

**2020-2021
CONTRACT
BETWEEN
BOARD OF SCHOOL TRUSTEES
OF
BROWN COUNTY SCHOOLS
AND
THE BROWN COUNTY EDUCATORS' ASSOCIATION**

THIS CONTRACT ENTERED INTO BY AND BETWEEN THE BOARD OF SCHOOL TRUSTEES OF BROWN COUNTY SCHOOLS, HEREINAFTER CALLED THE "BOARD" AND THE BROWN COUNTY EDUCATORS' ASSOCIATION, HEREINAFTER CALLED THE "ASSOCIATION".

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85 **ARTICLE I**

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87 **RECOGNITION**

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89 A. The Board of School Trustees of the Brown County Schools hereby recognizes the
90 Brown County Educators’ Association as the exclusive representative of all certificated
91 employees, hereafter called teachers, in the school corporation.

92
93 B. Definitions

94
95 The term “teacher” when used in this Contract shall refer to all certificated
96 employees, as defined in Indiana Law, in the Brown County Schools, except for
97 Superintendent, Assistant Superintendent, All Principals, Assistant Principals, the
98 Department Chairpersons, the Attendance Officer, and all other supervisory positions
99 subsequently created by the school employer, as the term “supervisory” is defined by
100 Indiana Law, plus all part-time employees of the school employer.

101
102 C. The term “School Corporation”, when used in this Contract, shall refer to the Brown
103 County Schools of the County of Brown of the State of Indiana.

104
105 D. The term “Board” shall mean the Board of School Trustees of the Brown County Schools
106 and shall include authorized officers, representatives and agents. The term “Association”
107 shall mean the Brown County Educators’ Association and shall include authorized
108 officers, representatives, and agents.

109
110 E. The term “days” shall mean school day, except when such term is expressly defined as
111 “calendar days.”

112
113 **ARTICLE II**

114
115 **SEVERABILITY**

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117 If any provision of this Contract is held to be contrary to law, then such provision shall not be
118 deemed valid and subsisting except to the extent permitted by law, but all other provisions shall
119 continue in full force and effect.

120
121 **ARTICLE III**

122
123 **RETIREMENT/SEVERANCE**

124
125 The 401(a) plan established for teachers, and the Plan administrator will be determined by the
126 Board after receiving a recommendation from a joint committee of the School Administration
127 and the Association.

128
129 A. **401(a) Plan**

130
131
132 1. The Board will contribute \$625.00 per contract year to a 401(a) account for each
133 teacher who elects Plan A on or before September 1st. The plan will vest upon
134 completion of the 5th year of service to the Brown County School Corporation.

- 136 2. For every dollar contributed to a 403(b) plan by teachers, the Board will contribute
137 matching dollars, up to \$450.00 per year to a 401(a) defined contribution. The teacher
138 contribution to the match program shall vest immediately. The Board contribution to
139 the match will vest after 5 years of service to the Brown County School Corporation.
140
- 141 3. The Board shall contribute to a 401(a) defined contribution plan \$100 per day of
142 unused sick leave up to a maximum of ten (10) days per year for any teacher electing
143 to cash out sick leave days in excess of 90 pursuant to this provision. The Board
144 contribution under this provision shall be immediately vested and portable.
145

146 **B. Medicare Bridge Benefit Program**

147
148 A teacher may participate in a Medicare Bridge Benefit Program, (hereinafter called the
149 "Program"), in this School Corporation. All teachers meeting the eligibility requirements
150 set forth below shall qualify for this program.
151

- 152 1. To be eligible a teacher must meet all the following requirements and provisions:
153
- 154 a. Be at least 55 years of age during the school year for which the teacher applies to
155 begin participation in the Program; and
 - 156
 - 157 b. Have not less than twenty (20) years teaching experience in this School
158 Corporation; and
 - 159
 - 160 c. Have made a non-binding application to the Superintendent, in writing, for
161 participation in the Program by July 1st of the year preceding retirement and have
162 sent a binding letter of intent to retire to the Superintendent by April 1st of the
163 year of retirement. In the event of an unforeseen retirement, the Board, at its
164 discretion, may waive said July 1st notification date; and
 - 165
 - 166 d. Provide written evidence of permanent retirement from teaching.
167
- 168 2. A Program stipend shall be paid at the rate of Five Thousand Dollars (\$5,000.00) per
169 year for each subsequent year following the year of retirement starting with the first
170 regular pay in September up to and including the year the said teacher first reaches
171 the normal Medicare eligibility age, or 10 years, whichever is less (the age at which
172 one can retire and still collect full medical benefits). If the teacher qualifies for Part
173 A of the Medicare Act before the September 1st payment is to be made, he/she will
174 not receive the payment for that year or any subsequent years. Payment will be made
175 monthly to the teacher's VEBA account. Such payment for an individual
176 participating teacher shall remain fixed at the stated amount contained herein for the
177 entire duration of such teacher's participation and shall not be changed for such
178 teacher due to revision of the amount in a successor Contract.
179
- 180 3. The teacher who participates in the Program will not receive the salary, fringe
181 benefits, or any other paid or unpaid benefits provided elsewhere in this Contract,
182 except that such teacher may continue to be enrolled in the School Corporation's
183 medical insurance plan for the duration of participation in the Program, and may
184 apply said VEBA account toward the cost of the medical insurance plan, but such
185 teacher will be responsible to pay the balance of the insurance premium applicable to

186 the insurance coverage. It will be the responsibility of the teacher to pay such
187 insurance premiums due in the manner designated by the Superintendent.
188

- 189 4. The teacher shall cease to be a participant in the Program, and no further payments as
190 provided hereinabove in Paragraph B-2 will be due or payable to the teacher, (1)
191 when the teacher has completed the school year (July 1 to June 30) in which the
192 teacher first reaches normal Medicare eligibility age (the age at which one can retire
193 and still collect full Medicare benefits), or (2) the teacher has received the maximum
194 number of annual payments for which the teacher qualifies (not to exceed ten (10)
195 annual payments), or (3) when the teacher has died before completion of the Program,
196 provided, however, that the payment shall be prorated for the year of the teacher's
197 death.
198
- 199 5. Should the Board subsequently determine to rehire a teacher who elected to retire
200 under this option, no Medicare bridge stipend as provided hereinabove in B-2 will be
201 due or payable to the teacher, and further, no Medicare bridge stipend as provided
202 herein in this Program will be paid upon retirement a second (2nd) time.
203

