

# ***Master Agreement***

*between*

***The Board of School Directors  
Fairfax Town School District***

*and*

***The Fairfax Education Association***

***2010-2012***

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## Preamble

The Board of School Directors of the Fairfax Town School District (the "Board") and the Fairfax Education Association, Vermont-NEA/NEA (the "Association"), recognize and declare:

- that the quality of education for the children of Fairfax is their primary objective;
- that the character of that education depends to the greatest extent upon the quality and morale of the teaching service;
- that the members of the teaching profession are well-qualified to advise in the formulation of policies and programs designed to improve educational standards; and
- that the Board, under Vermont state laws, has the responsibility to determine the policies of the school system of Bellows Free Academy of Fairfax.

## Article 1: Recognition and Responsibilities of Parties

- 1.1 The Board recognizes the Association as the exclusive representative for collective bargaining purposes concerning wages, fringe benefits, related economic conditions of employment, procedures for processing complaints and grievances relating to employment, and other matters mutually agreed on not in conflict with the statutes and laws of the State of Vermont for all teacher personnel based upon a petition by a majority of the teachers as defined by Vermont Statute (16 V.S.A. § 1981-2010) respecting labor relations for teachers, but excluding all other employees.
- 1.2 Unless otherwise indicated, the term "teachers" when used in this Master Agreement (hereafter referred to as the "Agreement") shall refer to all professional employees represented by the Association in the negotiating unit as defined above, including, but not limited to, teachers, nurses, guidance counselors, computer coordinators, compensatory educators, special educators, behavioral specialists, planning room specialists, enrichment educators, and librarians.
- 1.3 The term "administrators" when used hereafter in this Agreement shall refer to those professional employees who serve in the administrative and/or supervisory capacity as defined in 16 V.S.A. §1981(1).
- 1.4 The Superintendent of Schools for Franklin West Supervisory Union, hereafter the "Superintendent," shall provide a copy of the Agreement to all finalists for teaching positions prior to the issuance of a teaching contract.

## Article 2: Procedure for Negotiation and Ratification of Agreements

- 2.1 The Board and the Association agree to meet not later than November 1<sup>st</sup> of the final school year of the current agreement for the purpose of negotiating in a good faith effort to reach a successor agreement on June 30<sup>th</sup> of the next school year on any proposals submitted with respect to wages, fringe benefits, related economic conditions of employment, and other matters mutually agreed on not in conflict with the statutes and laws of the State of Vermont.
- 2.2 The Board and the Association agree to abide by current Vermont State Education Laws.
- 2.3 Upon completion of the contract agreement in negotiations, it shall be submitted in its final form to the respective membership of the Board and Association for ratification. The contract agreement shall be considered effective and binding when signed by the Chair of the Board or his/her authorized representative and the President of the Association or his/her authorized representative.

### **Article 3: Severability and Supremacy**

- 3.1** If any section, subsection, clause, or provision of this Agreement shall be deemed illegal by a court of competent jurisdiction, such section, subsection, clause, or provision shall be deemed a distinct and separate unit and its invalidity shall not be applicable to the remainder of the Agreement. In such instance a substitute provision or application shall be subject to negotiation by the Board and the Association if legally permissible, but only with respect to that portion of the Agreement, which has been negated by law.
- 3.2** The contract between the Board and an individual teacher, hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling, provided that it is not in violation of Vermont Statutes.

### **Article 4: Duration**

- 4.1** This Agreement shall be in effect from July 1, 2010 to June 30, 2012, or until an agreement for a new contract is successfully negotiated.

### **Article 5: Teacher Rights and Protections**

- 5.1** The Board acknowledges that each teacher shall, in accordance with 16 V.S.A. § 1982(a), have the right to, or not to, organize, join, or support the Association for the purpose of collective negotiations. Neither the Board nor the Association shall discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment, including professional standing, by reason of his/her membership or non-membership in the Association.
- 5.2** Teachers are entitled to full rights of citizenship. No legal activity shall be grounds for discipline or discrimination with respect to professional employment providing teaching effectiveness and/or the good reputation of the school are in no way adversely affected.
- 5.3**
- A.** Nothing contained herein shall be construed to deny or restrict any teacher such rights as he/she may have under the State of Vermont School Laws or other applicable laws and regulations.
  - B.** The Board and the Association agree that there shall be no discrimination in hiring, training, assignment, promotion, transfer, re-appointment, and discipline of teachers or in application or administration of this Agreement on the basis of race, sex, creed, color, religion, national origin or union activity.
- 5.4** Whenever any teacher is required to appear before the Superintendent, the Board, or any committee thereof, concerning any formal complaint, he/she shall be entitled to have representation during such meeting or interview.
- 5.5** Nothing in this Agreement shall be construed to limit the Superintendent's right to recommend suspension, dismissal, or reprimand of a teacher to the Board as provided in state law, or to limit the right of the Board under state law to dismiss a teacher provided said action is for just cause.
- 5.6** Each teacher shall be observed and evaluated in accordance with this Faculty Evaluation System as determined by the Board. The Board will collaborate with teachers in the development/modification of any evaluation system.
- 5.7** No material derogatory to a teacher's conduct, services, character, or personality shall be placed in his/her personnel file unless the teacher has had an opportunity to review the material. The

teacher shall acknowledge that he/she had a chance to review such material by affixing his/her signature, within ten (10) days of receipt of the correspondence, to each page to be filed. Such signature shall in no way indicate agreement with the contents of the correspondence. The teacher shall have the right to submit a written answer to such material, and his/her answer shall be reviewed by the Superintendent or his/her designee and attached to the file copy. Derogatory material, not signed within ten (10) days of the receipt of the correspondence, may be placed in a teacher's personnel file along with a notation that the material was not signed.

- 5.8** Mechanical or electronic devices shall not be used to evaluate a teacher's performance without the teacher's consent.
- 5.9** Any complaint regarding a teacher made to a member of the Board or administrator by any party shall be investigated by the administration in a timely fashion. The teacher shall be personally informed of the complaint and shall have the opportunity to provide a response. The Administration will make its best effort to acquire the complaint in writing. Disciplinary action, if any, resulting from a complaint will be documented in writing by the administration. The document shall be reviewed with the teacher and the teacher shall have the opportunity to provide a written response to the document prior to it being placed in the teacher's personnel file. Any complaint not brought to the attention of the teacher in accordance with these procedures and properly documented cannot be used in any evaluation and/or progressive disciplinary proceedings. Grievances regarding this Section 5.9 shall not be subject to the arbitration provisions of this Agreement.
- 5.10** Once every two (2) school years, a teacher may request the removal of documents from his/her personnel file which he/she believes are obsolete or otherwise inappropriate for retention. Such requests shall be submitted to the Superintendent in writing and the Superintendent may grant or deny said request, in whole or in part, at his/her discretion.
- 5.11** Teachers shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety, or well-being while engaged in school duties. Teachers shall notify the administration as they become aware that such working conditions exist.
- 5.12** The Board shall give full support to the teachers as 16 V.S.A. § 1756 denotes.
- 5.13** A teacher shall be reimbursed to a maximum of \$1,000 per occurrence for the loss, damage, or destruction of any of his/her personal property because of vandalism by students while on school property or at school functions provided due care had been exercised by the teacher. If the teacher's damaged/vandalized property, including vehicles, is protected by personal insurance, the district will pay the deductible up to the limit of this article. Proof of loss or damage by vandalism shall lie with the teacher making the claim. All claims shall be made in writing to the principal within two (2) school days after a teacher has become aware of the loss.

