

# *Agreement*

*Between the*

DUNELAND SCHOOL BOARD

*and the*

DUNELAND TEACHERS ASSOCIATION

Effective August 1, 2019 – June 30, 2021

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<b>ARTICLE</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
I	Recognition and Definitions.....	3
II	Board Rights.....	3
III	Grievance Procedure.....	4 – 5
IV	Leaves of Absence.....	5 – 9
V	Fringe Benefits.....	9 – 12
VI	Payroll Provisions.....	12
VII	Salary and Related Provisions.....	12 – 15
VIII	Ancillary Duties.....	16 – 17
IX	Effect of the Agreement.....	17
X	Terms of the Agreement.....	18
	Appendix A.....	19 - 24

**ARTICLE I**  
**RECOGNITION AND DEFINITIONS**

**A. Recognition**

The Duneland Teachers Association, an affiliate of the Indiana State Teachers Association and the National Education Association, is the exclusive representative of certified employees in accordance with the provisions of the Indiana Collective Bargaining Statute for Teachers. The bargaining unit includes all certified employees except the superintendent, assistant superintendents, principals, assistant principals, confidential employees, employees performing security work and department chairpersons with system-wide responsibilities including evaluation of certified personnel such as the athletic directors, music director, director of technology and/or media.

**B. Definitions**

1. The term "day(s)", when used in this Agreement, shall mean calendar day(s) unless the language specifically specifies otherwise.
2. The term "Board" shall mean the Duneland School Board.
3. The term "Association" shall mean the Duneland Teachers Association and its officers, representatives and agents.
4. The term "corporation" shall mean the Duneland School Corporation.
5. The term "employer" shall mean the Board, administrators, supervisors and any other person(s) authorized to act on behalf of the Board in dealing with its employees.
6. The term "teacher" or "employee" shall mean any member of the bargaining unit.
7. The term "seniority" is defined as the employee's length of continuous service under a regular teacher's contract from the employee's last date of employment and is not interrupted by an approved leave of absence.

**ARTICLE II**  
**BOARD RIGHTS**

The Association recognizes that the Board reserves full right, responsibility and authority to manage and direct all the operations and activities of the Duneland School Corporation provided that such rights, responsibilities and authority shall be in conformity with the provisions of this agreement and provided such provisions do not conflict with any right or benefit established by federal or state law, including IC 20-29 et. seq.

**ARTICLE III**  
**GRIEVANCE PROCEDURE**

- A. **Purpose** - The purpose of the grievance procedure is to settle at the lowest possible administrative level issues, which may arise from time to time with respect to specific claims of violation or misinterpretation of provisions of this agreement. Both parties agree that these procedures shall be kept as confidential as possible. All days mentioned herein shall be calendar days.
- B. **First Level** - A teacher shall present his/her grievance to the immediate supervisor concerned and discuss the matter on his/her own behalf either personally or accompanied by one representative from the Association. A formal written grievance shall be filed as soon as possible, but in no event later than twenty-one (21) days of the time the grievant first knew, or should have known, of the act or condition upon which it is based. The supervisor shall respond to the grievance in writing within fourteen (14) days.
- C. **Second Level** - If the grievance is not settled at the First Level, the Association may appeal to the Superintendent of Schools by filing a written notice with the Superintendent. The statement of the grievance shall name the employee involved and shall state the facts giving rise to the grievance, shall identify all provisions of this Agreement alleged to be violated and shall state the relief requested. The statement of grievance should be submitted within fourteen (14) days from the time that the employee has received a reply from the immediate supervisor concerning his/her original statement of grievance.

Within fourteen (14) days of receipt of the appeal, the Superintendent shall conduct an appeal conference on the grievance. The Superintendent shall give the answer in writing no later than fourteen (14) days after the appeal conference. A copy of this answer will be sent to the employee submitting the grievance, as well as the President of the Association.

- D. **Third Level** - If the grievance is not settled at the Second Level, the grievant may appeal to the School Board by submitting a written request to the Superintendent within fourteen (14) days of receipt of the response from the Superintendent. The Board may conduct a hearing in executive session on the appeal of the grievance within thirty-five (35) days following receipt of the notice of appeal. The participants at the hearing shall be limited to the individual(s) involved at the second level of the formal grievance procedure. The hearing shall be limited solely to reviewing the information presented at the second level grievance conference.

The Board will take final action on the grievance at the next regular meeting after the hearing. The Superintendent will transmit the Board's disposition of the grievance in writing to the grievant(s) and the President of the Association.

E. **Miscellaneous Provisions**

1. The time limits provided in this Article shall be strictly observed but may be extended by a written agreement between the parties.
2. If, in the judgment of the Association, a grievance affects a group or class of employees, the Association may submit such grievance, in writing, to the Superintendent or his/her designee directly and the processing of such

grievance shall be commenced at Step Two (2) of the formal grievance procedure.

3. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
4. The administrative remedies provided for herein shall be exhausted prior to a teacher or the Association instituting any legal proceeding to enforce a term or provision of the Agreement.

#### **ARTICLE IV LEAVES OF ABSENCE**

Teachers who need to be absent for reasons set forth in this category shall notify their building principal and specify the type of absence prior to the absence. The Board and Association agree that all teachers are expected to exercise personal integrity in the use of sick leave, personal leave and bereavement leave.

The Superintendent, or designee, will review the use of all paid leave requests and is authorized to make adjustments for unusual circumstances.

#### **A. Paid Leaves**

##### **1. Personal Leave**

Each teacher shall be entitled to use three (3) days for the transaction of personal business and/or the conduct of personal or civic affairs during each school year with the following exceptions: the first staff day and student day of the school year; the day before or the day after scheduled break periods and/or holidays; and the last student day and staff day of the school year.