204 **C. Retirement Benefits**

205
206 A teacher who retires from teaching while employed in this School Corporation
207 (including early retirement) may continue to participate in this School Corporation's (1)
208 group medical and (2) dental and vision insurance plan, for the duration of participation
209 in the Program, provided said teacher meets any applicable age or years of service
210 requirements specified by applicable state law, and:
211

- 212 1. Provides written evidence of permanent retirement from teaching;
213
214 2. Was enrolled in the plan he or she wishes to continue in the school year immediately
215 preceding retirement; and
216
217 3. Pays the entire (total) insurance premium applicable to the insurance plan desired and
218 remits such payment to this School Corporation's business office prior to the due date
219 each month, or pays such IRS allowable insurance costs from the teacher's VEBA
220 account.
221

222 **ARTICLE IV**

223
224 **DEDUCTIONS**

225
226 Upon written authorization from the teacher, the Board agrees to make appropriate salary
227 deductions and remit such deductions to mutually agreed upon Banking Institutions,
228 Insurance Companies, and Annuity Plan(s). Banking Institutions' deductions will be
229 taken from each of the twenty-four (24) scheduled pay periods. Deductions for annuity
230 plans will be taken from each of twenty-four (24) pay periods and health insurance
231 premiums will be taken over twenty-four (24) pays periods. All deductions will be
232 transferred electronically to the appropriate institution within forty-eight (48) hours of the
233 payroll date. Written authorization for deductions of any program must be submitted to
234 the payroll office fourteen (14) days prior to the first deduction. In the event a teacher
235 wishes to terminate any scheduled deduction plan, written authorization must be
236 submitted to the payroll office at least fourteen (14) days prior to the desired cancellation

237 date. If any notification of cancellation is required by a company or companies, such
238 responsibility of notification is borne solely by the individual member.

239
240 **ARTICLE V**

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242 **TRANSPORTATION**

- 243
244 A. For all personnel for whom the Board authorizes payment, reimbursement for use of
245 privately owned automobiles used for school business shall be paid per mile at the IRS
246 rate in effect on the date the mileage was incurred.

247
248
249 **ARTICLE VI**

250
251 **LEAVE OF ABSENCE**

252 A. Sick Leave

253
254 For absences caused by illness of the teacher or for illness in the immediate family, each
255 teacher, shall be allowed six (6) days with compensation each year accumulative to
256 ninety (90) days. (The parties intend for the number of sick leave days granted herein
257 and the number of personal leave days granted in Article VI, Paragraph C below to
258 satisfy the requirements set forth in IC 20-28-9-9.) For this paragraph, immediate family
259 is defined as illness to spouse, children, or other person living in the teacher's home.

- 260
261 1. Teachers on summer teaching employment shall be eligible to use sick leave on the
262 same basis as is used during the regular school year.
- 263
264 2. Sick leave days accumulated by a teacher prior to a leave of absence shall be credited
265 to the teacher upon return.
- 266
267 3. Individual teachers shall be given a written accounting of accumulated sick leave by
268 October 1st of each school year, including those days above the current maximum
269 number of sick days.
- 270
271 4. Sick leave day accumulation shall be limited to 90 days-
- 272
273 5. Due to COVID-19, the parties have agreed to suspend the attendance incentive
274 language contained herein for the 2020-2021 school year. If a teacher uses zero (0)
275 days of sick/personal leave days during the school year, the corporation shall provide
276 the teacher a stipend of \$500 prior to the beginning of the following school year. If a
277 teacher uses only one (1) day of sick/personal leave during the school year, the
278 corporation shall provide the teacher a stipend of \$400 prior to the beginning of the
279 following school year. If a teacher uses only two (2) days of sick/personal leave
280 during the school year, the corporation shall provide the teacher a stipend of \$300
281 prior to the beginning of the following school year.
- 282
283 6. Teachers may use sick days in partial increments in order to supplement partial paid
284 day leaves under pandemic relief laws so that the combination of the partial paid day
285 through pandemic relief and partial sick days equal a full day of pay for pandemic relief
286 qualified leaves.
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B. Sick Leave Bank

The School Corporation shall, within ten (10) days after the beginning of the school year of initial participation, upon receipt of a properly completed and signed Sick Leave Bank Authorization Form deduct one (1) day's sick leave from the authorizing employee's earned sick leave allotment. This Sick Leave Bank shall be for the use of all certified bargaining unit members and shall be used only for those who have exhausted their own personal accumulation.

Should the number of sick leave days in the bank fall below 300 (as recorded on August 15th of each year), then members who wish to continue to participate for the remainder of that year shall be required to contribute one (1) additional day by August 30th of the school year in order to maintain membership, but no further requests for contributions from current members shall be made during that school year even if the sick leave bank becomes totally exhausted. This donation to the sick leave bank shall not be counted as a day used by the teacher per Article VI (A) (5) nor as a day used per the evaluation plan. Donations to the sick bank other than those described for initial membership shall be required only when the sick bank becomes exhausted during the school year. In such event, each member of record for the current school year or the immediate past school year, as appropriate, shall donate an additional day in order to remain a member in good standing.

Membership in the Sick Leave Bank shall be continuing from year to year. Each teacher shall be notified in writing with the first or second paycheck of each school year of their ongoing participation in the Sick Leave Bank. Individual participation shall be voluntary. Individuals employed after the beginning of the applicable school year shall be given the opportunity to become a member of the Sick Leave Bank provided they complete and submit the appropriate membership forms within ten (10) days after the date of employment and donate one (1) day to the sick bank.

The Board and the Association agree to the following rules for administration of the Sick Leave Bank:

1. The Board shall not be obligated for any additional days in the Sick Leave Bank over a maximum of 300 days per school year or current number in the bank during the school year unless otherwise agreed to by the Board and the Association.
2. The maximum number of days to be offered to any one (1) member shall be sixty (60) days per year.
3. Any participating member who has exhausted his/her accumulated sick leave will be eligible to apply to the Sick Leave Bank.
4. Requests to withdraw Sick Leave Bank days require:
 - a. Doctor's statement indicating the nature of the illness/disability.
 - b. Verification from the central office that the teacher's personal sick leave days have been exhausted and he/she is not receiving any public funds or benefits

338 derived from public funds as partial or full compensation for the illness or
339 disability causing the absence.

