical Orchestra Director	0.05	1,843		2
HS Musical Vocal Director	0.05	1,843		2
HS Testing Coordinator (CEHS)	0.05	1,843		1
HS Student Council Advisor	0.05	1,843		2
HS Senior Project Coordinator	0.05	1,843		2
MS Choral Director	0.05	1,843		2
MS Theater	0.05	1,843		1
EL Counselor	0.05	1,843		11
.04 index:				
HS Budget Supply Coord				
FTE of 4.0 – 6.99	0.04	1,474	3	
MS Budget Supply Coord				
FTE 4.0 - 6.99	0.04	1,474	3	
C4 Youth Leadership: BPA	0.04	1,474		1
C4 Youth Leadership: DECA	0.04	1,474		2
C4 Youth Leadership: FFA	0.04	1,474	5	1
C4 Youth Leadership: HOSA	0.04	1,474		2
C4 Youth Leadership: Skills USA	0.04	1,474		2
C4 Youth Leadership: FFCLA	0.04	1,474		2
C4 Youth Leadership: Technology Event Coordinator	0.04	1,474		1
HS Drama Director/Non-Musical	0.04	1,474		2
HS Publications Bureau Director	0.04	1,474		1
HS Student Activities Advisor (CEHS)	0.04	1,474		1
HS Lead Academic Coach	0.04	1,474		2
HS Ass't Academic Coach	0.04	1,474		8
MS Lead Academic Coach	0.04	1,474		2
MS Ass't Academic Coach	0.04	1,474		2
.03 index:				
HS Orchestra/Strings Director	0.03	1,102		2
MS Orchestra/Strings Director	0.03	1,102		2
MS Drama Director	0.03	1,102		2
MS Newspaper Advisor	0.03	1,102		2
MS Yearbook Advisor	0.03	1,102		2
EL Academic Coach	0.03	1,102		11

	Index	Stipend	Added Days	# in Corp
.02 index:				
HS Budget Supply Coord				
FTE of 1.0 - 3.99	0.02	737	3	
MS Budget Supply Coord				
FTE 1.0 - 3.99	0.02	737	3	
HS Business (CEHS) (See note 3)	0.02	737		1
HS Family Consumer Science	0.02	737		2
HS Music	0.02	737		2
MS Department Team Leader				
MS Art	0.02	737		2
MS Family Consumer Science	0.02	737		2
MS Foreign Language	0.02	737		2
MS Health/PE	0.02	737		2
MS Industrial Tech	0.02	737		2
MS Music	0.02	737		2
MS Special Education	0.02	737		2
HS Prom Advisor Fund		1,161		2
(paid by ticket sales)				
Added days only				
Corp. Autism Coordinator			20	1
Corp. Low Incidence Coordinator			10	1
Corp. Student Assistance Director			15	1
C4 School to Work Coordinator				
C4 Building Trades			5	2
C4 Business/Office Education			3	1
C4 Child Care			2	2
C4 Health Occupations			2	2
C4 ICT/ICE			3	2
Hourly Rate Only				
HS Auditorium Director			60.32	2
			per hour	
HS/MS Bus Duty			31.31	*
			per hour	
			*# determined by need	

2013-2014, 2014-2015 **APPENDIX B: NON-ATHLETIC EXTRACURRICULAR
AND EXTENDED CONTRACTS**

Sources of funds:

Sources of funding for positions outside the general fund:

1. Special ed coop positions (autism coordinator, low incidence coordinator): shared funding with area cooperative corporations
2. HS auditorium director: auditorium rental fees, except in cases of auditorium use by BCSC.
3. HS/MS bus duty: transportation fund.
4. HS prom advisor fund: prom ticket sales.