- a. In all cases, the employer shall be notified prior to the use of such leave.
- b. In cases when the employer is not notified prior to the use of the leave, the request for use of personal business leave may be denied and any days taken may be considered as days without pay.
- c. Unused personal business days will be added to accumulated sick leave at the end of the regular school year.
- d. Employees shall not be eligible to use personal leave for planned extension of school vacations, supplemental employment and other activities that could reasonably be conducted on non-contracted days.

##### **2. Sick Leave**

Each teacher shall be entitled to be absent from work on account of illness or quarantine for a total of thirteen (13) days during the first year and (10) days in each succeeding year without loss of compensation, unused days to be accumulated.

- a. DSC reserves the right to request documentation from a healthcare provider certifying sick leaves related to an employee's illness or injury, or the illness or injury of an employee's immediate family member lasting more than five (5) days. Regular check-ups and appointment with licensed health care providers, as well as tests required by a physician, qualify as legitimate use of sick leave.
- b. The transfer of sick leave days from any previous Indiana school corporation employer(s) shall be in accordance with Indiana law.
- c. Each teacher may use sick leave in case of illness or injury, or when the teacher is the appointed healthcare representative, involving a member of the immediate family. If accumulated sick leave has been exhausted, additional days without pay may be granted by submitting a written request with appropriate documentation to the Superintendent. Immediate family members shall be interpreted as husband, wife, child, sister, brother, mother, father, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-parent, step-child, or any other person living in the same household no matter what degree of relationship.

### **3. Bereavement Leave**

The Duneland School Corporation recognizes the importance of allowing its employees to grieve and celebrate the life of a loved one.

- a. An employee shall be entitled to be absent from work without loss of compensation for up to five (5) workdays related to the death of an immediate family member. Immediate family members shall be interpreted as husband, wife, child, sister, brother, mother, father, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-parent, step-child, or any other person living in the same household no matter what degree of relationship.
- b. One (1) day may be taken without loss of compensation to grieve and celebrate the life of an aunt, uncle, first cousin, niece or nephew not living in the household of the employee.

### **4. Association Leave**

Upon written request, the President of the Association or his/her designee will be granted up to twenty (20) days paid leave per year in order to conduct Association business. Any day granted under this article shall be used in units of a one-half (1/2) day or a full day.

**5. Sick Leave Bank**

The primary purpose of the sick leave bank is to provide teachers with more sick leave days in addition to those provided/accumulated through normal sick leave policy in the event of a personal and serious health condition.

**I. Eligibility**

- a. Any teacher employed by the Duneland School Corporation is eligible to participate in the bank.
- b. A contribution of one (1) sick leave day is required to join the bank.

An additional day will be required when the total number of days in the bank falls below ninety (90). Participants will be notified by the Business Office of the additional assessment and those current members who sign the authorization to contribute an additional day to the bank will continue membership in the bank.

- c. Newly contracted teachers may join the sick leave bank at the time they are employed. All other teachers who are not members of the bank may join during the enrollment period from September 1 to September 15 each year.
- d. Sick leave days donated to the bank are considered a permanent donation to the bank.

**II. Criteria for Use of the Bank**

- a. The applicant must be a current participant in the bank.
- b. All sick leave days previously accumulated by the applicant must be exhausted.
- c. The request for withdrawal of days from the bank must be made on the appropriate form and submitted to the Duneland Teachers' Association Professional Rights and Responsibilities Committee (PR&R).
- d. The PR&R Committee will grant days using the following table as a guideline:

<u>Years in Duneland of</u>	<u>Maximum Number Days Granted</u>
0-2	20
3-4	30
5-6	40
7-8	50
9-10	60
11-12	70
13-14	80
Over 14	90

- e. The PR&R Committee may require the applicant to submit a written statement from the applicant's doctor indicating the prognosis for returning to work.
  - f. Sick Leave Bank may be used to provide days for disability related to pregnancies, as certified by the teacher's physician, but not for child care.
- III. Any days remaining in the sick leave bank at the end of a school year will be carried over to the bank for the next school year.
  - IV. The Duneland Teachers' Association will receive a written accounting of the number of days donated, used and remaining in the sick leave bank at the close of each school year.
  - V. Teachers are eligible to draw days only while under contract to the Duneland School Corporation and not during summer or school vacation periods.

**B. Unpaid Leaves of Absence**

**1. Temporary Unpaid Leave**

Any teacher employed on a regular teacher's contract may apply for a temporary unpaid leave when no other leave is applicable. "Temporary" unpaid leave is defined as a period of time not to exceed ten (10) work days without compensation. Under normal circumstances, such a request shall be submitted in writing to the Superintendent through the building principal at least two weeks (14 days) before the requested unpaid leave is to begin.

The Superintendent is authorized to approve a request for unpaid leave for reasons other than illness or injury, or for unique and unusual circumstances. It is a breach of contract for a contracted employee not to report for work when no leave is applicable or approved.

**2. Unpaid Leave**

An unpaid leave of absence shall be defined as either one semester or one (1) school year leave of absence without compensation. Unpaid leave may be requested by a teacher for medical reasons substantiated by a licensed health care provider, for pursuit of post-graduate education, or for educational travel, which will be of benefit to the teacher and the school corporation.

- a. Under ordinary circumstances, a written request for an unpaid leave of absence must be submitted to the Superintendent not less than three (3) months in advance of the requested leave date. The Superintendent is authorized to approve a request for unpaid leave.
- b. Teachers on unpaid leave may participate in the applicable Duneland School Corporation Health Group Insurance programs by paying the full cost of these programs.