- 340
- 341 5. A Sick Leave Bank Review Committee shall be formed comprised of three (3)
342 teachers appointed by the president of the Association and two (2) administrators
343 appointed by the Superintendent. This committee shall have the full responsibility in
344 granting, denying or suspending grants of sick days from the Sick Leave Bank,
345 provided however; the above rules are adhered to.
- 346
- 347 6. Days contributed shall not be transferable to another school corporation or used
348 outside of sick bank provision.
- 349
- 350 7. Persons who shall have failed to join the Sick Leave Bank in the year in which they
351 first had the opportunity to join shall become members only by donating one (1) day
352 for each year that they were eligible but failed to join in addition to any additional
353 days of donation required of bank members during that period.
- 354
- 355 8. Once a member of the sick leave bank has drawn days from the sick leave bank and
356 has returned to active employment with the corporation, the member shall repay one
357 (1) day for every five (5) days borrowed from the sick leave bank. These days shall
358 be repaid at the rate of one (1) day per school year, deducted at the beginning of each
359 school year.

360

361 C. Personal Leave

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363 Teachers shall be granted seven (7) days of personal leave each school year. Unused
364 personal leave shall transfer to the teacher's accumulated sick leave.

365

366 D. Court Appearances

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- 368 1. The Board will compensate teachers subpoenaed to:
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- 370 a. serve jury duty.
- 371
- 372 b. testify in court as a witness in a case in which he is not personally involved, or
- 373
- 374 c. testify in court in any suit arising out of the performance of the duties for, or
- 375 employment with, the School Corporation.

376

377 The compensation shall be for the number of days mandated to perform such obligation.

- 378
- 379 2. A teacher shall receive no pay if subpoenaed as a witness in a suit:
- 380
- 381 a. in which the teacher is a party to the lawsuit, or
- 382
- 383 b. brought against the Board by any teacher or the Association.
384 This specific exception shall not apply if the teacher is subpoenaed as a witness
385 by the Board in such suit.
- 386
- 387 3. The teacher shall give any checks earned for such service to the school employer and
388 receive their regular contractual salary from the school employer.

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E. Professional Leave

The Board, after appropriate administrative recommendation, may grant leave with pay to teachers to attend and/or participate in professional meetings, including but not limited to, educational workshops, seminars, conferences, legislative activities, and/or visitations in other schools. Other expenses incurred under this provision may be paid upon administrative recommendation and Board approval.

F. Bereavement Leave

1. Teachers shall be granted up to seven (7) consecutive calendar days (with pay for contract days) leave for the death of a family member of their immediate family. The immediate family shall be defined as including father, mother, brothers, sisters, spouse, children, father-in-law, mother-in-law, grandchild, grandparent, or a person living in the home. Should the teacher not use all five (5) contract days at the time of the bereavement, one (1) day remaining of the five (5) contract days shall be available during the same school year for the teacher to settle estate matters.
2. Teachers shall be granted three (3) consecutive days leave for death of any other relative not defined as immediate family.
3. Bereavement leave shall begin on either the day of the death of the relative or the day following the day of death. When the funeral or memorial service is scheduled to be outside this time period, the teacher may appeal to the Superintendent or his/her designee to begin the bereavement leave at a time other than the day of death or the day after the death in order to accommodate attendance at the funeral.

G. Maternity Leave

Maternity leave may be taken consistent with Indiana statute. A teacher who is pregnant may continue in active employment as late into pregnancy as she wishes, if she can fulfill the requirements of her position. Temporary disability caused by pregnancy shall be governed by the following:

1. All or part of a leave taken by a teacher because of a temporary disability caused by pregnancy may be charged, at her discretion, to her available sick days. However, the teacher is not entitled to take accumulated sick leave days when the teacher's physician certifies that the teacher is capable of performing the teacher's regular teaching duties. The teacher is entitled to complete the remaining leave without pay.
2. During any unpaid portion of the leave the teacher may maintain coverage in any group insurance program by paying the total premium including the School Corporation's share attributable to the leave period.

H. Adoption Leave

A teacher adopting a child may use up to fifteen (15) days with pay for this purpose.

439 I. Absences/Job Related Injury

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(1) As a result of an act of employment, if an injury to a certified staff member should arise out of an act of violence or battery, the school corporation will pay the difference between the compensation paid by the insurance company and the certified staff member's salary with no deduction from their accumulated sick leave. To qualify for this, a police report should be filed and the principal shall certify that such injury was the result of school-related student, parent, guardian or patron violence or battery.

449 **ARTICLE VII**

450 **GRIEVANCE PROCEDURE**

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This Grievance procedure, hereinafter referred to as "Procedure", stipulates the conditions under, and the procedures by which, grievances alleged by certain certificated school employees as defined in this Contract shall be processed. If any such grievances arise, there shall be no stoppage or suspension of work because of such grievances; but such grievances shall be submitted to the following grievance procedures.

459 A. Definitions

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As used in this Procedure:

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1. A grievance shall be defined as an alleged violation, misinterpretation or misapplication of : any state or administrative rule or regulation, policy of the Board, specific Article or Section of this written Contract which directly affects the teacher or teachers.
2. "Superintendent" means the chief administrative officer of the school Corporation, or any person(s) designated by him/her to act in his/her behalf in dealing with certificated school employees.
3. "Grievant" means the certificated school employee(s) directly affected by the alleged violation making the claim.
4. "Days" means calendar days.

477 B. Structure

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1. Nothing herein contained shall be construed as limiting the right of any certificated school employee having a grievance to proceed independently of this Procedure.
2. The grievant may be represented by any person(s) of his own choosing at all formal levels of the Procedure, limited however to a total of three (3) representatives.
3. There shall be no additional evidence, material, allegation or remedy submitted by the grievant or his representative during the grievance process, once a formal grievance has been filed at Formal Level One, provided, however, that the Superintendent shall waive the restrictions on additional evidence or material stipulated herein upon request of the grievant provided that said additional evidence or material was either

490 not known or not available to the grievant at the time said grievance was filed at
491 Formal Level One.

