

2024-2025
NEGOTIATED AGREEMENT BETWEEN THE

CATOOSA SCHOOL DISTRICT
and
ASSOCIATION OF CATOOSA CLASSROOM TEACHERS

TABLE OF CONTENTS

CONTRACT PROVISIONS **1**
INDIVIDUAL EMPLOYEE CONTRACTS 1
TEACHERS' WORK DAY 3
DEPARTMENTALIZED CLASSES 3
PLANNING PERIOD 4
LUNCH PERIOD 4
SAVINGS CLAUSE 4
LEAVE **6**
PERSONAL WELLNESS AND BUSINESS LEAVE 6
BEREAVEMENT LEAVE 8
ASSOCIATION LEAVE 9
SICK LEAVE 10
MATERNITY LEAVE 12
MILITARY VETERANS DAY 13
EMERGENCY LEAVE 13
ACCOUNTING FOR ACCUMULATION OF SICK LEAVE IN EXCESS OF DISTRICT'S MAXIMUM PERMITTED ACCUMULATION 14
SHARED SICK LEAVE 15
FAMILY AND MEDICAL LEAVE 17
EXTENDED LEAVE OF ABSENCE 25
MILITARY LEAVE 27
LEGAL PROCESS LEAVE 27
WORKERS' COMPENSATION INSURANCE 27
COMPUTATION OF LEAVE FOR EMPLOYEES EMPLOYED FOR LESS THAN FULL SCHOOL YEAR 29
LEAVE FORMS 29
SUBSTITUTE TEACHER GUIDELINES **30**
SUBSTITUTES FOR TEACHER ABSENCES — COVER PAY 30
SUBSTITUTES FOR ABSENT EMPLOYEES 31
SUBSTITUTES FOR DISTRICT - REQUIRED WORKSHOPS 32
COMPENSATION **33**
PAYROLL 33
PAY DATES 34
PAYROLL DISTRIBUTION 34
RECOGNITION OF TEACHING EXPERIENCE 35
EXTRA DUTY JOB DESCRIPTIONS 35
EXTRA-CURRICULAR DUTY SCHEDULE 35
ACTIVITY PASS 36
EXTRA-CURRICULAR BUS DRIVERS 36
CREDIT ON THE COMPENSATION SCHEDULE FOR HRS IN EXCESS OF DEGREE ATTAINED 37
EXPLANATION OF COMPENSATION SCHEDULES 52

PROFESSIONAL DEVELOPMENT 53
EXTRA DUTY PAY SCHEDULE 54
SPECIAL CONSIDERATIONS 58
COMMITTEES 59
SALARY & CONTINGENT ONE-TIME STIPEND 59
CHANGE IN LEVEL ON COMPENSATION SCHEDULE OCCURRING DURING THE YEAR 60
HEALTH INSURANCE BENEFIT 60
PAYROLL DEDUCTIONS 61
INSURANCE DAY 61
CAFETERIA PLAN 62
INCENTIVE FOR ATTENDANCE 62
TEACHER-OF-THE-YEAR-GUIDELINES 63
TEACHER-OF-THE-YEAR STIPENDS 65
CLASSROOM SUPPLIES 65
EMPLOYMENT PROVISIONS 67
EVALUATION PROCEDURES 67
PUBLIC REPRIMANDS / DIGNITY AND RESPECT 70
VACANCIES 70
INTRA-SYSTEM TRANSFERS 71
PERSONNEL FILES 72
REDUCTION IN FORCE 73
GRIEVANCE PROCEDURE 76
REPRESENTATION 79
STUDENT TRANSFERS 80
TRANSFERS TO CATOOSA DISTRICT 80
CLASS CONSIDERATIONS 82
CALCULATING CLASS LOAD 82
NOTIFICATION OF TEACHERS OF STUDENTS WITH SPECIAL NEEDS 83
WORKING CONDITIONS 84
ADMINISTRATION OF MEDICINE 84
BUILDING CONDITIONS 85
SECURE FACULTY PARKING 85
EQUIPMENT AND MATERIALS 86
EQUIPMENT 86
SUPPLEMENTAL MATERIALS 87
ACTIVITY ACCOUNT FUND MANUAL 87
GRANTS 87
MISCELLANEOUS PROVISIONS 88
POLICY MANUAL 88
SCHOOL CALENDAR 89
POSTING OF AGENDAS 90
PRINTING OF NEGOTIATED AGREEMENT 90
COMPENSATION FOR TRAVELING TEACHERS 91
FEE WAIVERS 91
DURATION OF AGREEMENT 92
PROCEDURAL AGREEMENT 93

APPENDIX **105**

CONTRACT PROVISIONS

INDIVIDUAL EMPLOYEE CONTRACTS

Teachers will receive their contract no later than forty-five (45) days following the conclusion of Negotiations. Negotiations are concluded when the District and the Association have ratified all agreements made for the new contract year. The District may provide contracts to teachers before negotiations are concluded when necessary to ensure that teachers have contracts before commencement of work for the School District. The District's employment contract with individual teachers is subject to the District's Negotiated Agreement. The teacher shall return his/her contract within three (3) working days after receipt. After all required signatures have been obtained, each teacher shall receive a copy of his/her contract and any applicable addendum to the contract. After one year of service, if the district requires an additional background check the employee will be reimbursed. Employees can make a copy of their contract immediately without the other signatures.

The individual employee contract shall contain language that reflects, at a minimum, the following:

1. Duration of the contract;
2. Number of days for which teacher is employed (165) days (for fiscal year 2024-2025 only);
3. Basic teacher obligations; and
4. That the contract is subject to the lawful provisions of the Negotiated Agreement.

2006-07
2007-08
2011-12
2012-13
2013-14

2014-15
2015-16
2016-17
2017-18
2018-19
2019-20
2020-21
2022-23
2023-24
Revised 2024-25

TEACHERS' WORK DAY

The teacher's workday shall be eight and fifteen minutes (8.25 hours) unless assigned duties and/or professional responsibilities, which require otherwise. The starting and ending times will be determined by the administration. Staff development and Distance Learning Days shall be seven (7) hours with a one (1) hour lunch and will end no later than 3:30 p.m. The administration shall work with individual teachers when conflicts in scheduling arise.

1990-91
2016-17
2017-18
2020-21
2022-23

DEPARTMENTALIZED CLASSES

Teachers with multiple classes on their class load will have a minimum of 5 minutes between the end of one class period and the beginning of the next class period. This does not include the beginning and end of the day or lunch period.

2024-25

PLANNING PERIOD

High School and Middle School teachers shall have one (1) instructional class period a day for planning.

All Elementary School teachers shall have fifty-five (55) consecutive minutes of planning per day

2001-02
2003-04
2008-09
2016-17

LUNCH PERIOD

Teachers, except those who volunteer or are assigned lunch period duties on a permanent contract length basis, will be provided at least a thirty (30) minute uninterrupted, duty-free lunch period. Teachers who volunteer or are assigned lunch-time duties shall be provided a lunch at District expense for each day of duty. In the event of emergency situations or the absence of scheduled duty personnel, building administrators may assign teachers to temporary lunch duty assignments. A lunch will also be provided for this temporary assignment at District expense. Credit for lunches based upon days of duty, may not be accumulated.

Although teachers may not transfer lunch credits for duty from one to another, they may use their lunch credits at their discretion, provided that lunch credits may not be carried over from one academic year to the next.

1990-91

SAVINGS CLAUSE

Should any article, section or clause of this Agreement be declared illegal or invalid by a court of competent jurisdiction or change in statute, said part shall be

deleted from this Agreement and other provisions shall remain in full force and effect. Within five (5) days after such declaration, both parties shall meet to determine the effect of the declaration on the Agreement and the need to renegotiate the portion of the Agreement in question. If renegotiation is necessary, both parties shall immediately begin to bargain on the provision(s) declared illegal or invalid so as to be in compliance with the law.

1995-96

LEAVE

PERSONAL WELLNESS AND BUSINESS LEAVE

A. Teachers shall have three (3) Personal Wellness and Business Leave days each year.

B. These are days for necessary business or other personal circumstances, which necessitate an absence.

C. Except when approved by principal, personal business leave will not be granted in the following cases:

a. First and last two weeks of school

b. Day before or after a holiday or school break

c. Parent/Teacher Conference Days

Examples of exceptions: weddings, graduation, school sanctioned activities or assemblies, for their own spouse, siblings, children (including guardianship) and/or grandchildren.

D. Request for personal wellness and business leave must be requested on the district provided form 48 hours in advance of the requested leave, except in emergency situations. Emergency situations will require personal contact (face to face or phone call) with building principal. Principals must inform teacher via school email the approval or denial of the leave by the end of the next school day. Teachers must verify approval before taking leave.

E. This leave shall not be taken in less than one-half (1/2) day increments.

F. Personal Business Leave is non-cumulative; however, any personal business leave that, at the conclusion of the school year, or upon separation of service, is unused shall be rolled over to the teacher's accumulation of sick leave.

G. The office of the Superintendent may grant Personal Wellness and Business Leave exceptions for special circumstances.

1998-99
1999-00
2001-02
2011-12
2014-15
2015-16
Revised 2019-20

BEREAVEMENT LEAVE

A. A maximum of three (3) days Bereavement Leave shall be allowed in the case of a death in the immediate family.

B. Immediate family shall be defined as those family members living in the teacher's household and/or sister, brother, grandparents, grandchild, or corresponding in-laws.

C. A maximum of ten (10) days Bereavement Leave shall be allowed in case of death of a spouse or child.

D. A maximum of five (5) days Bereavement Leave shall be allowed in the case of death of mother, father, and corresponding in-laws.

E. A total of one (1) day shall be allowed for the death of an aunt, uncle, cousin, niece, or nephew.

F. Bereavement Leave shall not be cumulative and shall be limited to fifteen (15) days annually.

G. A maximum of (1) day (can be taken in 1⁄2 day increments) may be used for a funeral of anyone not covered by the other bereavement descriptions. This day will be counted against the attendance incentive.

H. Bereavement leave days do not have to be used consecutively. For employees who lose a family member, grieving may be just the beginning of their loss. Arrangements may need to be made to manage estate provisions, insurance and other legal requirements. Employees may use bereavement time as they feel appropriate after the loss of a family member.

Special consideration for domestic partners without marriage licenses, parental figures not listed on employee's birth certificate, non-biological children and other situations may be approved for corresponding leave when requested in writing to the Executive Director of Human Resources.

1992-93
2016-17
2019-20
2023-24
Revised 2024-25

ASSOCIATION LEAVE

A pool of twenty (20) days shall be provided to the Association for the purpose of legislative visits, Association-related professional meetings, and Association business. Written request for use of Association Leave shall be made by the ACCT President to the Superintendent, through the appropriate principal(s), twenty-four (24) hours in advance of the anticipated absence.

The following restrictions will apply to the twenty (20) day Association Leave pool:

1. The President will be restricted to take Association Leave no more than ten (10) days per year.

2. Any Association member, other than the President, will take no more than three (3) days per year.
3. No more than two (2) teachers from any given building shall be granted Association Leave on the same day, with the exception of the building at which the President of the Association is assigned, which would be granted a total of three (3), one of which being the President.
4. The Association shall absorb the cost of the substitutes to be hired to replace teachers absent from their classroom on Association Leave, with the exception of the President's Leave, the cost of which would be absorbed by the District.
5. Association Leave may be used for bargaining or negotiations training with the approval of the Superintendent or designee.

1990-91
2008-09
2010-11

SICK LEAVE

A. Teachers in Catoosa Public Schools shall be provided ten (10) days of Sick Leave per school year, and such leave shall be cumulative up to one hundred fifty (150) days. Sick Leave may be used only when the teacher is absent from his or her duties due to personal accidental injury, illness, pregnancy, or accidental injury or illness in the immediate family. Immediate family shall be defined as those persons living in the teacher's household and/or spouse, children, stepchildren, parents, stepparents, grandparents, and grandchildren. The right to such leave shall vest at the beginning of the school year.

B. Paid Sick Leave shall be provided only to the extent that accumulated Sick Leave days are available at the time of use.

C. Upon termination of employment for any reason, certified employees are entitled to payment for accrued but unused Sick Leave up to one hundred (100) days. Any Leave for which the employee is compensated pursuant to this provision shall extinguish the Leave. Therefore, the Leave shall not be available for transfer to another School District upon the employee's termination of employment with Catoosa Public Schools. Employee, if permitted by the Oklahoma Teachers Retirement System (OTRS), may use accumulated leave (whether paid or unpaid) for purposes of teacher retirement. Payment, subject to all lawful withholdings, will be made at the next regular payroll period following the employee's termination. Payment shall be at the rate of Fifty Dollars ($50.00) per day for each day of accumulated Sick Leave.

D. Each Sick Leave request of less than four (4) hours of a contracted work day shall result in one-half (1/2) day of Sick Leave being charged to the teacher. Each Sick Leave request of more than four (4) hours of a contracted school day shall result in one (1) day Sick Leave being charged to the teacher.

E. A twenty (20) day period for a teacher's approved Sick Leave shall be provided after the teacher's accumulated Sick Leave has been exhausted. Substitute pay only shall be deducted from the teacher's salary for this twenty (20) day period. Any days missed following the sub-deduct period shall result in the teacher being placed on a "leave of absence without pay" status and 1/number of contracted days being deducted from the teacher's salary. In the case of extended teacher contracts,

the rate of deduction per day shall be based on a prorated schedule reflecting the number of workdays on contract.

See the Catoosa Public Schools Board of Education policy DPB relating to Substitute Teachers.

The Board of Education reserves the right to require a physician's documentation for just cause for any days missed and charged to Sick Leave.

G. Sick Leave compensation shall not be paid for any days absent for which the employee receives compensation pursuant to the Oklahoma Workers' Compensation Act except as otherwise authorized by law and the collective bargaining agreement.

1996-97
2001-02
2002-03
2003-04
2004-05
2006-07
2014-15
2015-16
2016-17
2017-18
2020-21
Revised 2024-25

MATERNITY LEAVE

Full-time employees who have been employed by the school district for at least one year and have worked at least one thousand two hundred fifty (1,250) hours during the preceding twelve-month period shall be entitled to six (6) weeks of paid maternity leave following the birth of the employee’s child. The six (6) weeks of paid maternity leave shall be used immediately following the birth of the school district employee’s

child. This paid maternity leave provided shall be in addition to and not in place of sick leave due to pregnancy, and the employee shall not be deprived of any compensation or other benefits to which the employee is otherwise entitled. No leave will be charged from the employee's leave bank for this six (6) week time period.

2023-24

MILITARY VETERANS DAY

All Military Veterans will receive Veterans Day off with no deduction from any leave banks or any effect on attendance incentive, pending proof of military service.

2024-25

EMERGENCY LEAVE

A. Three (3) days shall be available to employees for use in the event of an emergency. An emergency is defined as an unforeseen combination of circumstances or a resulting state that calls for immediate action. An emergency day or days shall be charged against the individual's personal leave. If no personal leave days are available the individual shall be on leave without pay due to an emergency for the day or days in question.

B. An individual must notify his or her supervisor as soon as possible of the intent to take a day of emergency leave and must report the reason for the leave. A leave form shall be completed the first day on which the individual returns to work following the emergency or, when possible, prior to taking of emergency leave. When approval of emergency leave is requested, the leave form shall include a statement,

signed by the employee, verifying that the emergency leave was for an emergency and not for any non-emergency purpose.

1996-97

ACCOUNTING FOR ACCUMULATION OF SICK LEAVE IN EXCESS OF DISTRICT'S MAXIMUM PERMITTED ACCUMULATION

A. The School District shall record all days of unused Sick Leave in excess of one hundred fifty (150) days so that those days may be available to report to the Oklahoma Teachers Retirement System. This is the only purpose for which these days shall be tracked and recorded. Teachers may receive a confirmation of days recorded by the District in excess of seventy (70) days upon request to the Superintendent's office.

B. A teacher may transfer a maximum of seventy (70) days of unused Sick Leave into the Catoosa Public School District. These transferred days must be used first in case of illness. Such transferred days do not affect the ten (10) days per year provided by the Catoosa Public School District.

C. Teachers will have access to the employee portal that provides leave, payroll stub and staff development information.

2001-02
2007-08
2010-11
2015-16
2018-19

SHARED SICK LEAVE

A. When a certified employee has exhausted his/her Sick Leave in accordance with District policy and Okla. Statute. Title 70, § 6-104, that employee may apply for one or more Donated Sick Leave days.

B. The employee requesting the shared Sick Leave shall submit an application to the Superintendent of Schools for leave and a medical certification from a licensed physician or health care practitioner verifying the severe and extraordinary nature and the expected duration of the condition and related information. The Superintendent or Superintendent's designee shall, within five (5) working days following the receipt of the application and medical certification, review the application and supporting certificate and make a decision regarding the application.

C. Within thirty (30) calendar days of approval of an application by the Superintendent or Superintendent's designee a District employee may donate Sick Leave to another District employee when the receiving employee has exhausted, or will exhaust, all accumulated Sick Leave. No sick days may be donated after the thirty (30) day window of donation for any approved application. The District's shared sick leave plan shall permit an eligible District employee to donate sick leave to a fellow District employee who is pregnant or recovering from childbirth or who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused or is likely to cause the employee to take leave without pay or to terminate employment. The District will make a one-time written notification to donate via email.

D. "Relative" of the certified employee means a spouse, child, stepchild, grandchild, grandparent, stepparent, or parent of the employee. "Household members"

means that person who resides in the same home, who have reciprocal duties to and do provide financial support for one another. This term includes foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.

E. The donating employee may donate any amount of his/her Sick Leave as long as the donor's remaining usable Sick Leave does not fall below ten (10) days of Sick Leave. District employees may not donate excess Sick Leave if the donor would not be otherwise able to utilize the leave for time off from work.

F. No employee may receive more than one hundred (100) days of shared Sick Leave during total District employment. Any use of donated Sick Leave shall count toward the entitlement, if any, of the employee to family and medical leave. No employee shall receive more than thirty (30) days per fiscal year.

G. Any shared Sick Leave not used by the recipient during each occurrence, as determined by the Negotiated Agreement, shall be returned to the donors in accordance with the applicable law. Similarly, the shared Sick Leave remaining will be divided among the donors on a prorated basis on the original donated value and returned at its original value and reinstated to the annual leave balance of each donor.

H. All donated Sick Leave must be given voluntarily. No employee shall be coerced, threatened, intimidated, or financially induced into donating Sick Leave for the purposes of the leave-sharing program.

I. Donated Sick Leave may be used by the recipient only for the purposes outlined in the law permitting the sharing of Sick Leave and this Negotiated Agreement.

In addition, Shared Sick Leave may be applied for and approved in accordance with the other provisions of this Agreement, for disaster-related leave as provided by 70 O.S. § 6-104.7. An employee eligible for a donation of Sick Leave for this purpose must be affected by a presidentially declared national disaster in Oklahoma after May 1, 1999. Procurement of shared Sick Leave by fraud or misrepresentation or use of the leave for reasons other than those intended by this Agreement and the law permitting the sharing of leave shall result in disciplinary action up to and including the potential of nonreemployment and dismissal.

J. In any instances where there is a conflict in the provisions of this Negotiated Agreement and the applicable law authorizing the sharing of Sick Leave, the provisions of the authorizing legislation shall control. The exception is those instances where the parties to this Agreement have clearly evidenced their intention to negotiate terms and conditions of shared leave which are intended to provide a greater benefit to the employee than provided in the applicable school law.

1996-97
1997-98
1999-00
2001-02
2006-07
2017-18
2018-19

FAMILY AND MEDICAL LEAVE

It is the policy of the Catoosa School District to comply fully with the requirements of the Family and Medical Leave Act of 1993 (the "Act"). This Act requires that a covered employer provide up to twelve (12) weeks of unpaid leave to eligible employees. "Eligible employees" are those employees who: (1) have been employed

for at least one year by the Catoosa School District; and (2) worked at least 1,250 hours during the previous twelve-month period; and (3) have requested leave for a reason covered by the Act.

Reasons for Leave

All eligible employees who meet the Act's requirements may be granted a total of twelve (12) weeks of unpaid family leave and paid sick, vacation and personal leave combined (during any year as defined below) for the following reasons:

(1) For the birth of a child and to care for such child, or placement of adoption or foster care of a child.

(2) To care for a spouse, child or parent with a serious health condition; or

(3) For a serious health condition of the employee that makes the employee unable to perform his or her job functions.

