

# 2023-24 COLLECTIVE BARGAINING AGREEMENT

*Adopted: June 14<sup>th</sup>, 2023*

This Collective Bargaining Agreement between the Glenns Ferry Education Association and the Glenns Ferry School District includes the following:

**1. Immediate Family Illness:** The Board of Trustees will grant leave-of-absence to any employee whose immediate family members are seriously ill or have been critically injured. The Board is not required to pay an employee(s) who takes this leave. However, employee may elect to take any accrued personal leave, sick leave or paid vacation.

Immediate family includes children, grandchildren, father, mother, grandfather, grandmother, husband, wife, sister, brother, and in-laws of the same.

**2. Employee Sick Leave:** Sick leave is accumulated at a rate of nine (9) days per school year. For the calculation of retirement benefits, sick leave days will be accumulated (with no cap) and recorded with the State at the time of retirement. Leaves of Absences (Policy 5400 Adopted December 15, 2005/August 13, 2014/September 13, 2017).

**3. Death or Bereavement:** The Board of Trustees will grant leave-of-absence with pay to any employee whose immediate family member(s) has passed away.

Immediate family includes children, grandchildren, father, mother, grandfather, grandmother, husband, wife, sister, brother, and in-laws of the same.

Death or Bereavement leave is a maximum of ten (10) days per school year, and is in addition to any other leave provided by the District. One of these ten (10) days may be used for bereavement leave due to death of an aunt, uncle, niece, and/or nephew.

There will be one (1) day leave for the day of the funeral to be deducted from the employee's sick leave for any family's member who is not immediate family.

**4. Personal Leave:** The Board of Trustees shall grant three (3) days of personal leave to certificated staff with pay upon proper request. Of these three (3) days of personal leave days, unused leave will be reimbursed to certificated employees at current certified substitute rate of pay of \$80.00. Requests for personal leave shall be made in writing and submitted to the Supervisor a minimum of two (2) days prior to the absence. In extreme situations a verbal request may be made. All personal days will be used before leave without pay (LWOP) is an option.

Additional personal leave days will be available at a reduction of salary appropriate to the length of the employee's contract: 1/150, 1/164, 1/167, 1/179, 1/ 215, 1/240 and 1/260.

No personal leave time off during scheduled Parent Conferences and Professional Development days without written permission from Superintendent or designee. Written request must be made one (1) week prior.

No more than 10% of the teachers in the district shall be allowed to take personal leave at the same time. The District administration must make an earnest effort to hire a substitute when a teacher is absent.

**5. Professional Leave:** The Board of Trustees will grant three (3) days of professional leave with pay to each employee for attendance at workshops, conferences or state department meetings. For professional leave to be

approved there must be a connection between the employee's assignment and knowledge to be gained. One of these professional leave days may be used by coaches for attending conferences and/or clinics in the areas of their extracurricular assignment. This day must be approved by the athletic director and building principal.

#### Workshops

- In the employee's major
- In the employee's minor
- In general education classes including such areas as special education, discipline, technology, Safe and Drug-Free Schools, reading and school improvement
- In areas related to the employee's teaching assignment such as Gifted and Talented programs, Business Professionals of America, Future Farmers of America, and Future Hispanic Leaders of America.

#### Conferences

- In the employee's major
- In the employee's minor
- In general education classes including such areas as special education, discipline technology, Safe and Drug-Free Schools, reading and school improvement
- In areas related to the employee's teaching assignment such as Gifted and Talented programs, Business Professionals of America, Future Farmers of America, and Future Hispanic Leaders of America.
- Attendance at district, regional, state, or national professional organization conferences/trainings to include Idaho Education Association, Idaho Middle Level Association, etc.

Requests for professional leave must be made in writing and submitted to the Supervisor a minimum of one (1) day in advance.

Professional leave may be granted on the day preceding or the day following a school holiday.

No more than 10% of the teachers in the district shall be allowed to take professional leave at the same time.