**3. Family Medical Leave Act FMLA**

The Board agrees to comply with the Family Medical Leave Act.

Leaves for family medical purposes may be included or excluded from other qualified leave benefits. The application for family medical leave shall include the mix of leaves requested by the teacher and reflected in the final agreement.

**4. Child Care Leave**

An unpaid leave of absence for one or two semesters for the purpose of childcare shall be granted upon proper application. Proper application shall be made through the Human Resources Office at least thirty (30) days prior to the anticipated commencement of the leave, if possible.

**ARTICLE V**  
**FRINGE BENEFITS**

I. Indiana Worker's Compensation and Occupations Disease Laws apply to all employees of the Duneland School Corporation. In order to substantiate claims for medical bills and lost time accidents under these laws, all on-the-job injuries must be reported to the employee's immediate supervisor and an accident report filed with the school nurse immediately or as soon as practical.

**A. Hospitalization and Major Medical Insurance**

**1. 2020 Insurance Premiums:**

The Board shall contribute the following amounts toward the annual premium cost for Health Insurance:

<b>PPO Plan</b>	<b>HDHP Plan</b>	<b>PLUS</b>	<b>HSA Contribution</b>
Single \$ 8,100	Single \$ 6,984		\$1,116
Family \$18,636	Family \$16,200		\$2,436

**2. 2021 Insurance Premiums:**

The Board shall contribute no less than the amounts contributed in 2020 as shown in #1. Should the annual premium amount increase for 2021, the Board contribution for 2021 shall be up to the maximum amounts as listed:

<b>PPO Plan</b>	<b>HDHP Plan</b>	<b>PLUS</b>	<b>HSA Contribution</b>
Single \$ 8,340	Single \$ 7,188		\$1,152
Family \$19,200	Family \$16,680		\$2,520

Should the premium increases exceed these maximum amounts, the increase shall be negotiated during the 2020-2021 bargaining time period.

In addition to the HSA contributions listed above, employees who enroll (or are already enrolled) in the HDHP plan will receive an additional one-time contribution:

<b>HDHP Plan</b>	<b>2020 Contribution</b>	<b>2021 Contribution</b>
Single	\$1,884	\$1,848
Family	\$3,564	\$3,480

Employees who enroll (or are already enrolled) in the HDHP in 2020 would be eligible for 2020 & 2021 contributions. Employees who enroll in the HDHP in 2021 are only eligible for the 2021 contribution.

3. A husband and wife who are both employed by the Corporation, and who no longer need the benefits of the family plan, should each enroll in a single plan.

**B. Life Insurance**

All certified employees of the Duneland School Corporation shall be provided a group life insurance program that includes accidental death and dismemberment benefits. The term life insurance shall be in the amount of fifty thousand dollars (\$50,000).

**C. Income Protection**

All certified employees of the Duneland School Corporation shall be eligible to participate in a group long-term disability insurance program (i.e. income protection plan) upon payment of an annual premium of fifteen dollars (\$15.00).

**D. Insurance Regulations**

1. The open enrollment period shall be in November each year for an effective date of January 1. Premium payments shall be paid by payroll deduction. Premium payments are not refundable under any circumstance.
2. Employees who terminate their employment prior to the completion of the contracted school year will automatically terminate their membership in any and all group insurance programs sponsored by the Board. Insurance coverage shall end the first of the month following the date employment is terminated.
3. Insurance coverage for employees contracted during the school year will begin on the first day of the month following the start of employment.
4. Any employee who becomes permanently disabled and subsequently resigns may continue to participate in the Duneland School Corporation Group Health Insurance Program by paying the full amount of the monthly premium provided they have served a minimum of five years in the Duneland Schools. In the event of the death of such a permanently disabled employee, a surviving spouse and/or dependent(s) may continue to participate in the group health insurance plan by paying the full amount of the monthly premium until the spouse qualifies for Medicare.
5. An employee who retires may continue in the Duneland School Corporation Group Health Insurance Program by paying the full amount of the monthly premium provided they retire after age 50 with a

minimum of five (5) consecutive years of service in Duneland immediately preceding their retirement.

If an employee dies after s/he retires, and their spouse was covered at the time of retirement, the spouse may continue in the plan by paying the full amount of the monthly premium until s/he is eligible for Medicare.

All individuals paying the full cost of the Duneland Group Health Insurance Program must submit their check for the monthly premium to the Duneland School Corporation Business Office by the 15<sup>th</sup> day of the month preceding the month in which the premium is due.

Participation in the Group Health Insurance program cannot extend past eligibility for Medicare.

Duneland School Corporation will make a voluntary dental and vision program available to all teachers. Participants will be responsible for all premium payments.

6. The Board's contribution toward the cost of the insurance programs and benefits for which part-time teachers are eligible shall be prorated to the percentage of one full time equivalent (1 FTE) for the term of their part time employment.

#### **E. Insurance Coverage Changes, Regulations and Reviews**

Any changes in the insurance program (e.g. coverage, plan design, etc.) shall be mutually agreed upon by the parties. A permanent insurance committee shall meet quarterly with the administration to review costs, potential premium rate changes, and reserve fund levels. This committee shall make recommendations to the parties.

### **II. Retirement Benefits**

#### **A. Retirement Benefits for Teachers Hired After July 1, 2002**

All teachers hired after July 1, 2002 shall have seven hundred fifty dollars (\$750.00) deposited annually. in ten (10) equal payments by the employer into a 403(b) account. Investment options shall be at the choice of the teacher affected. One year of service is defined as a year of service under a regular teacher's contract with the Duneland School Corporation, which otherwise is a year of creditable service with the Indiana State Teachers Retirement Fund. The plan participants shall be vested as follows:

<b><u>Year</u></b>	<b><u>Vested</u></b>
1	20%
2	40%
3	60%
4	80%
5	100%

**B. 403(b) Matching Annuity – Effective 2020-2021 School Year**

If a teacher elects to contribute into the employer approved 403(b) plan, the employer will match the employee's contribution to a maximum of \$200 per school year.

