

2021 CBA COMPLIANCE CHECKLIST

ITEM	Page No.
School employer and exclusive representative identified	1
Bargaining unit description matches the IEERB Order in effect at time of ratification	4
Beginning and ending date of CBA (must end on or before June 30, 2023)	18
Ratification date (must be on or after September 15)	18
Signed by School Board President, Secretary, or Vice President	18
General definitions (definitions that apply to the whole CBA)	4
Grievance procedure (if arbitration used, must indicate if advisory or binding)	11 – 14
Contract interpretation provisions (e.g., severability, supremacy, savings clauses)	4
Salary for newly hired teacher (amount, schedule, or method of calculation)	14 – 15
Wages/compensation for ancillary duties	27
Wages/compensation for extracurricular duties	22 – 26
Compensation for extended contracts	26
Public hearing and public meeting attestations	18
Compensation plan	19 – 21
If there are no salary increases, CBA includes a statement to that effect	N/A
Statement of annual salary range for returning full-time teachers (don't include current year increases, ISTRF contributions, or salaries of newly hired teachers)	20
Full-time classroom teacher (instructs students at least 50% of the workday) salaries for 2022- 23 are at least \$40,000 or I.C. 20-28-9-26 report attached to CBA (2021-23 CBAs only)	19 – 20
Salary increases	21
<ul style="list-style-type: none"> • Statement that teachers rated ineffective/improvement necessary are not eligible 	20
<ul style="list-style-type: none"> • Based on at least two of the five statutory factors 	20
<ul style="list-style-type: none"> • Definitions of factors (e.g. experience, academic needs, instructional leadership) 	20
<ul style="list-style-type: none"> • How much each factor contributes to increase (by points, percentage, amount, etc.) 	21
<ul style="list-style-type: none"> • Amount of increase (flat amount, % amount) or method for calculating amount 	21
<ul style="list-style-type: none"> • The combination of education and experience (excluding increases to reduce the gap and teacher retention catch-up increases) does not exceed 50% of the maximum available salary increase 	N/A
<ul style="list-style-type: none"> • If using a salary increase to reduce the gap, it must: (1) be clearly identified and (2) actually reduce the gap. 	N/A
<ul style="list-style-type: none"> • If using a teacher retention catch-up salary increase it must: (1) be clearly identified, (2) attributed to a factor, (3) describe the teachers to whom the catch-up increase applies, (4) describe the increase amount or method of calculating, and (5) describe how the increase amount represents a comparison to the starting salary of new teachers. 	N/A
Redistribution provision or a statement explaining why redistribution not necessary	21

1563
1564
1565
1566
1567
1568
1569
1570

Reminders:

1. Clearly identify the Compensation Plan and make sure all salary increases are included and described in the compensation plan.
2. If you include non-bargainable items for informational purposes only (e.g. number of ECA positions, number of extended contract days, etc.), be sure to include a statement to that effect.
3. Ensure all date references in the CBA reflect the current contract period.
4. Ensure that the CBA is uploaded to Indiana Gateway by November 15th to avoid a declaration of impasse.

**2021-2022
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".

CONTENT

1			
2			
3	Article I	Recognition	4
4	Article II	Severability	4
5	Article III	Retirement/Severance	4
6		401(a) Plan	4
7		Medicare Bridge Benefit Program	5
8		Retirement Benefits	6
9	Article IV	Deductions	6
10	Article V	Transportation	7
11	Article VI	Leave of Absence	7
12		Sick Leave	7
13		Sick Leave Bank	7
14		Personal Leave	9
15		Court Appearances	9
16		Professional Leave	9
17		Bereavement Leave	10
18		Maternity Leave	10
19		Adoption Leave	10
20		Absences/Job-Related Injury	10
21	Article VII	Grievance Procedure	11
22		Definitions	11
23		Structure	11
24		Procedure	11
25		Miscellaneous	13
26	Article VIII	Salary	14
27	Article IX	Insurance	15
28		Life Insurance	15
29		Health and Hospitalization	15
30		Income Protection	16
31		Dental/Vision Insurance	16
32		Insurance Committee	17
33	Article X	Miscellaneous	17
34	Article XI	Term of Agreement	19
35			

36	Appendix A-1 Salary Levels (2021-2022)	19
37		
38	Appendix A-2 Compensation Plan (2021-2022)	20
39		
40	Appendix B-1 Extra Duty Schedule (2021-2022)	22
41		
42	Appendix B-2 Ancillary Duties	27
43		
44	Appendix C Sick Leave Bank Application	28
45		
46	Appendix D Sick Leave Bank Application	29
47		
48	Appendix E Release of Information and Sick Leave Bank Physician's Report	30
49		
50	Appendix F Grievance Procedure Form	31
51		
52	Appendix G Level I Form	32
53		
54	Appendix H Level II Form	33
55		
56	Appendix I Level III Form	34
57		
58	Appendix J Verification of Transaction of Grievance Materials Form	35
59		
60	Appendix K Schedule of Pay Dates	36
61		
62	Appendix L COVID Leave Bank	37
63		
64	IEERB CBA Checklist	38
65		
66		
67		
68		
69		
70		
71		
72		
73		
74		
75		
76		
77		
78		
79		
80		
81		
82		
83		
84		

85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135

ARTICLE I

RECOGNITION

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

B. Definitions

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

C. The term "School Corporation", when used in this Contract, shall refer to the Brown County Schools of the County of Brown of the State of Indiana.