2013-2014 APPENDIX C: ATHLETIC ASSIGNMENTS

	#per corp	0-2	3-5	6+
Group I		8,095	8,623	9,136
HS Football	2			
HS Boys B'Ball	2			
HS Girl's B'Ball	2			
HS Ass't AD	2			
Group II		3,772	4,460	5,146
HS Ass't Football	12			
HS Ass't Boys B'Ball	6			
HS Ass't Girl's B'Ball	6			
HS Baseball	2			
HS Softball	2			
HS Boy's Soccer	2			
HS Girl's Soccer	2			
HS Boy's Swimming	2			
HS Girl's Swimming	2			
HS Boy's Track	2			
HS Girl's Track	2			
HS Girl's Gymnastics	2			
HS Weight Training	2			
HS Boy's Wrestling	2			
HS Girl's Volleyball	2			
Group III		3,772	4,116	4,460
HS Boy's Cross Country	2			
HS Girl's Cross Country	2			
HS Boy's Golf	2			
HS Girl's Golf	2			
HS Boy's Tennis	2			
HS Girl's Tennis				
Group IV		2,128	2,404	2,756
Boy's Football 7	2			
Boy's Football 8	2			
Boy's Basketball 7	2			
Boy's Basketball 8	2			
Girl's Basketball 7	2			
Girl's Basketball 8	2			
Group V		1,877	2,154	2,490
MS Boy's Cross Country 7-8	2			
MS Girl's Cross Country 7-8	2			
Ass't Football 7	2			
Ass't Football 8	2			
Ass't Boy's Basketball 7	2			
Ass't Boy's Basketball 8	2			
Ass't Girl's Basketball 7	2			

	#per	0-2	3-5	6+
Group V (cont'd)	corp			
Ass't Girl's Basketball 8	2			
Boy's Track 7	2			
Boy's Track 8	2			
Girl's Track 7	2			
Girl's Track 8	2			
Girl's Volleyball 7	2			
Girl's Volleyball 8	2			
MS Wrestling	2			
MS Boys Tennis 7-8	2			
MS Girls Tennis 7-8	2			
HS Ass't Baseball	6			
HS Ass't Softball	6			
HS Ass't Girl's Gymnastics	2			
HS Ass't Boy's Soccer	4			
HS Ass't Girl's Soccer	4			
HS Ass't Boy's Swimming	2			
HS Ass't Girl's Swimming	2			
HS Ass't Diving Coach	2			
HS Ass't Boys Track	6			
HS Ass't Girl's Track	6			
HS Ass't Girl's Volleyball	6			
HS Ass't Boy's Wrestling	2			
HS Ass't Boy's Tennis	2			
HS Ass't Girl's Tennis	2			
HS Ass't Boy's X-Cntry	2			
HS Ass't Girl's X-Cntry	2			
HS Ass't Boy's Golf	2			
HS Ass't Girl's Golf	2			
Group VI		590	710	826
MS Ass't X-Country Girl's 7-8	2			
MS Ass't X-Country Boy's 7-8	2			
MS Ass't Boy's Track 7	2			
MS Ass't Boy's Track 8	2			
MS Ass't Girl's Track 7	2			
MS Ass't Girl's Track 8	2			
MS Ass't Wrestling	2			
MS Girl's Ass't Volleyball 7	2			
MS Girl's Ass't Volleyball 8	2			
MS Pom Pom Sponsor	2			
Cheerleader Sponsor 7	2			
Cheerleader Sponsor 8	2			
Boy's Elem. Basketball	11			
Girl's Elem. Basketball	11			
Group VII				
Elem. Basketball Coord	2	1,180		
HS Ass't Cheerleader 2	2	1,415		
MS Boy's Intramural 7-8	2	894		

Group VII (cont'd)				
	#per	0-2	3-5	6+
	corp			
MS Girl's Intramural 7-8	2	894		
MS Concessions mgr.	2	1047		
HS Cheerleader Sponsor	2	2,490		

