

NEGOTIATED AGREEMENT

between

THE BOARD OF EDUCATION OF
THE NENANA CITY PUBLIC
SCHOOL DISTRICT

and the

NENANA EDUCATION SUPPORT
STAFF ASSOCIATION/NEA-
Alaska/NEA

On behalf of the District's Support Staff


July 1, 2017- June 30, 2020

AGREEMENT AUTHENTICATION AND EXECUTION

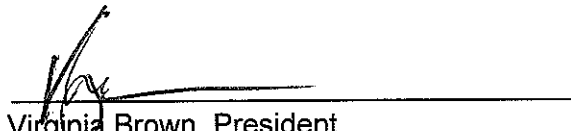
WHEREAS the Board of the Nenana City Public School District and the Nenana Education Support Staff Association/NEA-Alaska/NEA each certify that they have duly ratified the Agreement herein; and

WHEREAS the parties further certify that this document is an authentic and true copy of said Agreement;

THEREFORE BE IT RESOLVED that the Board and the Association do hereby execute this Agreement by affixing the signatures of their authorized representatives hereto.


Marilyn Duggar, Chair
Nenana City Public School District
Board of Education

4/6/17
Date


Virginia Brown, President
Nenana Education Support Staff
Association/NEA-Alaska/NEA

4/6/17
Date

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DEFINITIONS

1. Agreement: This Negotiated Agreement.
2. Board: The duly constituted Nenana School Board of the District.
3. Association: The Nenana Education Support Staff Association/NEA-Alaska/NEA, the duly recognized bargaining agent for the District's support staff.
4. Association President: The President of the Association or the President's designee.
5. Classified Staff or Support Staff: Persons employed in positions not requiring teaching or administrative certification and administrative exempt positions. The following definitions apply:
 - a) A designated part-time employee is one who generally works less than 30 hours per week.
 - b) A designated full-time employee is one who works 30 or more hours per week in accordance with the "Days/Year" classification on the PAF form.
 - c) A substitute is hired to replace a permanent Employee who is on leave.
 - d) A temporary employee is hired to fill a work overload or a special project not to exceed 90 consecutive days unless agreed to by mutual consent.
6. Date of delivery: The date of hand delivery or the postmark date of certified or registered mail.
7. Date of receipt: The date of receipt of hand delivered, registered mail or certified mail.
8. Day: A calendar day except as may otherwise be specified in the Agreement.
9. Deliver: Hand delivery or certified or registered mail.
10. District: The Nenana City Public School District.
11. Employee: Any Employee of the District who is not a certified or an exempt employee.
12. Qualified: An Employee who has been interviewed and has submitted information that supports his or her ability to perform duties outlined in the job description of a specific position.
13. Receipt: Receipt of hand delivered or certified or registered mail.
14. Date of Hire: First day worked
15. Seniority: Continuous length of service with the District. If two (2) or more Employees have the same date of hire, then seniority will be determined by a lottery.
16. Superintendent: The Superintendent of the District or the Superintendent's designee.
17. Year: A fiscal year except as may otherwise be specified in the Agreement.
18. Exempt Employees: Employees who supervise more than 50 of their time and have the ability to evaluate other employees.
19. Work Week: Begins on Sunday and ends on Saturday.
20. Year of Service: One school year, either year round or school year as defined on the PAF form.

100 SALARY AND BENEFITS

101 CLASSIFIED STAFF COMPENSATION

1. The District and the Association agree to the compensation as outlined in Appendix C (Wage Schedule).
2. Employees will be appropriately placed on the salary schedule.
3. Any error in wage schedule placement shall be corrected in the Employee's current pay period.
4. Initial placement of a new Employee will be at the entry level relative to the job classification. Credit for verified comparable experience may be granted by the Superintendent, year for year up to 3 years.
5. Employees hired on or before January 15 of the current school year will be advanced to the next available step on the pay scale July 1 of each calendar year.
6. Upon establishment of any new position, the District shall confer with the Association and designate the skill area classification and the placement of the position on the salary schedule considering the duties, skills and responsibilities of the position. Skill areas classifications are:

- *Food services
- *Security services
- *Custodial and maintenance services
- *Health services
- *Student services
- *Clerical services
- *Technical services
- *Skilled trade services
- *Transportation services

7. If an Employee is moved by transfer, promotion to a greater pay level, or demotion to lower pay level placement on the salary schedule shall be at the step the Employee occupied prior to the movement.
8. Employees who have been terminated, including layoffs, and who are rehired within one year for a position in the same skill classification will be placed at the same step occupied at the time of layoff or termination.
9. Overtime shall be paid at the rate of one and one half (1 1/2) times the regular hourly rate of pay for any hours worked more than (40) hours per week or an eight (8) hour day (except when a 4-ten hour day schedule is implemented i.e. Custodial/Maintenance during the summer). On paid holidays, as defined in section 206. Employees who work shall be paid time and a *half* plus holiday pay (2 1/2 times for hours worked). Overtime requires prior approval of a supervisor.
10. A member of the bargaining unit who substitutes in a unit covered position will be compensated at their current experience step in the job classification for which he/she is substituting. No employee will experience a reduction in the rate of pay when substituting.
11. Employees shall receive an annual longevity bonus of one percent (1) of their salary after twelve (12) years of continuous service and/or attaining their maximum step with the District.
12. Employees shall be provided a copy of their current job description upon initial employment, transfer or upon request.
13. New bargaining unit members shall have a minimum of one hour paid orientation within two (2) weeks of the start of their employment. The District, with input from the Association, will develop content and delivery of the orientation.
14. Personal Professional Development: Each employee will have an opportunity to attend one professional development event every contract and access up to three (3) professional/administrative leave days and up to \$1,000 (one thousand dollars) to cover expenses exclusive of the cost of a substitute. The District will allow no more than ten (10) employees per year to utilize this provision.

An employee who wishes to utilize this benefit must submit a proposal form no later than thirty (30) days in advance of the event to their direct supervisor for review and to the Superintendent for approval.

An employee who chooses to terminate employment within six (6) months of completion of the personal professional development shall reimburse the District for district incurred expenses.

102 EXTRA CURRICULAR ACTIVITIES SCHEDULE

Compensation under an extracurricular activity contract shall be in accordance with the rates provided in Appendix B. Compensation shall be the same as that in the Teachers contract.

103 PAYROLL DEDUCTIONS

The District shall make payroll deductions as required by law. Upon the Employee authorization received in the Business Office on or before the fifteenth day of the month, the District shall make payroll deductions for tax-sheltered annuity contributions, credit union, bank, or savings and loan direct deposits as determined by the Employee. Payroll deductions may also be made for Association dues as authorized by the Employee. The selection of payroll deductions may be revoked by the Employee effective the next scheduled payday by giving written notice to the Director of Finance before or with the Employee's timesheet for the specified payroll date.

104 WAGE PAYMENT

Paychecks will be prepared, distributed, direct deposited, or postmarked on a bi-weekly basis. If the pay date falls on a nonworking day, the paycheck will be distributed the last working day prior to the nonworking day. The District will provide a schedule of pay dates to the Association President or designee.

105 WORK RELATED TRAVEL

Pursuant to District policy, the Employee shall be paid for travel on official District business that has the prior written approval of the Superintendent. Payment shall be made promptly upon submission of supporting documentation as required.