## Article 6: Conditions of Employment

### 6.1

A. Teachers shall be available as follows:

	2010-2011	2011-2012
Student Days	177	178
Inservice	7	7
Parent/Teacher Conference	2	2
<b>Total Days</b>	<b>186</b>	<b>187</b>

- B. The dates and activities for orientation and in-service activities, if not established by the state or regional calendar, shall be coordinated and organized by the Professional Development Committee, with the assistance of the administration. All teachers, including part-time teachers, are expected to attend all professional development activities.
- C. Teachers new to the district shall be required to attend two days of orientation during their first year of employment
- D. The President of the Association shall be informed of proposed state and regional calendar proposals.
- E. The superintendent shall recommend a calendar to the board after the Association has had an opportunity to review said calendar.

## 6.2

- A. The normal school day shall require full-time teachers to be in their classrooms, or the vicinity thereof, ten (10) minutes before classes begin and stay in their classrooms at least ten (10) minutes after dismissal. However, job-related circumstances may, on occasion, take teachers away from their classrooms at these times.
- B. If the length of the school day is shortened by at least forty minutes, the Board reserves the right to change the time before and after school to one-half hour. But it shall be the right of the Board and its administrators to alter or extend the school day one time during the duration of this agreement, after consultation with the Association and with rationale therefore, if the well-being of the school system shall require such action. Causes for alteration of the school day may include, but shall not be limited to:
  - 1. Necessity for split sessions;
  - 2. Bus scheduling;
  - 3. Special activities; or
  - 4. State and federal legislation.
- C. In case of split sessions, a teacher's normal day shall be deemed to be that session to which he/she is assigned. The Board agrees to notify the Association by February 1<sup>st</sup> of any calendar year if there is to be any increase in the length of the school day during the following school year. B and C.
- D. The Board and the Association agree that if the need arises to hold academic classes before the normal school day begins, every effort shall be made by the administration and the Board to fairly design such positions. Any teacher holding such a position shall be committed to an uninterrupted work day that shall not exceed in length of time the standard teaching day.

## 6.3 Teachers shall perform duties as outlined in the Faculty Evaluation System.

- A. Participate in the supervision of homerooms, study halls, corridors, assemblies, and when applicable playground duty. One para-educator shall be employed to assist with the midday playground supervision of students in grades 1-5. Teachers shall not be required to perform indoor recess duty except during inclement weather.
- B. Be class advisors. Advise student clubs when applicable, and assist with presentations.

## 6.4 Teachers shall dress as professionals.

## 6.5 Each school day for a full-time teacher at the elementary or secondary level shall include a minimum twenty (20) minute lunch period in an area separate from students.

## 6.6 All teachers shall be provided with a daily prep period equal to one class period.

- 6.7** The Board agrees to use its best efforts to provide space within the school for the exclusive use of the teachers. The space or spaces shall be of sufficient size to function as a work space for the high school, middle school, and elementary school teachers. It is recognized that it is desirable that the space be centrally located. The decision of the Board shall be final and not subject to grievance.

## **Article 7: Contract Issuance**

- 7.1** Except as otherwise provided in this Agreement, a teacher shall not be disciplined, reprimanded, reduced in rank or compensation, demoted, transferred, suspended, dismissed, or fail to have his/her contract renewed without just cause. In no case shall this be done publicly, unless so requested by the teacher. Unless otherwise noted in this Agreement, a teacher who is suspended, dismissed, or has his/her contract non-renewed may appeal said action pursuant to the grievance procedures of this Agreement or the procedure set forth in 16 V.S.A. § 1752. The election of one method of appeal shall preclude access to the other method. A teacher who is to be non-renewed shall be so informed by March 15<sup>th</sup> of the school year preceding the non-renewal.
- 7.2** Any other provision of this Agreement notwithstanding, during each of the first two years of employment with the Fairfax Town School District a teacher shall be issued one (1) year probationary contracts. With mutual consent, this probationary period may be extended for an additional year. During this period of probation any action to suspend, dismiss, or not renew said teacher's contract shall not be subject to the grievance procedure of this Agreement. During this period of probation, an individual who is given notice of suspension, dismissal, or non renewal of contract may appeal said notice pursuant to the process set forth in 16 V.S.A. §1752.
- 7.3** Any other provision of this Agreement notwithstanding, the Board shall have the right to issue a temporary contract to replace a teacher on a known leave of absence (paid or unpaid). This temporary contract shall not exceed one (1) full school year. A teacher who has been issued such a temporary contract shall not be entitled to the grievance provision of this Agreement regarding the non-renewal of his/her teaching contract nor shall he/she be entitled to the reduction in force or seniority provisions of this Agreement. Such teacher shall be entitled to all other provisions of this Agreement. In the event that a teacher who is issued a temporary contract is re-employed by the Board, he/she shall be credited for the time employed under such a temporary contract for purposes of salary and seniority.
- 7.4** When school is in session, teachers employed by the Fairfax Town School District shall be informed of any new teaching position or of a teaching vacancy via a notice posted in the faculty rooms. When school is not in session, the Association President shall be notified of any new teaching positions or teacher vacancies. Any teacher who applies for said position or vacancy in writing shall be considered by the principal and/or Superintendent.
- 7.5** Teachers shall have fifteen (15) days from the date of issuance until the contracts must be returned. The date of issuance and the return due date shall be written on each contract. If not returned within the fifteen (15) days, the position shall be declared vacant, unless an extension of time has been granted in writing by the Superintendent.

## **Article 8: Salary and Benefits**

- 8.1** A teacher employed by the Fairfax Town School District shall be placed on the salary schedule at the time of hire, per the attached placement schedule for 2010-2011 and 2011-2012 (Appendix B).
1. Experience will be credited for each year of previous experience at a public, parochial, or private domestic accredited institution (the teacher must be licensed for each year of experience to be considered).

2. Experience/Step credit will be limited to the maximum index of the respective column of educational level (B, 1.25; B+15, 1.45; B+30, 1.65; B+45; 1.9; M, 2.02; M+15.2.07; M+30, 2.12)
3. Any errors in a teacher's contract shall be corrected retroactive to July 1 of the current school year.

## **8.2**

- A.** In order to move horizontally on Appendix A, the credits must be:
  1. Credits recognized as graduate credits or part of an approved program of studies past the BA or BS by an accredited college or university, or
  2. Credits taken for professional growth and submitted to the Superintendent for his/her approval before the course commences.
- B.** All credits earned in accordance with Article 8.2 (A) 1-2, shall be eligible for use towards horizontal, movement. Only one horizontal movement may occur in any 12 month period, only one vertical step may be earned in any twelve month period. Credits earned before receiving a Master's degree, but not credited towards the attainment of the degree, can only be applied toward a Masters + 15.
- C.** Teachers who earn horizontal movement shall be restricted on step movement consistent with Article 8.1 (2).