D. The term "Board" shall mean the Board of School Trustees of the Brown County Schools and shall include authorized officers, representatives and agents. The term "Association" shall mean the Brown County Educators' Association and shall include authorized officers, representatives, and agents.

E. The term "days" shall mean school day, except when such term is expressly defined as "calendar days."

ARTICLE II

SEVERABILITY

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

ARTICLE III

RETIREMENT/SEVERANCE

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

A. 401(a) Plan

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

136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186

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

B. Medicare Bridge Benefit Program

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

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

187 the insurance coverage. It will be the responsibility of the teacher to pay such
188 insurance premiums due in the manner designated by the Superintendent.
189

- 190 4. The teacher shall cease to be a participant in the Program, and no further payments as
191 provided hereinabove in Paragraph B-2 will be due or payable to the teacher, (1)
192 when the teacher has completed the school year (July 1 to June 30) in which the
193 teacher first reaches normal Medicare eligibility age (the age at which one can retire
194 and still collect full Medicare benefits), or (2) the teacher has received the maximum
195 number of annual payments for which the teacher qualifies (not to exceed ten (10)
196 annual payments), or (3) when the teacher has died before completion of the Program,
197 provided, however, that the payment shall be prorated for the year of the teacher's
198 death.
199
- 200 5. Should the Board subsequently determine to rehire a teacher who elected to retire
201 under this option, no Medicare bridge stipend as provided hereinabove in B-2 will be
202 due or payable to the teacher, and further, no Medicare bridge stipend as provided
203 herein in this Program will be paid upon retirement a second (2nd) time.
204

205 **C. Retirement Benefits**
206

207 A teacher who retires from teaching while employed in this School Corporation
208 (including early retirement) may continue to participate in this School Corporation's (1)
209 group medical and (2) dental and vision insurance plan, for the duration of participation
210 in the Program, provided said teacher meets any applicable age or years of service
211 requirements specified by applicable state law, and:
212

- 213 1. Provides written evidence of permanent retirement from teaching;
214
- 215 2. Was enrolled in the plan he or she wishes to continue in the school year immediately
216 preceding retirement; and
217
- 218 3. Pays the entire (total) insurance premium applicable to the insurance plan desired and
219 remits such payment to this School Corporation's business office prior to the due date
220 each month, or pays such IRS allowable insurance costs from the teacher's VEBA
221 account.
222

223 **ARTICLE IV**
224

225 **DEDUCTIONS**
226

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

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

240
241 **ARTICLE V**

242
243 **TRANSPORTATION**

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

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 five (5) 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 2021-2022 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 B. Sick Leave Bank

284
285 The School Corporation shall, within ten (10) days after the beginning of the school year
286 of initial participation, upon receipt of a properly completed and signed Sick Leave Bank
287 Authorization Form deduct one (1) day's sick leave from the authorizing employee's
288 earned sick leave allotment. This Sick Leave Bank shall be for the use of all certified

289 bargaining unit members and shall be used only for those who have exhausted their own
290 personal accumulation.
291

292 Should the number of sick leave days in the bank fall below 300 (as recorded on August
293 15th of each year), then members who wish to continue to participate for the remainder of
294 that year shall be required to contribute one (1) additional day by August 30th of the
295 school year in order to maintain membership, but no further requests for contributions
296 from current members shall be made during that school year even if the sick leave bank
297 becomes totally exhausted. This donation to the sick leave bank shall not be counted as a
298 day used by the teacher per Article VI (A) (5) nor as a day used per the evaluation plan.
299 Donations to the sick bank other than those described for initial membership shall be
300 required only when the sick bank becomes exhausted during the school year. In such
301 event, each member of record for the current school year or the immediate past school
302 year, as appropriate, shall donate an additional day in order to remain a member in good
303 standing.
304

305 Membership in the Sick Leave Bank shall be continuing from year to year. Each teacher
306 shall be notified in writing with the first or second paycheck of each school year of their
307 ongoing participation in the Sick Leave Bank. Individual participation shall be voluntary.
308 Individuals employed after the beginning of the applicable school year shall be given the
309 opportunity to become a member of the Sick Leave Bank provided they complete and
310 submit the appropriate membership forms within ten (10) days after the date of
311 employment and donate one (1) day to the sick bank.
312