No Employee will be required to transport students or personnel in his or her own personal vehicle. Employees will only transport students or personnel in private vehicles with prior approval from a supervisor.

The Employee shall be reimbursed in a timely manner, not to exceed thirty (30) days, for reasonable and necessary documented expenses in excess of the travel advance. Copies of a valid driver's license, current registration and car insurance will be included in personnel folders before employees transport students or school personnel in private vehicles.

106 HEALTH INSURANCE

The District shall provide, at District expense, group health care and life insurance to the employee, spouse, and dependents through the Public Education Health Trust, Plan A - Medical / B - Dental. Any change to this plan will be mutually agreed upon by the District and the Association through a committee with representatives from the Nenana Education Association, the Nenana Educational Support Staff Association, the District Business Office, the Superintendent, and the Administrators group.

In the event that spouses are both eligible for District-provided health insurance, the District shall provide direct coverage only to one spouse. The spouse not provided direct coverage shall be covered as a dependent under the other spouse's direct coverage.

Should life insurance not be available through the approved Health Plan the District shall provide up to \$10,000 of commercially provided life insurance and accidental death and dismemberment benefits to all full time Employees at no cost, based upon availability. When a commercial plan permits, the Employee may maintain additional life insurance coverage at his/her own expense.

The District agrees to provide health insurance for employees on a twelve (12) month basis. Employees whose employment terminates prior to the end of the school term will be covered until the last day of the month in which their employment terminates.

For the purposes of this paragraph, "premium rates" under a self-funded plan shall be the COBRA net premium rates as calculated by the plan administrator.

For the Teacher continuing employment from year to year, coverage shall continue during the summer vacation. It is further agreed that the same coverage will be extended until August 31 for any terminating teacher who holds and completes a full year contract. Our current provider utilizes a paperless system and does not provide booklets or paper claim forms. The specific terms and conditions of coverage shall be governed by the insurance contracts and policies in force. Any disputes regarding claims shall be between the insured and the carrier unless the action of the carrier is at the direction of the District. Upon request, the District shall provide contact information of those who may be able to assist the Teacher with a claim dispute.

107 LIFE/AD & D INSURANCE

The District shall provide up to \$10,000 life insurance and accidental death and dismemberment benefits to all Employees at no premium cost. When the plan permits, the Employee may maintain additional life insurance coverage at their own expense when coverage decreases due to plan provisions.

200 LEAVES

201 ACCUMULATED SICK LEAVE COMPENSATION

If an Employee is eligible for retirement and PERS retirement becomes effective immediately, or if an Employee terminates employment after being employed with the Nenana City School District, the Employee shall receive full pay at his/her wage rate for accumulated unused sick leave as follows:

1. 10 - 15 years of service 15 days
16 - 20 years of service 30 days
21 - 30 years of service 45 days
31+ years of service 60 days
2. Bargaining unit members who are discharged for cause will not be eligible for this bonus.
3. If the state retirement system (PERS) changes its policies to allow retirement credit for unused sick leave, this provision shall be null and void.
4. The number of hours in an Employee day is defined on the Personnel Action Form (PAF).

202 SICK LEAVE

Compensated sick leave shall be accrued at the rate of one and one-third (1 1/3) days per calendar month, or major portion thereof, of actual service, for full time Employees and prorated based upon actual hours worked per pay period for less than full time Employees. The impending use of sick leave shall be reported to the District as required as far in advance as is reasonably possible.

The Employee may use accrued compensated sick leave for medical appointment, illness or injury, including maternity-related health issues, or for illness, injury, or death of members of the Employee's immediate family that require the presence of the Employee member. For purposes of this provision, the "immediate family" shall be defined as the Employee's spouse, parent and/or guardian, child, sibling, in-law, grandparent or grandchild.

The District, with cause may require a written statement from the attending medical personnel certifying the need for the leave. Additional medical certifications may be required at District expense.

The Employee may use accrued compensated sick leave at the time of the birth or adoption of the Employee's child.

203 ASSOCIATION LEAVE

The District will provide a maximum of twenty (20) days for association leave, per year, to be used at the discretion of the Association. A statement from the Association President shall accompany the applications for such leave and the request should be made to the District at least ten (10) days prior to the leave being taken. No more than ten (10) percent of the classified staff may be absent on association leave at any one time. The ten (10) percent of membership is based on October 1st numbers. Unused Association leave shall accumulate from year to year not to exceed five (5) days total. Discipline meetings shall not be subject to the ten (10) day notice requirement.

204 OTHER LEAVE

Other leave, either compensated or non-compensated and either short-term or long term shall be provided as required by law or may be provided at the discretion of the Superintendent, subject to the approval of the Board as required. Such leaves include, but are not necessarily limited to, administrative leave, and professional development leave.

205 LEAVE RIGHTS

Deleted

206 COMPENSATED LEAVE

Annual Leave

All bargaining unit members shall receive paid leave time. Employees shall take annual leave at time(s) mutually agreed upon between the Employee and the Supervisor. If there are multiple requests for the same leave date(s) and work scheduling demands reasonably prohibit all requesting bargaining unit members from being absent at the requested times, the affected bargaining unit member having greatest seniority shall be granted his/her preferred vacation date(s). Except in cases of emergency, an Employee must provide a minimum of two (2) weeks notice to his or her Supervisor of a desire to take annual leave. The Supervisor has five (5) work days to respond, after five (5) days of no response from the Supervisor leave is granted. Any Supervisor who denies a request for annual leave shall provide the reasons for the denial to the Employee in writing. The Employee shall have the right to appeal the Supervisor's denial to the Superintendent.

Annual Leave Accumulation

Bargaining unit members will be granted annual leave with full pay. Unused annual leave may be accumulated up to a maximum of twenty (20) work days that can be carried for one year. If, before receiving the annual leave to which the Employee is entitled, an Employee is dismissed (except for reason of misconduct), laid off, has resigned or retired, the Employee will be paid in lieu of annual leave. In the case of resignation of an Employee with less than one year of service no annual leave will be paid.

Full year bargaining unit members (245 or more days) shall receive annual leave according to the following schedule:

- Up to one (1) year of service shall accrue at the rate of .75 work day per month;
- Two (2) through five (5) years service shall accrue at the rate of 1 work day per month;
- Six (6) through nine (9) years service shall accrue at the rate of 1.25 work days per month;
- Ten (10) years service and over shall accrue at the rate of 2 work days per month year.

School term bargaining unit members (9 and 10 month) shall receive annual leave according to the following schedule:

- Up through five (5) years of service shall accrue at the rate of .5 work day per month;
- Six (6) through nine (9) years service shall accrue at the rate of 1.0 work days per month;
- Ten (10) years service and over shall accrue at the rate of 1.5 work days per month.

207 HOLIDAYS

Paid holidays - Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, first working day after Christmas Day, New Year's Day, Memorial Day and Independence Day - for the Employees during the school year will be established when the Board adopts the school calendar. Employees will be paid holiday pay as stated on their personnel action form.

208 SICK LEAVE BANK

A sick leave bank shall be established and maintained by the District and Association. The bank shall be administered by a committee comprised of Association members. Sick leave bank draws shall not exceed one hundred (100) days per year without the assent of the Board.