**6. Family/Medical Leave:** The Board of Trustees will grant eligible employees a leave of absence of up to twelve (12) weeks during a twelve (12) month period for the following reasons: 1) the birth of a child; 2) the placement of a child for adoption or foster care with the employee; 3) because of a serious health condition that makes the employee unable to perform the functions of the job; 4) to care for the employee's spouse, child, or parent with a serious health condition; or 5) for any qualifying exigency arising out of the fact that a spouse, son, daughter, or parent of the employee is on active duty status, or has been notified of an impending call to active duty status, in the Armed Forces.

An employee is eligible to take FMLA leave if the employee has been employed for at least twelve (12) months, and has worked at least one thousand two hundred fifty (1,250) hours during the twelve (12) months immediately prior to the date when the leave is requested. Further, an employee may only be eligible if there have been at least fifty (50) District employees within a seventy-five (75) mile radius.

An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active duty is entitled to up to twenty six (26) weeks of leave in a single twelve (12) month period to care for the service members.

The Board may require an employee to report periodically concerning their status and intention to return to work.

The Board is not required to pay employees who take family or medical leave, however, employees may elect to take any accrued personal leave, sick leave or paid vacation.

Employees will not be required to use appropriate paid leave while on FMLA Leave. Workers Compensation absences will not be designated FMLA Leave. The Board has determined that the twelve (12) month period during which an employee may take FMLA leave is: July 1 to June 30.

Medical certification shall be required to determine FMLA initial or continued eligibility as well as fitness for duty.

Intermittent leave or shortened work schedules are at the discretion of the Board, unless medically necessary, in which case the Board can transfer an employee to another position with equivalent pay and benefits.

Legal Reference: 29 CFR 825, 29 USC 2601, et seq. Family Medical Leave Act  
National Defense Authorization Act for FY 2008 (NDAA), Pub. L. 110-181

**NOTE: The FMLA applies to all School Districts as they are public agencies, and therefore covered employees under the act. However, depending on the size of the District, employees may not be eligible employees. This policy applies to school districts with fifty (50) or more employees. Those districts with less than fifty (50) employees must comply with notice and record retention but are not obligated to provide the leave as a benefit of any employee's employment.**

Policy History:

Adopted on: July 11, 2012

**7. Jury Duty:** In the absence of extraordinary circumstances, employees in the school system may be excused for jury duty. While on jury duty the employee will still receive full pay.

**8. Salary Schedule:** In order to stimulate professional growth and reward experience, the attached salary schedule will have the following criteria:

- A. Teachers and Pupil Service staff employed by the District have made the transition to the Career Ladder Formula for the current salary schedule at which the State Department of Education will reimburse the district 2023-24 Career Ladder Schedule. Movement and placement will be determined by following Career Ladder Law (I.C. 33-1004B) "see attached"
- B. Credits must be from a nationally accredited college or university and must be verifiable by an official transcript. Official transcripts must be mailed to the district office prior to August 31 or verification of summer class in progress and official transcripts within 30 days of completion of class or thirty (30) days after acceptance of position if hired after August 1.
- C. A committee composed of elementary teachers, secondary teachers, the building principal and the superintendent may evaluate courses for relevance. Appeals may be made to the Board of Trustees.
- D. The base salary is \$41,118.
- E. All full-time teaching staff shall not make less than \$41,118.

Extra-Curricular Salary Schedule: 2023-24

The extra-curricular salary schedule helps to reward experience in the different coaching positions. Their coaching positions will be determined by the number of paid years coaching experience in a public school setting. The base teacher salary is (\$23,921.00).

7-12 Athletic Director

9+	\$5745.00
8-7	\$5505.00
6-5	\$5265.00
4-3	\$5025.00
2-1	\$4785.00

High School

Football will have a head coach and two (2) assistant coaches.

All other sports (Volleyball, Boys' and Girls' Basketball, Wrestling, Softball, Baseball, Track) will have a head coach and an assistant coach.