The term "serious health condition" means one which requires either in-patient care, or continuing treatment by a health care provider. This term is intended to cover conditions or illnesses affecting health to the extent that in-patient care is required, or absences are necessary on a recurring basis or for more than just a few days. A "serious health condition" does not cover short-term conditions for which treatment and recovery are very brief. Such conditions would normally be covered by the District's sick leave policies.

The term "year" as used in this Policy shall mean a rolling 12-month period measured backward from the date an employee uses any leave.

Availability of Leave

In determining the availability of leave the District will consider the leave available to a person (whether paid or unpaid) by virtue of existing employment conditions. The intent of the District is to ensure that each individual covered by the Act shall have the leave benefits available as a result of the law's requirements. It is not the intent of the District of this policy to provide leave benefits that exceed those authorized by rule, policy or existing law as supplemented by the Act. Thus, an eligible employee must use any accrued paid vacation leave, personal leave and sick leave for any part of the twelve (12) week period. It is the policy of the District that all paid non-Act leave will be used first.

An employee requesting leave for one of the reasons authorized by the Act will be entitled to the leave available by virtue of existing leave policies. In the event the application of these policies results in less leave than is required by the Act an eligible individual will be entitled to such additional leave as is necessary to result in the minimum leave specified in the Act for covered individuals.

Where the employee's spouse is also employed by the District, the total number of work weeks of act leave to which both spouses are entitled are limited to twelve (12) weeks during a year if such leave is for the birth of a child or to care for a child or for placement for adoption care of a child.

Application for Leave

An employee requesting leave must complete an "Application for Family or Medical Leave." The application must state the reason for the leave, the duration of the leave (if known), and the starting and ending dates of the leave. An application can be obtained from the office of the Superintendent.

The application for leave must be submitted at least thirty (30) days before family or medical leave because of an expected birth or placement of a child, or because a planned medical treatment is to begin. If, for reasons beyond the employee's reasonable control, the leave is to begin in less than thirty (30) days, an employee must give notice to his or her immediate supervisor and to the office of the Superintendent as soon as is practicable, ordinarily within one or two school days of when the employee learns of the need for leave.

An employee may submit an application for leave as described above. Alternatively, the District may place an employee on Family and Medical Leave when an employee qualifies for leave and has failed to submit an application for Family and Medical Leave. When the District initiates Family and Medical Leave, the same policies and procedures apply as when the employee seeks approval of leave for qualifying purposes.

Leave Based on a Serious Health Condition

A "Medical Certification Statement" must accompany an application for leave based on the serious health condition of the employee or the employee's spouse, child or parent. The applicable health care provider must complete this statement. It must state the date on which the health condition began, the estimated duration of the condition, and the relevant medical facts related to the condition.

If the employee has a serious health condition the certification must state that the employee cannot perform the functions of his or her position. Likewise, when the employee is prepared to return to work he or she must provide certification by his or her health care provider that the employee is able to resume work. The District reserves the

right to require the employee to obtain a second medical opinion at the District's expense. If the opinions of the first and second health care providers differ, the District may require a third opinion from a health care provider mutually agreed upon by the District and the employee. The third opinion shall be final and binding

The District may require subsequent certifications to support FMLA leave but not more often than every thirty (30) days unless the employee: (1) requests an extension of leave; (2) changed circumstances occur regarding the illness or injury; or (3) the District receives information that casts doubt on the validity of an existing certification.
In the event the employee is applying for leave to care for a spouse, child or parent, the certification must state that fact along with an estimate of the amount of time the employee will be needed.

Intermittent Leave or Leave on a Reduced Leave Schedule

An employee must request to use available leave intermittently or on a reduced leave schedule. Where leave is requested in connection with a serious health condition of the employee or his or her immediate family member, the request for leave must be supported with a certification from the health care provider that such leave is medically necessary and stating the expected duration and schedule of such leave. There must be a medical need for the leave and evidence that the medical need can best be accommodated through an intermittent or reduced leave schedule. Any eligible employee seeking leave on an intermittent or reduced leave basis must obtain and complete a request for leave and must submit the medical certification required.

Intermittent or reduced leave may also be taken in connection with the birth or because of the placement for adoption or foster care of a child. However, intermittent

leave or leave on a reduced leave schedule for this purpose may only be taken with the approval of the District.

In either instance, whether because such leave is medically necessary or in connection with the birth or placement of a child, the employee must try to schedule the leave so as not to unduly disrupt the District's operations. In the event the employee takes intermittent leave or reduced leave the District reserves the right to place the employee in an alternative position, which better accommodates intermittent or reduced leave.

When an instructional employee requests intermittent or reduced leave for planned medical treatment for more than twenty percent (20%) of the total number of working days in the period during which the leave would be used, the District may require the employee to elect either to (1) take leave for a "particular duration" or time which is not greater than the duration of the planned treatment, or (2) be transferred to an alternative position. If the instructional employee requesting intermittent leave or leave on a reduced leave schedule does not give proper notice as required the District may deny the taking of leave until thirty (30) days after notice was provided, or may require the employee to take leave for either a "particular duration" or accept an alternative position.

Leave Taken Near the End of an Academic Term

If an instructional employee begins any type of covered leave more than five (5) weeks before the end of a term, and if the leave will last at least three (3) weeks and the employee would otherwise return to work during the three (3) weeks before the end of

the term, the District may require the employee to continue taking leave until the end of the term.

If an instructional employee takes leave for a reason other than the employee's own serious health condition which commences during the five (5) weeks before the end of the term, and if the leave will last more than two (2) weeks and the employee would otherwise return to work during the last three (3) weeks of the term, and if the leave will last more than five (5) working days, the District may require the employee to take leave until the end of the term.

For the purposes of this Policy, the word "term" means the first term of Fall semester term of each academic year and the second term of Spring semester term of each academic year.

The Effect of Leave on Benefits

During a period of family or medical leave, an employee will be retained on the District's medical insurance plan under the same conditions that applied before leave began. In order to continue medical insurance coverage the employee must continue to make any contributions that he or she made to the plan before leave. Failure of the employee to pay his or her share of the medical insurance premium may result in a loss of coverage. The employee is required to pay all of the premiums for any other type of insurance coverage which may exist.

If the employee fails to return to work after the expiration of the leave, the employee will be required to reimburse the District for payment of health insurance premiums during the family or medical leave, unless the reason the employee fails to

return is the presence of a serious health condition which prevents the employee from performing his or her job or to circumstances beyond the employee's control.

The employee may not accrue any seniority or employment benefits that would have accrued if not for the taking of leave. However, the employee who takes family or medical leave will not lose any seniority or employment benefits that accrued before the date leave began.

Reinstatement to Former Position

An employee generally is entitled to be restored to an equivalent position and to equivalent conditions of employment. This may not be applicable to employees who are designated as "highly compensated employee." The District cannot guarantee that an employee will be returned to his or her original job. The District will make a determination as to whether a position is an “equivalent position.” A highly compensated employee is one who is salaried, and is "among the highest paid 10 percent" of the employees employed within 75 miles of the employee's work-site. An employee who qualifies as a "highly compensated" employee may be denied restoration to employment if necessary to prevent substantial and grievous economic injury to the operations of the District.

An employee who is ready to return from leave must complete a "Notice of Intention to Return from Family or Medical Leave" before he or she can be returned to work. An employee may return to work before the expiration of a family or medical leave of absence. In this event notification must be given to the employee's supervisor at least five (5) working days prior to the employee's planned return.

Failure to Return from Leave

The failure of an employee to return to work upon the expiration of a family or medical leave of absence will subject the employee to immediate termination unless an extension is granted. Any termination, as a result of this provision, is subject to the same rights as a termination for cause. An employee who requests an extension of family leave or medical leave due to the continuance, recurrence or onset of her or his own serious health condition, or the serious health condition of the employee's spouse, child or parent, must submit a request for an extension, in writing, to the employee's immediate supervisor with a copy to the office of the Superintendent. This written request should be made as soon as the employee realizes that she or he will not be able to return at the expiration of the leave period.

Interpretation of Act

The District intends to remain faithful to the requirements of the Act. Questions regarding the interpretation, administration, and application of the Act to eligible employees shall be resolved by reliance on the FMLA and its interpretive regulations. Where relevant, the District will also consider its policies, rules, practices, and negotiated agreements.

1996-97
1999-00

EXTENDED LEAVE OF ABSENCE

Career teachers with at least three (3) years of experience with the district may apply for an extended leave of absence without pay for the remainder of the current year and the following year. Such request must be approved by the Board of Education. Non-paid leaves of absence are as follows:

1. Parental Leave: Parental leave may be granted to teachers who desire a leave of absence for child rearing or adoption purposes.

Use of this leave, if approved, would fulfill any obligations of the District under the Family and Medical Leave Act

2. Medical Leave of Absence: A medical leave of absence may be granted upon request due to accidental injury or illness of the teacher or a member of the teacher's immediate family. Use of this leave, if approved, would fulfill any obligations of the District under the Family and Medical Leave Act.

3. Advanced Study: A teacher may be granted an advanced study leave to further their educational standards.

Upon returning from an unpaid leave of absence, the teacher will be assigned to the same position he/she held prior to the leave if the vacancy exists, or to another position for which the teacher is certified and qualified. The exception to the agreement to return an employee to the same position is if a reduction-in-force within the District or other similar action has adversely affected the existence of the teacher's position.

Upon returning from an unpaid leave of absence, the teacher will be placed on the same salary step he/she was on prior to the leave. All accumulated leave benefits will be reinstated upon return from an unpaid leave of absence.

Teachers will be allowed to continue all current district insurance programs at their own expense while upon an approved, unpaid leave of absence.

1996-97

MILITARY LEAVE

Teachers who are ordered to active duty or service by a branch of the Armed Forces of the United States shall receive a leave of absence for the period of active service without loss of status or efficiency rating and without loss of pay for the first thirty (30) days of such leave of absence.

The provisions of this leave shall not apply when the teacher volunteers for active duty.

LEGAL PROCESS LEAVE

Teachers shall be granted leave to serve on a jury or as a witness subpoenaed in a criminal, civil, or juvenile proceeding. A teacher serving as a juror or subpoenaed witness shall be paid his/her full contract salary less any compensation received for such service, exclusive of parking or mileage reimbursement.

1992-93

WORKERS' COMPENSATION INSURANCE

Catoosa School District provides a comprehensive workers' compensation insurance program at no cost to employees. This program covers any injury or illness sustained in the course of employment that requires medical, surgical, or hospital treatment. It is subject to applicable legal requirements.

Employees who sustain work-related injuries or illnesses are required to inform their immediate supervisor as soon as possible of the injury or illness. In addition, employees are required to complete a statement related to the illness or injury at the time of the employee's first awareness of the injury or illness or as soon after as the employee's condition will permit him/her to provide a comprehensive statement. In the

case of an injury within twenty-four (24) hours of the occurrence resulting in injury. No matter how minor an on-the-job injury may appear, it is important that it be reported immediately. This will enable an eligible employee to qualify for coverage as quickly as possible.

The employee's statement related to injury or illness shall, at a minimum, include the following: date and time of injury; location in the workplace where injury occurred; nature of the injury (body part, sprain, cut, broken limb, etc.); what caused the injury; to whom the original report of the injury was made; the name, address and telephone number of any medical provider, doctor or hospital used following the injury, and names of all persons who witnessed the injury.

Accrued and unused personal leave and sick leave shall be paid as allowed by law to the injured employee in addition to workers' compensation benefits for temporary disability if the injured employee elects the receipt of accrued personal and/or sick leave. The District shall furnish an appropriate election form, which every employee will be given as soon as possible after an on-the-job injury. Through the combination of temporary disability benefits and accrued but unused leave, the employee may receive full wages but not in excess of his or her full wages during the employee's temporary absence. An employee electing to supplement his/her workers' compensation benefit shall make the election and return the election form to the school within seven (7) calendar days of receipt of the Form for Workers' Compensation Benefit Election.

At the beginning of each school year the District shall make available to employees a description of the procedure applicable to claims for work-related injuries or illness.

1996-97

COMPUTATION OF LEAVE FOR EMPLOYEES EMPLOYED FOR LESS THAN FULL SCHOOL YEAR

The District and ACCT recognize that there will be times when an employee will be employed after the beginning for the school year. In that event, the employee's entitlement to leave provided by law and pursuant to the terms of the Negotiated Agreement shall be prorated based on that portion of the school year for which the teacher was or is employed. This provision shall apply to all leave including, but not limited to, sick and personal leave.

1996-97

LEAVE FORMS

All leave forms must be signed by the employee, either before leave (if known ahead of time) or upon return to work. Time may not be deducted from employees leave without employee signature. (Long term illness may be signed by spouse or next of kin)

2023-24

SUBSTITUTE TEACHER GUIDELINES

SUBSTITUTES FOR TEACHER ABSENCES — COVER PAY

If a teacher must be away from his/her teaching station, it is incumbent on each teacher, with the permission of the building administrator, to arrange with a fellow teacher for his/her class to be adequately supervised during the time of absence. This arrangement is only permissible with respect to short-term absences of one class period or less or when a substitute is unavailable and the building administrator has authorized coverage of the absent teacher's class period or periods by a peer teacher.

In the event a teacher covers for another teacher, during their plan time, he or she shall be paid at the following rate:

Elementary School $20.00 per hour
("Hour" as used in this section means no less than 45 minutes and no more than sixty minutes.)
Middle School $20.00 per class period
High School $20.00 per class period

The use of teachers to cover for the absences of other teachers is discouraged and should only be used as a last resort. The District will strive to provide a substitute for all teachers when they are absent for more than one class period.

1995-96
1999-00
2004-05
2006-07
2007-08
Revised 2024-25

SUBSTITUTES FOR ABSENT EMPLOYEES

The District will strive to provide a substitute teacher for all teachers when they are absent for more than one class period.

1990-91
1999-00

SUBSTITUTES FOR DISTRICT - REQUIRED WORKSHOPS

District-required workshop during the school day, the district will, when substitutes are available, attempt to ensure that substitutes are provided, and that coverage will not come from within the building.

COMPENSATION

PAYROLL

In the event negotiations between the Board of Education and the ACCT are not settled by the first day of class of the school term and a pay increase is later implemented, a retroactive pay procedure will be mutually determined by the parties and placed in writing to be submitted as an addendum to the final Agreement.

1991-92

PAY DATES

Teachers shall be paid on the 10th of the month starting in September. If the 10th falls on a weekend or a Catoosa Public School scheduled holiday, or federally designated national holiday, then the warrants will be distributed on the last working day prior to the 10th.

1996-97
2018-19

PAYROLL DISTRIBUTION

Personnel warrants will be distributed electronically at all levels. Beginning with the 2011-12 school year, all new certified employees and all existing certified employees who for the 2010-11 school year utilized direct electronic deposit will be required to receive their payroll warrants through electronic direct deposit. Direct deposit means a method of electronically transferring a payroll claim for an employee to a financial institution. Electronic pay stubs are available online.

“Certified employee” means any employee employed on a full-time basis to serve as a teacher, counselor, and librarian. The District will not charge a fee or assessment as the result of the implementation of the direct deposit system.

1986-87
2005-06
2011-12
2013-14

RECOGNITION OF TEACHING EXPERIENCE

To attract experienced educators to the Catoosa School System, the District shall provide recognition of experience in other school districts both in and out of state for placement on the total compensation schedule as follows:

1. In-state: All previous in-state teaching experience earned in an accredited school district will be allowed.
2. Out-of-state: Previous years out-of-state teaching experience earned in an accredited school district will be allowed up to a maximum of five (5) years.
3. Military Experience: Five (5) years of military service credit shall be accepted when authorized by the Oklahoma Teachers Retirement System.

1993-94

EXTRA DUTY JOB DESCRIPTIONS

Each extra duty shall have a job description. Beginning with the 1992-93 school year, the District shall provide the extra duty job description prior to the employee or applicant accepting the extra duty assignment.

1991-92

EXTRA-CURRICULAR DUTY SCHEDULE

The Board of Education will provide to each teacher a pay schedule for all extracurricular duties.

1986-87

ACTIVITY PASS

Each teacher shall receive one (1) Family Pass annually to attend District athletic events. This pass will be for immediate family only living in the household. Catoosa Public School reserves the right to revoke this pass privilege at any time.

Retirees of Catoosa Public Schools (10 year employees) will receive a lifetime athletic or activity pass for the employee and a guest. The pass will be for home events only excluding OSSAA events.

2005-06
2023-24

EXTRA-CURRICULAR BUS DRIVERS

The district will reimburse a certified staff member who drives a bus as a required part of their extra duty assignment for the incremental cost of their CDL and/or renewal.

Teachers/coaches who drive the District's suburban or other school vehicles may qualify for a transportation payment in the amount of $25.00 when the following conditions are met:

1. The teacher is responsible for the transportation of students in connection with a school or school sponsored event;
2. The teacher does not receive an extra-duty stipend in connection with the event for which student transportation must be provided;
3. The teacher is not a special education, alternative education, vocational agriculture or other teacher who, by virtue of his/her position, receives a special stipend connected with the assignment; and
4. The teacher is assuming the responsibility for driving students because a support employee driver is not available; driving, under the circumstances described above, must be approved by the Principal for the employee to receive the stipend.
5. Abuse of this arrangement may result in discipline, up to and including termination of employment.

1990-91
2001-02
2018-19
2022-23

CREDIT ON THE COMPENSATION SCHEDULE FOR HRS IN EXCESS OF DEGREE ATTAINED

The Compensation Schedule includes credit on the Schedule for Bachelor +15 and Masters +15, 30, and 45. A certified employee seeking to qualify for Bachelor +15 must submit proof of credit hours toward a higher degree such as a Masters. A certified employee seeking to qualify for Masters +15, 30, or 45 must submit proof of credit hours toward a doctorate or hours which demonstrate graduate level work above a Masters working toward certification in areas such as Counseling, Reading Specialist, Librarian, etc. An employee seeking credit above the Masters level should submit a Plan of Study for pre-approval by the Superintendent to ensure that the credits earned will qualify for supplemental credit on the District's Compensation Schedule.

Certified employees that attain hours in areas that enhance professionalism and additional training in their discipline or related work responsibilities may submit a proposal, in advance, for approval to the Superintendent of Schools.