## **8.3**

All degrees and credits earned must be submitted by the teacher to the Superintendent in order to receive a salary adjustment consistent with the terms of this Agreement. Payroll adjustments for courses completed during the spring and summer shall be made in October if submission of proof of completion to the Superintendent occurs on or before October 1st. This payment shall be retroactive to the first pay period of the school year. Payroll adjustments for courses completed during the fall semester and submitted with proof of completion of such courses by March 1st shall result in payroll adjustment in March. For teachers on the 22 pay cycle, this adjustment shall be retroactive to the 12th payroll and for teachers on the 26 pay cycle, this adjustment shall be retroactive to the 14th payroll.

## **8.4**

Salary Schedules - see Appendix A.

## **8.5**

### **Co-Curricular**

Teachers shall receive priority considerations for any co-curricular positions.

- A.** Co-Curricular Schedule: The Board shall establish a Co-Curricular Salary Schedule that will be reviewed annually and attached as an Appendix to this agreement (Appendix C-1 and C-2).
- B.** Placement on the Co-Curricular Salary Schedule of this Master Agreement (see Appendix C-2) shall be determined by Salary Group and by the number of years of service. Years of service shall be defined as the total number of years of previous experience in a specific co-curricular activity (at any level of similar activity) as identified in Appendix C-1. Years of service need not be continuous. For example, a coach of any specific sport may accrue years of service in that sport for previous experience at any level in that specific sport (i.e., soccer for soccer, baseball for baseball, not soccer for baseball). Similarly, an advisor to music related activities may accrue years of service for previous experience in any music related activity, at any level. In all cases, previous experience from institutions other than Bellows Free Academy will not be considered, unless by mutual agreement between the Board and the Association.
- C.** A new activity (or position) may be added to the Co-Curricular Appendix C-1. A written proposal for a new activity shall be presented to the Board for consideration. If the Board approves the addition of the activity (or position), the placement on one of the co-curricular

salary groups shall be determined by the Board and the Association. The Board shall have final responsibility for determining if a new activity or position may be added.

## 8.6

- A. Pay for part time teachers shall be based on the fraction of their assigned student contact time. For the purposes of determining part time compensation and responsibilities only, daily student contact time shall be: High School 255 minutes, Middle School 260 minutes, and Elementary School 275 minutes. These times may be adjusted at the beginning of each school year to accommodate changes in scheduling as per Article 6.2B and 6.2 (C). The Association shall be notified of any such changes.
- B. The Board and the Association agree that a dedicated full-time professional staff best serves the educational process and that the number and duration of part-time professional employees should be kept to the minimum necessary. In the spirit of such agreement, part time teachers and other professionals shall be assigned substantially continuous hours of professional employment to the greatest extent possible.
- C. The normal school day for part-time classroom teachers and other professionals shall require them to be at or near their assigned area at least ten (10) minutes before their assignment begins and stay at least ten (10) minutes after their assignment ends. However, job-related circumstances may, on occasion, take teachers away from their classrooms at these times.
- D. The normal school day for part-time teachers shall also require a fractional planning period equal to their fractional day, in accordance with Article 6.6. If a part-time teacher is required to remain at school during a lunch period, that time shall be included as part of their required fractional planning period.
- E. Each part-time teacher shall accrue leave, continuing education reimbursement, insurance, and any other benefits provided on a fractional basis in accordance with the provisions of the appropriate articles of the Agreement. Health insurance benefits for part-time teachers will be based on the carriers' eligibility requirements.
- F. All part time teachers shall be informed in writing of their specific daily assignment (in accordance with Article 8.6 A-E) no later than the teacher's first scheduled day with students. A copy of all part time teachers' assignments shall be forwarded to the Association.
- G. When a part-time teacher who is employed by the District accepts an additional long-term substitute position, they shall be afforded the additional pro-rated benefits and placement on the salary schedule. A long term substitute agreement shall be considered beyond twenty (20) substantially consecutive workdays in the same substitute position, and pro-rated benefits and placement on the salary scale shall be retroactive to the beginning date of the additional assignment.

## 8.7

- A. Each teacher shall be paid in twenty-six (26) substantially equal payments per annum. A teacher will receive his/her remaining paychecks in June. All new teachers will participate in the direct deposit program.
- B. Teachers who are required and employed to perform their regular duties at a time other than the normal contract year shall be paid on a per diem basis of their annual contract with approval by the School Board. The Board and the Association agree that if the need arises to authorized per diem pay for performance of regular duties at a time other than the normal contract year, every effort shall be made to fairly determine the time required and the individual(s) eligible to perform the duties. All work performed at a per diem rate shall be documented by the individual.

- C. Teachers who are not required but who perform professional tasks that are beyond the usual contract requirements and are identified by the administration and approved by the Board shall be paid \$25 per hour.
- D. A teacher who teaches a graduate level course sponsored by the District or Supervisory Union shall be compensated as follows:

Number of Times Course Taught	Compensation
1-2	\$750 per credit hour
3+	\$825 per credit hour

**8.8**

- A. Dues Check-Off: The Board agrees to the principle of Association dues in amounts to be determined by the Association and in accordance with forms produced by the Association.
- B. The dues check-off form shall be mutually acceptable to the Board and the Association. Application for dues check-off shall be made by November 1<sup>st</sup>.
- C. The Board shall pay to the Association concurrently with the issuance of checks, all dues check-off properly collected.
- D. The Board shall provide a 403(B) plan which allows teachers to contribute pre-tax dollars, whereby any teacher so desiring may have the payments for this tax annuity program regularly deducted from his/her pay check. Applications for such deductions shall be made available to all new hires at time of hire and at least annually to all teachers.
- E. The Board agrees to payroll deductions for credit union payments or deposits provided that these may be instituted or changed only once per school year and prior to November 1<sup>st</sup> by notification to the bookkeeper.

**Article 9: Insurance Plan for Teachers**

**9.1**

- A. The Board agrees to pay the following percentage of the premium for teachers on the Dual Option Plan (see chart). Teachers selecting the JY Plan are responsible for paying the difference between the cost of the JY Plan and the VEHI Dual Option Plan.

<b>2010-2011</b>	82%
<b>2011-2012</b>	80%

- B. The Board shall also provide the teachers with the option of HSA Blue VEHI Plan. The Board will pay 100% of the premium for this plan in 2010-2011 and 2011-2012.
- C. All employees in the above insurance plans shall also be covered in the Mental Health and Substance Abuse “Managed Parity Program.”
- D. Employees of the Fairfax Town School District shall have the option of electing not to participate in the health insurance coverage set forth in Article 9.1(A) and (C), provided proof of alternate health insurance coverage is provided to the Superintendent. The employee must waive insurance coverage for a full year. Full-time employees who elect to not receive health insurance coverage shall receive a Health Insurance Buyout payment of \$2,100 Part-time employees who meet the requirements set by the provider shall receive a their fraction of the Health Insurance Buyout payment based on their fraction of full-time employment. Payment shall be divided equally and paid in the 19<sup>th</sup> and the 20<sup>th</sup> pay period.