313 The Board and the Association agree to the following rules for administration of the Sick
314 Leave Bank:
315

- 316 1. The Board shall not be obligated for any additional days in the Sick Leave Bank over
317 a maximum of 300 days per school year or current number in the bank during the
318 school year unless otherwise agreed to by the Board and the Association.
319
- 320 2. The maximum number of days to be offered to any one (1) member shall be sixty (60)
321 days per year.
322
- 323 3. Any participating member who has exhausted his/her accumulated sick leave will be
324 eligible to apply to the Sick Leave Bank.
325
- 326 4. Requests to withdraw Sick Leave Bank days require:
 - 327 a. Doctor's statement indicating the nature of the illness/disability.
328
329
 - 330 b. Verification from the central office that the teacher's personal sick leave days
331 have been exhausted and he/she is not receiving any public funds or benefits
332 derived from public funds as partial or full compensation for the illness or
333 disability causing the absence.
334
- 335 5. A Sick Leave Bank Review Committee shall be formed comprised of three (3)
336 teachers appointed by the president of the Association and two (2) administrators
337 appointed by the Superintendent. This committee shall have the full responsibility in
338 granting, denying or suspending grants of sick days from the Sick Leave Bank,
339 provided however; the above rules are adhered to.

340
341
342
343
344
345
346
347
348
349
350
351
352
353
354
355
356
357
358
359
360
361
362
363
364
365
366
367
368
369
370
371
372
373
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389
390

6. Days contributed shall not be transferable to another school corporation or used outside of sick bank provision.
7. Persons who shall have failed to join the Sick Leave Bank in the year in which they first had the opportunity to join shall become members only by donating one (1) day for each year that they were eligible but failed to join in addition to any additional days of donation required of bank members during that period.
8. Once a member of the sick leave bank has drawn days from the sick leave bank and has returned to active employment with the corporation, the member shall repay one (1) day for every five (5) days borrowed from the sick leave bank. These days shall be repaid at the rate of one (1) day per school year, deducted at the beginning of each school year.

C. Personal Leave

Teachers shall be granted eight (8) days of personal leave each school year. Unused personal leave shall transfer to the teacher's accumulated sick leave.

D. Court Appearances

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

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

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

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.

391
392
393
394
395
396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412
413
414
415
416
417
418
419
420
421
422
423
424
425
426
427
428
429
430
431
432
433
434
435
436
437
438
439
440

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.

I. Absences/Job Related Injury

- (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.

- 441 J. The parties have negotiated a COVID leave bank for the 2021-2022 school year. See
442 Appendix L.
443
444

445 ARTICLE VII

446 GRIEVANCE PROCEDURE

447
448
449 This Grievance procedure, hereinafter referred to as "Procedure", stipulates the conditions under,
450 and the procedures by which, grievances alleged by certain certificated school employees as
451 defined in this Contract shall be processed. If any such grievances arise, there shall be no
452 stoppage or suspension of work because of such grievances; but such grievances shall be
453 submitted to the following grievance procedures.
454

455 A. Definitions

456
457 As used in this Procedure:

- 458
459 1. A grievance shall be defined as an alleged violation, misinterpretation or
460 misapplication of : any state or administrative rule or regulation, policy of the Board,
461 specific Article or Section of this written Contract which directly affects the teacher
462 or teachers.
463
464 2. "Superintendent" means the chief administrative officer of the school Corporation, or
465 any person(s) designated by him/her to act in his/her behalf in dealing with
466 certificated school employees.
467
468 3. "Grievant" means the certificated school employee(s) directly affected by the alleged
469 violation making the claim.
470
471 4. "Days" means calendar days.
472

473 B. Structure

- 474
475 1. Nothing herein contained shall be construed as limiting the right of any certificated
476 school employee having a grievance to proceed independently of this Procedure.
477
478 2. The grievant may be represented by any person(s) of his own choosing at all formal
479 levels of the Procedure, limited however to a total of three (3) representatives.
480
481 3. There shall be no additional evidence, material, allegation or remedy submitted by the
482 grievant or his representative during the grievance process, once a formal grievance
483 has been filed at Formal Level One, provided, however, that the Superintendent shall
484 waive the restrictions on additional evidence or material stipulated herein upon
485 request of the grievant provided that said additional evidence or material was either
486 not known or not available to the grievant at the time said grievance was filed at
487 Formal Level One.
488