All salary reduction contributions and matching contributions will be 100% immediately vested.

**ARTICLE VI  
PAYROLL PROVISIONS**

**A. 403(b)/457 Retirement Savings Plan**

1. All teachers shall be eligible to participate in the Duneland School Corporation 403(b) and/or 457 Retirement Savings Plan(s) (the "Plan") through payroll deduction.
2. Authorized changes in deductions may be provided to the Business Office one time per month.

**ARTICLE VII  
SALARY AND RELATED PROVISIONS**

**Compensation Plan**

Teachers receiving an Effective or Highly Effective rating for the previous year's evaluation and who have worked for a minimum of 60 days in the previous school year shall be eligible for the following increases compensation:

**A. Base Salary Increase**

**2019-2020**

\$3,000 increase to the 2018-2019 base salary. This salary increase is based upon the following two factors: (1) the teacher receiving an effective or highly effective evaluation rating for the previous school year, which factor shall constitute \$2,250 of the total salary increase, and (2) the teacher earning an additional year of experience (defined as having worked during the prior school year for a minimum of 60 days), which factor shall constitute \$750 of the total salary increase. The increase in base salary attributable to the experience factor is less than 50% of the total base salary increase in accordance with Indiana law.

**The 2019-2020 Salary Range is \$42,000 - \$75,235**, before base salary increases are applied.

**2020-2021**

\$2,500 increase to the 2019-2020 base salary. This salary increase is based upon the following two factors: (1) the teacher receiving an effective or highly effective evaluation rating for the previous school year, which factor shall constitute \$1,875 of the total salary increase, and (2) the teacher earning an additional year of experience (defined as having worked during the prior school year for a minimum of 60 days), which factor shall constitute \$625 of the total salary increase. The increase in base

salary attributable to the experience factor is less than 50% of the total base salary increase in accordance with Indiana law.

**The 2020-2021 Salary Range is \$44,000 - \$77,735**, before base salary increases are applied.

If an evaluation is not completed for a teacher who worked for at least 60 days than that teacher's most recently completed evaluation will be used as a basis to receive that year's negotiated salary increase.

### **B. Compensation Plan Stipends (Returning Teachers)**

1. Amount of stipend
  - a. 2019-2020 = \$1,500
  - b. 2020-2021 = \$2,000
2. Eligibility
  - a. A returning teacher who received a rating of Highly Effective or Effective the prior school year AND worked for at least 60 days during the previous school year will receive the Compensation Plan Stipend.
  - b. A returning teacher who received a rating of Needs Improvement or Ineffective in the prior school year is not eligible for the Compensation Plan Stipend.

### **New Teacher Hiring Placement**

The school corporation determines the compensation of teachers new to the school corporation based on the Newly Hired Placement Chart. Several factors will contribute to the determination of the salary for a newly hired teacher such as experience, education, and licensing. Any newly hired teacher placed outside the Newly Hired Teacher Placement chart requires consultation between the Superintendent and the DTA president. No new hire will be hired at a salary amount that is outside the scope of the salary range.

### **New Teacher Hiring Placement**

	<u>BA/BS</u>	<u>MA/MS</u>
0	\$44,000	\$46,000
1	\$44,250	\$46,250
2	\$44,500	\$46,500
3	\$44,750	\$46,750
4	\$45,000	\$47,000
5	\$45,250	\$47,250
6	\$45,500	\$47,500
7	\$46,000	\$48,000
8	\$47,000	\$49,000
9	\$48,000	\$50,000
10+	\$50,000	\$52,000

Redistribution: Any funds otherwise allocated for teachers who were rated Ineffective or Improvement Necessary will be equally redistributed to all teachers who were eligible for an

increase under the compensation plan. The redistribution will be in the form of a stipend that will be paid no later than the end of the contract year.

### **Stipends**

#### **Teacher Attendance Stipend: \$300 - \$600**

A teacher attendance stipend encourages improved teacher attendance which will positively impact student growth and achievement in the classroom. The Teacher Attendance Stipend will be distributed according to the following parameters:

- Teachers with not more than 3.0 sick and/or personal days per school year shall be eligible for \$300
- Teachers with not more than 2.0 sick and/or personal days per school year shall be eligible for \$400
- Teachers with not more than 1.0 sick and/or personal day per school year shall be eligible for \$500
- Teachers who achieve perfect attendance (0.0 sick and/or personal days) for the entire school year shall be eligible for \$600

Administration approved professional development days, bereavement days, jury duty days, Association days and/or military leave do not count as absences for the purpose of earning the stipend. The Teacher Attendance stipend will be paid no later than the end of the contract year in which the stipend is earned.

#### **Course Training and Curriculum Stipend: \$250.00**

Teachers who teach one or more Advanced Placement, Dual Credit, International Baccalaureate or Project Lead the Way course will receive one \$250 stipend per year to compensate for the additional training and prep time required to teach these courses.

#### **Host Student Teacher Stipend: \$250.00**

Teachers who host a student teacher and do not receive a stipend equivalent to \$250 from the student teacher's University of origin will receive this stipend one time during the course of a school year.

#### **Instructional Initiative Stipend: \$250.00**

Teachers who create a Central Office approved Open Source or Online Course, Academic Innovation for Learning, Instructional Initiative or a Start-up Learning Program will receive this stipend one time per school year.