209 LEAVE WITHOUT PAY

Leave without pay must be specifically requested and may be denied at any time for any reason exclusive of other provisions in the agreement. Employees shall not be penalized for approved leave without pay that has been specifically requested.

Upon request, on a case by case basis, the District may allow up to five (5) days of leave without pay, for personal business. No more than two association members, in a given department, will be allowed to utilize this leave at any given time.

210 CIVIL LEAVE

An Employee called for jury duty shall be granted leave with pay. An Employee subpoenaed during the school year by a court or administrative agency or for an informal dispute resolution hearing appointed pursuant to court order to give testimony in a criminal or civil case to which the Employee is a party shall receive leave with pay.

211 TRAVEL DELAY

When an Employee is delayed by transportation difficulties beyond his or her control, no disciplinary action may be taken against the Employee. The burden shall be upon the Employee to establish that the delay was beyond his or her control. The Employee's absence under these circumstances will be charged to annual leave. If annual leave is insufficient the balance will be charged to sick leave. The employee retains the option to utilize leave without pay. When an Employee on District authorized business is delayed by transportation difficulties beyond his or her control, time absent from the job will be charged to administrative leave.

212 MILITARY LEAVE

The District shall grant leave to Employees who are ordered to training duty in the National Guard or other military reserve units, if postponement to the summer months is not possible. An Employee on military leave shall receive his or her regular pay and shall remit to the District any base pay received as compensation for such duty. Voluntary military leave in excess of two (2) weeks shall be considered as leave without pay.

213 NEA AND NEA-ALASKA OFFICER'S LEAVE

An Employee who is elected President or Vice President of NEA or, who is elected President of NEA-Alaska shall be granted leave with pay and fringe benefits and seniority accrual. The Association shall reimburse the cost of the Employee's pay and fringe benefits to the District.

An Employee on such leave of absence must give written notice to the Superintendent by May 1 of the year the leave expires of his or her intention to return on the first day of the following school year or resign.

The Employee shall be entitled to return to his or her same position if it is vacant or to the first vacant position for which he or she is qualified.

During the leave of absence the Employee shall receive:

1. Seniority accrual.
2. Full health insurance coverage.
3. The District will pay the PERS contribution based upon the salary paid during the sabbatical year in accordance with state law.

When an Employee is granted such leave of absence, he or she shall, upon reemployment, retain the following employment rights held by him or her before such leave was granted:

1. A continuing contract as a Permanent Employee.
2. Unused sick leave held at the start of the leave of absence.

214 BEREAVEMENT LEAVE

In the event of the death of a member of the immediate family, the Employee shall be allowed up to a minimum of ten (10) consecutive duty days of absence with pay. Such absence shall be considered as personal and/or sick leave. Administrative leave with pay may be granted by the Superintendent when personal and sick leave has been exhausted.

Additionally, the Employee may use accrued sick leave at the rate of not more than a total of ten (10) days per standard work year to attend the funeral of an immediate family member. If out of state travel is required, the use of up to four (4) additional days of sick leave shall be allowed. For the purposes of this section, the "immediate family" shall consist of the Employee's spouse, domestic partner, child, parent and/or guardian, sibling, grandchild, grandparent and in-laws.

The District may grant up to a minimum of five (5) consecutive duty days of absence with pay to an Employee, upon request, in the case of the death of a person not defined as immediate family. Such absence shall be considered as personal and/or sick leave. Administrative leave with pay may be granted by the Superintendent when personal and sick leave has been exhausted.

If due to bereavement, an association member is unable to return to work and sick and personal leave have been exhausted, the association member may be granted a leave of absence without pay for a mutually agreed upon period of time.

215 MATERNITY, PATERNITY AND ADOPTION LEAVES

The Employee may use accrued sick leave in the event of the birth or adoption of the Employee's child. In addition, a leave of absence without pay may be requested and shall be granted to an Employee for the purpose of caring for a newborn or newly adopted child. The leave of absence without pay for a newly adopted child may include such time as may be necessary to finalize the adoption and/or to have the child placed in the care and custody of the adopting Employee.

A leave of absence without pay may be requested and shall be granted to an Employee for the purpose of caring for a newborn or newly adopted child. Requests for childcare leave shall be made thirty (30) days prior to the expected date of the birth or adoption of the child. If the date of birth or adoption requires leave to begin in less than thirty (30) days, the Employee shall provide notice as soon as practicable. Childcare leave shall begin when the child is born or received unless the employee is eligible for sick leave under Article 201 of this Agreement, in which case childcare leave will begin following the period of sick leave.

Childcare leave must be taken within twelve (12) months after the child's birth or placement. If an Employee requesting childcare leave is considered an eligible employee under FMLA, the District will maintain the Employee's health insurance coverage consistent with the FMLA and the Alaska Family Leave Act (AFLA), for up to eighteen (18) weeks of the childcare leave. The length of the childcare leave shall be for eighteen (18) weeks, or the Employee may continue childcare leave for the balance of the first semester or the balance of the current school year. When less than thirty (30) days remain in the balance of the current school year, then the Employee may request the leave be extended through the entire first semester of the next school year or the entire next school year.

216 DISABILITY LEAVE

If an Employee requesting disability leave qualifies for FMLA, the District will maintain the Employee's health insurance coverage consistent with the FMLA, for up to twelve (12) weeks of the Alaska disability leave and eighteen (18) weeks of Federal disability leave. The twelve (12) weeks and eighteen (18) weeks of paid health insurance coverage will be reduced by any weeks of sick leave that the Employee has taken for this same purpose.

300 WORKING CONDITIONS

301 PROBATION

Based on the approved NCPS School Calendar for any given year, an employee's probationary period shall conclude at the end of the quarter that is two quarters following the quarter when he/she was hired. If hired during the first quarter, the probationary period will conclude at the end of the third quarter. If hired during the second quarter, the probationary period will conclude at the end of the fourth quarter. If hired during the third quarter, the probationary period shall conclude at the end of the first quarter the following school year. If hired during the fourth quarter, the probationary period will conclude at the end of the second semester of the following school year.

For year round employees, the summer months will qualify as a "fifth" quarter for purposes of probationary periods. For example, if a year round employee is hired during the third quarter, the probation period will conclude at the start of the following school year.

If deficiencies are noted during probation, the probationary period may be extended one time for one additional school quarter. Any deficiencies requiring an extension will be given to the employee in writing during the probationary evaluation.

302 REDUCTION IN CLASSIFIED STAFF WORK FORCE

When it becomes necessary to reduce the number of Classified Staff members in the district, the following provisions will govern their release:

1. Employees within a skill area will be laid off in order of seniority with the least senior Employee laid off first.
2. Reduction of hours in a classification will be based on seniority.
3. An Employee holding an eliminated position shall be offered the first available bargaining unit position for which he or she has documented qualifications as described in the position's job description.
4. Laid off Employees shall be considered as inactive Employees without compensation or benefits and entitled to request transfers in response to in District postings consistent with this Agreement and subject to section 303 below.

303 RECALL

When positions become available, Employees who have documented qualification as described in the position's job description shall be recalled in order of seniority.