2014-2015 APPENDIX C: ATHLETIC ASSIGNMENTS

	#per corp	0-2	3-5	6+
Group I		8,257	8,795	9,319
HS Football	2			
HS Boys B'Ball	2			
HS Girl's B'Ball	2			
HS Ass't AD	2			
Group II		3,847	4,549	5,249
HS Ass't Football	12			
HS Ass't Boys B'Ball	6			
HS Ass't Girl's B'Ball	6			
HS Baseball	2			
HS Softball	2			
HS Boy's Soccer	2			
HS Girl's Soccer	2			
HS Boy's Swimming	2			
HS Girl's Swimming	2			
HS Boy's Track	2			
HS Girl's Track	2			
HS Girl's Gymnastics	2			
HS Weight Training	2			
HS Boy's Wrestling	2			
HS Girl's Volleyball	2			
Group III		3,847	4,198	4,549
HS Boy's Cross Country	2			
HS Girl's Cross Country	2			
HS Boy's Golf	2			
HS Girl's Golf	2			
HS Boy's Tennis	2			
HS Girl's Tennis				
Group IV		2,171	2,452	2,811
Boy's Football 7	2			
Boy's Football 8	2			
Boy's Basketball 7	2			
Boy's Basketball 8	2			
Girl's Basketball 7	2			
Girl's Basketball 8	2			
Group V		1,915	2,197	2,540
MS Boy's Cross Country 7-8	2			
MS Girl's Cross Country 7-8	2			
Ass't Football 7	2			
Ass't Football 8	2			
Ass't Boy's Basketball 7	2			
Ass't Boy's Basketball 8	2			
Ass't Girl's Basketball 7	2			

	#per	0-2	3-5	6+
Group V (cont'd)	corp			
Ass't Girl's Basketball 8	2			
Boy's Track 7	2			
Boy's Track 8	2			
Girl's Track 7	2			
Girl's Track 8	2			
Girl's Volleyball 7	2			
Girl's Volleyball 8	2			
MS Wrestling	2			
MS Boys Tennis 7-8	2			
MS Girls Tennis 7-8	2			
HS Ass't Baseball	6			
HS Ass't Softball	6			
HS Ass't Girl's Gymnastics	2			
HS Ass't Boy's Soccer	4			
HS Ass't Girl's Soccer	4			
HS Ass't Boy's Swimming	2			
HS Ass't Girl's Swimming	2			
HS Ass't Diving Coach	2			
HS Ass't Boys Track	6			
HS Ass't Girl's Track	6			
HS Ass't Girl's Volleyball	6			
HS Ass't Boy's Wrestling	2			
HS Ass't Boy's Tennis	2			
HS Ass't Girl's Tennis	2			
HS Ass't Boy's X-Cntry	2			
HS Ass't Girl's X-Cntry	2			
HS Ass't Boy's Golf	2			
HS Ass't Girl's Golf	2			
Group VI		596	724	843
MS Ass't X-Country Girl's 7-8	2			
MS Ass't X-Country Boy's 7-8	2			
MS Ass't Boy's Track 7	2			
MS Ass't Boy's Track 8	2			
MS Ass't Girl's Track 7	2			
MS Ass't Girl's Track 8	2			
MS Ass't Wrestling	2			
MS Girl's Ass't Volleyball 7	2			
MS Girl's Ass't Volleyball 8	2			
MS Pom Pom Sponsor	2			
Cheerleader Sponsor 7	2			
Cheerleader Sponsor 8	2			
Boy's Elem. Basketball	11			
Girl's Elem. Basketball	11			
Group VII				
Elem. Basketball Coord	2	1,204		
HS Ass't Cheerleader 2	2	1,443		
MS Boy's Intramural 7-8	2	912		

Group VII (cont'd)				
	#per	0-2	3-5	6+
	corp			
MS Girl's Intramural 7-8	2	912		
MS Concessions mgr.	2	1068		
HS Cheerleader Sponsor	2	2,540		

2013-2014, 2014-2015 APPENDIX C: ATHLETIC ASSIGNMENTS

A head varsity coach and his/her assistant varsity coaches and basketball and football cheerleaders' sponsors whose team* progresses past the sectional tourney level into regional, semi-final and state tourney levels in a sport that may or may not be sanctioned by the IHSAA will be paid an additional stipend for each full week worked beyond the sectional tourney level (including each sectional week beyond the first sectional week in football). Such stipend should be calculated by dividing the length of the season, including practice weeks during which a game or games are held, into the regular athletic salary as provided above. For purposes of this computation only, the commencement of the length of the season shall be fourteen (14) calendar days prior to the first official game or meet. Provided that this provision shall only apply to sports where the teams progress past said sectional level and where the team qualifies for competing for a team championship pursuant to the rules of the Indiana High School Athletic Association. For trainers of boys football and boys basketball who are assigned to work during the weeks set forth in this paragraph, an extra stipend will be paid and calculated in the manner set forth in this paragraph for coaches.