2000-01

COMPENSATION SCHEDULE FOR BACHELOR
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$40,926.00	$2,750.00	$43,676.00	$28.80	$60.15	$7,683.36	$51,448.31
1	$41,360.00	$2,750.00	$44,110.00	$28.80	$103.41	$7,683.36	$51,925.57
2	$41,794.00	$2,750.00	$44,544.00	$28.80	$145.65	$7,683.36	$52,401.81
3	$42,229.00	$2,750.00	$44,979.00	$28.80	$188.15	$7,683.36	$52,879.31
4	$42,663.00	$2,750.00	$45,413.00	$28.80	$233.33	$7,683.36	$53,358.49
5	$44,135.00	$2,750.00	$46,885.00	$28.80	$278.76	$7,683.36	$54,875.92
6	$44,598.00	$2,750.00	$47,348.00	$28.80	$325.26	$7,683.36	$55,385.42
7	$45,062.00	$2,750.00	$47,812.00	$28.80	$372.82	$7,683.36	$55,896.98
8	$45,525.00	$2,750.00	$48,275.00	$28.80	$421.44	$7,683.36	$56,408.60
9	$45,988.00	$2,750.00	$48,738.00	$28.80	$471.12	$7,683.36	$56,921.28
10	$48,009.00	$2,750.00	$50,759.00	$28.80	$521.87	$7,683.36	$58,993.03
11	$48,502.00	$2,750.00	$51,252.00	$28.80	$573.67	$7,683.36	$59,537.83
12	$48,995.00	$2,750.00	$51,745.00	$28.80	$626.56	$7,683.36	$60,083.72
13	$49,487.00	$2,750.00	$52,237.00	$28.80	$680.48	$7,683.36	$60,629.64
14	$49,980.00	$2,750.00	$52,730.00	$28.80	$735.47	$7,683.36	$61,177.63
15	$51,492.00	$2,750.00	$54,242.00	$28.80	$791.53	$7,683.36	$62,745.69
16	$51,985.00	$2,750.00	$54,735.00	$28.80	$848.65	$7,683.36	$63,295.81
17	$52,478.00	$2,750.00	$55,228.00	$28.80	$906.83	$7,683.36	$63,846.99
18	$52,971.00	$2,750.00	$55,721.00	$28.80	$966.07	$7,683.36	$64,399.23
19	$53,464.00	$2,750.00	$56,214.00	$28.80	$1,026.38	$7,683.36	$64,952.54
20	$53,977.00	$2,750.00	$56,727.00	$28.80	$1,087.75	$7,683.36	$65,526.91
21	$54,470.00	$2,750.00	$57,220.00	$28.80	$1,150.18	$7,683.36	$66,082.34
22	$54,964.00	$2,750.00	$57,714.00	$28.80	$1,213.68	$7,683.36	$66,639.84
23	$55,457.00	$2,750.00	$58,207.00	$28.80	$1,278.23	$7,683.36	$67,197.39
24	$55,950.00	$2,750.00	$58,700.00	$28.80	$1,343.85	$7,683.36	$67,756.01
25	$57,374.00	$2,750.00	$60,124.00	$28.80	$1,410.53	$7,683.36	$69,246.69
26	$57,799.00	$2,750.00	$60,549.00	$28.80	$1,410.53	$7,683.36	$69,671.69
27	$58,224.00	$2,750.00	$60,974.00	$28.80	$1,410.53	$7,683.36	$70,096.69
28	$58,649.00	$2,750.00	$61,399.00	$28.80	$1,410.53	$7,683.36	$70,521.69
29	$59,074.00	$2,750.00	$61,824.00	$28.80	$1,410.53	$7,683.36	$70,946.69
30	$59,499.00	$2,750.00	$62,249.00	$28.80	$1,410.53	$7,683.36	$71,371.69
31	$59,924.00	$2,750.00	$62,674.00	$28.80	$1,410.53	$7,683.36	$71,796.69
32	$60,349.00	$2,750.00	$63,099.00	$28.80	$1,410.53	$7,683.36	$72,221.69
33	$60,774.00	$2,750.00	$63,524.00	$28.80	$1,410.53	$7,683.36	$72,646.69
34	$61,199.00	$2,750.00	$63,949.00	$28.80	$1,410.53	$7,683.36	$73,071.69
35	$61,624.00	$2,750.00	$64,374.00	$28.80	$1,410.53	$7,683.36	$73,496.69
36	$62,049.00	$2,750.00	$64,799.00	$28.80	$1,410.53	$7,683.36	$73,921.69
37	$62,474.00	$2,750.00	$65,224.00	$28.80	$1,410.53	$7,683.36	$74,346.69

COMPENSATION SCHEDULE FOR BACHELOR *** WITH NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,084.00	$2,750.00	$44,834.00	$28.80	$60.15	$7,683.36	$52,606.31
1	$42,518.00	$2,750.00	$45,268.00	$28.80	$103.41	$7,683.36	$53,083.57
2	$42,953.00	$2,750.00	$45,703.00	$28.80	$145.65	$7,683.36	$53,560.81
3	$43,387.00	$2,750.00	$46,137.00	$28.80	$188.15	$7,683.36	$54,037.31
4	$43,821.00	$2,750.00	$46,571.00	$28.80	$233.33	$7,683.36	$54,516.49
5	$45,293.00	$2,750.00	$48,043.00	$28.80	$278.76	$7,683.36	$56,033.92
6	$45,757.00	$2,750.00	$48,507.00	$28.80	$325.26	$7,683.36	$56,544.42
7	$46,220.00	$2,750.00	$48,970.00	$28.80	$372.82	$7,683.36	$57,054.98
8	$46,683.00	$2,750.00	$49,433.00	$28.80	$421.44	$7,683.36	$57,566.60
9	$47,147.00	$2,750.00	$49,897.00	$28.80	$471.12	$7,683.36	$58,080.28
10	$49,169.00	$2,750.00	$51,919.00	$28.80	$521.87	$7,683.36	$60,153.03
11	$49,661.00	$2,750.00	$52,411.00	$28.80	$573.67	$7,683.36	$60,696.83
12	$50,154.00	$2,750.00	$52,904.00	$28.80	$626.56	$7,683.36	$61,242.72
13	$50,647.00	$2,750.00	$53,397.00	$28.80	$680.48	$7,683.36	$61,789.64
14	$51,140.00	$2,750.00	$53,890.00	$28.80	$735.47	$7,683.36	$62,337.63
15	$52,652.00	$2,750.00	$55,402.00	$28.80	$791.53	$7,683.36	$63,905.69
16	$53,145.00	$2,750.00	$55,895.00	$28.80	$848.65	$7,683.36	$64,455.81
17	$53,638.00	$2,750.00	$56,388.00	$28.80	$906.83	$7,683.36	$65,006.99
18	$54,131.00	$2,750.00	$56,881.00	$28.80	$966.07	$7,683.36	$65,559.23
19	$54,624.00	$2,750.00	$57,374.00	$28.80	$1,026.38	$7,683.36	$66,112.54
20	$55,138.00	$2,750.00	$57,888.00	$28.80	$1,087.75	$7,683.36	$66,687.91
21	$55,631.00	$2,750.00	$58,381.00	$28.80	$1,150.18	$7,683.36	$67,243.34
22	$56,124.00	$2,750.00	$58,874.00	$28.80	$1,213.68	$7,683.36	$67,799.84
23	$56,617.00	$2,750.00	$59,367.00	$28.80	$1,278.23	$7,683.36	$68,357.39
24	$57,110.00	$2,750.00	$59,860.00	$28.80	$1,343.85	$7,683.36	$68,916.01
25	$58,557.00	$2,750.00	$61,307.00	$28.80	$1,410.53	$7,683.36	$70,429.69
26	$58,982.00	$2,750.00	$61,732.00	$28.80	$1,410.53	$7,683.36	$70,854.69
27	$59,407.00	$2,750.00	$62,157.00	$28.80	$1,410.53	$7,683.36	$71,279.69
28	$59,832.00	$2,750.00	$62,582.00	$28.80	$1,410.53	$7,683.36	$71,704.69
29	$60,257.00	$2,750.00	$63,007.00	$28.80	$1,410.53	$7,683.36	$72,129.69
30	$60,682.00	$2,750.00	$63,432.00	$28.80	$1,410.53	$7,683.36	$72,554.69
31	$61,107.00	$2,750.00	$63,857.00	$28.80	$1,410.53	$7,683.36	$72,979.69
32	$61,532.00	$2,750.00	$64,282.00	$28.80	$1,410.53	$7,683.36	$73,404.69
33	$61,957.00	$2,750.00	$64,707.00	$28.80	$1,410.53	$7,683.36	$73,829.69
34	$62,382.00	$2,750.00	$65,132.00	$28.80	$1,410.53	$7,683.36	$74,254.69
35	$62,807.00	$2,750.00	$65,557.00	$28.80	$1,410.53	$7,683.36	$74,679.69
36	$63,232.00	$2,750.00	$65,982.00	$28.80	$1,410.53	$7,683.36	$75,104.69
37	$63,657.00	$2,750.00	$66,407.00	$28.80	$1,410.53	$7,683.36	$75,529.69

COMPENSATION SCHEDULE FOR BACHELOR+15
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$41,026.00	$2,750.00	$43,776.00	$28.80	$60.15	$7,683.36	$51,548.31
1	$41,460.00	$2,750.00	$44,210.00	$28.80	$103.41	$7,683.36	$52,025.57
2	$41,894.00	$2,750.00	$44,644.00	$28.80	$145.65	$7,683.36	$52,501.81
3	$42,329.00	$2,750.00	$45,079.00	$28.80	$188.15	$7,683.36	$52,979.31
4	$42,763.00	$2,750.00	$45,513.00	$28.80	$233.33	$7,683.36	$53,458.49
5	$44,235.00	$2,750.00	$46,985.00	$28.80	$278.76	$7,683.36	$54,975.92
6	$44,698.00	$2,750.00	$47,448.00	$28.80	$325.26	$7,683.36	$55,485.42
7	$45,162.00	$2,750.00	$47,912.00	$28.80	$372.82	$7,683.36	$55,996.98
8	$45,625.00	$2,750.00	$48,375.00	$28.80	$421.44	$7,683.36	$56,508.60
9	$46,088.00	$2,750.00	$48,838.00	$28.80	$471.12	$7,683.36	$57,021.28
10	$48,109.00	$2,750.00	$50,859.00	$28.80	$521.87	$7,683.36	$59,093.03
11	$48,602.00	$2,750.00	$51,352.00	$28.80	$573.67	$7,683.36	$59,637.83
12	$49,095.00	$2,750.00	$51,845.00	$28.80	$626.56	$7,683.36	$60,183.72
13	$49,587.00	$2,750.00	$52,337.00	$28.80	$680.48	$7,683.36	$60,729.64
14	$50,080.00	$2,750.00	$52,830.00	$28.80	$735.47	$7,683.36	$61,277.63
15	$51,592.00	$2,750.00	$54,342.00	$28.80	$791.53	$7,683.36	$62,845.69
16	$52,085.00	$2,750.00	$54,835.00	$28.80	$848.65	$7,683.36	$63,395.81
17	$52,578.00	$2,750.00	$55,328.00	$28.80	$906.83	$7,683.36	$63,946.99
18	$53,071.00	$2,750.00	$55,821.00	$28.80	$966.07	$7,683.36	$64,499.23
19	$53,564.00	$2,750.00	$56,314.00	$28.80	$1,026.38	$7,683.36	$65,052.54
20	$54,077.00	$2,750.00	$56,827.00	$28.80	$1,087.75	$7,683.36	$65,626.91
21	$54,570.00	$2,750.00	$57,320.00	$28.80	$1,150.18	$7,683.36	$66,182.34
22	$55,064.00	$2,750.00	$57,814.00	$28.80	$1,213.68	$7,683.36	$66,739.84
23	$55,557.00	$2,750.00	$58,307.00	$28.80	$1,278.23	$7,683.36	$67,297.39
24	$56,050.00	$2,750.00	$58,800.00	$28.80	$1,343.85	$7,683.36	$67,856.01
25	$57,474.00	$2,750.00	$60,224.00	$28.80	$1,410.53	$7,683.36	$69,346.69
26	$57,899.00	$2,750.00	$60,649.00	$28.80	$1,410.53	$7,683.36	$69,771.69
27	$58,324.00	$2,750.00	$61,074.00	$28.80	$1,410.53	$7,683.36	$70,196.69
28	$58,749.00	$2,750.00	$61,499.00	$28.80	$1,410.53	$7,683.36	$70,621.69
29	$59,174.00	$2,750.00	$61,924.00	$28.80	$1,410.53	$7,683.36	$71,046.69
30	$59,599.00	$2,750.00	$62,349.00	$28.80	$1,410.53	$7,683.36	$71,471.69
31	$60,024.00	$2,750.00	$62,774.00	$28.80	$1,410.53	$7,683.36	$71,896.69
32	$60,449.00	$2,750.00	$63,199.00	$28.80	$1,410.53	$7,683.36	$72,321.69
33	$60,874.00	$2,750.00	$63,624.00	$28.80	$1,410.53	$7,683.36	$72,746.69
34	$61,299.00	$2,750.00	$64,049.00	$28.80	$1,410.53	$7,683.36	$73,171.69
35	$61,724.00	$2,750.00	$64,474.00	$28.80	$1,410.53	$7,683.36	$73,596.69
36	$62,149.00	$2,750.00	$64,899.00	$28.80	$1,410.53	$7,683.36	$74,021.69
37	$62,574.00	$2,750.00	$65,324.00	$28.80	$1,410.53	$7,683.36	$74,446.69

COMPENSATION SCHEDULE FOR BACHELOR+15 WITH ***NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,184.00	$2,750.00	$44,934.00	$28.80	$60.15	$7,683.36	$52,706.31
1	$42,618.00	$2,750.00	$45,368.00	$28.80	$103.41	$7,683.36	$53,183.57
2	$43,053.00	$2,750.00	$45,803.00	$28.80	$145.65	$7,683.36	$53,660.81
3	$43,487.00	$2,750.00	$46,237.00	$28.80	$188.15	$7,683.36	$54,137.31
4	$43,921.00	$2,750.00	$46,671.00	$28.80	$233.33	$7,683.36	$54,616.49
5	$45,393.00	$2,750.00	$48,143.00	$28.80	$278.76	$7,683.36	$56,133.92
6	$45,857.00	$2,750.00	$48,607.00	$28.80	$325.26	$7,683.36	$56,644.42
7	$46,320.00	$2,750.00	$49,070.00	$28.80	$372.82	$7,683.36	$57,154.98
8	$46,783.00	$2,750.00	$49,533.00	$28.80	$421.44	$7,683.36	$57,666.60
9	$47,247.00	$2,750.00	$49,997.00	$28.80	$471.12	$7,683.36	$58,180.28
10	$49,269.00	$2,750.00	$52,019.00	$28.80	$521.87	$7,683.36	$60,253.03
11	$49,761.00	$2,750.00	$52,511.00	$28.80	$573.67	$7,683.36	$60,796.83
12	$50,254.00	$2,750.00	$53,004.00	$28.80	$626.56	$7,683.36	$61,342.72
13	$50,747.00	$2,750.00	$53,497.00	$28.80	$680.48	$7,683.36	$61,889.64
14	$51,240.00	$2,750.00	$53,990.00	$28.80	$735.47	$7,683.36	$62,437.63
15	$52,752.00	$2,750.00	$55,502.00	$28.80	$791.53	$7,683.36	$64,005.69
16	$53,245.00	$2,750.00	$55,995.00	$28.80	$848.65	$7,683.36	$64,555.81
17	$53,738.00	$2,750.00	$56,488.00	$28.80	$906.83	$7,683.36	$65,106.99
18	$54,231.00	$2,750.00	$56,981.00	$28.80	$966.07	$7,683.36	$65,659.23
19	$54,724.00	$2,750.00	$57,474.00	$28.80	$1,026.38	$7,683.36	$66,212.54
20	$55,238.00	$2,750.00	$57,988.00	$28.80	$1,087.75	$7,683.36	$66,787.91
21	$55,731.00	$2,750.00	$58,481.00	$28.80	$1,150.18	$7,683.36	$67,343.34
22	$56,224.00	$2,750.00	$58,974.00	$28.80	$1,213.68	$7,683.36	$67,899.84
23	$56,717.00	$2,750.00	$59,467.00	$28.80	$1,278.23	$7,683.36	$68,457.39
24	$57,210.00	$2,750.00	$59,960.00	$28.80	$1,343.85	$7,683.36	$69,016.01
25	$58,657.00	$2,750.00	$61,407.00	$28.80	$1,410.53	$7,683.36	$70,529.69
26	$59,082.00	$2,750.00	$61,832.00	$28.80	$1,410.53	$7,683.36	$70,954.69
27	$59,507.00	$2,750.00	$62,257.00	$28.80	$1,410.53	$7,683.36	$71,379.69
28	$59,932.00	$2,750.00	$62,682.00	$28.80	$1,410.53	$7,683.36	$71,804.69
29	$60,357.00	$2,750.00	$63,107.00	$28.80	$1,410.53	$7,683.36	$72,229.69
30	$60,782.00	$2,750.00	$63,532.00	$28.80	$1,410.53	$7,683.36	$72,654.69
31	$61,207.00	$2,750.00	$63,957.00	$28.80	$1,410.53	$7,683.36	$73,079.69
32	$61,632.00	$2,750.00	$64,382.00	$28.80	$1,410.53	$7,683.36	$73,504.69
33	$62,057.00	$2,750.00	$64,807.00	$28.80	$1,410.53	$7,683.36	$73,929.69
34	$62,482.00	$2,750.00	$65,232.00	$28.80	$1,410.53	$7,683.36	$74,354.69
35	$62,907.00	$2,750.00	$65,657.00	$28.80	$1,410.53	$7,683.36	$74,779.69
36	$63,332.00	$2,750.00	$66,082.00	$28.80	$1,410.53	$7,683.36	$75,204.69
37	$63,757.00	$2,750.00	$66,507.00	$28.80	$1,410.53	$7,683.36	$75,629.69

COMPENSATION SCHEDULE FOR MASTERS
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,316.00	$2,750.00	$45,066.00	$28.80	$60.15	$7,683.36	$52,838.31
1	$42,750.00	$2,750.00	$45,500.00	$28.80	$103.41	$7,683.36	$53,315.57
2	$43,184.00	$2,750.00	$45,934.00	$28.80	$145.65	$7,683.36	$53,791.81
3	$43,619.00	$2,750.00	$46,369.00	$28.80	$188.15	$7,683.36	$54,269.31
4	$44,053.00	$2,750.00	$46,803.00	$28.80	$233.33	$7,683.36	$54,748.49
5	$45,525.00	$2,750.00	$48,275.00	$28.80	$278.76	$7,683.36	$56,265.92
6	$45,988.00	$2,750.00	$48,738.00	$28.80	$325.26	$7,683.36	$56,775.42
7	$46,452.00	$2,750.00	$49,202.00	$28.80	$372.82	$7,683.36	$57,286.98
8	$46,915.00	$2,750.00	$49,665.00	$28.80	$421.44	$7,683.36	$57,798.60
9	$47,379.00	$2,750.00	$50,129.00	$28.80	$471.12	$7,683.36	$58,312.28
10	$49,893.00	$2,750.00	$52,643.00	$28.80	$521.87	$7,683.36	$60,877.03
11	$50,386.00	$2,750.00	$53,136.00	$28.80	$573.67	$7,683.36	$61,421.83
12	$50,879.00	$2,750.00	$53,629.00	$28.80	$626.56	$7,683.36	$61,967.72
13	$51,372.00	$2,750.00	$54,122.00	$28.80	$680.48	$7,683.36	$62,514.64
14	$51,864.00	$2,750.00	$54,614.00	$28.80	$735.47	$7,683.36	$63,061.63
15	$53,377.00	$2,750.00	$56,127.00	$28.80	$791.53	$7,683.36	$64,630.69
16	$53,870.00	$2,750.00	$56,620.00	$28.80	$848.65	$7,683.36	$65,180.81
17	$54,363.00	$2,750.00	$57,113.00	$28.80	$906.83	$7,683.36	$65,731.99
18	$54,856.00	$2,750.00	$57,606.00	$28.80	$966.07	$7,683.36	$66,284.23
19	$55,349.00	$2,750.00	$58,099.00	$28.80	$1,026.38	$7,683.36	$66,837.54
20	$55,863.00	$2,750.00	$58,613.00	$28.80	$1,087.75	$7,683.36	$67,412.91
21	$56,356.00	$2,750.00	$59,106.00	$28.80	$1,150.18	$7,683.36	$67,968.34
22	$56,849.00	$2,750.00	$59,599.00	$28.80	$1,213.68	$7,683.36	$68,524.84
23	$57,343.00	$2,750.00	$60,093.00	$28.80	$1,278.23	$7,683.36	$69,083.39
24	$57,836.00	$2,750.00	$60,586.00	$28.80	$1,343.85	$7,683.36	$69,642.01
25	$59,296.00	$2,750.00	$62,046.00	$28.80	$1,410.53	$7,683.36	$71,168.69
26	$59,721.00	$2,750.00	$62,471.00	$28.80	$1,410.53	$7,683.36	$71,593.69
27	$60,146.00	$2,750.00	$62,896.00	$28.80	$1,410.53	$7,683.36	$72,018.69
28	$60,571.00	$2,750.00	$63,321.00	$28.80	$1,410.53	$7,683.36	$72,443.69
29	$60,996.00	$2,750.00	$63,746.00	$28.80	$1,410.53	$7,683.36	$72,868.69
30	$61,421.00	$2,750.00	$64,171.00	$28.80	$1,410.53	$7,683.36	$73,293.69
31	$61,846.00	$2,750.00	$64,596.00	$28.80	$1,410.53	$7,683.36	$73,718.69
32	$62,271.00	$2,750.00	$65,021.00	$28.80	$1,410.53	$7,683.36	$74,143.69
33	$62,696.00	$2,750.00	$65,446.00	$28.80	$1,410.53	$7,683.36	$74,568.69
34	$63,121.00	$2,750.00	$65,871.00	$28.80	$1,410.53	$7,683.36	$74,993.69
35	$63,546.00	$2,750.00	$66,296.00	$28.80	$1,410.53	$7,683.36	$75,418.69
36	$63,971.00	$2,750.00	$66,721.00	$28.80	$1,410.53	$7,683.36	$75,843.69
37	$64,396.00	$2,750.00	$67,146.00	$28.80	$1,410.53	$7,683.36	$76,268.69