492
493 C. Procedure
494

- 495 1. The number of days indicated at each level should be considered as maximum. The
496 time limits specified may, however, be extended by mutual agreement in writing of
497 the grievant and the Board.
498
- 499 2. Informal Grievance: within ten (10) days of the time the grievant first knew or
500 should have known of the act or condition upon which it is based, the grievant must
501 present the grievance to his principal or immediate supervisor or his designee by
502 meeting with him individually and privately, in an informal manner during non-
503 teaching hours. Failure of the grievant to so meet and discuss said alleged grievance
504 as provided herein shall prevent the grievant from filing said alleged grievance at any
505 formal grievance level(s). Within seven (7) days after presentation of the grievance,
506 the principal or immediate supervisor or his designee shall give his answer orally to
507 the grievant.
508
- 509 3. Formal Grievance
510
- 511 a. Level One (filing of grievance) - Within ten (10) days of the oral answer, if the
512 grievance is not resolved, it must be filed by the grievant with the principal or
513 immediate supervisor on the appropriate grievance form. The grievance form
514 shall provide the following information:
515
- 516 i. name of certificated school employee involved;
 - 517
 - 518 ii. statement of facts giving rise to the grievance;
 - 519
 - 520 iii. identify by specific reference all rules, regulations, policies of the Board or
521 specific Article(s) or Sections(s) of this written Contract alleged to be
522 violated;
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 - 524 iv. state the contention of the grievant with respect to the provision(s) of said
525 Article or Sections;
 - 526
 - 527 v. indicate the specific relief requested.
528
 - 529 vi. The formal grievance must be filed with the principal or immediate
530 supervisor by registered mail, return receipt requested, or in person provided
531 the grievant gets an initialed copy of the grievance as a receipt. A copy of
532 the grievance will be forwarded to the Association president by the grievant.
533 All postal fees for filing the grievance will be borne by the grievant. Within
534 ten (10) days from the receipt of the grievance, the principal shall:
535
- 536 a) meet with the grievant and/or his representative(s);
537
 - 538 b) forward a written decision on the appeal to the grievant and Association
539 president;
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541 c) the decision shall be forwarded by registered mail, return receipt
542 requested. Postal fees for forwarding the written decision will be borne by
543 the administration.
544

545 b. Level Two (appeal of Level One decision with Superintendent) - In the event that
546 the grievance is not resolved at Level One, the grievant may appeal the decision
547 to Level Two provided said appeal is filed with the Superintendent within
548 seventeen (17) days after the administrator receives the written grievance. Such
549 appeal shall include all material and evidence previously submitted at Level One.
550 Appeals must be filed with the Superintendent by registered mail, return receipt
551 requested, or in person provided the grievant gets an initialed copy of the
552 grievance as a receipt, with a copy of all pertinent data forwarded to the principal
553 and Association president. Postal fees for filing an appeal will be paid by the
554 grievant.
555

556 Within ten (10) days from the receipt of the appeal, the receipt of the appeal, the
557 Superintendent shall:
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- 559 i. meet with the grievant and/or his representatives(s);
- 560
- 561 ii. forward a written decision on the appeal to the grievant, principal and
562 Association president;
- 563
- 564 iii. the decision shall be forwarded by registered mail, return receipt requested.
565 Postal fees for forwarding the written decision will be borne by the
566 administration.
567

568 In the event that additional time is necessary for investigation of all pertinent
569 facts, such additional time shall be allowed by mutual agreement.
570

571 c. Level Three (appeal to Board) - In the event the grievance is not resolved at Level
572 Two, the grievant may file an appeal with the Board within seventeen (17) days
573 after the Superintendent has received the appeal. Such appeal shall include all
574 material and evidence previously submitted at Levels One and Two. A copy of
575 all material and evidence of subject appeal must be forwarded by registered mail,
576 return receipt requested, to the President of the Board, the Superintendent,
577 Principal and the Association President. Postal fees for forwarding subject appeal
578 shall be borne by the grievant.
579

580 Within twenty-one (21) days after receipt of the appeal, the Board shall hold a
581 formal hearing and render a decision on the grievance. The Board shall meet with
582 aggrieved and his/her representative and explore all pertinent material and
583 evidence submitted with the appeal.
584

585 A written decision will be forwarded by registered mail, by the Board President or
586 designee, return receipt requested, to the aggrieved, principal and Association
587 president. Postal fees charged for the forwarding of the formal decision will be
588 borne by the administration.
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591 D. Miscellaneous

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1. Decisions rendered at all formal levels of this procedure shall be transmitted by registered mail, return receipt requested, or in person. (See Appendix J).
2. All documents, communications and records dealing with the processing of a grievance shall be filed separate from the personnel files of the grievant.
3. All necessary forms for grievance procedures set forth in this Procedure shall be provided by the Superintendent.
4. Failure at any level of this Procedure to render the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next level, unless said time limits be extended by mutual consent of both parties. However, the grievance must be appealed by the grievant to the next level within the specified time limit for that level or said grievance shall be deemed resolved by the Board's answer at the previous level and abandoned.
5. Any hearing at the Informal Level and at Formal Level One, Level Two, and Level Three shall be held during non-teaching hours unless otherwise directed by the Board.
6. No certificated school employee shall use this Procedure to appeal any decision by the Board or administration if such decision is applicable to a State or Federal Regulatory Commission or Agency.
7. Certificated school employees shall follow all written and verbal directives, even if such directives are allegedly in conflict with this Contract. Compliance with such directives will not in any way prejudice the certificated school employee's right to file a grievance within the time limits herein, nor shall compliance affect the ultimate resolution of the grievance.
8. No reprisal of any kind shall be taken by or against any participant in the grievance procedure by reasons of such participation.
9. Any grievance which arose prior to the effective date of this Contract shall not be processed.
10. This Procedure supersedes and cancels all previous grievance policies or procedures, verbal or written or based on alleged past practices or procedures, and constitutes the entire procedure for the processing of grievances.

ARTICLE VIII

SALARY

- A. Salary payments to be paid under the Contract shall be made in twenty-four (24) pays, as reflected in Appendix K. All salary payments shall be made by Direct Deposit.
- B. A calendar of pay dates shall be made a part of this agreement and shall be presented in Appendix K.

- 642 C. The salary schedule for the applicable school year shall be as shown in Appendix A-1.
643 The Compensation Plan shall be shown in Appendix A-2.
644
- 645 D. Any teacher newly employed with the Brown County School Corporation will be placed
646 on the salary schedule according to recognized teaching experience mirroring the salary
647 and placement of current employees with the same degree and number of years of
648 experience. Teachers with more than 5 years of experience may be hired with a 5-year
649 cap and would then be placed on the salary schedule mirroring current employees with
650 the same degree and five years of experience. Teachers with less than 5 years of
651 experience being hired in an area of academic need may be hired with up to 5 years of
652 experience, mirroring placement on the schedule with current employees with the same
653 degree and five years of experience. No teacher will be placed beyond level B as
654 described in this paragraph without the superintendent's notification to the BCEA
655 president that program needs cannot otherwise be met. A prospective teacher in an area
656 of limited supply may be accorded up to a mirrored level M at the discretion of the
657 Board.
658
- 659 E. The amounts contained in (1) the salary schedule in Appendix A, (2) the extra duty
660 schedule in Appendix B, (3) the graduate semester hours payment herein contained in
661 Article VIII, Section E, include three percent (3.00%) of said amounts to be paid directly
662 to the Indiana State Retirement Fund by the school employer on behalf of each affected
663 teacher for payment of the teacher's share of such retirement contribution. Thus, the
664 individual teacher's contract for each affected teacher shall be written for the amount of
665 compensation payable which is less the said three percent (3.00%).
666
- 667 F. Any base salary increase earned by a teacher under this contract will be paid through a
668 retroactive amount once evaluation ratings are calculated with the remaining amount to
669 be distributed equally over the remaining pays of 2020-2021.
670