No new Employees shall be hired if there are laid off Employees who have not declined the position. Recall rights shall be in effect for thirty-six (36) months after an Employee is laid off. It shall be the responsibility of the Employee to notify the District of any change of address, e-mail address or telephone number. Notice of recall shall be mailed by certified mail and e-mail to the Employees' last known addresses. Employees shall be given 15 days from the date of receipt to accept the position. Employees accepting the position shall be given 30 days to report to work from receipt of notice to report to work. Employees may decline without penalty for fewer hours or lower wages than their position previously held.

Benefits to which the Employee is entitled at the time of layoffs shall be restored to the Employee upon his or her return to active employment and shall be placed on the proper step of the salary schedule for his or her current position according to his or her qualifications and experience.

304 DISCIPLINE AND DISMISSAL

No Employee shall be disciplined and no Employee, other than Probationary Employees, shall be dismissed without Just Cause.

Discharge of a Probationary Employee is not subject to the grievance procedure in this agreement but may be appealed in writing, stating the complete facts of the complaint and the relief sought to the Superintendent, who shall render his or her decision within 10 working days of receipt of the appeal.

1. An Employee may have an Association representative present when being reprimanded or otherwise disciplined or at an investigatory hearing to determine if discipline will be applied. In the event a meeting could result in disciplinary action, the employee shall be advised in writing of their right to representation. If the Employee requests such representation, the Employer will allow reasonable time to secure representation. Meeting times shall be mutually agreeable to the Association and the District.
2. **PROGRESSIVE STEPS**
The District and the Association agree to the principles of Progressive Discipline process. Disciplinary action shall begin at the lowest step in the Progressive Discipline process unless the Employee is in violation of criminal law, civil law, the Board's policy on drugs and alcohol, or the Employee poses a danger to others. Prior to discipline, expectations for the employee shall be clearly identified in writing. At each step, the Steps of Just Cause shall be addressed.

305 SCHOOL EMPLOYEE REPORTING DATES

School Term Employees shall be notified, in writing, by the last student contact day, of their assignment and the date they are to commence and end work the following school year. Any subsequent changes shall be provided in writing. In the event the district determines the need for an employee reassignment during the summer months, the transfer article #307 will be applicable.

306 LUNCH AND REST PERIODS

Employees working up to an 8 ½ hour work day shall receive one half (1/2) hour of unpaid duty free lunch. Employees working more than an 8 ½ work day shall receive one (1) hour of unpaid duty free lunch. All Employees will be permitted fifteen (15) minutes in the first half of the shift and fifteen (15) minutes in the second half of the shift for break. The Employee will be paid for these break times. These paid break times are not to be stacked together to form a single 30 minute period, used to extend the duty free lunch break, or held to the end of a shift.

Lunch and break times will be mutually determined by the Supervisor and the Employee(s), with the understanding that lunch and break times must be staggered to ensure coverage. Unless there are extenuating circumstances, an Employee on break will not contact or otherwise disrupt the workday of Employees not on break. Likewise, Employees on break will not be disrupted by their supervisor. Each building will have an appropriate duty free area for employees to utilize during duty free times.

307 EMPLOYEE TRANSFERS

When permanent classified staff positions/vacancies are to be filled, preference will be given based on seniority to current Employees provided their documented qualifications and experience meet the requirements of the job description. Notification shall be made to classified staff via email and postings at the following office locations: main school office, business office and main office at the Nenana Student Living Center.

INVOLUNTARY TRANSFER

An involuntary transfer shall occur only after consultation with the Employee and volunteers have been requested. Involuntary transfers shall not result in a loss or change in seniority. Involuntary transfers shall be on the basis of reverse district wide seniority among employees with the same skill classifications.

No unit member will be transferred for reasons that are arbitrary and capricious.

308 PUBLIC EMPLOYEE'S RETIREMENT ELIGIBILITY

Effective July 1, 1995, all Employees shall be enrolled in the State of Alaska Public Employee Retirement System: fifteen (15) hours per week permanent part time/thirty (30) hours per week full time.

The District shall not object to the Employees buy-in of prior District service with the Public Employees Retirement System so long as buy-in is at no cost to the District. The District shall cooperate with the Employee and the Public Employee Retirement System in the implementation of this provision.

309 EVALUATIONS

Each Employee will be evaluated by their direct supervisor and shall receive a confidential written evaluation. All Employees will be evaluated at least once during their probationary period of employment and then at least once every year thereafter.

The primary purpose of the employee evaluation process is one that fosters employee learning and improved performance. When a "Plan of Improvement" is implemented during the evaluation process, the employee evaluation is instead the tool required to measure employee competence and to determine future job status. The District believes in the concept of continuous improvement, which means that regardless of the proficiency score noted on the evaluation document, suggestions for improved employee learning/performance are appropriate and should be provided by the evaluator. These types of suggestions, when it is clear that the document is being used for the purpose of employee learning and improved performance can become the basis for professional, collaborative discussion that leads to clear communication, and continuous improvement.

The District encourages employees to be proactive, introspective, and collaborative in the evaluation process by providing their evaluator with relevant information, prior to or throughout the process that can be included with or attached to the completed evaluation document.

All evaluations will be made on a mutually developed form standardized to the job classification. The Employee will have thirty working days to respond to the evaluation in writing. The Employee's signature on the evaluation signifies that the evaluation has been received and reviewed with their supervisor. The Employee's signature does not represent agreement with the evaluation. If the annual evaluation is not completed, the evaluation will be considered satisfactory or at the Employee's option, the Employee may initiate completion of the evaluation document.

All written responses will become part of the Employee's personnel file. Employees shall be evaluated as per the duties assigned on his or her job description and any goals or needs for improvement indicated on previous evaluations.

310 PERSONNEL FILES

The Employee's Personnel file shall be the property of the District. Non-public file contents may be examined by the Employee's supervisor(s), Superintendent or designee with a bona fide need, and the Board, acting in an official capacity. A written record containing the name of who viewed the file and date of viewing will be kept with the file. Timely file access shall be granted during regular office hours by arrangement with the authorized personnel file custodian. The Employee (or designee with the employee's written authorization) may examine the file contents including confidential working files, and, upon request, be provided one (1) copy of said contents. This review must take place in the presence of the personnel file custodian.

Upon placing negative materials in the file, the documents shall indicate proof that the Employee has had the opportunity to read and initial the material. The Employee shall have the right to make a written statement relative to the negative materials placed in the file.

The District will keep working files on Employees. Employees shall have the right to review and to respond in writing to any of the materials placed or kept in a working file. Upon request by an Employee the District shall provide the Employee a copy of any material that is being placed or kept in the working file. Working files shall be confidential. Material within working files will be removed after two years.

No other secret, duplicate, or alternate personnel files shall be kept by the District or supervisor(s).

Upon request by an Employee, documentation reflecting a local, state or national award pertaining to his or her professional activities shall be inserted in his or her personnel file.

311 HAZARDOUS AND UNSAFE CONDITIONS

No Employee shall be required to search for a bomb or other destructive device. Employees shall be notified as soon as possible of any known hazards or threats. All Employees shall participate in annual crisis plan awareness training.

The District shall cause reports of unsafe and hazardous conditions to be investigated and will work with appropriate state employees to inform Employees of the results of environmental testing concerning District facilities.

If the District requests that an Employee administer medicine or provide any health or medical services, the District shall provide any necessary training.