Credit of experience on this schedule is determined in the following manner:

In-Corporation Experience

1. Experience gained in a specific sport or assignment at either middle school or high school shall be granted for the same sport or assignment within our corporation at other levels.

Out-of-Corporation Experience

2. Previous experience out of the corporation must be verified in writing prior to placement in a coaching assignment subject to review and approval of the Superintendent.

APPENDIX D GRIEVANCE REPORT FORM

(Must be filed within 5 days after the Informal Grievance Discussion)

Grievance # _____

Name of Grievant _____ Date _____

Building Assignment _____ Position _____

Date on Which Cause of Grievance Occurred _____

Specific article(s) of the contract which the grievant claims to be in violation

Statement of Grievance

Relief Requested

I ___ DO ___ DO NOT request a meeting to discuss the grievance.

Building _____ Signature of Grievant _____

STEP I BUILDING PRINCIPAL/MANAGER

Meeting Date _____

Names of Persons in Attendance

Decision

Date of Decision

Signature of Principal/Manager

(Must be decided within 5 days of receipt of grievance or meeting date)

STEP II

Name of Grievant _____ Grievance # _____

Initial Filing Date _____

(Must be filed within 5 days of receipt of Step I response; within 15 days if grievance filed by the Association as Grievant)

Specify those issues which you maintain have not been resolved to your satisfaction at the previous level, and your reasons for same

___ DO ___ DO NOT request a meeting to discuss the grievance.

Date

Grievant's Signature

DISPOSITION

Date Received _____ Meeting Date _____

Names of Persons in Attendance

Decision

Date of Decision

Signature of Principal/Manager

APPENDIX E
APPLICATION FOR SICK LEAVE BANK USAGE

Name _____ School _____

Date of Request _____

Date when first sick leave usage occurred for this disability _____

Has the illness caused continuous absences since the above date? YES ___ NO ___

How many continuous school days of absence have occurred since the onset of illness or injury? _____

PHYSICIAN'S STATEMENT

I hereby certify that _____ is temporarily disabled due to the following illness or injury: (Please state the condition and cause of the disability.)

Treatment Provided:

Prognosis for Return to Work: _____

Physician's Signature _____

Physician's Printed Name _____

Address _____

Date _____

(Applicant is to return this form to the Personnel Office.)

OBLIGATION TO REPAY SICK LEAVE BANK

Sick Leave Bank Repayment Provision

Repayment by a borrowing teacher for any such loans shall be made at the rate of a minimum of two (2) days per year when the teacher owes ten (10) or more days to the bank, one (1) day per year when the teacher owes less than ten (10) days to the bank. Repayment shall be made on the first year after the loan is made to the teacher. A teacher who resigns, retires, dies, or whose contract is nonrenewed or cancelled for any reason prior to repayment in full of sick bank days used shall not be required to repay the balance of any such days owed to the sick bank.

I hereby understand and agree to all provisions as it applies to sick leave bank usage.