Head Coaches

9+	\$3590.00
8-7	\$3350.00
6-5	\$3110.00
4-3	\$2872.00
2-1	\$2635.00

Assistant Coaches

9+	\$2632.00
8-7	\$2395.00
6-5	\$2155.00
4-3	\$1915.00
2-1	\$1675.00

2<sup>nd</sup> Assistant Coach (Football Only)

9+	\$2632.00
8-7	\$2395.00
6-5	\$2155.00
4-3	\$1915.00
2-1	\$1675.00

Head Cheerleader Advisor

5+	\$1675.00
4-3	\$1436.00
2-1	\$1197.00

Assistant Cheerleader Advisor

5+	\$1436.00
4-3	\$1197.00
2-1	\$957.00

Activity Directors/Advisors (FFA, Honor Society, INEEL, Speech, Drama (outside of classroom), FHLA, Business Professional of America, Middle School Music)

9+	\$600.00
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8-7	\$540.00
6-5	\$480.00
4-3	\$420.00
2-1	\$360.00

High School Pep Band, High School Choir and Annual

9+	\$2395.00
8-7	\$2155.00
6-5	\$1915.00
4-3	\$1675.00
2 1	\$1436.00

Middle School Coaches for all Sports

5+	\$1316.00
4-3	\$1077.00
2-1	\$840.00

Middle School Cheerleader Advisor

5+	\$718.00
4-3	\$600.00
2-1	\$480.00

Extended contracts for post-season play (State) will provide for the following extra compensation for coaches:  
Head coaches will receive \$100.00 per week and assistant coaches will receive \$75.00 per week.

Maximum weeks allowed:

- ❖ Volleyball 2 weeks
- ❖ Wrestling\* 2 weeks
- ❖ Baseball 2 weeks
- ❖ Softball 2 weeks
- ❖ Basketball 2 weeks
- ❖ Track\* 1 week
- ❖ Football per week

\*(There must be a minimum of four (4) individuals participating to qualify for extra pay.)

**9. Health Insurance Agreement:** The Board of Trustees will make available to all full-time and part-time (30 hours or more per week) employees: health and accident, dental, vision and/or life insurance under a group policy.

Glenns Ferry School District will strive to spend 90% of discretionary funding intended for Health Insurance for employees. This will allow for \$820.05 monthly premium benefit per employee. After health insurance choices are made by all eligible employees, any funding remaining will be redistributed to employees who have chosen employee and spouse, employee and child, employee and children or family plan coverage for medical insurance only until the district has either reached the 90% of discretionary funding intended for Health Insurance or has fully covered the employee monthly premium. The redistributed funds will not go towards employee dental, vision, or life insurance.

Married couples may combine the \$820.05 allotment for each individual towards an employee w/spouse, employee w/child/children, or employee family policy.

Employees choosing the Health Savings Account (HSA) medical option may have health benefit premium allowance remaining. The remainder of the benefit will go to an HSA account at the designated financial institution chosen by GFSD. The benefit placed into the HSA by the district will not exceed the annual contribution limit set in IRS law.

Spouse coverage shall be made available through payroll deduction.

Insurance Benefits for Employees (Policy 5430 - adopted December 15, 2005/Revised 06/20/18).

Employees who are contracted for 167 days or more, and work a full day, will receive 100% of the monthly allocation. Employees who work less than full-time will receive a proportionate percentage of the benefits.

The district may pay the monthly benefit with another carrier for employees covered under COBRA.

**10. Cafeteria Plan:** This benefit shall follow the rules and regulations as specified by the IRS Code #125. The initial cost shall be paid by the school district.

**11. Life Flight:** The Board of Trustees will provide annual membership in the Life Flight Network LLC program to all permanent employees of the district.

**12. Working Conditions:** The school day will be from 7:40 a.m. to 3:45 p.m. Teachers in all schools may be required to participate in a rotating duty schedule amongst certified staff. These duty times would include before school, during lunch hours and after school. Preparation time across all schools may vary dependent upon individual school schedule but will vary no more than 15-20 minutes.