489 C. Procedure

490

- 491
492
493
494
495
496
497
498
499
500
501
502
503
504
505
506
507
508
509
510
511
512
513
514
515
516
517
518
519
520
521
522
523
524
525
526
527
528
529
530
531
532
533
534
535
536
537
538
539
540
1. The number of days indicated at each level should be considered as maximum. The time limits specified may, however, be extended by mutual agreement in writing of the grievant and the Board.
 2. Informal Grievance: within ten (10) days of the time the grievant first knew or should have known of the act or condition upon which it is based, the grievant must present the grievance to his principal or immediate supervisor or his designee by meeting with him individually and privately, in an informal manner during non-teaching hours. Failure of the grievant to so meet and discuss said alleged grievance as provided herein shall prevent the grievant from filing said alleged grievance at any formal grievance level(s). Within seven (7) days after presentation of the grievance, the principal or immediate supervisor or his designee shall give his answer orally to the grievant.
 3. Formal Grievance
 - a. Level One (filing of grievance) - Within ten (10) days of the oral answer, if the grievance is not resolved, it must be filed by the grievant with the principal or immediate supervisor on the appropriate grievance form. The grievance form shall provide the following information:
 - i. name of certificated school employee involved;
 - ii. statement of facts giving rise to the grievance;
 - iii. identify by specific reference all rules, regulations, policies of the Board or specific Article(s) or Sections(s) of this written Contract alleged to be violated;
 - iv. state the contention of the grievant with respect to the provision(s) of said Article or Sections;
 - v. indicate the specific relief requested.
 - vi. The formal grievance must be filed with the principal or immediate supervisor by registered mail, return receipt requested, or in person provided the grievant gets an initialed copy of the grievance as a receipt. A copy of the grievance will be forwarded to the Association president by the grievant. All postal fees for filing the grievance will be borne by the grievant. Within ten (10) days from the receipt of the grievance, the principal shall:
 - a) meet with the grievant and/or his representative(s);
 - b) forward a written decision on the appeal to the grievant and Association president;
 - c) the decision shall be forwarded by registered mail, return receipt requested. Postal fees for forwarding the written decision will be borne by the administration.

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

551
552 Within ten (10) days from the receipt of the appeal, the receipt of the appeal, the
553 Superintendent shall:

- 554
555 i. meet with the grievant and/or his representatives(s);
556
557 ii. forward a written decision on the appeal to the grievant, principal and
558 Association president;
559
560 iii. the decision shall be forwarded by registered mail, return receipt requested.
561 Postal fees for forwarding the written decision will be borne by the
562 administration.
563

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

- 566
567 c. Level Three (appeal to Board) - In the event the grievance is not resolved at Level
568 Two, the grievant may file an appeal with the Board within seventeen (17) days
569 after the Superintendent has received the appeal. Such appeal shall include all
570 material and evidence previously submitted at Levels One and Two. A copy of
571 all material and evidence of subject appeal must be forwarded by registered mail,
572 return receipt requested, to the President of the Board, the Superintendent,
573 Principal and the Association President. Postal fees for forwarding subject appeal
574 shall be borne by the grievant.
575

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

580
581 A written decision will be forwarded by registered mail, by the Board President or
582 designee, return receipt requested, to the aggrieved, principal and Association
583 president. Postal fees charged for the forwarding of the formal decision will be
584 borne by the administration.
585

586 D. Miscellaneous

- 587
588 1. Decisions rendered at all formal levels of this procedure shall be transmitted by
589 registered mail, return receipt requested, or in person. (See Appendix J).
590

- 591
592
593
594
595
596
597
598
599
600
601
602
603
604
605
606
607
608
609
610
611
612
613
614
615
616
617
618
619
620
621
622
623
624
625
626
627
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

- 628
629
630
631
632
633
634
635
636
637
638
639
640
641
- 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.
 - C. The salary schedule for the applicable school year shall be as shown in Appendix A-1. The Compensation Plan shall be shown in Appendix A-2.
 - D. Any teacher newly employed with the Brown County School Corporation will be placed on the salary schedule according to recognized teaching experience mirroring the salary

642 and placement of current employees with the same degree and number of years of
643 experience. Teachers with more than 5 years of experience may be hired with a 5-year
644 cap and would then be placed on the salary schedule mirroring current employees with
645 the same degree and five years of experience. Teachers with less than 5 years of
646 experience being hired in an area of academic need may be hired with up to 5 years of
647 experience, mirroring placement on the schedule with current employees with the same
648 degree and five years of experience. No teacher will be placed beyond level B as
649 described in this paragraph without the superintendent's notification to the BCEA
650 president that program needs cannot otherwise be met. A prospective teacher in an area
651 of limited supply may be accorded up to a mirrored level M at the discretion of the
652 Board. New hires employed prior to the ratification of this contract will have their
653 starting salaries adjusted upward in a range between \$2,125 and \$3,000.
654

- 655 E. The amounts contained in (1) the salary schedule in Appendix A, (2) the extra duty
656 schedule in Appendix B, (3) the graduate semester hours payment herein contained in
657 Article VIII, Section E, include three percent (3.00%) of said amounts to be paid directly
658 to the Indiana State Retirement Fund by the school employer on behalf of each affected
659 teacher for payment of the teacher's share of such retirement contribution. Thus, the
660 individual teacher's contract for each affected teacher shall be written for the amount of
661 compensation payable which is less the said three percent (3.00%).
662
- 663 F. Any base salary increase earned by a teacher under this contract will be paid through a
664 retroactive amount once evaluation ratings are calculated with the remaining amount to
665 be distributed equally over the remaining pays of 2021-2022.
666

667 ARTICLE IX

668 INSURANCE

669 A. Life Insurance

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

677 \$100.00 per year.
678

679 An employee may purchase additional term life insurance in increments of \$10,000 up to
680 a maximum of \$60,000 at the employee's expense.
681