#### **Professional Development Stipend:**

A one-time monetary stipend for professional development can be earned by conducting principal or district approved professional development and/or attending after-hour professional development session(s) hosted by the Duneland School Corporation. Professional development points are distributed by the building principal and/or the DSC curriculum office.

The DSC Professional Development Stipend allocation will be \$40,000 per year.

If the allocation is not depleted by the end of the school year, the remaining balance will carry over to the subsequent school year.

The monetary value of a single point is \$50.00

A maximum of 20 points (\$1,000) can be earned by an individual teacher per school year.

District and/or school total point allotments may be pre-determined by the Superintendent.

The Professional Development Stipend will be paid no later than the end of the contract year.

<b>Professional Development Criteria</b>	<b>Points</b>
1. Conduct principal or district approved professional development	2 – 4
2. Attend an approved after-hour (outside of contracted work day) DSC professional development session	1 per session

(The number of points awarded for conducting professional development will be based on preparation time, length of professional development session, and size of audience.)

**Supplemental Payment** (For informational purposes only)

Teachers who attain an initial Master’s or Doctoral degree after August 1, 2016, shall be eligible to receive a one-time \$1,000 stipend and a supplemental base salary increase of \$2,000. Master’s or Doctoral degree must be earned from an accredited postsecondary educational institution in a content area directly related to the subject matter of:

1. a dual credit course; or
2. another course; taught by the teacher; or is an elementary school teacher who earns a master’s degree in math or reading and literacy.

Teachers who received tuition assistance from the Duneland School Corporation via the Tuition Reimbursement program are not eligible for the \$1,000 stipend.

This supplemental payment is being unilaterally granted by the School Corporation as is permitted by IC 20-28-9-1.5(a). This supplemental payment has not been bargained but rather is included in this Contract for informational purposes only.

**Tuition Reimbursement**

To ensure the Duneland School Corporation has properly credentialed teachers to meet the certification needs of specific academic initiatives, the Board will implement a tuition reimbursement program for pre-approved collegiate courses. Program approval will be made by the superintendent based solely on the academic programming needs of the Duneland School Corporation.

Teachers who have been pre-approved to participate in the program may submit a claim for tuition reimbursement for each credit earned. The per credit reimbursement will not exceed the cost associated with Indiana public/state universities. When multiple universities offer comparable programs of study, approval will be granted for the most cost-effective option. The reimbursement will not cover fees, books, materials or other ancillary costs. Teachers must submit a record of credit attainment to the respective principal and/or director of curriculum prior to reimbursement distribution.

**ARTICLE VIII**  
**ANCILLARY DUTIES**

A. ECA Payments are determined by Appendix A as attached to this Agreement. Any reference to number of positions listed are for informational purposes. During the term of this agreement, the parties shall mutually consider changes to review the ECA schedule. This provision is for information purposes only and has not been bargained.

B. **NIGHT SCHOOL, HOMEBOUND INSTRUCTION, SATURDAY SCHOOL, DRIVER'S EDUCATION and SCHOOL-WIDE AFTER SHOOOL DETENTION**

The hourly rate for Night School, Homebound Instruction, Saturday School, Driver's Education and School-wide After School Detention\* (\*MS/CHS; hours to be paid outside of contract day; implementation to be determined) shall be, including the adjustment for TRF, as follows:

2019-2021  
\$27.00

C. **CURRICULUM DAYS**

The daily rate for Curriculum days shall be, including the adjustment for TRF, as follows:

2019-2021  
\$125.00

D. **PROFESSIONAL DEVELOPMENT**

The hourly rate for any stipends paid for qualified and approved work outside the regular school day or school year for accreditation and/or grant funded professional development activities shall be, including the adjustment for TRF, as follows:

(Note: Stipends require pre-approval by the building administrator and the business office, and shall be paid only from sources designated specifically for professional development.)

2019-2021  
\$27.00

E. **MENTOR PROGRAM**

Mentor teachers will be paid \$200 per mentee per school year.

F. **ABSENTEE COVERAGE**

A teacher who volunteers to cover an absent teacher's classroom during his/her prep/planning period will be paid \$20.00 per occurrence.



**G. LONG-TERM CLASS COVERAGE**

Teachers who volunteer to teach a permanent class during their regular scheduled prep period will be compensated at a pro-rated rate based on the Bachelors-0 base salary within the Duneland School Corporation.

For example, a high school teacher who teaches a class during his/her prep period for an entire school year will receive one-seventh (1/7) of the base salary of an entry level teacher (Bachelors=0) in the DSC.

**ARTICLE IX**  
**EFFECT OF THE AGREEMENT**

The parties mutually agree that the terms and conditions set forth in this agreement represent the full and complete understanding and commitment between the parties hereto which may be altered, changed, added to, deleted from or modified only through the voluntary written mutual consent of the parties.

Should any article, section, or clause of this agreement be declared illegal by a court of competent jurisdiction or administrative agency, said article, section or clause, as the case may be, shall be automatically deleted from this agreement to the extent that it violated the law, but the remaining articles, sections and clauses shall remain in full force and effect for the duration of the agreement, if not affected by the deleted article, section or clause. Any such article, section or clause shall be renegotiated upon the written request of either party.

During the term of this agreement, contracts of teachers who are members of the bargaining unit shall be made expressly subject to the provisions of this agreement.

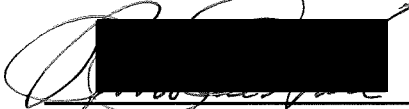
**ARTICLE X**  
**TERMS OF THE AGREEMENT**


This agreement shall be effective as of **August 1, 2019** and shall continue in effect through **June 30, 2021**.