- E. A Section 125 Plan (a “Cafeteria Plan” for health and dependent care expenses) shall be maintained by the Board. The Board shall control the Plan.
- 9.2 The Board shall provide a professional liability policy as provided in 16 V.S.A. § 1756.
- 9.3 The Board shall provide secondary liability insurance coverage by rider to its motor vehicle insurance policy covering a teacher or administrator who is transporting a student or students at the request of the school. At no time shall a teacher be required to use his/her personal vehicle for official school transportation.
- 9.4 The Board shall provide twenty thousand dollars (\$20,000) term life insurance to each teacher under a Group Term Life Insurance Plan to be selected by the Board.
- 9.5 Any teacher on paid leave shall continue to be covered by all insurance policies provided for in this Agreement.
- 9.6 Every effort shall be made by the administration to provide insurance coverage for all new teachers on July 1<sup>st</sup>.
- 9.7 If a teacher becomes deceased while under contract, the Board agrees to continue the premium payments for the dependent(s) for the health insurance plan he/she was entitled to for the remainder of the contract year.
- 9.8 The Board agrees to provide a self-insured dental plan (a single, two-person, or family membership, whichever applies) for each teacher. A third party selected by the Board shall administer the plan. This plan shall be Option II (providing 100% of diagnostic and preventive care, 80% of basic restorative care, and 60% of major/prosthetic care) with a \$1000 calendar year maximum per family member.
- 9.9 The District will pay one hundred percent (100%) of the premium costs for a long-term disability insurance plan (LTD) to be selected by the Board. Said plan will provide sixty percent (60%) of a teacher’s regular salary for a period of up to age sixty-five (65). The specific details of the plan shall be as provided by the insurance carrier’s eligibility requirements. Only teachers who are employed for 0.5 FTE or greater shall be covered by this plan. Teachers shall apply for LTD coverage on or before their ninetieth (90th) consecutive calendar day of absence due to a medical condition. A teacher will no longer be considered an employee of the District on the first June 30 twelve months following the date the teacher has begun receiving a combination of sick leave, LTD benefits and unpaid leave pursuant to this contract. The District will continue to pay its share of teacher’s medical insurance coverage for nine months (i.e. 270 calendar days) following the date that the teacher becomes eligible for LTD benefits; thereafter the teacher shall be entitled to the benefit continuation rights provided by law e.g. COBRA.

## **Article 10: Professional Development Reimbursement**

### **10.1**

- A. The Board agrees to provide reimbursement to each full time teacher for a maximum of six (6) credit hours per contract year for college or university courses and other continuing education, including, but not limited to, workshops, conferences or seminars. Part-time teachers shall receive a pro-rated benefit in accordance with Article 8.6 A. Reimbursement for other continuing education shall accrue at the rate of forty dollars (\$40) per hour of instruction. Under normal circumstances, a teacher may use up to thirty hours (30) per contract year for other continuing education (e.g. workshops, conferences or seminars). If for any reason the teacher fails to attend a pre-paid workshop/conference, the teacher is responsible through payroll deduction to reimburse the district for the costs associated with the workshop/conference. Before beginning any college or university course or other continuing education, a request for reimbursement shall be submitted in writing to the Principal for prior

approval of the course/program. Such requests shall state how the proposed educational experience relates to the teacher's Individual Professional Development Plan, their teaching responsibilities, to School work plans, and/or to the School's Action Plan.

- B. Any teacher who has signed a contract for the ensuing year may use ensuing year reimbursement monies for course enrollment dates that fall within the months of May and June of a current contract year. Similarly, a teacher may use unused reimbursement monies from the previous contract year for course enrollment dates that fall within the months of July and August. Should a teacher leave the employment of the school district during the contract year, he/she may be required by the Board to refund, on a pro-rated basis, any reimbursement payments made beyond the six (6) credit maximum. A course enrollment date shall be defined as the first meeting day of a course or other continuing education experience.

## 10.2

- A. College or university courses and other continuing education reimbursement shall be at a rate no greater than University of Vermont's fall semester tuition rate of the contract year in which a reimbursement is requested. Reimbursement for a course or other continuing education may be for tuition, registration fees, required materials, travel, lodging, or meals shall be consistent with the "Travel and Conference Expense Reimbursement Policy" of the Board. However, a teacher's total reimbursement for any given course or other continuing education may not exceed the maximum allowable reimbursement rates of Article 10.1(A).
- B. Whenever possible, the Board agrees to prepay for coursework by arrangement with the institution. Teachers shall be responsible for any institutional fees associated with this process. If a teacher does not earn a grade of at least a "B" in the course, the teacher shall be responsible for reimbursing the District for all costs through payroll deduction.
- C. All earned credits and expenses associated with any continuing education experience shall be verified with the presentation grade reports and expense receipts to the Principal. Reimbursements shall be made within (30) days of the receipt of a grade report, transcript, or other proof of attendance or successful completion of the continuing education experience, and all receipts for reimbursable expenses. Reimbursement rates for expenses shall be in accordance with the school district's Travel Expense Policy.

**10.3** If a teacher is denied approval for reimbursement of tuition for a course by the Superintendent, he/she may appeal this decision to the Board. If a teacher chooses, he/she may elect to use the grievance procedure.

**10.4** In case of an appeal, the Board shall meet with the teacher within seven (7) calendar days, unless extended by mutual consent, after receiving this appeal. The Board's decision shall be given to the teacher in writing within three (3) working days of the hearing and shall be final.

**10.5** In order to more accurately budget for professional development reimbursement needs, any teacher wishing to receive such reimbursement in the following budget year must notify the Superintendent in writing by November 1<sup>st</sup>. Such notification must include the number of credit hours to be reimbursed, the name of the institution from which the credits shall be earned, and whether any horizontal movement on the salary schedule will occur. Failure to so notify the Board shall result in no horizontal movement until the year subsequent to receiving proper notice. This notification shall not be binding.

## Article 11: Leaves of Absence

**11.1** The Board and the Association agree that absence from the classroom interrupts the educational process and must, therefore, be held to a minimum. If it is necessary that a teacher be absent on

approved leave, the principal of the school shall be notified at least forty-eight (48) hours in advance, except in the case of illness or emergency situations. It is agreed that a substitute teacher, if available, shall be hired. The principal shall consult with the teacher regarding preference for a substitute if time permits. It is understood that there may be occasions when it shall be impossible to obtain a substitute. A teacher may be requested to cover for another temporarily in this situation.

#### **11.2 Sick Leave**

- A. Each teacher is entitled to 15 sick days per annual school year without loss of any part of his/her salary. The unused portions of sick leave shall accumulate to a maximum of 120 days.
- B. It is agreed that the following shall be considered cause for sick leave: medical appointments which are made due to illness, disability, and physical and/or psychological incapacity to perform the duties expected of a teacher.
- C. A teacher may use ten (10) days of sick leave per school year for non FMLA illness in the teacher's immediate family.
- D. It is the right of the administration to verify illness when absence exceeds five (5) consecutive days, or there is a demonstrable pattern of abuse, even though five (5) consecutive days have not been missed. If an examination by the teacher's physician or other qualified medical/psychological professional of the teacher's choice shows a teacher not to be sick, then the corresponding percentage of his/her gross pay for each day's absence during the unverified illness shall be deducted from his/her pay.
- E. The Superintendent may require a teacher to furnish a certificate signed by a registered physician, which may be an initial or an additional opinion, stating that he/she is physically and emotionally able to perform his/her duties as contracted. The physician shall be decided upon jointly by the Superintendent and the teacher or his/her designee. The school district shall pay the cost of this examination.