COMPENSATION SCHEDULE FOR MASTERS WITH ***NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$43,474.00	$2,750.00	$46,224.00	$28.80	$60.15	$7,683.36	$53,996.31
1	$43,908.00	$2,750.00	$46,658.00	$28.80	$103.41	$7,683.36	$54,473.57
2	$44,343.00	$2,750.00	$47,093.00	$28.80	$145.65	$7,683.36	$54,950.81
3	$44,777.00	$2,750.00	$47,527.00	$28.80	$188.15	$7,683.36	$55,427.31
4	$45,211.00	$2,750.00	$47,961.00	$28.80	$233.33	$7,683.36	$55,906.49
5	$46,683.00	$2,750.00	$49,433.00	$28.80	$278.76	$7,683.36	$57,423.92
6	$47,147.00	$2,750.00	$49,897.00	$28.80	$325.26	$7,683.36	$57,934.42
7	$47,610.00	$2,750.00	$50,360.00	$28.80	$372.82	$7,683.36	$58,444.98
8	$48,074.00	$2,750.00	$50,824.00	$28.80	$421.44	$7,683.36	$58,957.60
9	$48,537.00	$2,750.00	$51,287.00	$28.80	$471.12	$7,683.36	$59,470.28
10	$51,053.00	$2,750.00	$53,803.00	$28.80	$521.87	$7,683.36	$62,037.03
11	$51,546.00	$2,750.00	$54,296.00	$28.80	$573.67	$7,683.36	$62,581.83
12	$52,038.00	$2,750.00	$54,788.00	$28.80	$626.56	$7,683.36	$63,126.72
13	$52,531.00	$2,750.00	$55,281.00	$28.80	$680.48	$7,683.36	$63,673.64
14	$53,024.00	$2,750.00	$55,774.00	$28.80	$735.47	$7,683.36	$64,221.63
15	$54,537.00	$2,750.00	$57,287.00	$28.80	$791.53	$7,683.36	$65,790.69
16	$55,030.00	$2,750.00	$57,780.00	$28.80	$848.65	$7,683.36	$66,340.81
17	$55,523.00	$2,750.00	$58,273.00	$28.80	$906.83	$7,683.36	$66,891.99
18	$56,016.00	$2,750.00	$58,766.00	$28.80	$966.07	$7,683.36	$67,444.23
19	$56,509.00	$2,750.00	$59,259.00	$28.80	$1,026.38	$7,683.36	$67,997.54
20	$57,023.00	$2,750.00	$59,773.00	$28.80	$1,087.75	$7,683.36	$68,572.91
21	$57,517.00	$2,750.00	$60,267.00	$28.80	$1,150.18	$7,683.36	$69,129.34
22	$58,010.00	$2,750.00	$60,760.00	$28.80	$1,213.68	$7,683.36	$69,685.84
23	$58,503.00	$2,750.00	$61,253.00	$28.80	$1,278.23	$7,683.36	$70,243.39
24	$58,996.00	$2,750.00	$61,746.00	$28.80	$1,343.85	$7,683.36	$70,802.01
25	$60,478.00	$2,750.00	$63,228.00	$28.80	$1,410.53	$7,683.36	$72,350.69
26	$60,903.00	$2,750.00	$63,653.00	$28.80	$1,410.53	$7,683.36	$72,775.69
27	$61,328.00	$2,750.00	$64,078.00	$28.80	$1,410.53	$7,683.36	$73,200.69
28	$61,753.00	$2,750.00	$64,503.00	$28.80	$1,410.53	$7,683.36	$73,625.69
29	$62,178.00	$2,750.00	$64,928.00	$28.80	$1,410.53	$7,683.36	$74,050.69
30	$62,603.00	$2,750.00	$65,353.00	$28.80	$1,410.53	$7,683.36	$74,475.69
31	$63,028.00	$2,750.00	$65,778.00	$28.80	$1,410.53	$7,683.36	$74,900.69
32	$63,453.00	$2,750.00	$66,203.00	$28.80	$1,410.53	$7,683.36	$75,325.69
33	$63,878.00	$2,750.00	$66,628.00	$28.80	$1,410.53	$7,683.36	$75,750.69
34	$64,303.00	$2,750.00	$67,053.00	$28.80	$1,410.53	$7,683.36	$76,175.69
35	$64,728.00	$2,750.00	$67,478.00	$28.80	$1,410.53	$7,683.36	$76,600.69
36	$65,153.00	$2,750.00	$67,903.00	$28.80	$1,410.53	$7,683.36	$77,025.69
37	$65,578.00	$2,750.00	$68,328.00	$28.80	$1,410.53	$7,683.36	$77,450.69

COMPENSATION SCHEDULE FOR MASTERS+15
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,416.00	$2,750.00	$45,166.00	$28.80	$60.15	$7,683.36	$52,938.31
1	$42,850.00	$2,750.00	$45,600.00	$28.80	$103.41	$7,683.36	$53,415.57
2	$43,284.00	$2,750.00	$46,034.00	$28.80	$145.65	$7,683.36	$53,891.81
3	$43,719.00	$2,750.00	$46,469.00	$28.80	$188.15	$7,683.36	$54,369.31
4	$44,153.00	$2,750.00	$46,903.00	$28.80	$233.33	$7,683.36	$54,848.49
5	$45,625.00	$2,750.00	$48,375.00	$28.80	$278.76	$7,683.36	$56,365.92
6	$46,088.00	$2,750.00	$48,838.00	$28.80	$325.26	$7,683.36	$56,875.42
7	$46,552.00	$2,750.00	$49,302.00	$28.80	$372.82	$7,683.36	$57,386.98
8	$47,015.00	$2,750.00	$49,765.00	$28.80	$421.44	$7,683.36	$57,898.60
9	$47,479.00	$2,750.00	$50,229.00	$28.80	$471.12	$7,683.36	$58,412.28
10	$49,993.00	$2,750.00	$52,743.00	$28.80	$521.87	$7,683.36	$60,977.03
11	$50,486.00	$2,750.00	$53,236.00	$28.80	$573.67	$7,683.36	$61,521.83
12	$50,979.00	$2,750.00	$53,729.00	$28.80	$626.56	$7,683.36	$62,067.72
13	$51,472.00	$2,750.00	$54,222.00	$28.80	$680.48	$7,683.36	$62,614.64
14	$51,964.00	$2,750.00	$54,714.00	$28.80	$735.47	$7,683.36	$63,161.63
15	$53,477.00	$2,750.00	$56,227.00	$28.80	$791.53	$7,683.36	$64,730.69
16	$53,970.00	$2,750.00	$56,720.00	$28.80	$848.65	$7,683.36	$65,280.81
17	$54,463.00	$2,750.00	$57,213.00	$28.80	$906.83	$7,683.36	$65,831.99
18	$54,956.00	$2,750.00	$57,706.00	$28.80	$966.07	$7,683.36	$66,384.23
19	$55,449.00	$2,750.00	$58,199.00	$28.80	$1,026.38	$7,683.36	$66,937.54
20	$55,963.00	$2,750.00	$58,713.00	$28.80	$1,087.75	$7,683.36	$67,512.91
21	$56,456.00	$2,750.00	$59,206.00	$28.80	$1,150.18	$7,683.36	$68,068.34
22	$56,949.00	$2,750.00	$59,699.00	$28.80	$1,213.68	$7,683.36	$68,624.84
23	$57,443.00	$2,750.00	$60,193.00	$28.80	$1,278.23	$7,683.36	$69,183.39
24	$57,936.00	$2,750.00	$60,686.00	$28.80	$1,343.85	$7,683.36	$69,742.01
25	$59,396.00	$2,750.00	$62,146.00	$28.80	$1,410.53	$7,683.36	$71,268.69
26	$59,821.00	$2,750.00	$62,571.00	$28.80	$1,410.53	$7,683.36	$71,693.69
27	$60,246.00	$2,750.00	$62,996.00	$28.80	$1,410.53	$7,683.36	$72,118.69
28	$60,671.00	$2,750.00	$63,421.00	$28.80	$1,410.53	$7,683.36	$72,543.69
29	$61,096.00	$2,750.00	$63,846.00	$28.80	$1,410.53	$7,683.36	$72,968.69
30	$61,521.00	$2,750.00	$64,271.00	$28.80	$1,410.53	$7,683.36	$73,393.69
31	$61,946.00	$2,750.00	$64,696.00	$28.80	$1,410.53	$7,683.36	$73,818.69
32	$62,371.00	$2,750.00	$65,121.00	$28.80	$1,410.53	$7,683.36	$74,243.69
33	$62,796.00	$2,750.00	$65,546.00	$28.80	$1,410.53	$7,683.36	$74,668.69
34	$63,221.00	$2,750.00	$65,971.00	$28.80	$1,410.53	$7,683.36	$75,093.69
35	$63,646.00	$2,750.00	$66,396.00	$28.80	$1,410.53	$7,683.36	$75,518.69
36	$64,071.00	$2,750.00	$66,821.00	$28.80	$1,410.53	$7,683.36	$75,943.69
37	$64,496.00	$2,750.00	$67,246.00	$28.80	$1,410.53	$7,683.36	$76,368.69

COMPENSATION SCHEDULE FOR MASTERS+15 WITH ***NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$43,574.00	$2,750.00	$46,324.00	$28.80	$60.15	$7,683.36	$54,096.31
1	$44,008.00	$2,750.00	$46,758.00	$28.80	$103.41	$7,683.36	$54,573.57
2	$44,443.00	$2,750.00	$47,193.00	$28.80	$145.65	$7,683.36	$55,050.81
3	$44,877.00	$2,750.00	$47,627.00	$28.80	$188.15	$7,683.36	$55,527.31
4	$45,311.00	$2,750.00	$48,061.00	$28.80	$233.33	$7,683.36	$56,006.49
5	$46,783.00	$2,750.00	$49,533.00	$28.80	$278.76	$7,683.36	$57,523.92
6	$47,247.00	$2,750.00	$49,997.00	$28.80	$325.26	$7,683.36	$58,034.42
7	$47,710.00	$2,750.00	$50,460.00	$28.80	$372.82	$7,683.36	$58,544.98
8	$48,174.00	$2,750.00	$50,924.00	$28.80	$421.44	$7,683.36	$59,057.60
9	$48,637.00	$2,750.00	$51,387.00	$28.80	$471.12	$7,683.36	$59,570.28
10	$51,153.00	$2,750.00	$53,903.00	$28.80	$521.87	$7,683.36	$62,137.03
11	$51,646.00	$2,750.00	$54,396.00	$28.80	$573.67	$7,683.36	$62,681.83
12	$52,138.00	$2,750.00	$54,888.00	$28.80	$626.56	$7,683.36	$63,226.72
13	$52,631.00	$2,750.00	$55,381.00	$28.80	$680.48	$7,683.36	$63,773.64
14	$53,124.00	$2,750.00	$55,874.00	$28.80	$735.47	$7,683.36	$64,321.63
15	$54,637.00	$2,750.00	$57,387.00	$28.80	$791.53	$7,683.36	$65,890.69
16	$55,130.00	$2,750.00	$57,880.00	$28.80	$848.65	$7,683.36	$66,440.81
17	$55,623.00	$2,750.00	$58,373.00	$28.80	$906.83	$7,683.36	$66,991.99
18	$56,116.00	$2,750.00	$58,866.00	$28.80	$966.07	$7,683.36	$67,544.23
19	$56,609.00	$2,750.00	$59,359.00	$28.80	$1,026.38	$7,683.36	$68,097.54
20	$57,123.00	$2,750.00	$59,873.00	$28.80	$1,087.75	$7,683.36	$68,672.91
21	$57,617.00	$2,750.00	$60,367.00	$28.80	$1,150.18	$7,683.36	$69,229.34
22	$58,110.00	$2,750.00	$60,860.00	$28.80	$1,213.68	$7,683.36	$69,785.84
23	$58,603.00	$2,750.00	$61,353.00	$28.80	$1,278.23	$7,683.36	$70,343.39
24	$59,096.00	$2,750.00	$61,846.00	$28.80	$1,343.85	$7,683.36	$70,902.01
25	$60,578.00	$2,750.00	$63,328.00	$28.80	$1,410.53	$7,683.36	$72,450.69
26	$61,003.00	$2,750.00	$63,753.00	$28.80	$1,410.53	$7,683.36	$72,875.69
27	$61,428.00	$2,750.00	$64,178.00	$28.80	$1,410.53	$7,683.36	$73,300.69
28	$61,853.00	$2,750.00	$64,603.00	$28.80	$1,410.53	$7,683.36	$73,725.69
29	$62,278.00	$2,750.00	$65,028.00	$28.80	$1,410.53	$7,683.36	$74,150.69
30	$62,703.00	$2,750.00	$65,453.00	$28.80	$1,410.53	$7,683.36	$74,575.69
31	$63,128.00	$2,750.00	$65,878.00	$28.80	$1,410.53	$7,683.36	$75,000.69
32	$63,553.00	$2,750.00	$66,303.00	$28.80	$1,410.53	$7,683.36	$75,425.69
33	$63,978.00	$2,750.00	$66,728.00	$28.80	$1,410.53	$7,683.36	$75,850.69
34	$64,403.00	$2,750.00	$67,153.00	$28.80	$1,410.53	$7,683.36	$76,275.69
35	$64,828.00	$2,750.00	$67,578.00	$28.80	$1,410.53	$7,683.36	$76,700.69
36	$65,253.00	$2,750.00	$68,003.00	$28.80	$1,410.53	$7,683.36	$77,125.69
37	$65,678.00	$2,750.00	$68,428.00	$28.80	$1,410.53	$7,683.36	$77,550.69

COMPENSATION SCHEDULE FOR MASTERS+30
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,616.00	$2,750.00	$45,366.00	$28.80	$60.15	$7,683.36	$53,138.31
1	$43,050.00	$2,750.00	$45,800.00	$28.80	$103.41	$7,683.36	$53,615.57
2	$43,484.00	$2,750.00	$46,234.00	$28.80	$145.65	$7,683.36	$54,091.81
3	$43,919.00	$2,750.00	$46,669.00	$28.80	$188.15	$7,683.36	$54,569.31
4	$44,353.00	$2,750.00	$47,103.00	$28.80	$233.33	$7,683.36	$55,048.49
5	$45,825.00	$2,750.00	$48,575.00	$28.80	$278.76	$7,683.36	$56,565.92
6	$46,288.00	$2,750.00	$49,038.00	$28.80	$325.26	$7,683.36	$57,075.42
7	$46,752.00	$2,750.00	$49,502.00	$28.80	$372.82	$7,683.36	$57,586.98
8	$47,215.00	$2,750.00	$49,965.00	$28.80	$421.44	$7,683.36	$58,098.60
9	$47,679.00	$2,750.00	$50,429.00	$28.80	$471.12	$7,683.36	$58,612.28
10	$50,193.00	$2,750.00	$52,943.00	$28.80	$521.87	$7,683.36	$61,177.03
11	$50,686.00	$2,750.00	$53,436.00	$28.80	$573.67	$7,683.36	$61,721.83
12	$51,179.00	$2,750.00	$53,929.00	$28.80	$626.56	$7,683.36	$62,267.72
13	$51,672.00	$2,750.00	$54,422.00	$28.80	$680.48	$7,683.36	$62,814.64
14	$52,164.00	$2,750.00	$54,914.00	$28.80	$735.47	$7,683.36	$63,361.63
15	$53,677.00	$2,750.00	$56,427.00	$28.80	$791.53	$7,683.36	$64,930.69
16	$54,170.00	$2,750.00	$56,920.00	$28.80	$848.65	$7,683.36	$65,480.81
17	$54,663.00	$2,750.00	$57,413.00	$28.80	$906.83	$7,683.36	$66,031.99
18	$55,156.00	$2,750.00	$57,906.00	$28.80	$966.07	$7,683.36	$66,584.23
19	$55,649.00	$2,750.00	$58,399.00	$28.80	$1,026.38	$7,683.36	$67,137.54
20	$56,163.00	$2,750.00	$58,913.00	$28.80	$1,087.75	$7,683.36	$67,712.91
21	$56,656.00	$2,750.00	$59,406.00	$28.80	$1,150.18	$7,683.36	$68,268.34
22	$57,149.00	$2,750.00	$59,899.00	$28.80	$1,213.68	$7,683.36	$68,824.84
23	$57,643.00	$2,750.00	$60,393.00	$28.80	$1,278.23	$7,683.36	$69,383.39
24	$58,136.00	$2,750.00	$60,886.00	$28.80	$1,343.85	$7,683.36	$69,942.01
25	$59,596.00	$2,750.00	$62,346.00	$28.80	$1,410.53	$7,683.36	$71,468.69
26	$60,021.00	$2,750.00	$62,771.00	$28.80	$1,410.53	$7,683.36	$71,893.69
27	$60,446.00	$2,750.00	$63,196.00	$28.80	$1,410.53	$7,683.36	$72,318.69
28	$60,871.00	$2,750.00	$63,621.00	$28.80	$1,410.53	$7,683.36	$72,743.69
29	$61,296.00	$2,750.00	$64,046.00	$28.80	$1,410.53	$7,683.36	$73,168.69
30	$61,721.00	$2,750.00	$64,471.00	$28.80	$1,410.53	$7,683.36	$73,593.69
31	$62,146.00	$2,750.00	$64,896.00	$28.80	$1,410.53	$7,683.36	$74,018.69
32	$62,571.00	$2,750.00	$65,321.00	$28.80	$1,410.53	$7,683.36	$74,443.69
33	$62,996.00	$2,750.00	$65,746.00	$28.80	$1,410.53	$7,683.36	$74,868.69
34	$63,421.00	$2,750.00	$66,171.00	$28.80	$1,410.53	$7,683.36	$75,293.69
35	$63,846.00	$2,750.00	$66,596.00	$28.80	$1,410.53	$7,683.36	$75,718.69
36	$64,270.00	$2,750.00	$67,020.00	$28.80	$1,410.53	$7,683.36	$76,142.69
37	$64,695.00	$2,750.00	$67,445.00	$28.80	$1,410.53	$7,683.36	$76,567.69

COMPENSATION SCHEDULE FOR MASTERS+30 WITH ***NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$43,774.00	$2,750.00	$46,524.00	$28.80	$60.15	$7,683.36	$54,296.31
1	$44,208.00	$2,750.00	$46,958.00	$28.80	$103.41	$7,683.36	$54,773.57
2	$44,643.00	$2,750.00	$47,393.00	$28.80	$145.65	$7,683.36	$55,250.81
3	$45,077.00	$2,750.00	$47,827.00	$28.80	$188.15	$7,683.36	$55,727.31
4	$45,511.00	$2,750.00	$48,261.00	$28.80	$233.33	$7,683.36	$56,206.49
5	$46,983.00	$2,750.00	$49,733.00	$28.80	$278.76	$7,683.36	$57,723.92
6	$47,447.00	$2,750.00	$50,197.00	$28.80	$325.26	$7,683.36	$58,234.42
7	$47,910.00	$2,750.00	$50,660.00	$28.80	$372.82	$7,683.36	$58,744.98
8	$48,374.00	$2,750.00	$51,124.00	$28.80	$421.44	$7,683.36	$59,257.60
9	$48,837.00	$2,750.00	$51,587.00	$28.80	$471.12	$7,683.36	$59,770.28
10	$51,353.00	$2,750.00	$54,103.00	$28.80	$521.87	$7,683.36	$62,337.03
11	$51,846.00	$2,750.00	$54,596.00	$28.80	$573.67	$7,683.36	$62,881.83
12	$52,338.00	$2,750.00	$55,088.00	$28.80	$626.56	$7,683.36	$63,426.72
13	$52,831.00	$2,750.00	$55,581.00	$28.80	$680.48	$7,683.36	$63,973.64
14	$53,324.00	$2,750.00	$56,074.00	$28.80	$735.47	$7,683.36	$64,521.63
15	$54,837.00	$2,750.00	$57,587.00	$28.80	$791.53	$7,683.36	$66,090.69
16	$55,330.00	$2,750.00	$58,080.00	$28.80	$848.65	$7,683.36	$66,640.81
17	$55,823.00	$2,750.00	$58,573.00	$28.80	$906.83	$7,683.36	$67,191.99
18	$56,316.00	$2,750.00	$59,066.00	$28.80	$966.07	$7,683.36	$67,744.23
19	$56,809.00	$2,750.00	$59,559.00	$28.80	$1,026.38	$7,683.36	$68,297.54
20	$57,323.00	$2,750.00	$60,073.00	$28.80	$1,087.75	$7,683.36	$68,872.91
21	$57,817.00	$2,750.00	$60,567.00	$28.80	$1,150.18	$7,683.36	$69,429.34
22	$58,310.00	$2,750.00	$61,060.00	$28.80	$1,213.68	$7,683.36	$69,985.84
23	$58,803.00	$2,750.00	$61,553.00	$28.80	$1,278.23	$7,683.36	$70,543.39
24	$59,296.00	$2,750.00	$62,046.00	$28.80	$1,343.85	$7,683.36	$71,102.01
25	$60,778.00	$2,750.00	$63,528.00	$28.80	$1,410.53	$7,683.36	$72,650.69
26	$61,203.00	$2,750.00	$63,953.00	$28.80	$1,410.53	$7,683.36	$73,075.69
27	$61,628.00	$2,750.00	$64,378.00	$28.80	$1,410.53	$7,683.36	$73,500.69
28	$62,053.00	$2,750.00	$64,803.00	$28.80	$1,410.53	$7,683.36	$73,925.69
29	$62,478.00	$2,750.00	$65,228.00	$28.80	$1,410.53	$7,683.36	$74,350.69
30	$62,903.00	$2,750.00	$65,653.00	$28.80	$1,410.53	$7,683.36	$74,775.69
31	$63,328.00	$2,750.00	$66,078.00	$28.80	$1,410.53	$7,683.36	$75,200.69
32	$63,753.00	$2,750.00	$66,503.00	$28.80	$1,410.53	$7,683.36	$75,625.69
33	$64,178.00	$2,750.00	$66,928.00	$28.80	$1,410.53	$7,683.36	$76,050.69
34	$64,603.00	$2,750.00	$67,353.00	$28.80	$1,410.53	$7,683.36	$76,475.69
35	$65,028.00	$2,750.00	$67,778.00	$28.80	$1,410.53	$7,683.36	$76,900.69
36	$65,453.00	$2,750.00	$68,203.00	$28.80	$1,410.53	$7,683.36	$77,325.69
37	$65,878.00	$2,750.00	$68,628.00	$28.80	$1,410.53	$7,683.36	$77,750.69