This agreement is made and entered into at Chesterton, Indiana, on this **4<sup>th</sup> day of November, 2019**, by and between the Duneland School Corporation, County of Porter, State of Indiana, heretofore referred to as the "Board" and the Duneland Teachers Association, heretofore referred to as the "Association."

This agreement is so attested by the signatures below.

**DUNELAND TEACHERS ASSOCIATION**

  
\_\_\_\_\_  
Bobbi Hall, Co-President

  
\_\_\_\_\_  
Anne Stark, Co-President

Nov. 4, 2019  
Date

**DUNELAND SCHOOL BOARD**

  
\_\_\_\_\_  
Brandon Kroft, Board President

  
\_\_\_\_\_  
Ronald \_\_\_\_\_ Secretary

Nov 4, 2019  
Date

## APPENDIX A

### EXTRA-CURRICULAR ACTIVITIES (ECA) SCHEDULE

#### 2019-2020 & 2020-2021

Note: The number of positions was not bargained and are included for informational purposes only.

<u>ASSIGNMENT</u>	<u>2019-2020 &amp; 2020-2021</u>
<b>HIGH SCHOOL SPORTS</b>	
VARSITY FOOTBALL (1)	10,500
VARSTITY ASST. FOOTBALL (4)	6,285
JV FOOTBALL (2)	5,750
FRESHMAN FOOTBALL (1)	5,000
FRESHMAN ASST. FOOTBALL (2)	4,250
SPRING FOOTBALL (2)	900
SUMMER FOOTBALL ATH. TRAINER (1)	1,500
VARSITY BASKETBALL B/G (2)	10,500
VARSITY ASST. BASKETBALL B/G (2)	6,285
JV BASKETBALL B/G (2)	5,750
FRESHMAN BASKETBALL B/G (2)	5,000
FRESHMAN ASST. BASKETBALL B/G (2)	4,250
VARSITY CROSS COUNTRY B/G (2)	6,000
VAR. ASST. CROSS COUNTRY B/G (2)	2,950
VARSITY TENNIS B/G (2)	4,850
VARSITY ASST. TENNIS B/G (2)	3,200
VARSITY SOCCER B/G (2)	6,200
VARSITY ASST. SOCCER B/G (2)	5,000
JV SOCCER B/G (2)	4,500
FRESHMAN SOCCER B/G (2)	3,000
VARSTITY GOLF B/G (2)	4,850
VARSITY ASST. GOLF B/G (2)	3,200
VARSITY VOLLEYBALL (1)	6,000
VARSITY ASST. VOLLEYBALL (1)	4,500
JV VOLLEYBALL (1)	4,200
FRESHMAN VOLLEYBALL (1)	3,800
VARSITY SWIMMING B/G (1)	13,150
ASST. I SWIMMING B/G (1)	6,285
ASST. II SWIMMING B/G (2)	4,000
ASST. III SWIMMING B/G (1)	3,200
VARSITY GYMNASTICS (1)	6,200
VARSITY ASST. GYMNASTICS (1)	4,250
VARSITY WRESTLING (1)	6,200
VARSITY ASST. WRESTLING (1)	4,250
FRESHMAN WRESTLING (1)	3,500
FRESHMAN ASSISTANT WRESTLING (1)	2,950
VARSITY BASEBALL/SOFTBALL (2)	6,400

VAR. ASST. BASEBALL/SOFTBALL (2)	5,000
JV BASEBALL/SOFTBALL (2)	4,200
FRESHMAN BASEBALL/SOFTBALL (2)	3,800
VARSTIY TRACK B/G (2)	6,400
HS TRACK ASST. LEVEL I B/G (4)	4,250
HS TRACK ASST. LEVEL II B/G (4)	3,200
HS TRACK ASST. LEVEL III B/G (2)	2,580
UNIFIED TRACK B/G (2)	2,000
VARSITY CHEERLEADING (1)	5,000
ASST. VARSITY CHEERLEADING (1)	3,250
FRESHMAN CHEERLEADING (1)	2,600
POOL DIRECTOR (1)	3,080
ASST. POOL DIRECTOR (1)	1,300
HS CONCESSIONS MANAGER (1)	6,000
HS INTRAMURALS DIRECTOR (1)	2,600
HS ASST. INTRAMURALS DIRECTOR (1)	2,300

### **HIGH SCHOOL ACADEMIC, MUSIC AND ARTS**

HS ACADEMIC COMPETITION COORD. (1)	2,810
HS SUPER BOWL COACHES (5)	1,140
HS ACADEMIA CUP (1)	2,470
HS SCIENCE OLYMPIAD (1)	1,670
HS SPELL BOWL (1)	670
HS QUIZ BOWL (1)	1,700
HS JAPAN BOWL (1)	670
HS FRESHMAN CLASS SPONSOR (2)	700
HS SOPHOMORE CLASS SPONSOR (2)	700
HS JUNIOR CLASS SPONSOR (2)	700
HS SENIOR CLASS SPONSOR (2)	700
PROM COORDINATOR (1)	1,520
HS CREATIVE WRITERS (1)	875
HS SCHOOL PAPER (1)	2,000
HS YEARBOOK (1)	3,400
HS BUSINESS (BAT) DEPT. CHAIR (1)	2,850
HS ENGLISH CHAIR (1)	7,600
HS FACS/INDUSTRIAL TECH CHAIR (1)	2,850
HS GUIDANCE CHAIR (1)	2,850
HS HEALTH/PE CHAIR (1)	3,800
HS MATH CHAIR (1)	7,125
HS MUSIC CHAIR (1)	1,425
HS SCIENCE CHAIR (1)	7,125
HS SOCIAL STUDIES CHAIR (1)	5,700
HS VISUAL ARTS CHAIR (1)	2,850
HS WORLD LANGUAGE CHAIR (1)	5,700
TECH. INTEGRATION. SPEC. CHAIR (1)	1,425
HS HD ROBOTICS COACH (1)	1,000
HS ASST. ROBOTICS COACH (1)	800
HS SAT LEADER (1)	875
HS SAT MEMBER (10)	465