#### **11.3 Family Medical Leave Act (FMLA) and Vermont Parental and Family Leave Act (VPFLA)**

The Board will adhere to Federal and State guidelines and regulations with regard to FMLA and VPFLA requests from teachers. Requests for FMLA/VPFLA are to be made to the Superintendent or designee.

#### **11.4 Sick Leave Bank**

- A. The Board shall maintain a Sick Leave Bank (the "Bank") and shall contribute a number of days to this Bank equal to one (1) day for each teacher covered by this Agreement. Each teacher shall also contribute one (1) day to the Bank, so as to begin the school year with a combined total of Board- and teacher contributed days equal to two (2) days for each teacher covered by this Agreement.
- B. If the number of days needed to bring this Bank to the correct total is less than the total number of teachers, then the Board alone shall contribute the necessary days to bring the Bank back to the total mentioned above.
- C. If the number of days needed equals or exceeds the total number of teachers, then each teacher shall contribute one (1) day and the Board shall contribute the remainder necessary to bring the Bank back to the correct total.
- D. The Bank is to be administered by the Sick Leave Bank Committee, composed of the President and Vice President of the Association and the Superintendent or designee. Decisions of this committee shall be unanimous and the committee shall determine the beginning date of said sick leave.

- E. Any teacher who has exhausted his/her personal sick leave and who has significant or serious medical need as defined within with FMLA guidelines may make written application to any member of the Sick Leave Bank Committee for withdrawal from said Bank, but no teacher may draw more than thirty (30) days in any one school year or sixty (60) days in two successive school years. Under normal circumstances, such application shall be made before personal sick leave has been exhausted.

#### **11.5 Catastrophic Leave**

Once a teacher has exhausted his/her personal sick leave (Article 11.2), FMLA/VPFLA (Article 11.3), and any days allotted from the Sick Bank (Article 11.4), he/she may make a request for catastrophic leave. A written request for such leave, including reasons therefore shall be made to the Superintendent, who shall schedule Board action at the next regular Board meeting. The decision of the Board is final and not subject to the grievance procedures of this Agreement.

#### **11.6 Workers' Compensation**

Teachers will receive workers' compensation benefits consistent with federal and state regulations.

#### **11.7 Bereavement Leave**

Each teacher shall be allowed up to five (5) days bereavement leave per annual school calendar year without loss of salary. The Board may grant additional leave if deemed necessary. No bereavement leave may be accumulated.

#### **11.8 Personal Leave**

- A. Each teacher shall be allowed four 4 days personal leave per school year.
- B. Advance notice shall be given to the principal as provided in Section 11.1 A. No personal leave may be accumulated. In case of personal or family emergency, a teacher may apply to the Board for an extension of personal leave.
- C. Under normal circumstances, personal leave shall not be granted to extend a scheduled school vacation.

#### **11.9 Professional Leave**

Each teacher shall be allowed five (5) professional leave days per annual school year without loss of pay for the purpose of improving the teacher's effectiveness or performance in the classroom or assignment. Application for such leave shall be made at least five (5) days in advance to the principal, and his/her approval must be obtained before the leave is granted. No professional leave may be accumulated. The Superintendent may grant additional leave if deemed necessary. The administration shall attempt to honor in a timely manner all requests for professional leave.

#### **11.10 Sabbatical Leave**

- A. After five (5) years in the system, a professionally certified teacher may be eligible for sabbatical leave for the purpose of professional improvement, provided the individual guarantees to return to his/her position the ensuing year. The sabbatical leave may be either a full year or a half-year sabbatical. This leave shall be limited to one full-time

teacher during any one school year. A letter of intent must be submitted to the Board no later than December 31st of the school year preceding the anticipated sabbatical leave. The decision to grant a sabbatical leave shall rest with the Board in consultation with its administrators. The Board shall be under no obligation to grant any leave if in its judgment conditions do not so warrant. A written application requesting sabbatical leave, including a program of professional improvement to be pursued during such leave which is of demonstrable benefit to the school district, must be made no later than March 1<sup>st</sup> of the school year preceding the anticipated sabbatical leave.

- B. Teachers shall be paid half (1/2) their annual salary for a full year sabbatical or their full salary for a half (1/2) year sabbatical, to be paid at the time the regular payroll is paid by the school district. Payment shall be under a loan agreement, which shall be forgiven at the termination of one year's teaching service following completion of this leave. Any teacher not meeting this obligation shall be required to repay the loan in full, minus a portion of that loan equal to the portion of the school year worked, plus a ten percent (10%) annual interest fee.
- C. Vertical movement as defined in the salary schedule shall be as follows:
  - 1. Full Year Sabbatical - Any teacher on a full year sabbatical shall receive one (1) vertical step on the contract issued for the year he/she is on sabbatical. In the year following the sabbatical, the teacher shall remain on the same step. In the second year following the sabbatical, the teacher shall resume vertical steps.
  - 2. One Half-Year Sabbatical – Upon return from sabbatical, the teacher shall receive one vertical step.

*The following chart represents the intent of Article 11.10 C:*

<b>Sabbatical Type</b>	<b>Year Preceding Sabbatical</b>	<b>Sabbatical Year</b>	<b>Sabbatical Year + 1</b>	<b>Sabbatical Year + 2</b>
<b>Full Year</b>	Step 10	Step 11	Step 11	Step 12
<b>Half-Year</b>	Step 10	Step 11	Step 12	Step 13

#### **11.11 Leaves of Absence without Pay**

- A. Leaves of absence without pay may be granted for up to one year upon approval of the Superintendent and the Board. Leaves for less than 30 days may be approved by the Superintendent and leaves for longer than 30 days may be approved only by the Board. A written application describing the reason(s) for the leave and the expected duration of the leave must be given to the Superintendent by a reasonable time, but not less than sixty (60) calendar days prior to said leave. For leave requests of full-year duration, such requests must be submitted by January 15<sup>th</sup> of the year prior. In the case of an emergency, the Superintendent or Board may waive this notice requirement.
- B. Continued health and dental insurance coverage shall be available during this leave at the teacher's expense and in accordance with the federal regulations of the Consolidated Omnibus Budget Reconciliation Act (COBRA).
- C. A teacher on unpaid leave shall maintain his/her right to the same position he/she held at the time such leave commenced, or to a substantially equivalent position. All benefits to which a teacher was entitled at the time his/her leave commenced, including unused accumulated sick leave and seniority, shall be restored upon return from said leave. Upon return from an unpaid leave of absence, a teacher who qualifies shall advance horizontally on the salary schedule, in accordance with Article 10.5.

- D. A teacher on an unpaid leave of absence shall be issued a contract in accordance with Article 7.5.
- E. Any teacher on any type of approved leave will inform the district no later than March 15<sup>th</sup> of their intent to return. Should a teacher miss this deadline, it will be presumed that they are vacating their position and will not have vested rights to that position.

**11.12 Jury Duty Leave**

Each teacher shall be allowed a maximum of five (5) days of paid leave per annual school year for jury duty. A teacher on such leave shall receive his/her regular salary during the time of leave for jury duty, and shall in turn pay to the school district, within ten (10) days of receipt, any salary received for jury duty. Upon written request, the Board may grant additional days of jury duty leave.