Signed _____

Date _____

Witness _____

Witness _____

APPENDIX F

SUMMARY OF HEALTH CARE BENEFITS

Your Plan Features	Option 1 - High Deductible Health Plan		Option 2 - Preferred Provider Plan	
	Network Provider	Out-of-Network Provider	Network Provider	Out-of-Network Provider
Annual Maximum	\$2,000,000		\$2,000,000	
Calendar Year Deductible				
Individual	\$1,500		\$750	
Family	\$3,000 Deductible is non-embedded*		\$1,500 Deductible is embedded*	
<p>* The High Deductible Health Plan (Option 1) has a <i>non-embedded</i> deductible. For family policies, <i>the individual deductible is non-applicable</i> — this means that claims of <i>either</i> one family member <i>or</i> claims accumulated by more than one member needs to meet the family deductible of \$3,000 before the plan pays.</p> <p>The Preferred Provider Plan (Option 2) has an <i>embedded</i> deductible. This means that one member must meet the individual deductible of \$750 and the remaining family member(s) can accumulate the remaining \$750 to meet the \$1,500 deductible.</p>				
Calendar Year Coinsurance				
Stop Loss Maximum				
Individual	\$2,500		\$2,000	
Family	\$5,000		\$4,000	
Maximum Out-of-Pocket				
Individual	\$4,000		\$2,750	
Family	\$8,000 Copays accumulate toward the maximum out-of-pocket		\$5,500 Copays DO NOT accumulate toward the maximum out-of-pocket	
Hospital Room, Services, Supplies	80% after deductible	60% after Deductible	90% after deductible	60% after Deductible
Inpatient Surgery	80% after deductible	60% after Deductible	90% after deductible	60% after Deductible
Emergency Room Facility Charges	80% after Deductible	60% after Deductible	\$100 copay, then 80% after Deductible	\$100 copay, then 60% after Deductible
Urgent Care	80% after Deductible \$40 copay after deductible - applies to facility charges only	60% after Deductible \$40 copay after deductible - applies to facility charges only	80% after deductible	60% after deductible
Outpatient Surgery	80% after deductible	60% after Deductible	90% after deductible	60% after Deductible
Office Visits	80% after deductible \$20 copay after deductible - applies to office visit only	60% after deductible \$20 copay after deductible - applies to office visit only	80% after deductible	60% after deductible
Preventive Health Benefit	100% covered-subject to Preventive Health Benefits Guidelines		100% covered-subject to Preventive Health Benefits Guidelines	
Diagnostic X-Ray and Lab	80% after deductible	60% after Deductible	80% after deductible	60% after Deductible
Ambulance	80% after deductible	60% after Deductible	80% after deductible	60% after Deductible

SUMMARY OF HEALTH CARE BENEFITS

Your Plan Features	Option 1 - High Deductible Health Plan		Option 2 - Preferred Provider Plan	
	Network Provider	Out-of-Network Provider	Network Provider	Out-of-Network Provider
Inpatient Mental Health and Substance Abuse	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Outpatient Mental Health and Substance Abuse	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Physical, Speech & Occupational Therapy	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Chiropractic Services	80% after deductible	60% after deductible	80% after deductible	60% after deductible
	Annual Maximum: 6 visits		Annual Maximum: 20 visits	
Durable Medical Equipment	80% after deductible	60% after deductible	80% after deductible	60% after deductible
	Precertification required for purchases over \$200 and all rentals		Precertification required for purchases over \$200 and all rentals	
Inpatient Hospice	80% after deductible	60% after deductible	90% after deductible	60% after deductible
	Precertification required; combined Calendar year maximum: 3 months outpatient; 6 months inpatient		Precertification required; combined Calendar year maximum: 3 months outpatient; 6 months inpatient	
Home Health Care Outpatient	80% after deductible	60% after deductible	90% after deductible	60% after deductible
	Precertification required; Annual max 60 visits		Precertification required; Annual max 60 visits	
Other Covered Benefits	80% after deductible	60% after deductible	80% after deductible	60% after deductible

Note: This is only a brief description available under the plans. For a more detailed description of coverage, benefits, limitations and exclusions, please refer to the applicable certificate of coverage or the summary plan description.

SUMMARY OF PRESCRIPTION DRUG COVERAGE

Your Plan Features*	Option 1 - High Deductible Health Plan*		Option 2 - Preferred Provider Plan	
	Retail Service (30 day supply)	Mail Order Service (90 day supply)	Retail Service (30 day supply)	Mail Order Service (90 day supply)
<i>Generic</i>	\$12 after deductible	\$24 after deductible	\$12	\$24
<i>Brand</i>	\$36 after deductible	\$60 after deductible	\$24	\$48
<i>Non Formulary Brand</i>	\$60 after deductible	\$100 after deductible	\$48	\$80

* Prescription Drugs listed on the High Deductible Health Plan Health Savings Account Preventive Therapy Drug List will be covered at the appropriate copay and not subject to the annual deductible.

An important part of any medical plan is prescription drug coverage. You receive coverage for both generic and brand name drugs, but you pay less for brand name drugs that are a part of the plan's formulary, or preferred drug list. The plan's formulary drugs are chosen by the plan based on their quality, safety, and cost-effectiveness.

You also have the option to take advantage of the Mail Order Service program. By using the mail order program you can receive 90 days of medication for the price of 60 days of medication from the retail pharmacy. This saves you time and money.