682 B. Health and Hospitalization

683 The Board will pay toward the cost of hospital, surgical and medical care type insurance
684 for each full-time teacher employed under regular contract and enrolled in the School
685 Corporation's group medical insurance plan. Up to the amounts specified below, not to
686 exceed the cost of the applicable premium, will be paid to such insurance company or
687 companies as is determined and selected solely by the Board.
688

689 For 2021-2022:
690
691
692

- 693 PPO Plan (\$2,000 deductible)
 694
 695 1. Employee Single Coverage: up to \$7,339.83 per year
 696 2. Employee Child Coverage: up to \$12,811.98 per year
 697 3. Employee Spouse Coverage: up to \$14,495.84 per year
 698 4. Employee Family Coverage: up to \$21,650.36 per year
 699

- 700 HDHP Plan (\$3,000/\$6,000 deductible)
 701 1. Employee Single Coverage: up to \$7,400.21 per year
 702 2. Employee Child Coverage: up to \$12,847.60 per year
 703 3. Employee Spouse Coverage: up to \$14,526.56 per year
 704 4. Employee Family Coverage: up to \$21,415.05 per year
 705

- 706 HDHP Plan (\$6,000/\$12,000 deductible)
 707 1. Employee Single Coverage: up to \$7,408.46 per year
 708 2. Employee Child Coverage: up to \$12,833.74 per year
 709 3. Employee Spouse Coverage: up to \$14,483.17 per year
 710 4. Employee Family Coverage: up to \$21,548.70 per year
 711

712 Current plan benefits will not be changed by the Board unless the Association has been
 713 given the opportunity to discuss and make recommendations concerning such change(s).
 714

715 C. Income Protection
 716

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

725 Up to \$200.00 per year.
 726

727 D. Dental/Vision Insurance
 728

729 The Board will pay toward the cost of a group dental and vision insurance plan for each
 730 full-time teacher employed under regular contract and enrolled in the School
 731 Corporation's group dental plan. The amount specified below, not to exceed the cost of
 732 the applicable premium, will be paid to such insurance company or companies as is
 733 determined and selected solely by the Board.
 734
 735

736
737
738
739
740
741
742
743
744
745
746
747
748
749
750
751
752
753
754
755
756
757
758
759
760
761
762
763
764
765
766
767
768
769
770
771
772
773
774
775
776
777
778
779
780
781
782
783
784
785
786

Dental:

1. Employee Single Coverage: Up to \$231.84 per year;
2. Employee Family Coverage: Up to \$731.42 per year.

Vision:

1. Employee Single Coverage: Up to \$57.22 per year;
2. Employee Family Coverage: Up to \$137.28 per year.

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

E. Insurance Committee

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

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

ARTICLE X

MISCELLANEOUS

- A. The Board agrees to exercise its right to defend teachers pursuant to its powers under the Indiana General School Powers Act of 1964, Chapter 301, Section 202, Paragraph 16, when the teacher's action did not violate published Board policy.
- B. The Board agrees to pay the cost of any and all expanded criminal history checks and expanded child protection index checks that are required by the School Corporation or per I.C. 20-26-5-10. This provision shall only apply to current employees and is inapplicable to applicants for employment.
- C. Early Retirement Incentive – If the Board would decide to offer an early retirement incentive to teachers during the 2021-2022 school year, then the Superintendent will notify eligible teachers of the terms of the early retirement incentive by no later than March 1, 2022. If an early retirement incentive would be offered by the Board during the 2021-2022 school year and an eligible teacher would like to accept the incentive, then such eligible teacher must notify the Superintendent of his/her intention to accept the early retirement incentive by no later than May 1, 2022.

**ARTICLE XI
TERM OF AGREEMENT**

787
788
789
790
791
792
793
794
795
796
797
798
799
800
801
802
803
804
805
806
807
808
809
810
811
812
813
814
815
816
817
818
819
820
821
822
823
824
825
826
827
828
829
830
831
832
833
834

This Contract shall be effective as of July 1, 2021 and shall continue in effect through June 30, 2022.

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

If by the Board to the Association, at 701 John Street
Evansville, Indiana 47713

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".


The undersigned also attest to the following:

a. A public hearing (Pre-formal Bargaining Hearing) was held in compliance with I.C. & 20-29-6-1(b) on September 30, 2021. Electronic participation was not available.

b. A public meeting in compliance with I.C. 20-29-6-1(b) was held on October 28, 2021 to discuss the tentative agreement and electronic participation was not available.

The Board and Association representatives attest to paragraph a above and the Board representatives attest to paragraph b above.