**11.13 Military Leave**

Teachers shall be allowed leave for required full-time military service. Upon return to the school system, the teacher shall receive credit for each day of required military service which occurred on a school day. Even though this leave is unpaid, the teacher shall receive, for seniority purposes and movement on the salary schedule, the same credit as though he/she was on any other type of paid leave. A teacher who enters military service must notify the Superintendent by March 15 if he/she plans to return to the Fairfax Town School District for the next contractual year. Leave for required duty in the National Guard or Reserve shall be granted without pay and without loss of job status or benefits.

*The following chart represents the intent of Article 11*

Leave Type	Advance Notification	Length Per Year	Extensions	Impact on Seniority & Vertical Movement
<b>11.2 Sick Leave</b>	48 hrs. except in the case of illness or an emergency	15 days	May accumulate up to 120 days	Does not apply
<b>11.3 Family Medical Leave Act (FMLA) / VT Parental Family Leave Act (VPFLA)</b>	Written notification to Superintendent/designee consistent with the law	Consistent with the guidelines/provisions of FMLA/VPFLA	None	<b>Unpaid days do not accrue seniority</b>
<b>11.4 Sick Leave Bank</b>	Written application to a member of the Sick Leave Committee	30 days in any one school year	None	Does not apply
<b>11.5 Catastrophic Leave</b>	Following exhaustion of personal sick leave, FMLA/VPFLA leave, and allotted Sick Leave Bank leave, request may be made to the Superintendent	Determined by the Board; not subject to grievances	None	<b>Unpaid days do not accrue seniority</b>
<b>11.7 Bereavement Leave</b>	None	5 days	Additional leave may be granted by the Board.	Does not apply

Leave Type	Advance Notification	Length Per Year	Extensions	Impact on Seniority & Vertical Movement
<b>11.8 Personal Leave</b>	48 hours except in the case of an emergency situation.	4 days.	May apply to Board for extension.	Does not apply.
<b>11.9 Professional Leave</b>	5 days in advance to principal	5 days	Additional eave may be granted by Superintendent	Does not apply
<b>11.10 Sabbatical Leave</b>	Letter of intent dated before January 1 of the preceding school year. Application made by March 1 of preceding year.	Up to 1 year at ½ pay or ½ year of leave at full pay. Note: Payment is made under a loaned agreement which is forgiven after 1 yr. of service following the leave.	None	See chart on page 15
<b>11.11 Leaves of Absence Without Pay</b>	60 days prior to leave; Superintendent/designee may waive this requirement	Up to 1 year	None	Horizontally (if appropriate)
<b>11.12 Jury Duty Leave</b>	48 hours (if possible)	5 days	May be granted by the Board	Does not apply
<b>11.13 Military Leave</b>	None	Undetermined	None	Vertical steps upon return to school system

**11.14** All absences from school other than those covered by this Agreement shall be considered leave without pay.

## Article 12: Seniority System and Layoffs

### 12.1

- A. By November 1<sup>st</sup> each year, a seniority list will be developed jointly by the Superintendent and representative(s) of the Association (the Seniority Committee). Teacher placement on this seniority list will be determined using the specified criteria in the following order:
1. Each full-time teacher will accrue one day of seniority for each paid school day (teaching days, in-service days, or days of paid leave) which he/she works in the school district not to exceed a full contract year. Each part-time teacher will receive the same number of seniority days proportional to the percentage of his/her contract.
  2. Unpaid leaves of absence will not count as days worked for seniority purposes. Teachers on sabbatical will receive credit for a full contract year. Teachers with emergency or provisional licenses shall accrue seniority.
  3. For the purposes of this Article, the beginning date of continuous employment shall be considered the first workday. In the event of identical beginning dates of employment, the following dates shall be used to determine the seniority order: the first shall be the date

when the Board signed the employee's contract for the most recent period of employment. A teacher on an approved leave of absence shall be considered in continuous employment of the school district; the second shall be the date when the employee signed his/her contract for the most recent period of continuous employment.

4. Once each teacher's days of seniority are established s/he shall be placed into one or more of the assignment groups (as set forth in Article 12.2(B)) in descending order according to the number of days of seniority each teacher has accumulated. Seniority days are based upon the total days worked for the school district, not the number of days worked in any particular assignment group.
- B. The Seniority Committee shall distribute the seniority list to each faculty member. Unless the teacher has notified the Seniority Committee in writing by December 1<sup>st</sup>, it shall be assumed that each teacher agrees with the information on the list. Any future revisions to the seniority list shall be distributed to those teachers affected.
- C. In the event that a teacher accepts a teaching assignment which jeopardizes his/her seniority, that teacher shall retain his/her previous seniority assignment group(s).
- D. If new teaching assignment groups are added (e.g. early education), members of the Board and the Association, with input from the Seniority Committee, will meet and draft a side letter of agreement to add the new group(s).
- E. A teacher eligible for seniority under this Agreement and who subsequently is assigned to employment as a FWSU teacher shall continue to retain and accrue seniority under this Agreement for such service in FWSU, provided that the period of employment is continuous.

## 12.2

- A. In the event the Board determines for any reason that it is necessary to eliminate or reduce teaching position(s), teachers shall be laid off in reverse order of seniority within their assignment group as noted below. Teachers who are to be laid off shall be notified by April 1st or within thirty (30) calendar days of the passage of the school district budget for the year in which the lay off shall be effective, whichever comes first. Contracts will be issued to rehired teachers by April 15<sup>th</sup>, or within 15 calendar days of the passage of the school district budget, whichever is later.

### **Assignment Groups**

Early Education

K-6 Classroom

7-12 Disciplines:

- Language Arts
- Foreign Language(s)
- Social Studies
- Science
- Business
- Driver Education
- Living Arts
- Technical Education
- Math

K-12 Disciplines:

- Nurse
- Physical Education
- Library
- Art
- Music
- Compensatory Education
- Health
- Special Education
- Computer
- Planning Room Specialist
- Guidance
- Enrichment
- Speech Language Pathologist

- B.** Teachers shall be placed in all their respective assignment groups on the seniority list. Each assignment group will reflect the total number of days that the teacher has worked in the district. If a teacher with more than one teaching assignment is subject to a layoff, s/he shall retain the position in the non-affected assignment group.

**12.3**

- A.** Any teacher who is laid off under this Article shall retain recall rights for two years to run from beginning September 1<sup>st</sup> of the school year in which the lay off takes effect. Recall shall be in reverse order of seniority for the individuals certified and qualified for any position that becomes available. It is the responsibility of the teacher to keep the Superintendent informed of his/her current address and any changes in his/her certification or qualifications while on layoff. The Superintendent shall send notices of recall by certified mail to the teacher's most current address. The teacher shall have ten (10) calendar days to respond to the recall. If the teacher fails to respond affirmatively to the recall within ten (10) calendar days, then that teacher shall be deemed to have refused the recall. The Superintendent shall then notify the next certified and qualified candidate on the list for recall. A teacher who refuses a recall for a permanent position shall go to the bottom of the list for recall, but shall in no case remain on the recall list for more than two years.
1. The seniority committee shall prepare one recall list consisting of all laid off teachers in reverse order of seniority and without consideration of the assignment group. The list shall include all the areas of certification held by each of the teachers.
  2. When a teaching position becomes available, the Superintendent shall notify in writing all teachers with the required certification. All those notified shall have ten (10) calendar days to respond in writing of their interest in the open position. The position shall be offered to the most senior of those who respond affirmatively. If that teacher fails to respond to a recall notice within ten (10) calendar days, that teacher shall be deemed to have refused a recall. If a teacher refuses a recall

before the ten (10) days, the administration shall offer the position to the next candidate on the recall list.