COMPENSATION SCHEDULE FOR MASTERS+45
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$42,716.00	$2,750.00	$45,466.00	$28.80	$60.15	$7,683.36	$53,238.31
1	$43,150.00	$2,750.00	$45,900.00	$28.80	$103.41	$7,683.36	$53,715.57
2	$43,584.00	$2,750.00	$46,334.00	$28.80	$145.65	$7,683.36	$54,191.81
3	$44,019.00	$2,750.00	$46,769.00	$28.80	$188.15	$7,683.36	$54,669.31
4	$44,453.00	$2,750.00	$47,203.00	$28.80	$233.33	$7,683.36	$55,148.49
5	$45,925.00	$2,750.00	$48,675.00	$28.80	$278.76	$7,683.36	$56,665.92
6	$46,388.00	$2,750.00	$49,138.00	$28.80	$325.26	$7,683.36	$57,175.42
7	$46,852.00	$2,750.00	$49,602.00	$28.80	$372.82	$7,683.36	$57,686.98
8	$47,315.00	$2,750.00	$50,065.00	$28.80	$421.44	$7,683.36	$58,198.60
9	$47,779.00	$2,750.00	$50,529.00	$28.80	$471.12	$7,683.36	$58,712.28
10	$50,293.00	$2,750.00	$53,043.00	$28.80	$521.87	$7,683.36	$61,277.03
11	$50,786.00	$2,750.00	$53,536.00	$28.80	$573.67	$7,683.36	$61,821.83
12	$51,279.00	$2,750.00	$54,029.00	$28.80	$626.56	$7,683.36	$62,367.72
13	$51,772.00	$2,750.00	$54,522.00	$28.80	$680.48	$7,683.36	$62,914.64
14	$52,264.00	$2,750.00	$55,014.00	$28.80	$735.47	$7,683.36	$63,461.63
15	$53,777.00	$2,750.00	$56,527.00	$28.80	$791.53	$7,683.36	$65,030.69
16	$54,270.00	$2,750.00	$57,020.00	$28.80	$848.65	$7,683.36	$65,580.81
17	$54,763.00	$2,750.00	$57,513.00	$28.80	$906.83	$7,683.36	$66,131.99
18	$55,256.00	$2,750.00	$58,006.00	$28.80	$966.07	$7,683.36	$66,684.23
19	$55,749.00	$2,750.00	$58,499.00	$28.80	$1,026.38	$7,683.36	$67,237.54
20	$56,263.00	$2,750.00	$59,013.00	$28.80	$1,087.75	$7,683.36	$67,812.91
21	$56,756.00	$2,750.00	$59,506.00	$28.80	$1,150.18	$7,683.36	$68,368.34
22	$57,249.00	$2,750.00	$59,999.00	$28.80	$1,213.68	$7,683.36	$68,924.84
23	$57,743.00	$2,750.00	$60,493.00	$28.80	$1,278.23	$7,683.36	$69,483.39
24	$58,236.00	$2,750.00	$60,986.00	$28.80	$1,343.85	$7,683.36	$70,042.01
25	$59,696.00	$2,750.00	$62,446.00	$28.80	$1,410.53	$7,683.36	$71,568.69
26	$60,121.00	$2,750.00	$62,871.00	$28.80	$1,410.53	$7,683.36	$71,993.69
27	$60,546.00	$2,750.00	$63,296.00	$28.80	$1,410.53	$7,683.36	$72,418.69
28	$60,971.00	$2,750.00	$63,721.00	$28.80	$1,410.53	$7,683.36	$72,843.69
29	$61,396.00	$2,750.00	$64,146.00	$28.80	$1,410.53	$7,683.36	$73,268.69
30	$61,821.00	$2,750.00	$64,571.00	$28.80	$1,410.53	$7,683.36	$73,693.69
31	$62,246.00	$2,750.00	$64,996.00	$28.80	$1,410.53	$7,683.36	$74,118.69
32	$62,671.00	$2,750.00	$65,421.00	$28.80	$1,410.53	$7,683.36	$74,543.69
33	$63,096.00	$2,750.00	$65,846.00	$28.80	$1,410.53	$7,683.36	$74,968.69
34	$63,521.00	$2,750.00	$66,271.00	$28.80	$1,410.53	$7,683.36	$75,393.69
35	$63,946.00	$2,750.00	$66,696.00	$28.80	$1,410.53	$7,683.36	$75,818.69
36	$64,372.00	$2,750.00	$67,122.00	$28.80	$1,410.53	$7,683.36	$76,244.69
37	$64,797.00	$2,750.00	$67,547.00	$28.80	$1,410.53	$7,683.36	$76,669.69

COMPENSATION SCHEDULE FOR MASTERS+45 WITH ***NBCT
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$43,874.00	$2,750.00	$46,624.00	$28.80	$60.15	$7,638.36	$54,351.31
1	$44,308.00	$2,750.00	$47,058.00	$28.80	$103.41	$7,638.36	$54,828.57
2	$44,743.00	$2,750.00	$47,493.00	$28.80	$145.65	$7,638.36	$55,305.81
3	$45,177.00	$2,750.00	$47,927.00	$28.80	$188.15	$7,638.36	$55,782.31
4	$45,611.00	$2,750.00	$48,361.00	$28.80	$233.33	$7,638.36	$56,261.49
5	$47,083.00	$2,750.00	$49,833.00	$28.80	$278.76	$7,638.36	$57,778.92
6	$47,547.00	$2,750.00	$50,297.00	$28.80	$325.26	$7,638.36	$58,289.42
7	$48,010.00	$2,750.00	$50,760.00	$28.80	$372.82	$7,638.36	$58,799.98
8	$48,474.00	$2,750.00	$51,224.00	$28.80	$421.44	$7,638.36	$59,312.60
9	$48,937.00	$2,750.00	$51,687.00	$28.80	$471.12	$7,638.36	$59,825.28
10	$51,453.00	$2,750.00	$54,203.00	$28.80	$521.87	$7,638.36	$62,392.03
11	$51,946.00	$2,750.00	$54,696.00	$28.80	$573.67	$7,638.36	$62,936.83
12	$52,438.00	$2,750.00	$55,188.00	$28.80	$626.56	$7,638.36	$63,481.72
13	$52,931.00	$2,750.00	$55,681.00	$28.80	$680.48	$7,638.36	$64,028.64
14	$53,424.00	$2,750.00	$56,174.00	$28.80	$735.47	$7,638.36	$64,576.63
15	$54,937.00	$2,750.00	$57,687.00	$28.80	$791.53	$7,638.36	$66,145.69
16	$55,430.00	$2,750.00	$58,180.00	$28.80	$848.65	$7,638.36	$66,695.81
17	$55,923.00	$2,750.00	$58,673.00	$28.80	$906.83	$7,638.36	$67,246.99
18	$56,413.00	$2,750.00	$59,163.00	$28.80	$966.07	$7,638.36	$67,796.23
19	$56,909.00	$2,750.00	$59,659.00	$28.80	$1,026.38	$7,638.36	$68,352.54
20	$57,423.00	$2,750.00	$60,173.00	$28.80	$1,087.75	$7,638.36	$68,927.91
21	$57,917.00	$2,750.00	$60,667.00	$28.80	$1,150.18	$7,638.36	$69,484.34
22	$58,410.00	$2,750.00	$61,160.00	$28.80	$1,213.68	$7,638.36	$70,040.84
23	$58,903.00	$2,750.00	$61,653.00	$28.80	$1,278.23	$7,638.36	$70,598.39
24	$59,396.00	$2,750.00	$62,146.00	$28.80	$1,343.85	$7,638.36	$71,157.01
25	$60,878.00	$2,750.00	$63,628.00	$28.80	$1,410.53	$7,638.36	$72,705.69
26	$61,303.00	$2,750.00	$64,053.00	$28.80	$1,410.53	$7,638.36	$73,130.69
27	$61,728.00	$2,750.00	$64,478.00	$28.80	$1,410.53	$7,638.36	$73,555.69
28	$62,153.00	$2,750.00	$64,903.00	$28.80	$1,410.53	$7,638.36	$73,980.69
29	$62,578.00	$2,750.00	$65,328.00	$28.80	$1,410.53	$7,638.36	$74,405.69
30	$63,003.00	$2,750.00	$65,753.00	$28.80	$1,410.53	$7,638.36	$74,830.69
31	$63,428.00	$2,750.00	$66,178.00	$28.80	$1,410.53	$7,638.36	$75,255.69
32	$63,853.00	$2,750.00	$66,603.00	$28.80	$1,410.53	$7,638.36	$75,680.69
33	$64,278.00	$2,750.00	$67,028.00	$28.80	$1,410.53	$7,638.36	$76,105.69
34	$64,703.00	$2,750.00	$67,453.00	$28.80	$1,410.53	$7,638.36	$76,530.69
35	$65,128.00	$2,750.00	$67,878.00	$28.80	$1,410.53	$7,638.36	$76,955.69
36	$65,553.00	$2,750.00	$68,303.00	$28.80	$1,410.53	$7,638.36	$77,380.69
37	$65,978.00	$2,750.00	$68,728.00	$28.80	$1,410.53	$7,638.36	$77,805.69

COMPENSATION SCHEDULE FOR DOCTORATE
2024-2025

A	B	C	D	E	F	G	H
Years	Base	District	TOTAL	Life	Retirement	FBA	ALL TOTAL
Exp.	Salary	Teacher		Ins.	Offset		
		Retirement					
0	$43,706.00	$2,750.00	$46,456.00	$28.80	$60.15	$7,683.36	$54,228.31
1	$44,140.00	$2,750.00	$46,890.00	$28.80	$103.41	$7,683.36	$54,705.57
2	$44,574.00	$2,750.00	$47,324.00	$28.80	$145.65	$7,683.36	$55,181.81
3	$45,009.00	$2,750.00	$47,759.00	$28.80	$188.15	$7,683.36	$55,659.31
4	$45,443.00	$2,750.00	$48,193.00	$28.80	$233.33	$7,683.36	$56,138.49
5	$46,915.00	$2,750.00	$49,665.00	$28.80	$278.76	$7,683.36	$57,655.92
6	$47,378.00	$2,750.00	$50,128.00	$28.80	$325.26	$7,683.36	$58,165.42
7	$47,842.00	$2,750.00	$50,592.00	$28.80	$372.82	$7,683.36	$58,676.98
8	$48,305.00	$2,750.00	$51,055.00	$28.80	$421.44	$7,683.36	$59,188.60
9	$48,769.00	$2,750.00	$51,519.00	$28.80	$471.12	$7,683.36	$59,702.28
10	$51,283.00	$2,750.00	$54,033.00	$28.80	$521.87	$7,683.36	$62,267.03
11	$51,776.00	$2,750.00	$54,526.00	$28.80	$573.67	$7,683.36	$62,811.83
12	$52,269.00	$2,750.00	$55,019.00	$28.80	$626.56	$7,683.36	$63,357.72
13	$52,762.00	$2,750.00	$55,512.00	$28.80	$680.48	$7,683.36	$63,904.64
14	$53,254.00	$2,750.00	$56,004.00	$28.80	$735.47	$7,683.36	$64,451.63
15	$54,767.00	$2,750.00	$57,517.00	$28.80	$791.53	$7,683.36	$66,020.69
16	$55,260.00	$2,750.00	$58,010.00	$28.80	$848.65	$7,683.36	$66,570.81
17	$55,753.00	$2,750.00	$58,503.00	$28.80	$906.83	$7,683.36	$67,121.99
18	$56,246.00	$2,750.00	$58,996.00	$28.80	$966.07	$7,683.36	$67,674.23
19	$56,739.00	$2,750.00	$59,489.00	$28.80	$1,026.38	$7,683.36	$68,227.54
20	$57,253.00	$2,750.00	$60,003.00	$28.80	$1,087.75	$7,683.36	$68,802.91
21	$57,746.00	$2,750.00	$60,496.00	$28.80	$1,150.18	$7,683.36	$69,358.34
22	$58,239.00	$2,750.00	$60,989.00	$28.80	$1,213.68	$7,683.36	$69,914.84
23	$58,733.00	$2,750.00	$61,483.00	$28.80	$1,278.23	$7,683.36	$70,473.39
24	$59,226.00	$2,750.00	$61,976.00	$28.80	$1,343.85	$7,683.36	$71,032.01
25	$60,686.00	$2,750.00	$63,436.00	$28.80	$1,410.53	$7,683.36	$72,558.69
26	$61,111.00	$2,750.00	$63,861.00	$28.80	$1,410.53	$7,683.36	$72,983.69
27	$61,536.00	$2,750.00	$64,286.00	$28.80	$1,410.53	$7,683.36	$73,408.69
28	$61,961.00	$2,750.00	$64,711.00	$28.80	$1,410.53	$7,683.36	$73,833.69
29	$62,386.00	$2,750.00	$65,136.00	$28.80	$1,410.53	$7,683.36	$74,258.69
30	$62,811.00	$2,750.00	$65,561.00	$28.80	$1,410.53	$7,683.36	$74,683.69
31	$63,236.00	$2,750.00	$65,986.00	$28.80	$1,410.53	$7,683.36	$75,108.69
32	$63,661.00	$2,750.00	$66,411.00	$28.80	$1,410.53	$7,683.36	$75,533.69
33	$64,086.00	$2,750.00	$66,836.00	$28.80	$1,410.53	$7,683.36	$75,958.69
34	$64,511.00	$2,750.00	$67,261.00	$28.80	$1,410.53	$7,683.36	$76,383.69
35	$64,936.00	$2,750.00	$67,686.00	$28.80	$1,410.53	$7,683.36	$76,808.69
36	$65,362.00	$2,750.00	$68,112.00	$28.80	$1,410.53	$7,683.36	$77,234.69
37	$65,787.00	$2,750.00	$68,537.00	$28.80	$1,410.53	$7,683.36	$77,659.69

EXPLANATION OF COMPENSATION SCHEDULES

Column “A” represents the years of experience attributed to the employee for purposes of the salary schedule. By negotiated agreement teachers receive credit for all previous **in-state** experience earned in an accredited school district. Experience is available based on out-of-state teaching experience earned in an accredited school district. And up to five (5) years of military service credit is available when authorized by the Oklahoma Teachers Retirement System.

Column “B” is the employee’s base salary. Base salary is the employee’s compensation before the addition of the District’s contribution to retirement and before other long-term or short-term benefits are added.

Column “C” is the District’s contribution to the Oklahoma Teachers Retirement System made on behalf of each eligible employee.

Column “D” is the total column of “B” and “C” and is a sum, which meets the State Department of Education minimum salary schedule.

Column “E” identifies the premium paid by the school District for employee life insurance, that provides accidental Death and Dismemberment Life Insurance.

Column “F” is a retirement offset paid for the 2024-2025 school year and credited to each eligible teacher based on qualifying years of service.

Column “G” is a Flexible Benefit Allowance (FBA) allocated to teachers at the rate of 100% of the premium amount for the HealthChoice option plan. An employee participating in the cafeteria plan to purchase major medical health care plan coverage offered by the District may use the FBA. Any excess Flexible Benefit Allowance allocation may be used to purchase additional benefits offered by the District or taken by the employee as taxable compensation. An employee not participating in the District’s sponsored cafeteria plan may elect to receive the FBA as taxable income. In that event the certified employee receives $69.71 per month as his or her FBA.
This amount is controlled by the “Health Insurance Benefit”. Flexible Benefit Allowance is calculated based on 100% of the Health Choice High Premium.

Column “H” is the total of columns “B” through “C” and “E” through “G”. Columns “F” and “G” are available only as long as the Oklahoma Legislature continues to authorize those benefits.

Teachers who attained NBC certification before June 30, 2013, are eligible to receive from the State Department of Education an annual $5,000 bonus for 10 years measured from the date they received the NBC as long as they continue to teach full time in the classroom for CPS and their national board certification remains current. Teachers who attain NBC certification after June 30, 2013 are eligible to receive from the State Department of Education a $5,000 bonus only if the teacher was (1) selected for the Educational Leadership Oklahoma Program before June 30, 2013, or (2) if the teacher applied for the certification to the National Board for Professional Teaching Standards before June 30, 2013. **Any teacher who receives an annual NBC bonus, regardless

of whether they attained their NBC before or after June 30, 2013, is not eligible to participate in the NBC minimum salary increment.

Steps 31 and 32 were added to the salary schedules during the 2018-2019 school year.
Step 33 was added to the salary schedules for the 2019-2020 school year.
Step 34 was added to the salary schedule for the 2020-2021 school year.
Step 35 was added to the salary schedule for the 2021-2022 school year.
Step 36 was added to the salary schedule for the 2022-2023 school year.
Step 37 was added to the salary schedule for the 2023-2024 school year.

2018-19
2019-20
2020-21
2021-22
2022-23
Revised 2023-24

PROFESSIONAL DEVELOPMENT

On professional development days outside of the normal contract - when a stipend is being paid; participants will be paid the stipend as soon as possible. The latest day the stipend should be paid is the next available 10th of the month.