312 TRAINING AND INSERVICE

At least two (2) standard school days of in-service training shall be provided per contract year. One prior to the start of each semester for all employees covered by this Agreement. Participation beyond the employee's standard assigned workday shall be voluntary or, if required, the employee shall be compensated. The Association will have input on in-service training.

313 RESIDENT ADVISOR SCHEDULING

The schedule will be developed as a collaborative effort between Administration and staff. A good faith effort will be made to post the schedule for the following week by Wednesday of the week prior. Employees must request leave within applicable time limits. Employees will be notified of changes to their schedule as soon as possible.

314 TEMPORARY SUMMER EMPLOYMENT

Employees interested in temporary summer employment will let the District know of their availability. Employees will be given due consideration based on qualifications for the temporary work. The Superintendent will make final decisions regarding temporary summer hires. Seniority has no bearing on the decision of the Superintendent. Fringe benefits shall continue. The District is not required to provide a reason(s) for a decision not to hire a permanent employee for this temporary work. The decision of the Superintendent is not grievable.

400 CONTRACT CONCERNS

401 DURATION

This agreement shall become effective on July 1, 2017, and shall remain in effect through June 30, 2020.

402 SCOPE

This Agreement constitutes the full and complete agreement between the District and the Association and expressly supersedes any other agreement whether expressed or implied. This Agreement may be modified or amended only by written instruments by duly authorized representative of the District and of the Association. Any other attempt to modify or amend this Agreement shall be null and void.

403 CONFORMITY TO LAW

If any provision of this Agreement is held by a court or agency of competent jurisdiction to be in conflict with any applicable law, directive, order, rule, or regulation, said provision shall be null and void. However, all other provisions of the Agreement shall remain in full force and effect. Within twenty (20) days of such holding, either party may deliver a written request, through the Superintendent and the Association President, to renegotiate the tainted provision, and only that provision. In such event, negotiations shall be conducted as prescribed under applicable provisions of law and this Agreement.

404 DISTRIBUTION

Upon full ratification of this Agreement, a document with original signatures will be provided to the President of the Association. Furthermore, the District will make the document available on the District's web-site within thirty (30) days of ratification. It is the responsibility of the Association to notify its members regarding the availability of the negotiated contract.

405 BARGAINING FOR A SUCCESSOR AGREEMENT

Either the Superintendent or the Association President may initiate bargaining for a successor agreement by giving written notice to the other party to be received between, November 1 and January 31, inclusive, immediately preceding the expiration date. If neither party gives written notice within the period specified, the expiration date of this Agreement shall automatically be extended one (1) year.

Within twenty (20) days after receipt of the notice, by mutual agreement the date for the first bargaining session shall be calendared. Not less than five (5) days prior to the opening session, the parties shall simultaneously exchange their respective complete proposals. Notwithstanding the provisions of this paragraph, the parties may mutually, and in writing, agree to alter the schedule herein and/or style of bargaining (i.e. interest based bargaining or traditional).

In the event of an impasse requiring advisory arbitration, the arbitrator shall be selected in the manner provided under Section 506.

When agreement is reached, the Association shall promptly submit it to its members for ratification. Once the Association has certified in writing that the members have ratified the Agreement, the Superintendent shall promptly submit it to the Board for ratification.

406 DISTRICT/ASSOCIATION MEETINGS

In an effort to maintain a collaborative, interest based approach throughout the duration of this agreement, the District and the Association agree to make every effort to meet on at least a quarterly basis, throughout the traditional school year, in order to communicate and attempt to proactively resolve any issues relating to this contract and/or relations between the District, its administrators and the Association and its members. Tentative quarterly dates will be set when NCPS employees return to work each August.

500 GRIEVANCE PROCEDURE

501 Definition of Grievance

A grievance shall be a claim of an alleged violation, including misapplication or misinterpretation, of this Agreement or the terms of the employment contract between the individual Employee and the Board.

502 Purpose

The purpose of the grievance procedure shall be to secure a fair, equitable, and expeditious resolution to a grievance.

503 Time Lines

The time lines provided under this article shall be adhered to strictly except by the prior written agreement of the Superintendent and the Association President. In the event that a time line is exceeded by the Association, the grievance shall be waived. In the event that a time line is exceeded by the District, the grievance shall automatically be eligible for appeal to the next level of the grievance procedure.

504 Representation

The parties to the grievance shall be entitled to representation of their choosing in the processing of the grievance.

505 Participation

The District shall take no reprisals for the Employee's participation in the grievance procedure as provided under this article. Documents related to the processing of a grievance shall not be placed in the Employee's personnel file.

506 Witnesses

At grievance hearings, the parties shall be allowed to call, examine, and cross-examine witnesses.

507 Noninterference with Duty

Grievance hearings shall be held outside the standard workday to avoid interference with Employee duties. Notwithstanding, if the District and the Association agree to hold a hearing during the standard workday, Employee participation shall not result in a loss of pay.

508 Grievance Hearing Decisions

The hearing decision at each level shall be written and signed and shall set forth the reasons underlying the decision.

509 Stipulated Settlements

The Superintendent and the Association President may stipulate in writing to a binding settlement of the grievance at any point in the process.

510 Obligations of the Parties

Upon request by either party, the other party shall promptly furnish all requested non-confidential pertinent information that is in its possession or control. The parties to the grievance shall be obligated to abide by all of the provisions of this article for the processing of the grievance and shall be obligated to abide by all other provisions of the Agreement for the duration of the grievance. The District shall not be obligated to accept, hear, render a decision upon, or provide any redress whatsoever regarding the grievance not pursued in strict conformity with this article.

Except as otherwise may be provided under this article, the District and the Association shall each be responsible only for their own costs relative to their performance under the grievance procedure.

511 Grievance Filing

In the event that an alleged violation of this Agreement is not resolved informally, the Association President may file a grievance to be received by the Superintendent within twenty-five (25) days after the date of the alleged violation. The grievance shall be in writing, shall set forth with reasonable specificity the facts of the grievance, shall set forth the provision(s) of the Agreement alleged to have been violated, shall specify the redress sought, and shall be signed by the Association President.

512 Hearing

The Superintendent shall schedule a hearing to be held within twenty (20) days after the date of receipt of the grievance. At least seven (7) days in advance, the Superintendent shall notify the Association President in writing as to the date, time, and place of the hearing. If an extension is requested by the Association President at the time the initial grievance is filed, the date of the hearing shall be postponed up to thirty (30) days from the date that the grievance is received. The Superintendent shall deliver the decision to the Association President to be received within twenty (20) days after the date of the hearing.

513 Arbitration

1. **Appeal to Arbitration:** The Association may give written, signed notice of appeal to the Superintendent to be received within twenty (20) days after the date of receipt of the hearing decision.
2. **Selection of Arbitrator:** Within fourteen (14) days after receipt of the appeal, or if the District is initiating arbitration, within fourteen (14) days of delivery of notice to the Association President, the Superintendent shall deliver a request to the American Arbitration Association to furnish a list of seven available arbitrators to the District and the Association President. The parties shall use AAA's strike and ranking method for selection of the arbitrator. The charges of the American Arbitration Association for arbitrator selection service shall be borne equally by the District and Association.
3. **Witnesses and Evidence:** Each party shall provide the other with a list of witnesses and a copy of any documentary evidence it plans to introduce not less than seven (7) days prior to the date of arbitration. This shall not be required for rebuttal witness and evidence.
4. **Rules:** Except as otherwise may be provided under this article, arbitration shall be conducted under the existing Voluntary labor arbitration rules of the American Arbitration Association.
5. **Decision:** The arbitrator shall deliver the written decision to the Superintendent and to the Association President.