3. A teacher refusing any offered position, either full-time, part-time or temporary, shall be moved to the bottom of the recall list, but shall in no case remain on the recall list for more than two years.
4. When a full-time teacher is laid off and later accepts a part-time position, s/he retains his/her position on the on the recall list. If a full-time position subsequently becomes available, then s/he shall be offered that position. The administration's responsibility is to restore full-time-equivalent status to teachers who have been laid off provided they have the appropriate certification.
5. When several positions are available for recall, the administration shall determine the order in which the positions shall be offered.
6. The school has the obligation to restore a teacher to a position equal in time to the one that s/he previously held. However, existing full-time positions need not be altered to accomplish this. The administration has the option, but is not required, to offer a full-time position to the teacher in question.

## Article 13: Grievances and Arbitration

- 13.1** The Board and the Association agree that they shall use their best efforts to encourage the informal and prompt settlement of complaints and grievances, which may arise between the Board and the Association. The orderly process hereinafter set forth shall be the sole method for the resolution of all complaints and grievances.
- 13.2** A grievance is a complaint involving the work situation. A grievance may be a claim that there has been deviation from or a misunderstanding or misapplication of a practice or policy. A grievance may also be a claim that there has been a violation, misinterpretation, misapplication, and inequitable or otherwise improper application of any provision of this Agreement.
- 13.3** Any employee in the bargaining unit may present and discuss his/her complaint with a representative of the Association. Similarly a representative of the Association may present and discuss a complaint on behalf of any employee or groups of employees with the principal of the school and/or the Superintendent involved and shall be entirely informal. Any settlement, withdrawal, or disposition of a complaint at this informal stage shall not constitute a binding precedent of similar complaints or grievances.
- 13.4**
- A.** The employee may file grievances in the bargaining unit on his/her behalf, or by the Association on its behalf or on behalf of any employee or group of employees in the bargaining unit.
  - B.** A grievance must be filed by an employee or the Association within thirty (30) calendar days following the time at which the grievant or the Association could have reasonably been aware of its occurrence. Any grievances not processed in accordance with the time limits specified herein shall be deemed waived by the grievant and the Association, unless the parties mutually agree to waive any of the time limits specified herein by written agreement. Working days shall mean days when school is in session, except that after the last scheduled teacher work day when working days shall mean all weekdays except for legal state and federal holidays.
    - Step 1.** A grievance shall be stated in writing, setting forth the basis therefore and the remedy requested. All grievances shall be filed with the principal of the school or his/her designee. The principal or his/her designee shall, within seven (7) working days of the receipt of the grievance, meet with the grievant and a representative of the Association for

the purpose of discussing the grievance. The principal or his/her designee shall, within seven (7) working days after the grievance meeting, issue a decision with reasons in writing to the grievant and the Association.

**Step 2.** If the grievance has not been settled at Step 1, then within seven (7) working days after receipt of the written decision of the principal or his/her designee, or the expiration of the time limits for making such decision, the grievant or the Association shall forward the grievance to the Superintendent or his/her designee, together with a copy of the decision of the principal or his/her designee. The Superintendent or his/her designee shall, within seven (7) working days of the receipt of the grievance, meet with the grievant and a representative of the Association for the purpose of discussing the grievance. The Superintendent or his/her designee shall, within seven (7) working days after the grievance meeting, issue his/her decision with reasons in writing to the grievant and the Association.

**Step 3.** If a grievance has not been settled at Step 2, then within seven (7) working days after receipt of the written decision of the Superintendent or his/her designee, or the expiration of the time limits for making such decision, the grievant or the Association shall forward the grievance to the Chair of the Board or to his/her designee together with a copy of the decision of the Superintendent or his/her designee. The Chair of the Board or his/her designee shall, within seven (7) working days of the receipt of the grievance, meet with the grievant and representative of the Association for the purpose of discussing the grievance. The Chair of the Board or his/her designee shall, within seven (7) calendar days after the grievance meeting, issue his/her answer in writing to the grievant and the Association.

**Step 4a.** Arbitration. If the grievance has not been settled at Step 3, then, within seven (7) working days after the receipt of the written decision of the Chair of the Board or his/her designee, the grievant or the Association may request arbitration by giving notice to that effect by certified mail, directed to the Superintendent or his/her designee and to the American Arbitration Association. An arbitrator shall be jointly chosen by the Board and the Association. If the parties cannot select a mutually acceptable arbitrator, then the arbitrator shall be selected by the American Arbitration Association. The arbitration procedure shall be in accordance with the rules of the American Arbitration Association. In no event shall the arbitrator have authority to add to, subtract from, modify, or amend the provisions of this Agreement.

**Step 4b.** A final decision or award of the arbitrator shall be made within thirty (30) calendar days after the closing of the hearing. Such decision or award shall be binding upon the Association and the Board, and the employees affected thereby. The cost of arbitration shall be borne equally by the parties. Costs of transcripts, if desired, shall be borne by the party so desiring. Expenses for witnesses, however, shall be borne by the party who calls them, except that no employee or grievant within the school system shall lose a day's pay for appearing as a witness or by subpoena at an arbitration proceeding. Nor shall the employee or the grievant lose a day's pay for appearing as a witness in any step of the grievance proceeding.

**13.5** At either Step 1 or Step 2, if the administrative official feels it is not appropriate for him/her to make a decision on the grievance, then by mutual agreement between the grievant and the administrative official the grievance shall be passed through to the next step. The passage shall take place within four (4) working days.

**13.6** All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

13.7 No reprisals of any kind shall be taken by the Board, the administration, or the Association against any teacher because of his/her participation or non-participation in any aspect of this grievance procedure.

**Article 14: Agreement**

14.1 The Board and the Association agree to re-open negotiations to discuss articles under Article 8.5

14.2 By mutual consent of the parties, this Agreement is entered into this 25<sup>th</sup> day of March 2010. In witness whereof, we hereby affix our signatures as the duly authorized representatives of the respective parties.