This Contract is so attested to by parties whose signatures appear below:



President, Board of School Trustees



President, Brown County Educators' Association



Vice-President, Board of School Trustees



Secretary, Brown County Educators' Association



Secretary, Board of School Trustees

Ratification Date: November 4, 2021

Ratification Date: 10/21/2021

APPENDIX A-1
 2021-2022 COMPENSATION PLAN
 THE BROWN COUNTY SCHOOLS
 SALARY LEVELS

835
 836
 837
 838
 839
 840
 841
 842
 843
 844
 845
 846
 847
 848
 849
 850
 851
 852
 853
 854
 855
 856
 857
 858
 859

Levels	<u>Bachelor (BS)</u> <u>Contract Amt.</u> <u>Payroll</u>	<u>Bachelors</u> <u>Plus 3% TRF</u>	<u>Masters (MS)</u> <u>Contract Amt.</u> <u>Payroll</u>	<u>Masters</u> <u>Plus 3% TRF</u>
A	41,000	42,230	45,000	46,350
B	41,875	43,131	46,750	48,152
C	42,750	44,032	48,500	49,955
D	43,625	44,934	50,250	51,757
E	44,500	45,835	52,000	53,560
F	45,375	46,736	53,750	55,362
G	46,250	47,637	55,500	57,165
H	47,125	48,539	57,250	58,967
I	48,000	49,440	59,000	60,770
J	48,875	50,341	60,750	62,572
K	49,750	51,242	62,500	64,375
L	50,625	52,144	64,250	66,177
M	51,500	53,045	66,000	67,980
N			67,750	69,782
O			69,500	71,585

860 APPENDIX A-2

861 2021-2022

862 Brown County Schools Compensation Plan

863
864 Salary Range

865
866 The salary range is \$38,000 to \$66,500, not including TRF and prior to increases being applied
867 for the current contract year.

868
869 The salary range is \$41,000 to \$69,500, not including TRF, after increases are applied for the
870 current contract year.

871
872 **COMPENSATION MODEL**

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

875
876 General Eligibility Criteria:

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

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

882
883 Factors:

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

886 Evaluation

887 Meeting the Academic Needs of Students

888
889 Definition of Factors:

890 1. Evaluation – The teacher must receive an evaluation rating of Effective or Highly
891 Effective from the Brown County Schools for the prior school year.

892 2. Meeting Academic Needs of Students –The need to retain particular teachers identified
893 by the parties who are deemed to be important to the School Corporation.

894 **Distribution Description:** The parties have agreed to increase the salary schedule across the
895 board in the amount of \$3,000. There will be no row or column advancement in this
896 compensation plan.

897 EVALUATION = \$3,000 (reflecting the across the board increase to the salary schedule)
898 ACADEMIC NEEDS = The parties identified particular teacher(s) who meet the academic
899 needs definition. These teachers will receive additional amounts to their base salary in a
900 range between \$7,000 and \$9,625 as agreed by the parties during bargaining.

901

902 **Redistribution**

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

906

907
908
909
910
911
912
913
914
915
916
917
918
919
920
921
922
923
924
925
926
927
928
929
930
931
932
933
934
935
936
937
938
939
940
941
942
943
944
945
946
947
948
949
950
951
952
953
954
955
956
957

**APPENDIX B-1
EXTRA DUTY SCHEDULE
2021-2022**

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

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

1009	Yearbook/Newspaper-JH		
1010	Cheerleading-Asst. HS		
1011	Football-Asst. JH (2)*		
1012	Track-Asst. JH-Girls'		
1013	Track – Asst. JH Boys		
1014	Track – Asst.- BCIS		
1015	Cross Country Asst. - JH		
1016			
1017	<u>Group 13</u>	\$1,180	\$1,216
1018	Junior Class Sponsor (2)*		
1019	Science Olympiad		
1020			
1021	<u>Group 14</u>	\$993	\$1,023
1022	Dance Team HS		
1023	Basketball-6 th Grade Boys		
1024	Basketball-6 th Grade Girls		
1025	Basketball – 5 th Grade Boys		
1026	Basketball – 5 th Grade Girls		
1027	Volleyball – 5 th Grade		
1028	Volleyball – 6 th Grade		
1029			
1030	<u>Group 15</u>	\$930	\$959
1031	Senior Class Sponsor		
1032	Student Council-JH		
1033	Student Council - BCIS		
1034			
1035	<u>Group 16</u>	\$868	\$895
1036	History Day – HES		
1037	History Day – SES		
1038	History Day – VBS		
1039	History Day – BCIS		
1040	History Day – JH		
1041	History Day – HS		
1042	We the People – JH		
1043	We the People – HS		
1044	French Honor Society		
1045	Spanish Honor Society		
1046	Science Honor Society		
1047	Thespian Honor Society		
1048	National Honor Society-HS		
1049	Science Fair Coordinator – HES		
1050	Science Fair Coordinator – SES		
1051	Science Fair Coordinator – VBS		
1052	Science Fair Coordinator – BCIS		
1053	Science Fair Coordinator – JH		
1054	Science Fair Coordinator HS		
1055	History Club – BCHS		
1056	BCHS Bring Change to Mind Club		
1057			
1058			