The arbitrator shall make no decision that is contrary to this Agreement, nor shall the arbitrator have the authority to add to, subtract from, disregard, alter, or modify any provision(s) of this Agreement, nor shall the arbitrator render a decision beyond the scope of the specific grievance. Furthermore, the arbitrator shall not have the power to change any practice, policy, or rule of the District except as it may directly pertain to the specific grievance.

In an award with a retroactive effect, the award shall not have effect before the Employee's first day of work of the work year during which the initial grievance is received.

The arbitrator shall not have the power to award punitive damages.

6. Restriction on Appeals: The decision of the arbitrator shall be final and binding upon the parties and no appeal may be taken except under the express provisions of Alaska law for appeals of labor arbitration decisions.
7. Charges: The charges of the arbitrator and of the American Arbitration Association, if applicable, shall be borne equally by the District and the Association.

600 GENERAL

601 SCHOOL BOARD MEETING PACKETS

The Association President shall be presented with a School Board Packet, less all confidential information, at least 2 working days prior to all Regular Board Meetings. For all work sessions and Special Meetings held by the Board, the Association President shall be given information pertaining to these meetings upon request.

602 BARGAINING AGENT

The Board recognizes the Nenana Education Support Staff Association/NEA-Alaska/NEA as the exclusive bargaining agent for the District's Classified Employees.

603 NONDISCRIMINATION

The District shall not discriminate in any manner against the Employee because of membership in the Association.

604 FACILITY USE

The Association is entitled to organizational use of the school facility when it does not interfere with the duties of the school or the Board.

605 CONTRACTING OUT

The District shall not subcontract or contract bargaining unit work out, if subcontracting or contracting work out results in layoffs or reduction of hours of Employees.

606 STRIKES

The Association and the District subscribe to the principle that differences should be resolved by peaceful and appropriate means without interruption of the school program. No Employee covered by this Agreement shall participate in a strike, work stoppage or concerted refusal to perform work or slow down during the life of this Agreement.

607 NO LOCK OUT

The District agrees that during the life of this Agreement there will be no lockout.

608 VIOLATION

Any violation of Articles 607 or 608 by the Association, a member of the Association, or any of its representatives, is not subject to the grievance procedure, and either party may pursue such legal remedies as provided by law.

609 MANAGEMENT RIGHTS

1. The Board expressly retains all rights, powers, and duties to govern and manage the District except as may specifically be limited or abridged by this Agreement. For illustrative purposes and without in any way affecting the generality of the above statement, said management rights shall include but not be limited to: The determination of the mission, goals, objectives, programs, curriculum, budget,

organization, staffing, and operation of the District including the means and methods for accomplishing same;

2. The administration of the District, the operation of the schools, and the management and control of all District property;
3. The establishment, combination, modification, elimination, classification, and reclassification of positions; and
4. The administration and supervision of all employees including but not limited to the recruitment, selection, appointment, assignment, reassignment, direction, evaluation, promotion, demotion, suspension, discipline, layoff, recall, and discharge of employees and the establishment of hours of work, duties, and working rules for employees.

610 ASSOCIATION RIGHTS

Association representatives, during working hours, without loss of time or pay, are allowed to represent employees and present grievances to the District when mutually agreed upon meetings are scheduled during the work day.

611 AGENCY FEE

1. The District, as a condition of employment, agrees to deduct an annual fee, equal to the unified education profession dues, fees and assessments, in equal installments corresponding with each paycheck from the pay of any Employee who does not become a member of the Association. Following such authorized deduction, the District shall transmit these agency fees directly to the Association along with the dues withheld by the District for members in good standing.
2. Consistent with AS 23.40.225, an Employee who objects to payment of an agency fee may apply for an exemption. Upon order by the State of Alaska, Department of Labor Relations, the Association, after payroll deduction, will pay an amount equal to the representation fee to a charity or scholarship fund. The Association shall forward to the charity or scholarship of its choice the fees deducted by the District and shall provide proof of payment to the Department of Labor Relations.
3. If an employee is terminated or an Employee resigns before all of the annual fee is paid, the balance of the fee will be deducted from the last paycheck.
4. The Association agrees to indemnify and hold the Board harmless against any liability and pay all costs and attorneys' fees that may arise by reason of any action taken by the Board in complying with the provisions of this article.
5. The District will notify the Association of all new Employees, and of those resigning or being terminated.

Appendix A

Skill Area Classifications/Job Titles

<u>Skill Area Classification:</u>	Grade	Job Title
<u>Food Services</u>	A	Not Currently Assigned
Cook I	B	Not Currently Assigned
Cook II	C	Not Currently Assigned
Cook III	D	Cook I
<u>Security Services</u>	E	Custodian I
<u>Custodial and Maintenance Services</u>	F	Secretary/File Clerk
Custodial I	G	Maintenance
Custodial II	H	Finance I
Maintenance I		Cook II
<u>Health Services</u>		Library I
		Resident Advisor
<u>Student Services</u>	I	Admin I (Administrative Assistant)
Library Media Specialist		Paraprofessional
Paraprofessional		Lead Maintenance/Custodial
Resident Advisor	J	Finance II
<u>Clerical Services</u>	K	Admin II (Administrative Assistant)
Office Assistant/File Clerk		Cook III
Admin I	L	Not Currently Assigned
Admin II	M	Not Currently Assigned
Finance I	N	Not Currently Assigned
Finance II	O	Not Currently Assigned
<u>Technical Services</u>		
<u>Skilled Trade Services</u>		
<u>Technology Services</u>		
<u>Transportation Services</u>		

APPENDIX B

Extra Curricular Activities Schedule

Compensation under an extracurricular activity contract shall be in accordance with the rates provided in the schedule below. A job description will be provided to the Teacher/Employee prior to signing an extra-curricular contract. For activities not provided in the schedule, the compensation shall be agreed upon in advance and included in the extracurricular activity contract.

<u>Position</u>	<u>Compensation by % of \$45,500.00</u>
Activities Director	4% (with dedicated AD plan time) 10% (without dedicated AD plan time)
Basketball:	
Junior High - Girls/Boys	4.5%
Asst. Coach/Junior Varsity – Girls/Boys	4.5%
Varsity – Girls/Boys	10%
Book Fair Organizer	2% (per Fair)
Cross-Country Running	3%
Cross-Country Skiing	6%
Cross-Country Skiing Trail Maintenance	2.5%
Drama (Per Production 2 people)	2%
Secondary Advisors:	
Junior High	1%
Freshman/Sophomore/Junior/Senior (3 people)	2.5%
Music:	
Director	8%
Music Festival Host	4%
Native Youth Olympics	2%
Soccer	
Junior Varsity	3%
Varsity	6%
Student Government	6%
NSLC Student Leadership Team Advisor	2.5%
Track & Field	4%
Literacy Council	2%
Volleyball	6%
Wrestling:	
Junior High	3%
Varsity	6%
Yearbook	3.5%
Hall/Lunch/Playground/Detention	\$15/day

*In addition, compensation shall increase by 1% for every three years of experience up to a maximum increase of 3%/9 year's experience.