671 **ARTICLE IX**

672 **INSURANCE**

673 **A. Life Insurance**

674 The Board will pay toward the cost of a sixty thousand dollars (\$60,000) group term life
675 with accidental death benefit insurance plan for each full-time teacher employed under
676 regular contract and enrolled in the School Corporation's group life insurance plan. The
677 amount specified below, not to exceed the cost of the applicable premium, will be paid to
678 such insurance company or companies as is determined and selected solely by the Board:
679

680 \$100.00 per year.
681

682 An employee may purchase additional term life insurance in increments of \$10,000 up to
683 a maximum of \$60,000 at the employee's expense.
684

685 **B. Health and Hospitalization**

686 The Board will pay toward the cost of hospital, surgical and medical care type insurance
687 for each full-time teacher employed under regular contract and enrolled in the School
688 Corporation's group medical insurance plan. Up to the amounts specified below, not to
689
690
691
692

693 exceed the cost of the applicable premium, will be paid to such insurance company or
694 companies as is determined and selected solely by the Board.

695
696 For 2020-2021:

697
698 PPO Plan (\$2,000 deductible)

- 699
700 1. Employee Single Coverage: up to \$7,339.83 per year
701 2. Employee Child Coverage: up to \$12,811.98 per year
702 3. Employee Spouse Coverage: up to \$14,495.84 per year
703 4. Employee Family Coverage: up to \$21,650.36 per year

704
705 HDHP Plan (\$3,000/\$6,000 deductible)

- 706 1. Employee Single Coverage: up to \$7,400.21 per year
707 2. Employee Child Coverage: up to \$12,847.60 per year
708 3. Employee Spouse Coverage: up to \$14,526.56 per year
709 4. Employee Family Coverage: up to \$21,415.05 per year

710
711 HDHP Plan (\$6,000/\$12,000 deductible)

- 712 1. Employee Single Coverage: up to \$7,408.46 per year
713 2. Employee Child Coverage: up to \$12,833.74 per year
714 3. Employee Spouse Coverage: up to \$14,483.17 per year
715 4. Employee Family Coverage: up to \$21,548.70 per year

716 Current plan benefits will not be changed by the Board unless the Association has been
717 given the opportunity to discuss and make recommendations concerning such change(s).

718
719 C. Income Protection

720
721 The Board will pay toward the cost of an income protection plan for each full-time
722 teacher employed under regular contract and enrolled in the School Corporation's income
723 protection plan. The Board will pay the amount specified below, not to exceed the cost
724 of the applicable premium. The premium shall be averaged over the bargaining unit
725 members. The average cost shall be the individual teacher premium for a plan which will
726 provide for benefits of two-thirds (2/3) income to age sixty-five (65) for disabilities after
727 a waiting period of ninety (90) days:

728
729 Up to \$200.00 per year.

730
731 D. Dental/Vision Insurance

732
733 The Board will pay toward the cost of a group dental and vision insurance plan for each
734 full-time teacher employed under regular contract and enrolled in the School
735 Corporation's group dental plan. The amount specified below, not to exceed the cost of

736 the applicable premium, will be paid to such insurance company or companies as is
737 determined and selected solely by the Board.

738
739 Dental:

- 740
741 1. Employee Single Coverage: Up to \$231.84 per year;
742
743 2. Employee Family Coverage: Up to \$731.42 per year.
744

745 Vision:

- 746
747 1. Employee Single Coverage: Up to \$57.22 per year;
748
749 2. Employee Family Coverage: Up to \$137.28 per year.
750

751 Plan benefits will not be changed by the Board unless the Association has been given the
752 opportunity to discuss and make recommendations concerning such change(s).
753

754 E. Insurance Committee
755

756 The Board and the Association agree to the formation of an advisory insurance
757 committee to assess the current insurance program(s), including coverage's, premiums,
758 and carriers, and to investigate possible changes in coverage's, premiums, and carriers,
759 and to make recommendations based on its findings to the Board and the Association.
760

761 The committee shall be composed of five (5) persons appointed by the Association
762 President and five (5) persons appointed by the Superintendent to include administrators,
763 non-certified personnel and/or school board members. Each academic year the
764 Association President or designee and the Superintendent or designee shall meet to
765 formulate a meeting schedule for the committee with the view of completing its
766 investigation and recommendations 60 days prior to the anniversary date. Committee
767 recommendations shall be reached by simple majority of all ten (10) members.
768 Committee meetings shall be open to all employees.
769

770 **ARTICLE X**

771 **MISCELLANEOUS**
772

- 773
774 A. The Board agrees to exercise its right to defend teachers pursuant to its powers under the
775 Indiana General School Powers Act of 1964, Chapter 301, Section 202, Paragraph 16,
776 when the teacher's action did not violate published Board policy.
777
778 B. The Board agrees to pay the cost of any and all expanded criminal history checks and
779 expanded child protection index checks that are required by the School Corporation or
780 per I.C. 20-26-5-10. This provision shall only apply to current employees and is
781 inapplicable to applicants for employment.
782
783 C. Early Retirement Incentive – If the Board would decide to offer an early retirement
784 incentive to teachers during the 2020-2021 school year, then the Superintendent will
785 notify eligible teachers of the terms of the early retirement incentive by no later than
786 March 1, 2021. If an early retirement incentive would be offered by the Board during the

787 2020-2021 school year and an eligible teacher would like to accept the incentive, then
788 such eligible teacher must notify the Superintendent of his/her intention to accept the
789 early retirement incentive by no later than May 1, 2021.
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ARTICLE XI
TERM OF AGREEMENT

This Contract shall be effective as of July 1, 2020 and shall continue in effect through June 30, 2021.