EXTRA DUTY PAY SCHEDULE

2024-2025

ATHLETIC EXTRA DUTIES	*GRADE*	*STIPEND*
Athletic Trainer	H.S.	3,200.00
Baseball – Assistant	M.S.	1,200.00
Baseball – Assistant	H.S.	2,150.00
Baseball – Head	M.S.	1,500.00
Baseball – Head	H.S.	2,800.00 - 5,000.00
Basketball – Assistant Boys	H.S.	3,000.00
Basketball – Assistant Girls	H.S.	3,000.00
Basketball – Head Boys	7th	1,800.00
Basketball – Head Boys	8th	1,800.00
Basketball – Head Boys	9th	1,800.00
Basketball – Head Boys	H.S.	3,000.00 - 6,500.00
Basketball – Head Girls	7th	1,800.00
Basketball – Head Girls	8th	1,800.00
Basketball – Head Girls	9th	1,800.00
Basketball – Head Girls	H.S.	3,000.00 - 6,500.00
Cheerleaders – Assistant Football	H.S.	1,300.00
Cheerleaders – Assistant Basketball	H.S.	1,000.00
Cheerleaders – Assistant Wrestling	H.S.	300.00
Cheerleaders – Assistant Football	7th/8th	1,100.00
Cheerleaders – Assistant Basketball	7th/8th	900.00
Cheerleaders – Assistant Wrestling	M.S.	200.00
Cheerleaders – Head Football	7th / 8th	1,300.00
Cheerleaders – Head Basketball	7th / 8th	1,000.00
Cheerleaders – Head Wrestling	M.S.	500.00
Cheerleaders – Head Football	9th	600.00
Cheerleaders – Head Basketball	9th	500.00
Cheerleaders – Head Football	H.S.	2,000.00
Cheerleaders – Head Basketball	H.S.	1,500.00
Cheerleaders – Head Wrestling	H.S.	1,500.00
Cross Country – Assistant	H.S.	1,200.00
Cross Country – Head Boys	H.S.	2,500.00 - 5,000.00
Cross Country – Head Girls	H.S.	2,500.00 - 5,000.00
Football – Assistant	7th	1,500.00
Football – Assistant	8th	1,500.00
Football – Assistant	9th	1,500.00
Football – Assistant	M.S.	1,500.00
Football – Assistant	H.S.	3,500.00
Football – Head	7th	1,800.00
Football – Head	8th	1,800.00
Football – Head	9th	1,800.00
Football – Head	H.S.	4,000.00 - 9,000.00
Football – Offensive Coordinator	H.S.	2,000.00
Football – Defensive Coordinator	H.S.	2,000.00
Football – Coordinator	M.S.	2,000.00
Football – Special Teams Coordinator	H.S.	2,000.00

ATHLETIC EXTRA DUTIES	*GRADE*	*STIPEND*
Golf – Head Boys	H.S.	1,000.00 - 2,000.00
Golf – Head Girls	H.S.	1,000.00 - 2,000.00
Off-Season Weights – Strength Training	H.S.	2,000.00
Powerlifting – Assistant	H.S.	1,000.00
Powerlifting – Head	H.S.	1,500.00
Soccer – Assistant Boys	H.S.	1,500.00
Soccer – Assistant Girls	H.S.	1,500.00
Soccer – Assistant Boys	M.S.	1,200.00
Soccer – Assistant Girls	M.S.	1,200.00
Soccer – Head Boys	M.S.	1,500.00
Soccer – Head Girls	M.S.	1,500.00
Soccer – Head Boys	H.S.	3,500.00 - 5,000.00
Soccer – Head Girls	H.S.	3,500.00 - 5,000.00
Softball – Assistant	M.S.	1,200.00
Softball – Assistant	H.S.	2,150.00
Softball – Head	M.S.	1,500.00
Softball – Head	H.S.	2,800.00 - 5,000.00
Softball – Head Slow Pitch	H.S.	5,000.00
Special Olympics – Assistant	H.S.	500.00
Special Olympics – Assistant	M.S.	500.00
Special Olympics – Head	H.S.	1,500.00
Special Olympics – Head	M.S.	750.00
Track – Assistant	7th	800.00
Track – Assistant	8th	800.00
Track – Assistant	9th	800.00
Track – Assistant Boys	H.S.	1,500.00
Track – Assistant Girls	H.S.	1,500.00
Track – Head Boys	7th	1,000.00
Track – Head Boys	8th	1,000.00
Track – Head Boys	9th	1,000.00
Track – Head Boys	H.S.	2,500.00 - 5,000.00
Track – Head Girls	7th	1,000.00
Track – Head Girls	8th	1,000.00
Track – Head Girls	9th	1,000.00
Track – Head Girls	H.S.	2,500.00 - 5,000.00
Volleyball – Assistant	H.S.	2,000.00
Volleyball – Head	7th	1,500.00
Volleyball – Head	8th	1,500.00
Volleyball – Head	9th	1,500.00
Volleyball – Head	H.S.	1,500.00 - 5,000.00
Wrestling – Assistant	M.S.	1,300.00
Wrestling – Assistant Boys	H.S.	2,200.00
Wrestling – Assistant Girls	H.S.	2,200.00
Wrestling – Head	M.S.	2,500.00
Wrestling – Head Boys	H.S.	4,000.00 - 6,000.00
Wrestling – Head Girls	H.S.	4,000.00 - 6,000.00

NON-ATHLETIC EXTRA DUTIES	*GRADE*	*STIPEND*
Academic Team	7th / 8th	1,100.00
Academic Team	9th	1,100.00
Academic Team	H.S.	1,100.00
American Field Service	H.S.	800.00
Archery	M.S.	500.00
Archery	H.S.	500.00
Art Club	H.S.	700.00
BPA	H.S.	700.00
*Bus Duty	M.S./H.S.	1,100.00
*Cafeteria Supervisor	M.S./H.S.	1,100.00
Class Sponsor – 9th grade	H.S.	500.00
Class Sponsor – 10th grade	H.S.	500.00
Class Sponsor – 11th grade	H.S.	900.00
Class Sponsor – 12th grade	H.S.	1,500.00
($750 for each sponsor with a total of 2 sponsors)		
Credit Recovery Supervisor	H.S.	1,650.00
Duty Morning	Elementary	1,100.00
Duty Afternoon	Elementary	1,100.00
FCCLA (ADD)	H.S.	700.00
Field Maintenance X2	M.S./H.S.	4,000.00
French Club	H.S.	700.00
*Hall Supervisor	M.S.	1,100.00
*Hall Supervisor	H.S.	1,100.00
High Schools That Work Coordinator	H.S.	1,100.00
Jr. Safety Patrol (1 Sponsor)	C.E.	550.00
Math Counts	7th and 8th	1,100.00
National Honor Society	H.S.	1,400.00
($700 for each sponsor with a total of 2 sponsors)		
National Honor Society	M.S.	1,000.00
*Outside Supervisor	M.S.	1,100.00
Robotics	H.S.	1,000.00
Robotics	M.S.	1,000.00
Spanish Club	H.S.	700.00
Speech, Drama, and Debate	H.S.	1,100.00
Speech and Drama Club	H.S.	700.00
Student Council	H.S.	1,400.00
Student Council	M.S.	1,250.00

*7:00 to 7:30 a.m. Note, these shall not be paid in instances where the duties are rotated among individuals.

SALARY SUPPLEMENTS	*GRADE*	*STIPEND*
Advanced Placement Teacher		625.00
Advanced Placement Coordinator	H.S.	1,320.00
Bus Aide		15.00/day

Chairperson - Staff Development		1,000.00
Class Period Outside Regular Day		1/7 x base
Computer/Tech Coordinator (per bldg.)		900.00
Counselor	M.S./H.S.	15 days ***
Counselor	H.P.L.C.	10 days ***
Dean of Students	H.P.L.C./M.S./H.S.	5,000.00
Department Chair	M.S./H.S.	1,000.00
Detention	M.S. a.m.	1,100.00
Detention	M.S. p.m.	1,100.00
Detention	H.S. a.m.	1,100.00
Detention	H.S. p.m.	1,100.00
District NWEA MAP Coordinator		4,000.00
Gifted Coordinator		1,300.00
Grad Bash Coordinator	H.S.	900.00
Grade-level Chair	C.E./H.P.L.C.	1,000.00
Innovation Specialist	H.P.L.C.	5 days ****
Innovation Specialist	C.E.	5 days ****
Innovation Specialist	M.S.	5 days ****
Innovation Specialist	H.S.	5 days ****
JOM Sponsor	H.P.L.C.	1,000.00
JOM Sponsor	C.E.	1,000.00
JOM Sponsor	M.S.	1,000.00
JOM Sponsor	H.S.	1,000.00
Library/Media Specialist		5 days ***
(3 days at beginning of fiscal year/2 days at end of fiscal year)		
Mentor Teacher – Residency Program		500.00
Newspaper	H.S.	770.00
Parking Lot	H.S.	700.00
Planning Period H.S. (1st & 2nd sem)	H.S.	3,200.00
M.S. (1st & 2nd sem)	M.S.	3,200.00
Summer School	All Sites	30.00/hr
Testing Coordinator	District	2,000.00
Testing Coordinator	Site	1,000.00
Video Production	District	2,500.00
Yearbook	Per Elem. Site	1,100.00
Yearbook	M.S.	1,100.00
Yearbook	H.S.	1,320.00

***(Base Compensation/165 days) x number of extended days in excess of 165 days, as authorized by the individual's contract. (2010-11 fiscal year only).

**** The district to evaluate whether additional days are needed by the end of the third quarter.

ACTIVITIES DIRECTORS	***GRADE***	***STIPEND***
Band Director	H.S.	5,000.00 - 7,000.00
Band Director	M.S.	5,000.00

Color/Winter Guard/Music Production Head	H.S.	3,000.00 - 5,000.00
Color/Winter Guard/Music Production Head	M.S.	2,000.00
Color/Winter Guard/Music Production Asst	H.S.	1,500.00
Color/Winter Guard/Music Production Asst	M.S.	1,200.00
E-Sports	H.S.	1,000.00
E-Sports	M.S.	1,000.00
Pep Band Sponsor	H.S.	1,200.00
Vocal Music Director	Secondary	1,500.00 - 3,000.00
Vocal Music Director	Elementary	900.00

STATE MANDATED SALARY SUPPLEMENTS

Special Education Teacher Supplement	.07 X base

2021-22
2022-23
Revised 2024-25

SPECIAL CONSIDERATIONS

Prior to the first Monday in June, the Board of Education will notify of intent to rehire all teachers holding non-athletic extra duty assignments.

SPECIAL CONDITIONS:

The Board of Education agrees to direct the administrator in charge of personnel to implement the following minimum parameters in determining the salary of any extra duty assignment tied to a salary range:

1. years of experience
2. years of college/prof. experience/participation
3. additional duties to be assigned
4. degree(s)
5. number of sports qualified to coach

No employee's salary shall be lowered within the established range if the employee maintains the same position.

The Board of Education further agrees to monitor all sports programs regarding the number of coaches assigned to that sport. Additional compensation will be provided to

any coach/coaches in the event staffing shortfalls occur. The added compensation will be negotiated through the ACCT at the appropriate time.

1992-93
1999-00
2000-01
2001-02
2002-03
2006-07
2010-11

COMMITTEES

Teachers serving on a district or building committees on any level must have completed 1 full year in the district. Exceptions may be made for teachers whose job is specifically related to the committee, i.e. gifted teachers serving on the gifted committee.

2022-23
Revised 2023-24

SALARY & CONTINGENT ONE-TIME STIPEND

A. The Board of Education reserves the right to consider providing one-time stipends to teachers. The ACCT President/Designee will be notified in advance of the stipend.

B. The 2024-2025 Compensation Schedule is included in this Negotiated Agreement. All teachers will advance one step.

1998-99
1999-00
2000-01
2001-02
2002-03
2003-04
2004-05
2005-06
2006-07
2007-08
2008-09
2011-12
2012-13
2013-14
2014-15

2015-16
2016-17
2017-18
2018-19
2019-20
2020-21
2022-23
2023-24
Revised 2024-25

CHANGE IN LEVEL ON COMPENSATION SCHEDULE OCCURRING DURING THE YEAR

When a teacher receives an advanced degree, or has taken enough hours to move up on the compensation schedule, they will receive that increase after the appropriate documents are on file with the Administration.

A teacher must submit appropriate documentation to the Superintendent's office prior to October 1 of the school year in order to receive credit on the salary schedule for the current school year. A teacher who attains additional credits or an advanced degree after that date must submit required documentation prior to February 1. Information submitted after October 1, but prior to March 1, shall provide the teacher with credit on the salary schedule, which shall be prorated for the school year effective January 1. Information submitted on March 1, or after that date, shall entitle the teacher to credit for the subsequent school year.

Appropriate documentation includes official transcript and updated official certification submitted to the superintendent's office.

1998-99
2022-23

HEALTH INSURANCE BENEFIT

A. The Board of Education shall pay one hundred percent (100%) of the annual premium, less the FBA contribution, toward each teacher's individual health

insurance premium in the District's designated health insurance program for those teachers who work six (6) hours or more daily.

B. Participation provisions and options shall be established by the health insurance provider.

C. This amount, reduced by the Flexible Benefit Allowance, will be considered as part of the teacher's total compensation in this Agreement and will be reflected in the certified employee salary schedule.

D. Teachers who opt out of the District's health insurance program may apply the equivalent to the District's Section 125 Cafeteria Plan or take it as taxable income.

1994-95
1998-99
1999-00
2000-02
2002-03
2004-05

PAYROLL DEDUCTIONS

In order to simplify and make more efficient and effective use of the payroll deduction process as utilized in the Catoosa Public Schools, no payroll deductions will be processed unless a minimum of ten (10) participants are enrolled in a particular group, payroll deduction plan or company. The minimum number of participant's clause will not apply to annuity plans, which will be deducted on an individual basis. There is also no minimum number of participants for payroll deductions for health insurance.

1991-92

INSURANCE DAY

The District will set up an Insurance Day for all insurance salesmen prior to the beginning of school. Insurance salesmen will contact the Staff Development Chairperson or Insurance Committee Chairperson after school hours for the meeting day and time. The Insurance Committee will be appointed by the Association of Catoosa Classroom

Teachers with a representative group representing all certified personnel. Insurance company representatives will not be allowed in the school building at any other time during the school year, during school hours, except by appointment with an individual policyholder. It will be the teacher's responsibility to make the building office aware of any individual appointments with insurance agents that have been made by the teacher.

1990-91

CAFETERIA PLAN

The District will provide a reimbursable Cafeteria Plan. The providing company/firm/vendor will be determined by the District. Participation expense will be the responsibility of each person enrolled.

1988-89
2022-23

INCENTIVE FOR ATTENDANCE

Teachers are encouraged to be present for the instructional program whenever possible. Therefore, teachers will be paid for exemplary attendance annually as follows:

Perfect Attendance	$300 (per semester)
One Day Absent	$200 (per semester)
Two Days Absent	$150 (per semester)

Any days missed due to authorized school activities, as well as military leave, subpoenaed jury leave, bereavement leave, Association and other subpoenaed legal leaves, shall not be charged against the requirements of the Incentive for Attendance.

Except as stated above, any use of personal business leave, sick leave, or emergency leave shall count against the requirements of the Incentive for Attendance.

Payment for the Incentive for Attendance for each semester will be remitted with the January and June payrolls.

1999-00
2000-01
2003-04
2006-07
2011-12
2012-13
2013-14
2014-15
2015-16

TEACHER-OF-THE-YEAR-GUIDELINES

Catoosa Public School's Teacher of the Year program recognizes dedicated Catoosa staff for their hard work and support of students and fellow staff in the district. The district-level Teacher of the Year represents Catoosa in the State program.

Certified classroom teachers, Kindergarten through Grade 12 are eligible.

Candidates must be in at least their fourth year of teaching in Catoosa Schools.

Candidates may combine prior teaching experience in Catoosa with current Catoosa teaching experience to equal 4 years.

Staff members on a Professional Development Plan are ineligible.

Each sites' selected TOTY is expected to compete for District TOTY. The TOTY Committee Chair will initiate this process.

District TOTY is expected to compete for State TOTY unless state guidelines forbid them to do so. The TOTY will need to initiate this process with Kelly Grossman, Executive Director of Human Resources.

A building teacher that is non-eligible to compete for State TOTY (counselors and media specialists) may be selected as a building TOTY, but will forfeit competing for District TOTY.

A list of teachers not eligible for Teacher Of The Year should be posted along with the TOTY guidelines prior to the nomination ballot being distributed.

Every eligible teacher receiving one or more nominations may appear on the ballot.

Each nominee will be notified prior to the printing of the TOTY voting ballot to determine if the nomination is accepted or declined.

Teachers accepting the nomination will have their pictures posted in their building with nomination comments for all staff to view.

Each TOTY will need to wait five consecutive years to be eligible again for any building nomination. Example: 2014-2015 TOTY will not be eligible for the 15-16, 16-17, 17-18, 18-19, 19-20 school years, and will be eligible again during the 20-21 school year.

November through January is the timeline for the selection of TOTY and District TOTY.

Each building TOTY will complete the TOTY packet for the District TOTY Committee to read before the District TOTY interviews.

The Chairman of the TOTY Committee will compile and/or select district interview questions.

Current and former District Teachers of the Year and building Teachers of the Year may make up the TOTY committee, not to exceed nine members.

The interview panel for District TOTY will consist of the previous year's TOTY from each building, TOTY Committee Site Representatives, and the District TOTY Chairperson. An additional one or two previous District Teachers of the Year may be requested to participate if one or more panelists are unable to attend the interviews. The

panel should consist of no more than nine members. The District TOTY Chairperson will appoint new committee members in case of vacancy.

Staff on extended leave are ineligible to apply.

Persons planning on retiring or resigning at the end of the school year in which they are nominated are ineligible.

2023-2024

TEACHER-OF-THE-YEAR STIPENDS

The Teacher-of-the-Year at each school site will receive a one-time stipend of $500, less lawful withholdings, paid at the Board of Education meeting following the selection process.

The District-wide Teacher-of-the-Year will receive a one-time stipend of $1,000, less lawful withholdings, paid at the Board of Education meeting following the selection process.

2003-04
2020-21

CLASSROOM SUPPLIES

At any time during the school year, teachers may submit supply and equipment requests through the appropriate administrative channels. Such requests will be considered as the district's budget permits. Supply and equipment requisitions will be made through central purchasing to insure the best possible cost of the needed supplies.

All full-time, certified classroom teachers will receive a budget of up to $100 (including shipping) to purchase classroom needs utilizing District purchasing procedures. Orders for supplies must be submitted by February 1st of the school year.

Teachers may submit requisitions for multiple vendors; however, the entire amount (up to $100) must be requisitioned at the same time.

2006-07
2010-11
2013-14
2018-19
Revised 2024-25

EMPLOYMENT PROVISIONS

EVALUATION PROCEDURES

A. The Board of Education will provide a written policy of evaluation for all teachers, including those who hold non-classroom responsibilities. This policy will be reviewed at the request of either party. As part of the review, the Superintendent will consult with and involve a representative group of not more than five (5) teachers selected by the Association President to represent each building.

B. The primary purpose of the certified teacher personnel evaluation process is for the improvement of instruction.

C. Effective with the 2012-13 fiscal year and continuing each year thereafter until further action of the board of education, the District's qualitative teacher evaluation system shall exclusively be the Tulsa Model TLE Observation and Evaluation System For Teachers ("the Tulsa Model").

D. All teachers will be formally evaluated in accordance with the Tulsa Model.

E. All teachers will be evaluated by administrative personnel authorized by state law and district policy to evaluate teachers who have been trained in how to evaluate under the Tulsa Model and have participated in any required training of the State Department of Education. Each teacher will be notified at the beginning of each school year which administrator(s) has/have been designated as his/her evaluator. The designated evaluator(s) will be listed in the building level handbook(s). Catoosa Public Schools will implement the Professional Learning Focus requirements from the State Department of Education.

F. At the beginning of each school year, the administration shall acquaint teachers with the District's Tulsa Model evaluation program and make available to all teachers through hard or electronic copy the Tulsa Model Handbook and the teacher

rubrics, including teacher subgroup rubrics as appropriate (counselor, nurse, speech pathologist, etc.). Each building level handbook will include information about the District's Tulsa Model evaluation program.

G. All evaluations shall be made in writing or electronically on the Tulsa Model evaluation forms which are attached hereto as appendices.

H. A copy of each formal written evaluation shall be given to the teacher at a conference held between the teacher and the evaluating administrator. The teacher shall acknowledge receipt of the evaluation by placing his/her signature thereon. Confidential information regarding teacher evaluations shall not be sent through email unless specifically requested, in writing, by the teacher. A teacher may attach a written response to the observation or evaluation instrument within (10) working days of receiving a signed copy of the observation or evaluation; provided, no additional statements or comments shall be attached without the teacher's knowledge.

I. No teacher shall evaluate, or participate in any way, in the evaluation process of another teacher.

J. Any teacher assigned to more than one (1) school building shall be observed by an administrator at their designated home teaching assignment site.

K. A copy of the teacher evaluation form, the counselor form, librarian form, and the TLE Observation & Evaluation Handbook will be made available through an online teacher log in to the TLE system.

1990-91
1997-98
2001-02
2006-07
2009-10
2012-13

2013-14
2014-15
2017-18
2020-21

PUBLIC REPRIMANDS / DIGNITY AND RESPECT

The district administration expects that the worth, dignity and rights of the individual shall be paramount in all administrator/teacher relationships. It is recognized that professional and ethical behavior is expected of all school employees, Therefore, administration will not discipline or reprimand a teacher in the presence of students, parents, or fellow teachers. Additionally, teachers will interact with administration, staff, and parents in a positive and professional manner.

2022-23

VACANCIES

Any vacancy will be published by a notice posted on the District's website and a notification email will be sent to all employees. The email will include the job title. Notice will be posted at least four (4) business days in advance of the date of filling the vacancy with the date of the posting, except during the last 2 weeks before school begins. Positions during this time may be filled immediately.

1996-97
2016-17
2017-18
2018-19
2020-21
2022-23

INTRA-SYSTEM TRANSFERS

The Board of Education and the Association recognize the value of professional growth and experience within the system. Therefore, when a vacancy in a professional area occurs, certified applicants within the system will be given priority consideration.

Teachers who desire a transfer or promotion for the ensuing school year are to file a request with the Superintendent of Schools.

A teacher is free to ask for a change of assignment or transfer, and such a request, accompanied by a statement of the reasons for the request and proper credentials, should be submitted in writing to the Director of Human Resources and the appropriate principal.

The District will inform a teacher affected by a reassignment (voluntary or involuntary), in writing, as soon as practicable.