Appendix C

NESSA FY2017-2018 Wage Schedule

	0	1	2	3	4	5	6	7	8	9	10	11	12
A	\$ 12.32	\$ 12.69	\$ 13.06	\$ 13.43	\$ 13.84	\$ 14.24	\$ 14.66	\$ 15.09	\$ 15.54	\$ 15.99	\$ 16.47	\$ 16.96	\$ 17.46
B	\$ 12.94	\$ 13.30	\$ 13.70	\$ 14.10	\$ 14.51	\$ 14.93	\$ 15.38	\$ 15.84	\$ 16.32	\$ 16.78	\$ 17.28	\$ 17.80	\$ 18.33
C	\$ 13.56	\$ 13.94	\$ 14.37	\$ 14.81	\$ 15.24	\$ 15.67	\$ 16.13	\$ 16.60	\$ 17.11	\$ 17.60	\$ 18.13	\$ 18.68	\$ 19.23
D	\$ 14.22	\$ 14.64	\$ 15.05	\$ 15.53	\$ 15.98	\$ 16.46	\$ 16.93	\$ 17.45	\$ 17.95	\$ 18.49	\$ 19.04	\$ 19.61	\$ 20.17
E	\$ 14.98	\$ 15.42	\$ 15.88	\$ 16.35	\$ 16.82	\$ 17.32	\$ 17.84	\$ 18.36	\$ 18.90	\$ 19.47	\$ 20.04	\$ 20.63	\$ 21.23
F	\$ 15.65	\$ 16.11	\$ 16.58	\$ 17.08	\$ 17.57	\$ 18.10	\$ 18.64	\$ 19.17	\$ 19.76	\$ 20.34	\$ 20.95	\$ 21.57	\$ 22.21
G	\$ 16.44	\$ 16.92	\$ 17.43	\$ 17.93	\$ 18.46	\$ 19.01	\$ 19.56	\$ 20.14	\$ 20.73	\$ 21.36	\$ 22.00	\$ 22.65	\$ 23.32
H	\$ 17.24	\$ 17.76	\$ 18.26	\$ 18.81	\$ 19.39	\$ 19.96	\$ 20.53	\$ 21.15	\$ 21.77	\$ 22.43	\$ 23.10	\$ 23.79	\$ 24.50
I	\$ 18.10	\$ 18.64	\$ 19.17	\$ 19.76	\$ 20.34	\$ 20.95	\$ 21.57	\$ 22.21	\$ 22.84	\$ 23.53	\$ 24.23	\$ 24.95	\$ 25.69
J	\$ 18.98	\$ 19.53	\$ 20.11	\$ 20.71	\$ 21.32	\$ 21.97	\$ 22.62	\$ 23.28	\$ 23.96	\$ 24.67	\$ 25.40	\$ 26.17	\$ 26.95
K	\$ 19.92	\$ 20.50	\$ 21.11	\$ 21.73	\$ 22.37	\$ 23.05	\$ 23.72	\$ 24.44	\$ 25.16	\$ 25.90	\$ 26.68	\$ 27.45	\$ 28.29
L	\$ 20.91	\$ 21.53	\$ 22.16	\$ 22.80	\$ 23.49	\$ 24.19	\$ 24.89	\$ 25.64	\$ 26.41	\$ 27.18	\$ 27.99	\$ 28.83	\$ 29.68
M	\$ 21.95	\$ 22.60	\$ 23.25	\$ 23.93	\$ 24.64	\$ 25.38	\$ 26.15	\$ 26.90	\$ 27.74	\$ 28.55	\$ 29.39	\$ 30.27	\$ 31.16
N	\$ 23.03	\$ 23.71	\$ 24.43	\$ 25.15	\$ 25.89	\$ 26.67	\$ 27.43	\$ 28.27	\$ 29.10	\$ 29.97	\$ 30.87	\$ 31.80	\$ 32.74
O	\$ 24.18	\$ 24.88	\$ 25.63	\$ 26.39	\$ 27.17	\$ 27.97	\$ 28.82	\$ 29.67	\$ 30.55	\$ 31.46	\$ 32.40	\$ 33.37	\$ 34.37
P	\$ 25.38	\$ 26.13	\$ 26.91	\$ 27.71	\$ 28.53	\$ 29.38	\$ 30.25	\$ 31.15	\$ 32.08	\$ 33.04	\$ 34.02	\$ 35.03	\$ 36.07
Q	\$ 26.64	\$ 27.43	\$ 28.25	\$ 29.09	\$ 29.96	\$ 30.85	\$ 31.77	\$ 32.72	\$ 33.69	\$ 34.69	\$ 35.72	\$ 36.78	\$ 37.88
R	\$ 27.96	\$ 28.79	\$ 29.65	\$ 30.53	\$ 31.44	\$ 32.38	\$ 33.34	\$ 34.33	\$ 35.35	\$ 36.40	\$ 37.48	\$ 38.60	\$ 39.75
S	\$ 29.35	\$ 30.22	\$ 31.12	\$ 32.05	\$ 33.00	\$ 33.98	\$ 34.99	\$ 36.03	\$ 37.10	\$ 38.21	\$ 39.35	\$ 40.52	\$ 41.73

- Cost differential will be paid to employees for hours worked between the hours of 5 PM and 7 AM. Employees working a mandatory split shift will be paid the cost differential regardless of when the hours are worked. The cost differential rate is \$0.35/hour.
- Further, employees filling an approved supervisory position will be compensated at an additional \$2.00/hour.
- Temporary workers shall be paid at the entry level for comparable positions.