Whenever any notice is required to be given by either of the parties to this Contract to the other party, either shall do so by registered letter at the following addresses:

If by the Association to the Board, at	P.O. Box 38 Nashville, Indiana 47448
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If by the Board to the Association, at:	701 John Street Evansville, Indiana 47713
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This Contract is made and entered into at Nashville, Indiana by and between the Board of School Trustees of the Brown County Schools, State of Indiana, party of the first part, heretofore referred to as the "Board", and the Brown County Educators' Association, party of the second part, heretofore referred to as the "Association". This Contract is so attested to by parties whose signatures appear below:

President, Board of School Trustees	Co-President, Brown County Educators' Association
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Vice-President, Board of School Trustees	Co-President, Brown County Educators' Association
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Secretary, Board of School Trustees	Secretary, Brown County Educators' Association
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Ratification Date: _____	Ratification Date: October 1, 2020
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**APPENDIX A-1
2020-2021 COMPENSATION PLAN
THE BROWN COUNTY SCHOOLS
SALARY LEVELS**

831					
832					
833					
834					
835					
836	Levels	<u>Bachelor (BS)</u>		<u>Masters (MS/AN)</u>	
837		<u>Contract Amt.</u>	<u>Bachelors</u>	<u>Contract Amt.</u>	<u>Masters</u>
838		<u>Payroll</u>	<u>Plus 3% TRF</u>	<u>Payroll</u>	<u>Plus 3% TRF</u>
839					
840	A	38,000	39,140	42,000	43,260
841	B	38,875	40,041	43,750	45,062
842	C	39,750	40,942	45,500	46,865
843	D	40,625	41,844	47,250	48,667
844	E	41,500	42,745	49,000	50,470
845	F	42,375	43,646	50,750	52,272
846	G	43,250	44,547	52,500	54,075
847	H	44,125	45,449	54,250	55,877
848	I	45,000	46,350	56,000	57,680
849	J	45,875	47,251	57,750	59,482
850	K	46,750	48,152	59,500	61,285
851	L	47,625	49,054	61,250	63,087
852	M	48,500	49,955	63,000	64,890
853	N			64,750	66,692
854	O			66,500	68,495
855					

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APPENDIX A-2

2020-2021

Brown County Schools Compensation Plan

Salary Range

The salary range is \$38,000 to \$66,500, not including TRF and prior to increases being applied for the current contract year.

COMPENSATION MODEL

The compensation model described below will be the compensation model utilized by the parties.

General Eligibility Criteria:

1. Except as provided in #2 below, a teacher who received an evaluation rating of ineffective or improvement necessary in the prior school year is not eligible for any salary increase and remains at their prior year salary.

2. A teacher who is in the first two full school years of instructing students who receives an evaluation rating of improvement necessary is eligible for a salary increase.

Factors:

The Brown County Schools Compensation Plan will be based upon performance using the following three factors:

- Education
- Evaluation
- Meeting the Academic Needs of Students

Definition of Factors:

1. Education – This factor is limited to a teacher completing a content area Master’s Degree (content area degree beyond the requirements for employment). Eligible content areas are those defined by the IDOE in which the teacher currently teaches.
2. Evaluation – The teacher must receive an evaluation rating of Effective or Highly Effective from the Brown County Schools for the prior school year.
3. Meeting Academic Needs of Students –The need to retain particular teachers identified by the parties who are deemed to be important to the School Corporation.

891 **Distribution Description**

892 EVALUATION = \$875

893 POSSESSION OF CONTENT AREA MASTER’S DEGREE = \$875 (The education factor
894 does not exceed 50% of a teacher’s total base salary increase)

895 ACADEMIC NEEDS = \$4,000 to \$12,750 as bargained by the parties for the identified
896 particular teacher(s) meeting the academic needs definition.

897

898 **One-Time Stipends for Teachers at the Top of the Salary Schedule**

899 Each teacher in the Bachelors column who is at the top of the salary schedule (before step
900 increases are applied) and will receive a one-time stipend in the amount of \$875.00.

901 Each teacher in the Masters column who is at the top of the salary schedule (before step
902 increases are applied) will receive a one-time stipend in the amount of \$1,750.00.

903

904 **Redistribution**

905 The money that would otherwise have been allocated for the salary increase of a teacher rated
906 Ineffective or Improvement Necessary shall be equally distributed to teachers rated Effective or
907 Highly Effective, in the form of a stipend by the end of the school year.

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APPENDIX B-1
EXTRA DUTY SCHEDULE
2020-2021

The number of positions was not bargained and is listed for informational purposes only.

	<u>Contract Amount</u>	<u>Amount With 3% TRF</u>
<u>Group 1</u>	\$6,206	\$6,392
Basketball-Varsity Boys		
Basketball-Varsity Girls		
Football-Varsity		
<u>Group 2</u>	\$4,013	\$4,134
Volleyball-Varsity		
Baseball-Varsity		
Softball-Varsity		
Track-Varsity Boys		
Track-Varsity Girls		
Cross Country-Varsity		
Wrestling-Varsity		
Soccer – Varsity Boys		
Soccer – Varsity Girls		
Tennis – Varsity Boys		
Tennis – Varsity Girls		
Golf – Varsity Girls		
Golf – Varsity Boys		
<u>Group 3</u>	\$3,228	\$3,324
Basketball-Asst. Varsity Boys		
Basketball-Asst. Varsity Girls		
Football-Asst. Varsity (4)*		
Wrestling – Asst. Varsity		
Basketball – Junior Varsity Boys		
Basketball – Junior Varsity Girls		
<u>Group 4</u>	\$2,855	\$2,941
Band		
Cheerleading – HS		
Choral		
<u>Group 5</u>	\$2,606	\$2,684
Basketball-Freshman Boys		
Basketball-Freshman Girls		
<u>Group 6</u>	\$2,482	\$2,557

963	<u>Group 7</u>	\$2,234	\$2,302
964	Basketball-JH Boys (2)*		
965	Basketball-JH Girls (2)*		
966	Football – 7 th Grade		
967	Football – 8 th Grade		
968	Track – BCIS (2)*		
969	Track-JH Boys		
970	Track-JH Girls		
971	Cheerleading-JH		
972	Baseball-Asst. Varsity		
973	Softball – Asst. Varsity		
974	Volleyball-Asst. Varsity		
975			
976	<u>Group 8</u>	\$1,750	\$1,802.50
977	Summer Band		
978	HS Spring Musical Director		
979	HS Fall Play Director		
980	Asst. Choral		
981	BCHS Show Choir		
982			
983			
984	<u>Group 9</u>	\$1,552	\$1,598
985	Volleyball-JH (2)*		
986	Volleyball – 7 th Grade		
987	Volleyball – 8 th Grade		
988	Wrestling-JH		
989	Volleyball-Freshman		
990			
991	<u>Group 10</u>	\$1,490	\$1,535
992	Baseball-JV		
993	Softball-JV		
994	Track-Asst. Varsity Girls (2)*		
995	Track – Asst. Varsity Boys (2)*		
996	Soccer-Asst. Varsity Boys		
997	Soccer – Asst. Varsity Girls		
998	Soccer – JV Boys		
999	Cross Country-Asst. Varsity		
1000	HS Spring Musical – Pit Director		
1001	HS Spring Musical – Choir Director		
1002			
1003	<u>Group 11</u>	\$1,303	\$1,342
1004	Cross Country-JH		
1005	Wrestling-Asst. JH/HS		
1006	Yearbook-HS		
1007	Boys Tennis-JH		
1008	Girls Tennis – JH		
1009	BCJHS Show Choir		
1010			
1011			
1012	<u>Group 12</u>	\$1,241	\$1,278
1013	Student Council-HS		