**13. Grievances Procedures:**

- Staff Grievances Procedures- Board Policy 5250- Staff Grievances, 5800-Classified Employment, Assignment, and Grievance 5800P Classified Employee Grievance Procedure
- Parent/Family/Community Grievance Procedures- Board Policy 4110-Community Relations, Board Policy 4320-Disruption of School Operations

**14. Terms of Negotiations:** GFSD will provide insurance benefit information within 72 hours of receiving said information to GFEA. In return, GFEA will provide GFSD negotiating party an explicit monetary request for compensation within one (1) week. Upon receipt of request, negotiations will begin within two (2) weeks. It is preferred negotiations be scheduled early enough that ratification can be completed tentatively by the end of the school year.

Most current version of GFSD Board Policy applies.


- Board Policy 4110-Community Relations
- Board Policy 4320 -Disruption of School Operations
- Board Policy 5105 – Certificated Personal Employment
- Board Policy 5130 – Administrative Leave
- Board Policy 5205 – Job Descriptions
- Board Policy 5220 – Assignment, Reassignment, and Transfers
- Board Policy 5250 – Staff Grievances
- Board Policy 5270 – Personal Conduct
- Board Policy 5340 – Evaluation of Certificated Personnel
- Board Policy 5350 – Certified Personnel Resignation (Release from Contract)

- Board Policy 5400 – Leave of Absence
- Board Policy 5430 Insurance Benefits for Employees
- Board Policy 5475 – Tuition Reimbursement
- Board Policy 5700 – Substitutes
- Board Policy 5740 Reduction in Force
- 5800-Classified Employment, Assignment, and Grievance
- 5800P-Classified Employee Grievance Procedure
- Memorandum of Understanding Discretionary Hours

**DURATION CLAUSE**

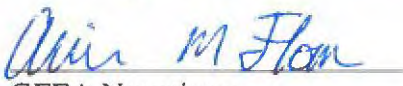
This agreement shall run from July 1, 2023 through June 30, 2024.

  
 \_\_\_\_\_  
 Board Trustee

  
 \_\_\_\_\_  
 Board Trustee

Date: 7/12/2023

Date: 7/12/23

  
 \_\_\_\_\_  
 GFEA Negotiator

  
 \_\_\_\_\_  
 GFEA Negotiator

Date: 6/27/23

Date: 6/27/23

**Career Ladder from State Dept. of Education  
adopted by Glenns Ferry School District**

<b>FY 2023-2024</b>	<b>2023-2024</b>
<b>Career Ladder Placement</b>	<b>Salary Apportionment</b>
<b>R1</b>	<b>\$ 41,118</b>
<b>R2</b>	<b>\$ 41,988</b>
<b>R3</b>	<b>\$ 42,860</b>
<b>P1</b>	<b>\$ 43,990</b>
<b>P2</b>	<b>\$ 45,773</b>
<b>P3</b>	<b>\$ 47,555</b>
<b>P4</b>	<b>\$ 49,337</b>
<b>P5</b>	<b>\$ 51,119</b>
<b>AP1</b>	<b>\$ 54,233</b>
<b>AP2</b>	<b>\$ 55,705</b>
<b>AP3</b>	<b>\$ 57,165</b>
<b>AP4</b>	<b>\$ 58,613</b>



## Memorandum of Understanding

### Discretionary Hours

Discretionary hours in the Glenns Ferry Jt. School District have occurred because there is a difference of eight (8) hours between the number of paid contract days and the number of instructional days.

The intent of discretionary hours is to encourage more staff to participate in school events beyond the normal school day. This involvement is to create good will in the community as a way to bring more community members to school events.

Discretionary hours will include but not restricted to the following:

- Minimum of three (3) athletic events
  - Ticket takers at athletic events
  - Chain gang in football
  - Announcer at football games
  - Line judges for volleyball
  - Time clock operator
  - Scoreboard operator
- Family Nights
  - Math/Technology (STEAM)
  - Reading/History
  - (NOT to include the Science Fair)
- Concession stand as Non-Advisor

Due to the fact that discretionary hours are contracted hours by the employee, your salary will be docked depending on the lack of participation, a percentage up to 1/167 of your contract.

#### History

Adopted: August 14, 2019

Reviewed: May 19, 2021

Updated May 9, 2023