DIRECTOR OF SPEECH AND DEBATE (1)	9,830
ASSOCIATE SPEECH AND DEBATE (3)	5,505
SPEECH AND DEBATE ASST. (3)	3,400
HS DIRECTOR OF STUDENT GOVERNMENT (1)	2,550
HS INTERACT CLUB (1)	1,250
HS FINE ARTS CLUB (1)	600
WORLD LANGUAGE CLUB (4)	600
NATURAL HELPERS (2)	1,045
NATIONAL HONOR SOCIETY (1)	1,270
HS BPA (1)	1,700
MARCHING BAND (1)	4,240
MARCHING BAND ASST. (1)	3,810
HS PERCUSSION COACH	3,000
CHS MARCHING UNIT (1)	3,810
CHS WINTER GUARD (1)	3,810
PEP BAND (1)	1,670
JAZZ BAND (1)	2,260
CONCERT BAND (1)	1,320
WIND ENSEMBLE (1)	2,165
PERCUSSION ENSEMBLE (1)	1,310
ORCHESTRA (1)	2,800
PIT ORCHESTRA (1)	730
HS CONCERT CHOIRS (1)	3,120
HS SHOW CHOIR DIRECTOR (1)	4,465
HS ASST. SHOW CHOIR DIRECTOR (1)	2,300
HS SHOW CHOIR BAND DIRECTOR (1)	1,000
THEATER DIRECTOR/PRODUCER (1)	2,750
DIRECTOR OF DRAMA (1)	2,300
CHILDRENS PLAY DIRECTOR (1)	2,300
DIRECTOR OF MUSICAL (2)	2,300
SOUND & LIGHTING I- ALL PRODUCTIONS (1)	2,575
SOUNT & LIGHTING II- ALL PRODUCTIONS (1)	1,290
STAGE DESIGNER- ALL PRODUCTIONS (1)	3,195
COSTUME/MAKE-UP PER PRODUCTIONS. (1)	730
THEATER PUBLICITY (1)	670
WDSO ADVISOR (1)	6,745
HS STREAMING PROD. COORD. (1)	2,475
HS VETERANS DAY PROGRAM (1)	465
HS COLLEGE APPLICATION CAMP COORD. (1)	500
HS DISTRICT INNOVATION TEAM (2)	200
HS PLTW COORDINATOR (1)	475
HS SCHOOL IMPROVEMENT CHAIR (1)	1,290
<b>MIDDLE SCHOOL SPORTS</b>	
MS 7 <sup>TH</sup> /8 <sup>TH</sup> HD FOOTBALL (1)	4,000
MS 7 <sup>TH</sup> /8 <sup>TH</sup> ASST. FOOTBALL (5)	3,150
MS 7 <sup>TH</sup> /8 <sup>TH</sup> HD BASKETBALL (4)	3,540
MS 7 <sup>TH</sup> /8 <sup>TH</sup> ASST. BASKETBALL (4)	2,990
MS 7 <sup>TH</sup> /8 <sup>TH</sup> HD CR. COUNTRY B/G (2)	2,720

MS 7 <sup>TH</sup> /8 <sup>TH</sup> ASST. CR. COUNTRY B/G (2)	1,820
MS 7 <sup>TH</sup> /8 <sup>TH</sup> HD VOLLEYBALL (2)	2,910
MS 7 <sup>TH</sup> /8 <sup>TH</sup> ASST. VOLLEYBALL (2)	1,950
MS 7 <sup>TH</sup> /8 <sup>TH</sup> HD WRESTLING (1)	4,000
MS 7 <sup>TH</sup> /8 <sup>TH</sup> ASST. WRESSTLING (2)	3,350
MS 7 <sup>TH</sup> /8 <sup>TH</sup> CHEERLEADING (1)	2,560
MS HD TRACK (4)	2,850
MS ASST. TRACK (4)	2,050
MS CONCESSIONS MANAGER	4,800
MS IM BBALL B/G (2)	875
MS IM VOLLEYBALL (1)	875
MS HD ATHLETIC CLUB TENNIS (1)	1,870
MS ASST. ATHLETIC CLUB TENNIS (1)	1,670

**MIDDLE SCHOOL ACADEMIC, MUSIC AND ARTS**

MS ACADEMIC COACHES (4)	600
MS SCIENCE OLYMPIAD (1)	1,670
MS SHO TEAM (1)	800
MS SCHOOL PAPER (1)	1,700
MS YEARBOOK (1)	2,990
MS JUNOIR NATL. HONOR SOCIETY (1)	1,035
MS STUDENT COUNCIL (2)	1,600
MS ART CLUB (2)	690
MS READERS CLUB (1)	465
MS HD ROBOTICS COACH (1)	1,000
MS ASST. ROBOTICS COACH (1)	800
MS ART CHAIR (1)	950
MS ENGLISH CHAIR (1)	2,850
MS FACS CHAIR (1)	2,375
MS FOREIGN LANGUAGE CHAIR (1)	950
MS HEALTH CHAIR (1)	1,425
MS MATH CHAIR (1)	2,850
MS MUSIC CHAIR (1)	1,425
MS PHYSICAL EDUCATION CHAIR (1)	1,425
MS SCIENCE CHAIR (1)	2,850
MS SOCIAL STUDIES CHAIR (1)	2,850
MS TEAM LEADERS (7)	2,370
MS SAT LEADER (1)	875
MS SAT MEMBER (5)	465
MS DRAMA DIRECTOR (1)	1,700
MS CHORAL DIRECTOR (1)	1,800
MS PERFORMANCE ARTS TROJAN GOLD	1,000
MS COLOR GUARD	740
MS BAND (1)	1,600
MS LAB BAND (1)	1,290
MS ORCHESTRA (1)	1,100
MS HAND BELL CHOIR (1)	875
MS SOUND & LIGHTING ALL PRODUCTIONS (1)	875
MS SET DESIGNER (1)	1,290