1059	<u>Group 17</u>	\$807	\$832
1060	Newspaper-HS		
1061			
1062	<u>Group 17.5</u>	\$750	\$772.50
1063	HS Flag Coach – Summer		
1064	HS Flag Coach – Fall		
1065	HS Flag Coach - Winter		
1066			
1067	<u>Group 18</u>	\$684	\$705
1068	Academic – HS – Social Studies		
1069	Academic – HS – English		
1070	Academic – HS – Fine Arts		
1071	Academic – HS – Science		
1072	Academic – HS – Math		
1073	Academic – HS – Spell Bowl		
1074	Academic – HS - Interdisciplinary		
1075	Brain Game Sponsor		
1076	Robotics - JH		
1077	Robotics – HS		
1078	Robotics – BCIS		
1079	Asst. Science Olympiad		
1080			
1081	<u>Group 19</u>	\$622	\$641
1082	Academic – JH – Social Studies		
1083	Academic – JH – English		
1084	Academic – JH – Math		
1085	Academic – JH - Science		
1086	Aquila (Art)		
1087	Spell Bowl-JH		
1088			
1089	<u>Group 20</u>	\$559	\$576
1090	Intramural-HS		
1091	National Honor Society – JH		
1092	Math Bowl – HES		
1093	Math Bowl – SES		
1094	Math Bowl – VBS		
1095	Math Bowl – BCIS		
1096	Spell Bowl – HES		
1097	Spell Bowl – SES		
1098	Spell Bowl – VBS		
1099	Spell Bowl – BCIS		
1100	Science Bowl – HES		
1101	Science Bowl – SES		
1102	Science Bowl – VBS		
1103	Science Bowl – BCIS		
1104			
1105	<u>Group 20 continued</u>		
1106	JH Band		
1107	JH Choir		
1108	JH Drama		
1109	BCIS Choir		

1110	BCIS Band		
1111			
1112	<u>Group 21</u>	\$436	\$449
1113	Intramural JH		
1114	Intramural HS		
1115			
1116			
1117	<u>Group 22</u>	\$300	\$309
1118	BCIS/JH Summer Band Asst.		
1119			
1120	<u>Group 23- Aggregate Amount</u>	\$5,905	\$6,082
1121	Summer Conditioning per/hr.		
1122	Open Gym Assignments		
1123			
1124	<u>Instructional Tech Coaches (6)</u>	\$2,226	\$2,293
1125	BCJH - 1		
1126	BCHS - 1		
1127	HES - 1		
1128	SES - 1		
1129	VBS - 1		
1130	BCIS - 1		
1131			
1132	<u>Instructional Team Leaders (10)</u>	\$2,226	\$2,293
1133	BCJHS - 1		
1134	BCHS - 5		
1135	HES - 1		
1136	SES - 1		
1137	VBS - 1		
1138	BCIS - 1		
1139			
1140	<u>High Ability Coach (6)</u>	\$2,226	\$2,293
1141			
1142	<u>Equity and Inclusion Coach</u>	\$2,226	\$2,293
1143			
1144	<u>High Ability Coordinator (1)</u>	\$2,783	\$2,866
1145			
1146	<u>Regional Science Fair Coordinator (1)</u>	\$2,308	\$2,377
1147			
1148	Teachers will be compensated through the TAP evaluation model in accordance with the terms		
1149	of the TAP grant		
1150			
1151	Extended Contracts shall be paid at the teacher's daily rate with a maximum of three hundred		
1152	dollars (\$300) per day.		
1153			

APPENDIX B-2

ANCILLARY DUTIES

1154
1155
1156
1157
1158
1159
1160
1161
1162
1163
1164
1165
1166
1167
1168
1169
1170
1171
1172
1173
1174
1175
1176
1177
1178
1179
1180
1181
1182
1183
1184
1185
1186
1187
1188
1189
1190
1191
1192
1193
1194
1195
1196
1197
1198
1199
1200
1201
1202
1203
1204

Curriculum Rate \$25 per hour
 This rate is paid to a teacher for participating in professional development or participating on school committees.

Leading a Professional Development Activity \$35 per hour

Homebound Rate \$35 per hour

Summer School Rate \$35 per hour

Tutoring Rate \$35 per hour (Tutoring that is pre-approved by the building principal)

ESY Rate Teacher's daily rate based on a 6-hour day, as negotiated with the superintendent.

Working at School Sponsored ECA Events:
 \$25 for less than 3 hours
 \$45 for 3+ hours
 \$65 for 6+ hours

December Teacher Work Day Exchange:
 Teachers meeting the following requirements will be permitted to be off work with pay on the December Teacher Work Day in 2021:

- Elementary Teachers and BCIS Teachers who work 8 hours for Parent Teacher Conferences
- JH/HS Teachers who work 8 hours of Parent Teacher Conferences, ECA Events or a combination of both.

Teachers at Helmsburg Elementary, Van Buren Elementary, and Sprunica Elementary will be paid at their daily rate for two days each school year in exchange for their reduced classroom preparation time due to their longer daily student contact time. The principal in each building is responsible for tracking the time worked under this provision. The ancillary duty payment provided herein will be paid in one stipend.

After School Detention Rate: \$35.00 per hour

Virtual Teaching Positions: \$35.00 per hour for hours worked outside of the teacher contracted work day.