**Signatures**

Margaret B Stewart  
Fairfax Board of School Directors Representative  
April 1, 2010  
Date Signed

Bruce Cartman  
Witness

John Woodley  
Fairfax Education Association Representative  
March 31, 2010  
Date Signed

J. J. [Signature]  
Witness

**Appendix A-1**  
**Salary Schedule 2010-2011**

<b>Step</b>	<b>B</b>		<b>B+15</b>		<b>B+30</b>		<b>B+45*</b>		<b>M</b>		<b>M+15</b>		<b>M+30</b>	
<b>1</b>	\$33,400	1.0	\$35,070	1.05	\$36,740	1.1	\$38,410	1.15	\$39,078	1.17	\$40,748	1.22	\$42,418	1.27
<b>2</b>	\$35,070	1.05	\$36,740	1.1	\$38,410	1.15	\$40,080	1.2	\$40,748	1.22	\$42,418	1.27	\$44,088	1.32
<b>3</b>	\$36,740	1.1	\$38,410	1.15	\$40,080	1.2	\$41,750	1.25	\$42,418	1.27	\$44,088	1.32	\$45,758	1.37
<b>4</b>	\$38,410	1.15	\$40,080	1.2	\$41,750	1.25	\$43,420	1.3	\$44,088	1.32	\$45,758	1.37	\$47,428	1.42
<b>5</b>	\$40,080	1.2	\$41,750	1.25	\$43,420	1.3	\$45,090	1.35	\$45,758	1.37	\$47,428	1.42	\$49,098	1.47
<b>6</b>	\$41,750	1.25	\$43,420	1.3	\$45,090	1.35	\$46,760	1.4	\$47,428	1.42	\$49,098	1.47	\$50,768	1.52
<b>7</b>			\$45,090	1.35	\$46,760	1.4	\$48,430	1.45	\$49,098	1.47	\$50,768	1.52	\$52,438	1.57
<b>8</b>			\$46,760	1.4	\$48,430	1.45	\$50,100	1.5	\$50,768	1.52	\$52,438	1.57	\$54,108	1.62
<b>9</b>			\$48,430	1.45	\$50,100	1.5	\$51,770	1.55	\$52,438	1.57	\$54,108	1.62	\$55,778	1.67
<b>10</b>					\$51,770	1.55	\$53,440	1.6	\$54,108	1.62	\$55,778	1.67	\$57,448	1.72
<b>11</b>					\$53,440	1.6	\$55,110	1.65	\$55,778	1.67	\$57,448	1.72	\$59,118	1.77
<b>12</b>					\$55,110	1.65	\$56,780	1.7	\$57,448	1.72	\$59,118	1.77	\$60,788	1.82
<b>13</b>							\$58,450	1.75	\$59,118	1.77	\$60,788	1.82	\$62,458	1.87
<b>14</b>							\$60,120	1.8	\$60,788	1.82	\$62,458	1.87	\$64,128	1.92
<b>15</b>							\$61,790	1.85	\$62,458	1.87	\$64,128	1.92	\$65,798	1.97
<b>16</b>							\$63,460	1.9	\$64,128	1.92	\$65,798	1.97	\$67,468	2.02
<b>17</b>									\$65,798	1.97	\$67,468	2.02	\$69,138	2.07
<b>18</b>									\$67,468	2.02	\$69,138	2.07	\$70,808	2.12

**\*The B+45 column shall be limited to:**

*Teachers in the column as of 7/1/2010 (no teacher hired after 6/30/2007 shall be placed into or have access to the B+45 column)*

**Appendix A-2**  
**Salary Schedule 2011-2012**

Step	B		B+15		B+30		B+45*		M		M+15		M+30	
1	\$33,600	1.0	\$35,280	1.05	\$36,960	1.1	\$38,640	1.15	\$39,312	1.17	\$40,992	1.22	\$42,672	1.27
2	\$35,280	1.05	\$36,960	1.1	\$38,640	1.15	\$40,320	1.2	\$40,992	1.22	\$42,672	1.27	\$44,352	1.32
3	\$36,960	1.1	\$38,640	1.15	\$40,320	1.2	\$42,000	1.25	\$42,672	1.27	\$44,352	1.32	\$46,032	1.37
4	\$38,640	1.15	\$40,320	1.2	\$42,000	1.25	\$43,680	1.3	\$44,352	1.32	\$46,032	1.37	\$47,712	1.42
5	\$40,320	1.2	\$42,000	1.25	\$43,680	1.3	\$45,360	1.35	\$46,032	1.37	\$47,712	1.42	\$49,392	1.47
6	\$42,000	1.25	\$43,680	1.3	\$45,360	1.35	\$47,040	1.4	\$47,712	1.42	\$49,392	1.47	\$51,072	1.52
7			\$45,360	1.35	\$47,040	1.4	\$48,720	1.45	\$49,392	1.47	\$51,072	1.52	\$52,752	1.57
8			\$47,040	1.4	\$48,720	1.45	\$50,400	1.5	\$51,072	1.52	\$52,752	1.57	\$54,432	1.62
9			\$48,720	1.45	\$50,400	1.5	\$52,080	1.55	\$52,752	1.57	\$54,432	1.62	\$56,112	1.67
10					\$52,080	1.55	\$53,760	1.6	\$54,432	1.62	\$56,112	1.67	\$57,792	1.72
11					\$53,760	1.6	\$55,440	1.65	\$56,112	1.67	\$57,792	1.72	\$59,472	1.77
12					\$55,440	1.65	\$57,120	1.7	\$57,792	1.72	\$59,472	1.77	\$61,152	1.82
13							\$58,800	1.75	\$59,472	1.77	\$61,152	1.82	\$62,832	1.87
14							\$60,480	1.8	\$61,152	1.82	\$62,832	1.87	\$64,512	1.92
15							\$62,160	1.85	\$62,832	1.87	\$64,512	1.92	\$66,192	1.97
16							\$63,840	1.9	\$64,512	1.92	\$66,192	1.97	\$67,872	2.02
17									\$66,192	1.97	\$67,872	2.02	\$69,552	2.07
18									\$67,872	2.02	\$69,552	2.07	\$71,232	2.12

**\*The B+45 column shall be limited to:**

*Teachers in the column as of 7/1/2010 (no teacher hired after 6/30/2007 shall be placed into or have access to the B+45 column)*

**Appendix B**  
**Step Placement Schedule 2010-2011 and 2011-2012**

		<b>B</b>	<b>B+15</b>	<b>B+30</b>	<b>M</b>	<b>M+15</b>	<b>M+30</b>		
<b>Years Teaching Experience</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>Step Placement</b>	
	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>		
	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>		
	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>		
	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>		
	<b>5</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>		
	<b>6</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>		
	<b>7</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>		
	<b>8</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>		
	<b>9</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>7</b>		
	<b>10</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>7</b>		
	<b>11</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>8</b>		
	<b>12</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>9</b>	<b>8</b>		
	<b>13</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>7</b>	<b>9</b>	<b>8</b>		
	<b>14</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>8</b>		
	<b>15</b>	<b>6</b>	<b>9</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>9</b>		
	<b>16</b>	<b>6</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>11</b>	<b>10</b>		
	<b>17</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>		
	<b>18</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>		
	<b>19</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>		
	<b>20</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>		
	<b>21</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>14</b>		
	<b>22</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>14</b>		
	<b>23</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>15</b>		
	<b>24</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>15</b>	<b>15</b>	<b>16</b>		
	<b>25</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>15</b>	<b>15</b>	<b>17</b>		
	<b>26</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>16</b>	<b>16</b>	<b>18</b>		
	<b>27</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>16</b>	<b>16</b>	<b>18</b>		
	<b>28</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>17</b>	<b>17</b>	<b>18</b>		
	<b>29</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>17</b>	<b>17</b>	<b>18</b>		
	<b>30</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>18</b>	<b>18</b>	<b>18</b>		
	<b>31</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>18</b>	<b>18</b>	<b>18</b>		
<b>32</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>18</b>	<b>18</b>	<b>18</b>			