MS SAFETY PATROL (1)	600
MS VETERANS DAY PROGRAM (1)	465
MS DISTRICT INNOVATION TEAM (2)	200
MS PLTW COORDINATOR (1)	475
MS ART EXHIBITION (1)	465
MS SCHOOL IMPROVEMENT CHAIR (1)	1,290

**INTERMEDIATE SCHOOL SPORTS**

LIS/WIS 5 <sup>TH</sup> /6 <sup>TH</sup> IM BBALL (8)	875
LIS/WIS 5 <sup>TH</sup> /6 <sup>TH</sup> IM VOLLEYBALL (4)	875
LIS/WIS 5 <sup>TH</sup> /6 <sup>TH</sup> IM RUNNING CLUB (4)	875

**INTERMEDIATE SCHOOLS ACADEMIC, MUSIC AND ARTS**

LIS/WIS 5 <sup>TH</sup> /6 <sup>TH</sup> ORCHESTRA (2)	875
LIS/WIS SCHOOL PAPER (2)	400
LIS/WIS YEARBOOK (4)	465
LIS/WIS STUDENT COUNCIL (2)	1,130
LIS/WIS RED RIBBON PROGRAM (2)	465
LIS/WIS 5 <sup>TH</sup> /6 <sup>TH</sup> CHOIR (2)	1,000
LIS/WIS 6 <sup>TH</sup> GRADE BAND (2)	670
LIS/WIS DEPARTMENT CHAIRS (18)	1,530
LIS/WIS GRADE LEVEL COORD. (4)	2,575
LIS/WIS SPECIALS COORDINATOR (2)	1,275
LIS/WIS ACADEMIC COACHES (6)	600
LIS/WIS HD ROBOTICS COACH (2)	1,000
LIS/WIS ASST. ROBOTICS COACH (2)	800
LIS/WIS SAFETY PATROL (2)	600
LIS/WIS SAT LEADER (2)	875
LIS/WIS SAT MEMBER (8)	465
LIS/WIS FINE ARTS CLUB (2)	600
LIS/WIS SPELL BOWL (2)	400
LIS/WIS VETERANS DAY PROGRAM (2)	465
LIS/WIS STUDENT NEWS PROD. (2)	800
LIS/WIS DISTRICT INNOV. TEAM (4)	200
LIS/WIS PLTW COORDINATOR (2)	475
LIS/WIS ART EXHIBITION (2)	465
LIS/WIS SCHOOL IMPROVEMENT CHAIR (2)	1,290

**ELEMENTARY SCHOOL ACADEMIC, MUSIC AND ARTS**

K-4 YEARBOOK (5)	255
K-4 STUDENT COUNCIL (10)	480
K-4 ACADEMIC/FESTIVAL/SCIENCE FAIR (5)	300
K-4 GRADE LEVEL COORDINATORS (25)	2,575
K-4 SPECIALS COORDINATOR (5)	2,575
K-4 SAT LEADER (5)	875
K-4 SAT MEMBER (15)	465
K-4 HD ROBOTICS COACH (5)	1,000
K-4 ASST. ROBOTICS COACH (5)	800

K-4 SAFETY PATROL (5)	600
K-4 FINE ARTS CLUB (5)	600
K-4 SPELLING BOWL (5)	400
K-4 VETERANS DAY PROGRAM (5)	465
K-4 STUDENT NEWS PRODUCTION (5)	800
K-4 DISTRICT INNOVATION TEAM (10)	200
K-4 PLTW COORDINATOR (5)	475
K-4 SCHOOL IMPROVEMENT CHAIR (5)	1,290
K-4 ART EXHIBITIONS (5)	465
K-8 ART COORDINATOR (1)	3,800

**EMERGING AFTER SCHOOL CLUBS AND ACADEMIC TEAMS**

K-4 AFTER SCHOOL CLUBS	-----	25,000 (5,000 PER ELEMENTARY BUILDING) CLUB STIPENDS TO BE BASED ON CLUB RUBRIC
LIS/WIS AFTER SCHOOL CLUBS	-----	10,000 (5,000 PER INTERMEDIATE BUILDING) CLUB STIPENDS TO BE BASED ON CLUB RUBRIC
MS AFTER SCHOOL CLUBS	-----	5,000 FOR MIDDLE SCHOOL CLUB STIPENDS TO BE BASED ON CLUB RUBRIC
HS AFTER SCHOOL CLUBS	-----	10,000 FOR HIGH SCHOOL CLUB STIPENDS TO BE BASED ON CLUB RUBRIC

**Emerging ECA After School Club and Academic Team Rubric**

Rubric for use by building principals when considering emerging after school clubs and academic teams during 2019-20 & 2020-21 school years.

# of Meetings Per Month	Length of Meetings	Semester Stipend	Semester Stipend with Competitions/ Performances	Annual Stipend	Annual Stipend with Competitions/ Performances
1	1hr.	\$200	\$300	\$400	\$600
2	1 hr.	\$300	\$400	\$600	\$800
4	1 hr.	\$400	\$500	\$800	\$1000