1014	Yearbook/Newspaper-JH		
1015	Cheerleading-Asst. HS		
1016	Football-Asst. JH (2)*		
1017	Track-Asst. JH-Girls'		
1018	Track – Asst. JH Boys		
1019	Track – Asst.- BCIS		
1020	Cross Country Asst. - JH		
1021			
1022	<u>Group 13</u>	\$1,180	\$1,216
1023	Junior Class Sponsor (2)*		
1024	Science Olympiad		
1025			
1026	<u>Group 14</u>	\$993	\$1,023
1027	Dance Team HS		
1028	Basketball-6 th Grade Boys		
1029	Basketball-6 th Grade Girls		
1030	Basketball – 5 th Grade Boys		
1031	Basketball – 5 th Grade Girls		
1032	Volleyball – 5 th Grade		
1033	Volleyball – 6 th Grade		
1034			
1035	<u>Group 15</u>	\$930	\$959
1036	Senior Class Sponsor		
1037	Student Council-JH		
1038	Student Council - BCIS		
1039			
1040	<u>Group 16</u>	\$868	\$895
1041	History Day – HES		
1042	History Day – SES		
1043	History Day – VBS		
1044	History Day – BCIS		
1045	History Day – JH		
1046	History Day – HS		
1047	We the People – JH		
1048	We the People – HS		
1049	French Honor Society		
1050	Spanish Honor Society		
1051	Science Honor Society		
1052	Thespian Honor Society		
1053	National Honor Society-HS		
1054	Science Fair Coordinator – HES		
1055	Science Fair Coordinator – SES		
1056	Science Fair Coordinator – VBS		
1057	Science Fair Coordinator – BCIS		
1058	Science Fair Coordinator – JH		
1059	Science Fair Coordinator HS		
1060	History Club – BCHS		
1061	BCHS Bring Change to Mind Club		
1062			
1063			

1064	<u>Group 17</u>	\$807	\$832
1065	Newspaper-HS		
1066			
1067	<u>Group 17.5</u>	\$750	\$772.50
1068	HS Flag Coach – Summer		
1069	HS Flag Coach – Fall		
1070	HS Flag Coach - Winter		
1071			
1072	<u>Group 18</u>	\$684	\$705
1073	Academic – HS – Social Studies		
1074	Academic – HS – English		
1075	Academic – HS – Fine Arts		
1076	Academic – HS – Science		
1077	Academic – HS – Math		
1078	Academic – HS – Spell Bowl		
1079	Academic – HS - Interdisciplinary		
1080	Brain Game Sponsor		
1081	Robotics - JH		
1082	Robotics – HS		
1083	Robotics – BCIS		
1084	Asst. Science Olympiad		
1085			
1086	<u>Group 19</u>	\$622	\$641
1087	Academic – JH – Social Studies		
1088	Academic – JH – English		
1089	Academic – JH – Math		
1090	Academic – JH - Science		
1091	Aquila (Art)		
1092	Spell Bowl-JH		
1093			
1094	<u>Group 20</u>	\$559	\$576
1095	Intramural-HS		
1096	National Honor Society – JH		
1097	Math Bowl – HES		
1098	Math Bowl – SES		
1099	Math Bowl – VBS		
1100	Math Bowl – BCIS		
1101	Spell Bowl – HES		
1102	Spell Bowl – SES		
1103	Spell Bowl – VBS		
1104	Spell Bowl – BCIS		
1105	Science Bowl – HES		
1106	Science Bowl – SES		
1107	Science Bowl – VBS		
1108	Science Bowl – BCIS		
1109			
1110	<u>Group 20 continued</u>		
1111	JH Band		
1112	JH Choir		
1113	JH Drama		
1114	BCIS Choir		

1115	BCIS Band		
1116			
1117	<u>Group 21</u>	\$436	\$449
1118	Intramural JH		
1119	Intramural HS		
1120			
1121			
1122	<u>Group 22</u>	\$300	\$309
1123	BCIS/JH Summer Band Asst.		
1124			
1125	<u>Group 23- Aggregate Amount</u>	\$5,905	\$6,082
1126	Summer Conditioning per/hr.		
1127	Open Gym Assignments		
1128			
1129	<u>Instructional Tech Coaches (6)</u>	\$2,226	\$2,293
1130	BCJH – 1		
1131	BCHS – 1		
1132	HES – 1		
1133	SES – 1		
1134	VBS – 1		
1135	BCIS – 1		
1136			
1137	<u>Instructional Team Leaders (10)</u>	\$2,226	\$2,293
1138	BCJHS – 1		
1139	BCHS – 5		
1140	HES – 1		
1141	SES – 1		
1142	VBS – 1		
1143	BCIS - 1		
1144			
1145	<u>High Ability Coach (6)</u>	\$2,226	\$2,293
1146			
1147	<u>Equity and Inclusion Coach</u>	\$2,226	\$2,293
1148			
1149	<u>High Ability Coordinator (1)</u>	\$2,783	\$2,866
1150			
1151	<u>Regional Science Fair Coordinator (1)</u>	\$2,308	\$2,377
1152			
1153	Teachers will be compensated through the TAP evaluation model in accordance with the terms		
1154	of the TAP grant		
1155			
1156	Extended Contracts shall be paid at the teacher’s daily rate with a maximum of three hundred		
1157	dollars (\$300) per day.		
1158			