A teacher shall have five (5) working days after notification to provide a written objection to the involuntary reassignment. The District will meet with the teacher and give the reasons why the involuntary reassignment is in the best interest of the School District.

A teacher who receives notification of an involuntary reassignment for the succeeding school year after June 7th shall be permitted to resign his/her teaching position within fifteen (15) days of receiving such notification.

1996-97
2010-11
2018-19

PERSONNEL FILES

A. An official file on all certified personnel shall be maintained in the office of the Superintendent. Unofficial working files may be maintained in the office of each principal. All complaints against a teacher must be substantiated and documented through a complete and thorough investigation, with the teacher having the right to respond to the complaint before official disciplinary action is taken.

B. Material that may adversely affect a teacher's employment status may not be placed in the teacher's official file until the teacher has had the opportunity to read the material and to sign and date the actual copy to be filed. The teacher shall receive a copy of said material, at no cost to the teacher, at the time of filing. The teacher shall have the right, within ten (10) working days; to affix a written response to said material.

C. A teacher/former teacher or, upon written authorization, the teacher's designee, may review the contents of the teacher's official file.

D. Material not placed in the official file of a teacher may not be used in any action that may adversely affect the employment status of the teacher.

E. Upon mutual agreement of the teacher, the Superintendent, and the Board, reprimands and other disciplinary materials may be removed from the personnel file of the teacher. This shall not extend to evaluations, formal admonishments, or plans for improvement.

F. The Board reserves the right to maintain credentials, references, and related materials received from teacher placement bureaus or others, which are labeled "confidential" from review by the teacher.

G. The Board reserves the right to maintain the teacher's official file and all related materials for five years after the teacher is no longer employed by the District.

H. An employee or former employee may, for purposes of seeking employment, authorize the District to release evaluations and other performance-related information to prospective employers. No information will be released unless the District is furnished with a release of information signed by the employee.

I. Catoosa Public Schools agrees to allow employees to make copies of documents as they are signed.

1996-97
Revised 2024-25

REDUCTION IN FORCE

A. General Information

Definition: A reduction in force occurs when an employment contract is terminated during the contract term as expressly permitted by law or not renewed because of conditions determined by the Board of Education unrelated to teaching performance.

Who is covered: This reduction in force policy covers all employees of Catoosa Schools represented by the ACCT Bargaining Unit.

Continuation of Health Insurance: If a reduced teacher has health insurance through the District's plan, then the teacher may retain coverage through the provisions of COBRA.

Experience Credit: A reduced teacher who is rehired under the provisions of this Agreement will be credited with teaching experience at the time of the reduction plus all teaching experience gained since the reduction.

B. Conditions for a Reduction in Force

When the Board of Education determines that a reduction in the teaching work force is necessary, the following procedures will be implemented:

1. The position or program will be the determining factor for what will be eliminated, and not the individual who occupies the position or serves the program.

2. The Board will attempt to reduce the staff first by normal attrition and second by the following:

a.) A career teacher may not be nonreemployed if he/she is certified for a position held by a probationary teacher or, if by making reasonable accommodations and rearranging the schedules of other teachers, a probationary teacher could be reduced.

b.) If all teachers in a position being reduced are career teachers, the following criteria will be used to determine which teacher shall be reduced:

1. Certification:, Emergency then Standard.
2. Total years teaching experience in the District.
3. Academic Degrees: Bachelor, then Masters, and then Doctorate.
4. Total years teaching experience.
5. Greater number of areas of certification in subject areas offered by the District.
6. Drawing by lot.

3. If all teachers in the position being reduced are probationary, the criteria in B.2.b., above, will be used.

4. Notification: As soon as the reduction in force is declared, the Board will notify each employee proposed to be reduced by certified mail sent to the mailing address of the employee. The notice must include a statement of the conditions that necessitated the reduction, the date the reduction will be effective and the date, time and place when a hearing on the proposed reduction will be held by the board.

C. Recall Procedures

1. Released teachers will be placed on a recall list. Teachers who are released because of a reduction will have priority for one year from the time of the reduction to fill subsequent vacancies in positions for which they are certified. Teachers will be offered re-employment in reverse order of release according to the provisions of this Agreement. The Board will notify teachers that they may request to remain on the recall list for a second year with the same status.

2. Teachers on the recall list will be notified by certified mail of position vacancies for which they have priority. A teacher shall be removed from the recall list if the teacher:

a.) does not accept a position within ten (10) days from the mailing of notice of vacancy as provided above; or

b.) waives recall in writing; or

c.) resigns; or

d.) refuses to accept a position for which he/she was qualified and which was offered by the District.

3. It shall be the teacher's responsibility to see that the District has his/her current address on file.

1991-92
2007-08
2012-13
2016-17

GRIEVANCE PROCEDURE

I. PURPOSE

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees.

II. GRIEVANCE DEFINED

A grievance is a claim by a teacher that there is a violation, misinterpretation, or misapplication of established board policy, or administrative procedure, or practices; implementation of matters negotiated between the Board and the Association; individual contract or employment conditions.

III. TIME LIMITS

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as the maximum number of work days allowed and every effort should be made to expedite the process. The time limits specified, however, may be altered by mutual agreement of the parties.

IV. PROCEDURE

A. Level One

1. As soon as the employee becomes aware of an event, which leads to a grievance, the employee or one designated member of a group having a grievance, shall request that a meeting be held with the particular administrator involved. The purpose of this meeting shall be an attempt to resolve the matter informally. Persons

proper to be present at this meeting shall include the particular administrator involved, the aggrieved teacher and/or teachers, and their representatives.

2. If the grievance is not resolved by the particular administrator involved, it shall be reduced to writing, signed by the grieving, and submitted to the administrator within five (5) school days of the informal conference. The administrator shall give to the grievant his decision within five (5) school days after the grievance has been submitted to him, in written form, with his conclusion and reasons for such conclusion clearly written thereon.

B. Level Two (Superintendent)

1. In the event the administrator's written decision, as set forth in Level One, shall be unsatisfactory, the grieving shall appeal the grievance to the Superintendent, in writing, within five (5) school days after the Principal's decision has been given in Level One. The Superintendent or designee shall schedule a meeting within five (5) school days with the aggrieved teacher, the teacher's representative, and the administrator involved, to discuss the appealed grievance. The Superintendent or designee shall submit, to the grieving, a decision, in writing, on the grievance form within five (5) school days after the meeting. The written decision of the Superintendent must contain reasons for the conclusion.

C. Level Three (Board of Education)

1. If the decision of the Superintendent shall be unsatisfactory, the grieving shall have the right to appeal to the Board of Education for a hearing of the case. Request for such a hearing before the Board must be made to the President of the Board, in writing, within five (5) school days after the decision has been submitted

by the Superintendent to the grieving in Level Two of the Grievance Procedure. The President of the Board shall arrange a meeting of the Board of Education to hear the appealed grievance at the earliest possible date, however, the hearing with the Board of Education shall be scheduled to be held within ten (10) school days from the date the President receives the request for appeal hearing from the grieving.

2. The Board of Education shall submit its decision, in writing, to the grieving(s) with a copy to the President of the Association within five (5) school days following the closing of the appealed hearing, and affix their signature thereto.

V. EMPLOYEE RIGHTS

A. All parties to a grievance are assured of freedom from restraint, coercion, discrimination, or reprisal.

B. A grievant may be represented at any level of the grievance procedure by himself, or at his option, by a designee of the Association.

C. Failure at any level of this procedure for a grieving to be given a reply within specified time limits shall mean the grievance shall advance to the next level.

D. Failure at any level of this procedure to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision at the level.

E. The grievant shall have the right to bring any witness who can provide testimony relevant to the grievance to a grievance hearing.

F. Meetings held under this procedure shall be conducted at a time and place, which will afford a fair and reasonable opportunity to attend for all persons proper

to be present. During the summer months, time limits set forth shall be in terms of calendar days.

G. A grievance may be withdrawn by a grievant at any level without prejudice or record.

VI. MISCELLANEOUS

A. All written decisions shall set forth reasons supporting such decisions.

B. Forms for filing a grievance shall be available in each building in order to facilitate operation of the grievance procedure.

C. Information on grievance forms must be typewritten or computer-generated.

These Negotiated Items agreed upon previously by the Association of Catoosa Classroom Teachers and the Catoosa Board of Education.

REPRESENTATION

Certified Staff have the option of having an advocate present when meeting with an administrator/administrators concerning the staff member's personnel issues. The advocate can be a staff member, association representative, or legal counsel of the employee's choosing.

1988-89
2006-07
2018-19
Revised 2019-20

STUDENT TRANSFERS

TRANSFERS TO CATOOSA DISTRICT

Teachers employed by the Catoosa School District who do not live in the School District may submit an application for transfer of the teacher's child or children to attend Catoosa Public Schools. The application by the teacher must be submitted in accordance with the District's policy governing transfers to the Catoosa School District. The District will provide teachers preferential consideration in connection with student transfer applications submitted by teachers employed by the District.

1990-91
1999-00

CLASS CONSIDERATIONS

CALCULATING CLASS LOAD

When class loads are being calculated, teachers at each grade level, counselors, and administrators will meet to take all factors regarding children with special characteristics into consideration before class groups are assigned.

Statistical and empirical data will be examined in order to facilitate a workable understanding. This will apply to grades K-6. New enrollees will not apply. Final determination of assignment of students to classroom groups will rest with the building principal.

1990-91

NOTIFICATION OF TEACHERS OF STUDENTS WITH SPECIAL NEEDS

Counselors, administrators, and/or nurses will meet in consultation with teachers of students with special, distinguishing academic, medical, legal, and/or disciplinary needs that would require individualized treatment of the child in the classroom by the teacher(s). The teacher(s) will be notified of this information as soon as the school receives it.

1990-91

WORKING CONDITIONS

ADMINISTRATION OF MEDICINE

The District's policy shall address administration of medication to students in all grades. When practical, the District will avoid situations that require teachers to routinely administer medication to students assigned to their classrooms.

1999-00

BUILDING CONDITIONS

Because the physical conditions of a building are influential factors in a student's learning environment, the District shall improve cleanliness of the buildings by providing personnel and supplies.

It will be the responsibility of the teachers to inform the building administrator, in writing, of any concerns or needs within any building. It will then be the administrator's responsibility to see the needs are met and problems are corrected.

1987-88

SECURE FACULTY PARKING

The District will attempt to provide secure parking for faculty and staff use at each building.

1996-97

EQUIPMENT AND MATERIALS

EQUIPMENT

The Board of Education will direct the administration to make every effort to maintain all equipment in proper working order. Faculty members so as to facilitate prompt repair must provide proper written notice to the school site Administrator.

1986-87

SUPPLEMENTAL MATERIALS

The site administrators will work with teachers, grade chairpersons, and department heads in compiling a list of necessary workbooks and supplemental teaching materials for the upcoming year.

1986-87

ACTIVITY ACCOUNT FUND MANUAL

The District's Activity Account Fund Manual will be posted on the District's website.

2006-07

GRANTS

When a teacher writes a grant for their classroom, the items may travel with the teacher as long as the teacher is employed by Catoosa Public Schools.

2024-25

MISCELLANEOUS PROVISIONS

POLICY MANUAL

Upon conclusion of negotiations each year, the leadership of ACCT, CSA and Administration will each appoint two members to serve on a committee to review and update all District policies affected by the new negotiated agreement.

Catoosa Public Schools Policy Manual will be posted on the district website. All Catoosa Employees will receive an email when changes are made. The email will detail the page numbers and nature of the changes.

1990-91
1997-98
Revised 2023-2024

SCHOOL CALENDAR

In January, the Superintendent shall consult with the President of ACCT, CSA and the Staff Development Chairperson regarding preparation of alternate school calendars. Prior to the regularly scheduled school Board meeting in March, alternative calendars will then be reviewed and revised if necessary by a committee consisting of one (1) ACCT member per building chosen by ACCT President. Each building Principal shall pick a non-ACCT member per building.

Alternative school calendars will then be presented to all employees of the District for their consideration.

The Superintendent will inform the Board of the employees' choice from among the alternates for their consideration in making a final decision, by the regularly scheduled March Board of Education meeting.

If it is necessary to change the school calendar during the contract year, the calendar committee will be consulted before a recommendation is made to the Board of Education.

1990-91
1997-98
2016-17

POSTING OF AGENDAS

The Superintendent or designee will post all Board of Education meeting agendas on the front door of the administration building and on the District website at least twenty-four hours in advance of the scheduled meeting. The ACCT President will also receive a copy of the agenda, minutes of previous meetings, and any other reports pertinent to the meeting, which do not conflict with confidentiality laws within the twenty-four hour limit.

1990-91
2003-04
2020-21

PRINTING OF NEGOTIATED AGREEMENT

The District will post a copy of the Procedural Agreement and Negotiated Agreement between the School District and Association on the District website within 15 days of the conclusion of negotiations. All employees may receive this information from the District website. There will also be a paper copy in the principal's office, and the Association of Catoosa Classroom Teachers will receive 15 copies.

1988-89
2004-05
2006-07
2016-17
2020-21

COMPENSATION FOR TRAVELING TEACHERS

The School District will reimburse, to all employees of the District, the amount allowable to employees of the State of Oklahoma, for mileage traveled in conjunction with their job when using their own vehicle, provided that prior approval for this travel is obtained from their immediate supervisor. Such mileage amount will be determined by the Superintendent or his designee at the beginning of each fiscal year for the entire fiscal year based on the mileage amount determined by the State of Oklahoma the previous January 1. Employees will submit travel claims for this mileage on appropriate requisition forms detailing the purpose, destination, and total mileage of the trip. Employees will submit mileage claims no more than once per month.

1990-91
2004-05

FEE WAIVERS

Fee waivers earned by teachers supervising interns and pre-interns shall be given to those teachers to use at their discretion.

DURATION OF AGREEMENT

This Agreement represents the full and complete agreement between the Board and the Association and shall remain in effect until replaced by a subsequent Agreement negotiated in accordance with the provisions of the Procedural Agreement.

THIS DOCUMENT REPRESENTS THE FULL AND COMPLETE AGREEMENT ENTERED INTO BY THE ASSOCIATION AND THE BOARD.

August 21, 2023
Date

Rita Coblentz	Amy Shouse
President, ACCT	President, Board of Education

PROCEDURAL AGREEMENT

I. PURPOSE

The Association of Catoosa Classroom Teachers and the Board of Education of the Catoosa School District recognize the need for an orderly process of communications for administering employer-employee relations.

II. STATEMENT OF RECOGNITION

This Agreement is made and entered into by and between the Association of Catoosa Classroom Teachers, hereinafter termed the "Association," and the Board of Education of the Catoosa Public School District, hereinafter termed the "Board."

The Board hereby recognizes the Association as the sole and exclusive representative for all employees of the Board who are required by the position in which employed to be licensed or certified as teachers or entry year teachers and who do not hold supervisory authority with respect to other teachers in the District.

Exempted from the negotiating unit are the Superintendent, Assistant Superintendent, Assistant Principals, Directors/Coordinators, Athletic Director, Technology Staff, School Nurse. 70 Okla. Stat. 509.2(A)(3) The Board agrees not to negotiate with any individual nor recognize any other teacher organization for the duration of this agreement.

III. DEFINITIONS

A. The term "Association" as used in this Agreement shall mean the Association of Catoosa Classroom Teachers.

B. The term "Board" as used in this Agreement shall mean the Board of Education of Catoosa Independent School District No. 2, Rogers County, Oklahoma.

C. The term "Superintendent" as used in this Agreement shall mean the Superintendent of Schools of Catoosa Independent School District No. 2, Rogers County, Oklahoma.

D. "Teacher" or "Instructor" refers to all certificated employees represented by the Association in the negotiating unit as defined in Article I and therefore covered by the terms and provisions of this Agreement.

E. "Consultant" shall mean any person being utilized by either party for consultative purposes.

F. "Caucuses" shall mean during scheduled negotiation sessions, either side may call a brief intermission at any time for a reasonable length of time.

G. "Recesses" shall mean either chairperson may request a temporary intermission by mutual agreement if no progress has taken place, providing that the session reconvenes within forty-eight (48) hours, unless a mutually later time is agreed to.

H. "Adjournment" shall be a time set by mutual consent with extensions available by mutual agreement.

I. "Negotiable items" — The Scope of bargaining shall be wages, hours, fringe benefits, and other terms and conditions of employment.

J. "Negotiate in good faith" shall mean a serious and honest effort on the part of each party to meet at reasonable times and to reach agreement, including, but not limited to, the duty on the part of each party to provide the other with all information, records, data, worksheets, and budgetary materials which may be relevant to the negotiations of negotiable items, and that the parties must be willing to consider

proposals in an effort to find a mutually satisfactory basis for agreement and must be willing to discuss their respective contract proposals. If either party objects to the other's contract proposals, the objecting party must support its objections with rationale.

K. "Protocol" shall mean no threats, slander, explicit or implicit, against any negotiator, professional educators, or members of the Board of Education.

L. "Tentative Agreement" shall mean that when agreement is reached, each side's spokesperson initials the document and receives copies. Tentative agreement shall be subject to ratification by the parties.

M. "Negotiations" shall mean that time from presentation of total package through ratification of a negotiations contract.

N. The term "School District" as used in this Agreement shall mean the Catoosa Independent School District No. 2, Rogers County, Oklahoma.

O. The term "School Year" as used in this Agreement shall mean the period of time designated by the official school calendar, indicating the opening of the schools of the District in the fall through the closing of the schools of the District in the spring. During summer break "days" shall mean calendar days.

P. The term "Negotiator" as used in this Agreement shall mean the person or persons appointed by the Board through its executive officer to represent them or the person or persons selected by the Association to represent those persons covered by this Agreement for the purpose of exchanging views, proposals, or counter-proposals on matters provided for in this Agreement.

They shall have authority to reach tentative agreement and make recommendations to their respective bodies.

Q. The term "Party" or "Parties" as used in this Agreement shall mean the Board of Education of Catoosa School District No. 2, Rogers County, Oklahoma, or its representatives acting on its behalf, and the Association of Catoosa Classroom Teachers, or its behalf.

R. The term "Grievance" as used in this Agreement shall mean a complaint by an employee that there has been an alleged violation, misinterpretation or inequitable application of any of the provisions of this Agreement.

S. The term "Agreement" as used in this Agreement shall mean the Procedural Agreement and all articles, which are subsequently approved and made a part of the Agreement.

IV. NEGOTIATION PROCEDURES

The Board agrees to participate in good faith negotiations with the duly designated representative of the Association.

The Board and the Association agree that it is their responsibility to negotiate in good faith.

Prior to the time set for entering into the process of negotiations, the Board, through the Superintendent, and the Association, through its President, shall each designate in writing the names of not more than five (5) persons who shall serve on their respective negotiating teams and be responsible for negotiations pursuant to the provisions of this Agreement. Each party shall also designate the person on their team who will be the chairman or chief negotiator. If either party finds it necessary to change members of the team during negotiations, they shall so inform the other party in writing.

In the interest of providing a situation whereby maximum progress can be made during negotiations, each party agrees to keep changes as minimal as possible.

To facilitate the orderly process of negotiations, either party may employ legal counsel or any state or national association representative of their choosing for consultative purposes during negotiations sessions. Further, each party may have professional employees of the District present during negotiation sessions for consultative purposes. However, not more than three (3) consultants per party, both legal and professional, may be present in a given negotiations session.

At the beginning of each negotiating year the parties may mutually agree that sessions may or may not be recorded. The agreement shall remain in effect until both parties ratify the entire package.

Negotiations will only be conducted in regular negotiation sessions at times, dates, and places mutually agreed upon by the parties. The time, date, place, and agenda will be set by mutual agreement of the parties prior to the close of each negotiation session.

Negotiation sessions shall be scheduled at times which will not interfere with the teacher workday and the educational programs of the District.

Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, to consider proposals and counter proposals in the course of negotiations, and to reach tentative agreements which shall be presented respectively to the Board and Association for ratification.

The Board and the Association may discharge their respective duties by means of authorized officers, individuals, representatives, or committees, provided that the Board shall not select a teacher, herein defined, as its representative.

Between March 1 and March 31 of each year, either the Association or the Board shall submit a written request for negotiations to commence to the other party, if it desires there to be negotiations for that year. If no such request is made during the time period above, negotiations will not take place for the ensuing year, and all previous negotiated items shall remain in force.

If a request to negotiate is initiated by either party, then a meeting shall be held on May 15, or a mutually agreeable date, to exchange proposals.

Subsequent proposals may only be submitted upon mutual agreement of the parties.