APPENDIX D

THE BROWN COUNTY SCHOOLS

SICK LEAVE BANK APPLICATION

1234
1235
1236
1237
1238
1239
1240
1241
1242
1243
1244
1245
1246
1247
1248
1249
1250
1251
1252
1253
1254
1255
1256
1257
1258
1259
1260
1261
1262
1263
1264
1265
1266
1267
1268
1269
1270
1271
1272
1273
1274
1275
1276
1277
1278
1279
1280
1281
1282

(All information received will be kept confidential by all members of the sick leave bank committee.)

Name _____

Home Address _____ Zip Code _____

Home Phone (____) _____ School _____

Years In Brown County School Corporation _____

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

I hereby consent to the following rules and regulations:

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

Signature _____ Date _____

Please describe briefly the circumstances of your illness. (The more information the committee has the easier it will be for the committee to reach a decision.)

To be completed by Treasurer

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

Date of five uncompensated days _____

**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

1334
1335
1336
1337
1338
1339
1340
1341
1342
1343
1344

1345
1346
1347
1348

1349
1350
1351

1352
1353
1354
1355

1356
1357
1358
1359

1360
1361
1362
1363
1364

1365
1366
1367
1368
1369

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.

1. Grievant: _____

Assignment/School: _____

Date _____

2. Grievance Facts: _____

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

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

5. Relief Requested: _____

Signature

1370
1371
1372
1373
1374
1375
1376

1377
1378
1379
1380
1381
1382
1383

1384
1385
1386
1387
1388
1389
1390
1391
1392
1393
1394

1395
1396
1397
1398
1399
1400
1401
1402
1403
1404

APPENDIX G

THE BROWN COUNTY SCHOOLS

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

1405
1406
1407
1408
1409

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

1410
1411
1412
1413
1414
1415

Date received by Superintendent: _____

by registered mail: _____

witnessed in person: _____

Meeting with Aggrieved occurred: _____

1416
1417

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

1418
1419
1420

1421
1422
1423
1424
1425
1426
1427

Signature

1428

Position of Grievant: _____

1429
1430
1431

1432
1433
1434
1435

Signature

1436
1437
1438
1439
1440

Date

APPENDIX I

1441
1442
1443
1444
1445
1446

1447

1448

1449
1450
1451

1452
1453
1454
1455
1456
1457
1458
1459
1460
1461
1462
1463
1464
1465
1466
1467
1468
1469

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

1470
1471
1472
1473
1474

1475 Grievant Name _____

1476 Time and Date of Transaction _____

1477 Level of Transaction _____

1478 Verification of Transaction _____

1479 Grievant Signature _____

1480 BCEA Signature _____

1481

1482

1483 Administrators Signature _____

1484

1485 Witness of Signature by Staff Member _____

1486

1487
1488
1489
1490
1491
1492
1493
1494
1495
1496
1497
1498
1499
1500
1501
1502
1503
1504
1505
1506
1507
1508
1509
1510
1511
1512
1513
1514
1515
1516
1517
1518
1519
1520
1521
1522
1523
1524
1525
1526
1527
1528
1529
1530
1531
1532
1533
1534

APPENDIX K
2021-2022
Schedule of Pay Dates

August 30, 2021
September 15, 2021
September 30, 2021

October 15, 2021
October 29, 2021

November 15, 2021
November 30, 2021

December 15, 2021
December 30, 2021

January 14, 2022
January 28, 2022

February 14, 2022
February 28, 2022

March 15, 2022
March 30, 2022

April 15, 2022
April 29, 2022

May 13, 2022
May 27, 2022

June 14, 2022
June 30, 2022

July 15, 2022
July 29, 2022

August 15, 2022

1535 **APPENDIX L**

1536

1537 **COVID Leave Bank**

1538

1539 **A. Creation of COVID Leave Bank.** In the 2021-2022 school year, the School
1540 Corporation will create a COVID leave day bank that may be used for the reasons stated below.

1541 **B. Eligibility Reasons to Apply for Leave Through the COVID Leave Bank.**
1542 The following are the reasons in which a teacher may apply to use days from the COVID Leave
1543 Bank:

1544 (1) The teacher is mandated by the School Corporation into quarantine because of
1545 COVID; or

1546 (2) The teacher has tested positive for COVID and voluntarily provides proof of the
1547 positive test result.

1548 **C. Funding the COVID Leave Bank.** The COVID leave bank will be funded
1549 during the contract term by the School Corporation putting 200 days into the bank. If the days
1550 are completely depleted in the 2021-2022 school year, then there will be no more COVID bank
1551 days available for the remainder of the 2021-2022 school year. If there are unused COVID days
1552 remaining in the COVID bank at the end of the 2021-2022 contract year, then those days will
1553 revert back to the School Corporation and the COVID bank will cease to exist.

1554 **D.** The maximum number of days any individual teacher may receive from the
1555 COVID bank is 10 days.

1556 **E.** The COVID bank will be effective upon ratification and moving forward. There
1557 will be no retroactive application of the COVID bank pre-ratification.

1558 **F.** All contract language related to the COVID leave bank will be editorially deleted
1559 on June 30, 2022.

1560
1561