1159 **APPENDIX B-2**

1160
1161 **ANCILLARY DUTIES**

1162

1163	Curriculum Rate	\$25 per hour
1164	This rate is paid to a teacher for participating in professional development or participating on	
1165	school committees.	
1166		
1167	Leading a Professional Development Activity	\$35 per hour
1168		
1169	Homebound Rate	\$35 per hour
1170		
1171	Summer School Rate	\$35 per hour
1172		
1173	Tutoring Rate	\$35 per hour (Tutoring that is pre-approved by the building
1174		principal)
1175		
1176	ESY Rate	Teacher’s daily rate based on a 6-hour day, as negotiated with the
1177		superintendent.
1178		
1179	Working at School Sponsored ECA Events:	
1180		
1181		\$25 for less than 3 hours
1182		\$45 for 3+ hours
1183		\$65 for 6+ hours
1184		
1185	December Teacher Work Day Exchange:	
1186		
1187	Teachers meeting the following requirements will be permitted to be off work with pay on the	
1188	December Teacher Work Day in 2020:	
1189		
1190	• Elementary Teachers and BCIS Teachers who work 8 hours for Parent Teacher	
1191	Conferences	
1192	• JH/HS Teachers who work 8 hours of Parent Teacher Conferences, ECA Events or a	
1193	combination of both.	
1194		
1195		
1196	Teachers at Helmsburg Elementary, Van Buren Elementary, and Sprunica Elementary will be	
1197	paid at their daily rate for two days each school year in exchange for their reduced classroom	
1198	preparation time due to their longer daily student contact time. The principal in each building is	
1199	responsible for tracking the time worked under this provision. The ancillary duty payment	
1200	provided herein will be paid in one stipend.	
1201		
1202	After School Detention Rate:	\$35.00 per hour
1203		
1204	Virtual Teaching Positions:	\$35.00 per hour for hours worked outside of the teacher contracted
1205		work day.
1206		
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APPENDIX C

THE BROWN COUNTY SCHOOLS

SICK LEAVE BANK APPLICATION

The master contract provides for a Sick Leave Bank for Brown County Schools certificated personnel who apply within the time limits of the contract. I understand the use of days in the Sick Leave Bank will be governed by the provisions of the master contract and the sick leave bank committee.

This application should be filed with the Personnel Office within the first ten (10) teaching days of the school year.

Name _____ Building _____ Date _____
Print

Under the above conditions, I wish to contribute one (1) Sick Leave day to the Voluntary Sick Leave Bank for the 20 ____ - 20 ____ school year, if applicable.

Signature

1239 **APPENDIX D**

1240 **THE BROWN COUNTY SCHOOLS**

1241 **SICK LEAVE BANK APPLICATION**

1242
1243
1244
1245
1246
1247 (All information received will be kept confidential by all members of the sick leave bank
1248 committee.)
1249

1250 Name _____

1251 Home Address _____ Zip Code _____

1252 Home Phone (____) _____ School _____

1253 Years In Brown County School Corporation _____
1254
1255

1256 I am applying for _____ days from the sick leave bank.
1257

1258 I hereby consent to the following rules and regulations:
1259

- 1260 1. All information given is sworn to be correct and accurate.
- 1261 2. I will authorize my physician to forward all necessary information related to my
- 1262 disability for which this application is filed.
- 1263 3. If additional days are needed, I will contact the sick leave bank committee and my
- 1264 physician.

1265
1266 Signature _____ Date _____
1267

1268 Please describe briefly the circumstances of your illness. (The more information the committee
1269 has the easier it will be for the committee to reach a decision.)
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1280 _____
1281 To be completed by Treasurer

1282 Date of last sick leave day from applicant's reserve _____

1283 Date of five uncompensated days _____
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APPENDIX E
THE BROWN COUNTY SCHOOLS

RELEASE OF INFORMATION AND SICK LEAVE BANK PHYSICIAN'S REPORT

(This section to be completed by the applicant and forwarded to the physician.)

I authorize the transmittal by the physician named below, of all necessary information related to my disability in connection with my application for a grant from the Brown County School Corporation sick leave bank.

Applicant's Signature _____ Date _____
Address _____ Phone _____
Name Of Physician _____
Address _____ Phone _____

This section to be completed by Physician

Name of patient _____
Date of original consultation with patient _____

When do you estimate the patient will be able to return to duty?

Describe briefly the nature and circumstances of the disability:

Physician's Signature

Date

Return to: Brown County School Corporation
Superintendent's Office
P.O. Box 38
Nashville, Indiana 47448

APPENDIX F

THE BROWN COUNTY SCHOOLS

GRIEVANCE PROCEDURE FORM

NOTE: Informal Step -- Must be presented to principal or immediate supervisor within ten days from occurrence. Oral reply issued by principal within seven days.

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1. Grievant: _____

Assignment/School: _____

Date _____

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2. Grievance Facts: _____

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3. Rule, Regulation, Policy or Contract Section Violated: _____

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4. Contention (A longer statement may be attached. Please include date problem occurred):

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5. Relief Requested: _____

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Signature

APPENDIX G

THE BROWN COUNTY SCHOOLS

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LEVEL ONE ---- To be filed within 10 days of oral answer with principal or immediate supervisor.

Date submitted to principal or immediate supervisor: _____

by registered mail: _____

witnessed in person: _____
(see form)

Disposition by principal and immediate supervisor: (Within 7 days by registered mail or witnessed in person verified by signature) to grievant and BCEA President.

Signature

Position of Grievant: _____

Signature

APPENDIX H

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LEVEL TWO ---- To be filed with Superintendent within 17 days. To be answered within ten days of filing Level Two.

Date received by Superintendent: _____

by registered mail: _____

witnessed in person: _____

Meeting with Aggrieved occurred: _____

Disposition by superintendent: (Within 10 days) to grievant, principal or immediate supervisor, BCEA President, by registered mail or witnessed in person.

Signature

Position of Grievant: _____

Signature

Date

APPENDIX I

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LEVEL THREE ---- May be appealed to the Board within 17 days after Superintendent has received the appeal; as per Article VII, Section C, Item 3c. A written decision shall be made within 21 days.

Date received by the Board: _____

by registered mail: _____

witnessed in person: _____

Disposition by Board: (Time Limit for answer) _____

Signature

Date

APPENDIX J

VERIFICATION OF TRANSACTION OF GRIEVANCE MATERIALS

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1480 Grievant Name _____

1481 Time and Date of Transaction _____

1482 Level of Transaction _____

1483 Verification of Transaction _____

1484 Grievant Signature _____

1485 BCEA Signature _____

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1488 Administrators Signature _____

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1490 Witness of Signature by Staff Member _____

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APPENDIX K

2020-2021

Schedule of Pay Dates

August 28, 2020
September 15, 2020
September 30, 2020

October 15, 2020
October 30, 2020

November 13, 2020
November 30, 2020

December 15, 2020
December 30, 2020

January 15, 2021
January 29, 2021

February 12, 2021
February 26, 2021

March 15, 2021
March 30, 2021

April 15, 2021
April 30, 2021

May 14, 2021
May 28, 2021

June 15, 2021
June 30, 2021

July 15, 2021
July 30, 2021

August 13, 2021