All items shall be disposed of by one of the following methods:

a) Agreement on the item;

b) Sending the item to impasse; or

c) Agreement to withdraw the item.

During negotiations, agreed-upon proposals shall be prepared for the Board and the Association and signed prior to the adjournment of the meeting at which such agreement was reached.

When the Association and Board reach tentative agreement on all matters being negotiated, the items will be reduced to writing and shall be submitted to the membership of the Association for ratification.

Following Association ratification, the Agreements shall be presented to the Board for approval.

The Association will have access to information affecting professional services. No special reports will be prepared beyond those required by the Board or the State Department of Education.

Either team may, if it so desires, utilize the services of outside consultants and call upon professional and lay representatives to assist in the negotiations preparation. Negotiations shall be conducted in closed sessions unless both parties agree to the contrary.

Either party may, if it so desires, request caucuses of reasonable length during each negotiation session. Both parties agree to keep elapsed time of the caucus to a minimum.

Communications between the Association and the Board, which call for a reply, shall not be made available to the news media before a reply has been received or a refusal to reply has been clearly indicated. A period of five (5) days from receipt of the communication shall be granted for a reply. All correspondence will be made by certified mail or delivered in person to the Superintendent, Association President, or their designees. In the event the Superintendent feels that Board action is necessary before replying or the Association requires additional time for study before replying, an additional five (5) working days shall be granted before release to the news media.

A. If negotiations are not successfully concluded by the first day of school, impasse shall exist. At any earlier time, either party may declare, in writing, that an

impasse exists. Time limits set forth herein may be extended by mutual agreement of the parties.

Upon reaching impasse, the items causing the impasse shall be referred to a three-member committee.

This committee shall consist of:

1. one member who shall be selected by the representatives of the organization within five (5) days after the reaching of impasse;
2. one member who shall be selected by the local board of education within five (5) days after the reaching of impasse; and
3. one member, who shall be selected by the first two members, as provided by statute, within fifteen (15) days after selection of the other two members. The member selected by the first two members shall serve as chairman of the committee.

B. Within five (5) days after the selection of the chairman, the representatives who have been negotiating for the Board and for the Association shall meet to exchange written language on each item at impasse. The exchanged documents shall also be furnished by each party to the chairman and other members of the committee.

Each item being submitted to fact-finding shall show the last position taken by each negotiating team, which should thereby clarify the difference between the parties. This list shall be signed by the chairman or chief negotiator of both negotiating teams and presented to the fact-finding committee.

The costs for the services of the fact-finding committee, including per diem expenses, if any, and actual and necessary travel expenses shall be shared in the

following manner: the Board shall assume the expenses of the representative selected by the Board, the Association shall assume the expenses of the representative selected by the Association, and the expenses of the third member shall be shared equally by the Board and the Association.

The fact-finding committee shall have authority to establish procedural rules, conduct investigations, and hold hearings during which each party to the dispute shall be given opportunity to present its case with supporting evidence.

All hearings by the fact-finding committee shall be conducted in closed session and no news releases shall be made by either party or the fact-finding committee concerning the progress of such hearings.

C. The chairman shall convene the committee for fact-finding. This committee shall meet with the representatives of both parties. Within twenty (20) days after the conclusion of the fact-finding hearing, the committee shall present written recommendations to the local board and to the organization.

D. If either party decides it must reject one or more of the committee's recommendations, said party must, within seven (7) days after the committee has presented its recommendations, request a meeting of the representatives who have been negotiating for the Board and for the Association. The parties shall meet within seven (7) days of the request, unless both parties deem it unnecessary. At such meeting, the representatives shall exchange written statements expressing each party's rationale for rejecting each recommendation found unacceptable and shall attempt to clarify any remaining differences. The representatives shall then resume good faith effort to resolve the remaining differences; provided, after fourteen (14) days after the

exchange of the written statements, either party may discontinue such effort. The Board shall file a copy of the fact-finding report with the office of the State Superintendent of Public Instruction. If the effort to resolve the differences is successful, the parties shall draft a written agreement and present the agreement to both parties for ratification, and upon ratification, such agreement shall be forwarded to the State Superintendent. If the effort to resolve differences is unsuccessful, the Board shall forward to the State Superintendent in writing its final disposition of the negotiations impasse process within thirty (30) days of the effective date of implementation.

In the adoption of this policy, the Board hereby declares that nothing contained herein is intended to be construed as to delegate or limit the powers, duties, discretions, and responsibilities of a Board of Education as prescribed by the Constitution and the Laws of the State of Oklahoma. "If any provision(s) of this Agreement shall be found to be contrary to law, it shall be severed from the Agreement, and all other provisions or applications of this Agreement shall remain in full force and effect."

V. SELECTION OF NEGOTIATING UNIT

Selection of the negotiating unit shall be in accordance with professional negotiations law of the State of Oklahoma, as stated in Section 70 of Oklahoma Statutes.

VI. DURATION OF AGREEMENT

This and other Agreements, when ratified and signed by both parties, shall remain in effect for an indefinite period and either party desiring to modify, amend, or

terminate an Agreement shall notify the other party in writing as specified in the Negotiation Procedures.

In the event that the Association disbands or otherwise ceases to exist, this Agreement shall be null and void upon the effective date of such disbanding or cessation of existence.

2006-07

APPENDIX

(For Information Only and Not Part of the Master Contract)

CATOOSA SCHOOL DISTRICT

POLICY ON TESTING EMPLOYEES AND APPLICANTS FOR EMPLOYMENT (OTHER THAN BUS DRIVERS) WITH REGARD TO THE USE OF ALCOHOL AND ILLEGAL CHEMICAL SUBSTANCES

The Board of Education, with the intent that all employees have notice and knowledge of the ramifications concerning alcohol and illegal chemical substance use, possession, purchase, sale or distribution when the employee is on duty or on school property, adopts the following Policy on Testing Employees and Applicants for Employment (Other Than Bus Drivers) With Regard to the Use of Alcohol and Illegal Chemical Substances.

1. Statement of Purpose and Intent

1.1 The safety of students and employees of the School District is of paramount concern to the School Board.

1.2 Employees who are under the influence of alcohol or an illegal chemical substance when the employee is on duty or on school property pose serious safety risks to students and other employees.

1.3 The use of alcohol and illegal chemical substances has a direct and adverse effect on the safety, personal health, attendance, productivity and quality of work of all employees and the safety of all students.

1.4 Scientific studies demonstrate that the use of alcohol and illegal chemical substances reduces an employee's ability to perform his job beyond the time period of immediate consumption or use.

1.5 The Board recognizes that all employees have certain personal rights guaranteed by the Constitutions of the United States of America and the State of Oklahoma as well as by the Oklahoma Standards for Workplace Drug and Alcohol Testing Act, OKLA. STAT. tit. 40, §§ 551 et seq., as amended. This Policy will not infringe on those rights.

1.6 Due to the devastating impact that the use of alcohol and illegal chemical substances can have on the safety of students and employees and their adverse effect on an employee's ability to perform the employee's job, the Board will not tolerate employees who use, possess, distribute, purchase, sell or are under the influence (as defined in the Policy) of alcohol or illegal chemical substances when on duty or while on school property.

1.7 This Policy will apply to all employees of the School District regardless of position, title or seniority except bus drivers. The testing of bus drivers for alcohol or illegal chemical substances is exclusively governed by the School District's Policy on Alcohol and Drug Testing for Drivers and the federal Omnibus Transportation Act of 1991. Bus drivers whose job

assignment involves duties independent of bus driving shall be subject to this policy as to all non-bus driving duties.

1.8 Violations of this Policy will subject the employee to disciplinary action, including termination.

2. Definitions

2.1 Applicant means a person who has applied for a position with an employer and received a conditional offer of employment.

2.2 "Illegal chemical substance" means any substance which an individual may not sell, possess, use, distribute or purchase under either Federal or Oklahoma law. "Illegal chemical substance" includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substances Act, all prescription drugs obtained without authorization and all prescribed drugs and over the counter drugs being used for an abusive purpose. By this policy, applicants and employees are placed on notice that the School District may test individuals for drugs and alcohol.

2.3 "Alcohol" means ethyl alcohol or ethanol.

2.4 "Under the influence" means any employee of the School District or applicant for employment with the School District who has any alcohol or illegal chemical substance or the metabolites thereof present in the person's body in any amount which is considered to be "positive" for such alcohol or drug or drug metabolites using any scientifically substantiated alcohol or drug use screen test and alcohol or drug use confirm test.

2.5 "Positive" when referring to an alcohol or drug use test administered under this Policy means a toxicological test result which is considered to demonstrate the presence of alcohol or an illegal chemical substance or the metabolites thereof using the cutoff standards or levels determined by the State Board of Health or in the absence of such State Board cutoff levels, the cutoff levels customarily established by the testing laboratory administering the alcohol or drug use test.

2.6 "School property" means any property owned, leased or rented by the School District, including but not limited to school buildings, parking lots and motor vehicles.

2.7 "Drug or alcohol test" means a chemical test administered for the purpose of determining the presence or absence of a drug or its metabolites or alcohol in a person's bodily tissue, fluids or products. Adulteration of a specimen or of a drug or alcohol test shall be considered as a refusal to test;

2.8 "Employee" means any person who supplies labor for remuneration to his or her employer in this state and shall not include an independent contractor, subcontractor or employees of an independent contractor; provided, however, an independent contractor, subcontractor, or employees of an independent contractor, may be subject to a workplace drug or alcohol testing policy under the terms of the contractual agreement when the drug or alcohol

testing policy applies to other workers at the job site or workers who are in the same or similar classification or group;

2.9 "On duty" means any time during which an employee is acting in an official capacity for the School District or performing tasks within the employee's job description, including the taking of an annual physical examination.

2.10 "Bus driver" means:

a. a School District employee who is required to have a commercial drivers' license ("CDL") to perform the employee's duties;

b. employees of independent contractors who are required to have a CDL;

c. owner-operators;

d. leased drivers; and

e. occasional drivers.

2.11 To the extent not specifically defined herein, the definition of any term, word or phrase found in this Policy shall be as set forth in the Oklahoma Standards for Workplace Drug and Alcohol Testing Act.

3. <u>Procedures for Alcohol or Illegal Chemical Substance Testing</u>

3.1 Any alcohol or drug use test administered under the terms of this Policy will be administered by or at the direction of a testing facility licensed by the Oklahoma State Department of Health ("Department") and using scientifically validated toxicological methods that comply with rules promulgated by the Department. Testing facilities shall be required to have detailed written specifications to assure chain of custody of the samples, proper labeling, proper laboratory control and scientific testing. All aspects of the alcohol and drug use testing program, including the taking of samples, will be conducted so as to safeguard the personal and privacy rights of applicants and employees. The test sample shall be obtained in a manner which minimizes its intrusiveness.

In the case of urine samples, the samples must be collected in a restroom or other private facility behind a closed stall or as otherwise permitted by the Department or its Board; a sample shall be collected in sufficient quantity for splitting into two (2) separate samples, pursuant to rules of the State Board of Health, to provide for any subsequent independent analysis in the event of a challenge of the test results of the main sample; the test monitor shall not observe any employee or applicant while the sample is being produced but the test monitor may be present outside the stall to listen for the normal sounds of urination in order to guard against tampered samples and to insure an accurate chain of custody; and the test monitor may verify the normal warmth and appearance of the sample. If at any time during the testing procedure the test monitor has reason to believe or suspect that an employee/applicant is tampering with the sample, the test monitor may stop the procedure and inform the test coordinator. The test monitor shall be of the same gender as the applicant/employee giving the sample.

The test monitor shall give each employee or applicant a form on which the employee or applicant may, but shall not be required to, list any medications he has taken or any other legitimate reasons for his having been in recent contact with alcohol or illegal chemical substances.

3.2 If the initial drug use test is positive for the presence of an illegal chemical substance or the metabolites thereof, the initial test result will be subject to confirmation by a second and different test of the same sample. The second test will use an equivalent scientifically accepted method of equal or greater accuracy as approved by rules of the State Board of Health, at the cutoff levels determined by Board rules. An applicant for employment will not be denied employment or an employee will not be subject to disciplinary procedures unless the second test is positive for the presence of illegal chemical substances or the metabolites thereof.

3.3 If an initial alcohol use test is positive for the presence of alcohol, the initial test result will be subject to confirmation by a second and different test using any scientifically accepted method approved by rules of the State Board of Health, at the cutoff levels determined by Board rules.

3.4 A written record of the chain of custody of the sample shall be maintained from the time of the collection of the sample until the sample is no longer required.

3.5 Any applicant for employment or employee who is subject to disciplinary action as a result of being under the influence of alcohol or an illegal chemical substance, as and for an appeal procedure, will be given a reasonable opportunity, in confidence, to explain or rebut the alcohol or drug use test results. If the applicant or employee asserts that the positive test results are caused by other than consumption of alcohol or an illegal chemical substance by the applicant or employee, then the applicant or employee will be given an opportunity to present evidence that the positive test result was produced by other than consumption of alcohol or an illegal chemical substance. The School District will rely on the opinion of the District's testing facility which performed the tests in determining whether the positive test result was produced by other than consumption of alcohol or an illegal chemical substance.

In the case of drug use testing, the employee or applicant will have a right to have a second test performed on the same test sample at the expense of the employee or applicant. In the case of alcohol testing, the employee or applicant will have a right to have a second test performed on the same test sample using any scientifically accepted method approved by rules of the State Board of Health, at the cutoff levels determined by Board rules. The request for the second test must be made within twenty-four (24) hours of receiving notice of a positive test in order to challenge the results of a positive test and subject to the approval by the School District's testing facility that (a) the facility selected by the applicant or employee for the second test meets the qualifications required for a testing facility under the Oklahoma Standards for Workplace Drug and Alcohol Testing Act and (b) the testing methodology used by the facility selected by the employee or applicant conforms to scientifically accepted analytical methods and procedures, including the cutoff levels, as determined by the State Board of Health. If the re-test reverses the findings of the challenged positive result, then the School District will reimburse the applicant or

employee for the costs of the re-test. A proper chain of custody shall be maintained at all times in transmitting the sample to and from a second testing facility.

3.6 The School District may permit testing for drugs or alcohol by other methods reasonably calculated to detect the presence of drugs or alcohol, including but not limited to breathalyzer testing, testing by use of a single-use test device, known as onsite or quick testing devices, to collect, handle, store, and ship a sample collected for testing. However, a breathalyzer test shall not be grounds for immediate termination absent a confirmation test.

3.7 The testing facility reports and results of alcohol and drug use testing will be maintained on a confidential basis except as otherwise required by law. The laboratory performing alcohol or drug use tests for the School District will not report on or disclose to the School District any physical or mental condition affecting an employee or employment applicant which may be discovered in the examination of a sample other than the presence of alcohol or illegal chemical substances or the metabolites thereof. The use of samples to test for any other substances will not be permitted.

4. <u>Employee Alcohol and Drug Use Test Requirements</u>

The District is authorized to conduct drug and alcohol testing in accordance with the Standards for Workplace Drug and Alcohol Testing Act. The District has chosen to conduct drug or alcohol testing under the following circumstances:

4.1 Applicant testing: The District will require an applicant, as defined above, to undergo drug or alcohol testing and may use a refusal to undergo testing or a positive test result as a basis for refusal to hire~~,~~

4.2 For-cause testing: The District will require an employee to undergo drug or alcohol testing at any time the Superintendent, or designee, reasonably believes that the employee may be under the influence of drugs or alcohol, including, but not limited to, the following circumstances:

a. drugs or alcohol on or about the employee's person or in the employee's vicinity,

b. conduct on the employee's part that suggests impairment or influence of drugs or alcohol,

c. a report of drug or alcohol use while at work or on duty,

d. information that an employee has tampered with drug or alcohol testing at any time,

e<u>.</u> negative performance patterns, or

f. excessive or unexplained absenteeism or tardiness.

4.3 Post-accident testing: The District will require an employee to undergo drug or alcohol testing if the employee or another person has sustained an injury while at work or the employer's property has been damaged, including damage to equipment. For purposes of workers' compensation, no employee who tests positive for the presence of substances defined and consumed pursuant to Section 465.20 of Title 63 of the Oklahoma Statutes, alcohol, illegal drugs, or illegally used chemicals, or refuses to take a drug or alcohol test required by the employer, shall be eligible for such compensation;

4.4 Random testing: As determined appropriate by the Board of Education, the District may require an employee or all members of an employment classification or group to undergo drug or alcohol testing at random and may limit its random testing programs to particular employment classifications or groups, except that the District will require random testing only of employees who:

a. are police or peace officers, have drug interdiction responsibilities, or are authorized to carry firearms, or

b. are engaged in activities which directly affect the safety of others, including but not limited to school vehicle mechanics.

4.5 Scheduled, periodic testing: The District will require an employee to undergo drug or alcohol testing as a routine part of a routinely scheduled employee fitness-for-duty medical examination of employees who:

a. are police or peace officers, have drug interdiction responsibilities, or are authorized to carry firearms, or

b. are engaged in activities which directly affect the safety of others, including but not limited to school vehicle mechanics.

4.6 Post-rehabilitation testing: The District may request or require an employee to undergo drug or alcohol testing for a period of up to two (2) years commencing with the employee's return to work, following a positive test or following participation in a drug or alcohol dependency treatment program.

5. Employee Use, Sale, Possession, Distribution, Purchase or Being Under the Influence of Alcohol or Illegal Chemical Substance

Any employee who possesses, uses, distributes, purchases, sells or is confirmed by alcohol or drug use tests to be under the influence (as defined by this Policy) of alcohol or an illegal chemical substance while on duty, while on school property or as a result of alcohol or drug use tests conducted under this Policy will be subject to disciplinary action, including termination.

6. Alcohol and Drug Use Tests of Applicants for Employment -- When Required

All applicants for employment will be required to submit to alcohol and/or drug use testing after a conditional offer of employment has been made to the applicant. All applicants

will be notified that alcohol and/or drug use testing will occur if they are offered a conditional offer of employment. Any applicant who refuses to submit to an alcohol or drug use test after a conditional offer of employment will not be hired.

7. Applicants Under the Influence of Alcohol or An Illegal Chemical Substance

Any applicant who is confirmed by alcohol or drug use tests to be under the influence (as defined by this Policy) of alcohol or an illegal chemical substance will not be hired.

8. Person Authorized to Order Alcohol or Drug Testing

The following persons have the authority to require alcohol or drug use testing of employees under this Policy:

8.1 The Superintendent of Schools;

8.2 Any employee designated for such purposes by the Superintendent or the School Board.

9. Release of Information

9.1 Upon written request, the applicant for employment or the employee will be provided, without charge, a copy of all information and records related to the individuals' testing. All test records and results will be confidential and kept in files separate from the employee or applicant's personnel records.

9.2 The School District shall not release such records to any person other than the applicant, employee or the District's review officer unless the applicant or employee, in writing following receipt of the test results, has expressly granted permission for the School District to release such records in order to comply with a valid judicial or administrative order.

9.3 The testing facility, of any agent, representative or designee of the facility, or any review officer, shall not disclose to any employer, based on the analysis of a sample collected from an applicant or employee for the purpose of testing for the presence of drugs or alcohol, any information relating to the general health, pregnancy, or other physical or mental condition of the applicant or employee.

9.4 The testing facility shall release the results of the drug or alcohol test, and any analysis and information related thereto, to the individual tested upon request.

9.5 This policy does not preclude the School District, when contracting with another employer, from sharing drug or alcohol testing results of any tested person who works pursuant to a contractual agreement.

10. Notice of Policy

This policy shall be given broad circulation to all employees of the School District which shall include prominent posting in the School District. Each employee shall be given a copy of

this Policy and each applicant shall be given a copy of this Policy upon the tender of a conditional offer of employment. Delivery of the policy to applicants or employees may be accomplished in any of the following ways:

1. Hand-delivery of a paper copy of or changes to the policy:

2. Mailing a paper copy of the policy or changes to the policy through the U.S. Postal Service or a parcel delivery service to the last address given by the employee or applicant;

3. Electronically transmitting a copy of the policy through an email or by posting on the employer's website or intranet site; or

4. Posting a copy in a prominent employee access area.

11. <u>The Standards for Workplace Drug and Alcohol Testing Act</u>

This Policy is subject to and supplemented by the Oklahoma Standards for Workplace Drug and Alcohol Testing Act (the "Act"). To the extent that any provision of this Policy is in conflict with the Act, then the Act shall control. To the extent that this Policy is silent as to any matter covered by the Act, then the Act shall control. This Policy shall be interpreted by the Board of Education of the School District and its employees consistent with the Act.