NESSA FY2018-2019 Wage Schedule

	0	1	2	3	4	5	6	7	8	9	10	11	12
A	\$ 12.54	\$ 12.91	\$ 13.28	\$ 13.65	\$ 14.06	\$ 14.46	\$ 14.88	\$ 15.31	\$ 15.76	\$ 16.21	\$ 16.69	\$ 17.18	\$ 17.68
B	\$ 13.16	\$ 13.52	\$ 13.92	\$ 14.32	\$ 14.73	\$ 15.15	\$ 15.60	\$ 16.06	\$ 16.54	\$ 17.00	\$ 17.50	\$ 18.02	\$ 18.55
C	\$ 13.78	\$ 14.16	\$ 14.59	\$ 15.03	\$ 15.46	\$ 15.89	\$ 16.35	\$ 16.82	\$ 17.33	\$ 17.82	\$ 18.35	\$ 18.90	\$ 19.45
D	\$ 14.44	\$ 14.86	\$ 15.27	\$ 15.75	\$ 16.20	\$ 16.68	\$ 17.15	\$ 17.67	\$ 18.17	\$ 18.71	\$ 19.26	\$ 19.83	\$ 20.39
E	\$ 15.20	\$ 15.64	\$ 16.10	\$ 16.57	\$ 17.04	\$ 17.54	\$ 18.06	\$ 18.58	\$ 19.12	\$ 19.69	\$ 20.26	\$ 20.85	\$ 21.45
F	\$ 15.87	\$ 16.33	\$ 16.80	\$ 17.30	\$ 17.79	\$ 18.32	\$ 18.86	\$ 19.39	\$ 19.98	\$ 20.56	\$ 21.17	\$ 21.79	\$ 22.43
G	\$ 16.66	\$ 17.14	\$ 17.65	\$ 18.15	\$ 18.68	\$ 19.23	\$ 19.78	\$ 20.36	\$ 20.95	\$ 21.58	\$ 22.22	\$ 22.87	\$ 23.54
H	\$ 17.46	\$ 17.98	\$ 18.48	\$ 19.03	\$ 19.61	\$ 20.18	\$ 20.75	\$ 21.37	\$ 21.99	\$ 22.65	\$ 23.32	\$ 24.01	\$ 24.72
I	\$ 18.32	\$ 18.86	\$ 19.39	\$ 19.98	\$ 20.56	\$ 21.17	\$ 21.79	\$ 22.43	\$ 23.06	\$ 23.75	\$ 24.45	\$ 25.17	\$ 25.91
J	\$ 19.20	\$ 19.75	\$ 20.33	\$ 20.93	\$ 21.54	\$ 22.19	\$ 22.84	\$ 23.50	\$ 24.18	\$ 24.89	\$ 25.62	\$ 26.39	\$ 27.17
K	\$ 20.14	\$ 20.72	\$ 21.33	\$ 21.95	\$ 22.59	\$ 23.27	\$ 23.94	\$ 24.66	\$ 25.38	\$ 26.12	\$ 26.90	\$ 27.67	\$ 28.51
L	\$ 21.13	\$ 21.75	\$ 22.38	\$ 23.02	\$ 23.71	\$ 24.41	\$ 25.11	\$ 25.86	\$ 26.63	\$ 27.40	\$ 28.21	\$ 29.05	\$ 29.90
M	\$ 22.17	\$ 22.82	\$ 23.47	\$ 24.15	\$ 24.86	\$ 25.60	\$ 26.37	\$ 27.12	\$ 27.96	\$ 28.77	\$ 29.61	\$ 30.49	\$ 31.38
N	\$ 23.25	\$ 23.93	\$ 24.65	\$ 25.37	\$ 26.11	\$ 26.89	\$ 27.65	\$ 28.49	\$ 29.32	\$ 30.19	\$ 31.09	\$ 32.02	\$ 32.96
O	\$ 24.40	\$ 25.10	\$ 25.85	\$ 26.61	\$ 27.39	\$ 28.19	\$ 29.04	\$ 29.89	\$ 30.77	\$ 31.68	\$ 32.62	\$ 33.59	\$ 34.59
P	\$ 25.60	\$ 26.35	\$ 27.13	\$ 27.93	\$ 28.75	\$ 29.60	\$ 30.47	\$ 31.37	\$ 32.30	\$ 33.26	\$ 34.24	\$ 35.25	\$ 36.29
Q	\$ 26.86	\$ 27.65	\$ 28.47	\$ 29.31	\$ 30.18	\$ 31.07	\$ 31.99	\$ 32.94	\$ 33.91	\$ 34.91	\$ 35.94	\$ 37.00	\$ 38.10
R	\$ 28.18	\$ 29.01	\$ 29.87	\$ 30.75	\$ 31.66	\$ 32.60	\$ 33.56	\$ 34.55	\$ 35.57	\$ 36.62	\$ 37.70	\$ 38.82	\$ 39.97
S	\$ 29.57	\$ 30.44	\$ 31.34	\$ 32.27	\$ 33.22	\$ 34.20	\$ 35.21	\$ 36.25	\$ 37.32	\$ 38.43	\$ 39.57	\$ 40.74	\$ 41.95

- Cost differential will be paid to employees for hours worked between the hours of 5 PM and 7 AM. Employees working a mandatory split shift will be paid the cost differential regardless of when the hours are worked. The cost differential rate is \$0.35/hour.
- Further, employees filling an approved supervisory position will be compensated at an additional \$2.00/hour.
- Temporary workers shall be paid at the entry level for comparable positions.

NESSA FY2019-2020 Wage Schedule

	0	1	2	3	4	5	6	7	8	9	10	11	12
A	\$ 12.74	\$ 13.11	\$ 13.48	\$ 13.85	\$ 14.26	\$ 14.66	\$ 15.08	\$ 15.51	\$ 15.96	\$ 16.41	\$ 16.89	\$ 17.38	\$ 17.88
B	\$ 13.36	\$ 13.72	\$ 14.12	\$ 14.52	\$ 14.93	\$ 15.35	\$ 15.80	\$ 16.26	\$ 16.74	\$ 17.20	\$ 17.70	\$ 18.22	\$ 18.75
C	\$ 13.98	\$ 14.36	\$ 14.79	\$ 15.23	\$ 15.66	\$ 16.09	\$ 16.55	\$ 17.02	\$ 17.53	\$ 18.02	\$ 18.55	\$ 19.10	\$ 19.65
D	\$ 14.64	\$ 15.06	\$ 15.47	\$ 15.95	\$ 16.40	\$ 16.88	\$ 17.35	\$ 17.87	\$ 18.37	\$ 18.91	\$ 19.46	\$ 20.03	\$ 20.59
E	\$ 15.40	\$ 15.84	\$ 16.30	\$ 16.77	\$ 17.24	\$ 17.74	\$ 18.26	\$ 18.78	\$ 19.32	\$ 19.89	\$ 20.46	\$ 21.05	\$ 21.65
F	\$ 16.07	\$ 16.53	\$ 17.00	\$ 17.50	\$ 17.99	\$ 18.52	\$ 19.06	\$ 19.59	\$ 20.18	\$ 20.76	\$ 21.37	\$ 21.99	\$ 22.63
G	\$ 16.86	\$ 17.34	\$ 17.85	\$ 18.35	\$ 18.88	\$ 19.43	\$ 19.98	\$ 20.56	\$ 21.15	\$ 21.78	\$ 22.42	\$ 23.07	\$ 23.74
H	\$ 17.66	\$ 18.18	\$ 18.68	\$ 19.23	\$ 19.81	\$ 20.38	\$ 20.95	\$ 21.57	\$ 22.19	\$ 22.85	\$ 23.52	\$ 24.21	\$ 24.92
I	\$ 18.52	\$ 19.06	\$ 19.59	\$ 20.18	\$ 20.76	\$ 21.37	\$ 21.99	\$ 22.63	\$ 23.26	\$ 23.95	\$ 24.65	\$ 25.37	\$ 26.11
J	\$ 19.40	\$ 19.95	\$ 20.53	\$ 21.13	\$ 21.74	\$ 22.39	\$ 23.04	\$ 23.70	\$ 24.38	\$ 25.09	\$ 25.82	\$ 26.59	\$ 27.37
K	\$ 20.34	\$ 20.92	\$ 21.53	\$ 22.15	\$ 22.79	\$ 23.47	\$ 24.14	\$ 24.86	\$ 25.58	\$ 26.32	\$ 27.10	\$ 27.87	\$ 28.71
L	\$ 21.33	\$ 21.95	\$ 22.58	\$ 23.22	\$ 23.91	\$ 24.61	\$ 25.31	\$ 26.06	\$ 26.83	\$ 27.60	\$ 28.41	\$ 29.25	\$ 30.10
M	\$ 22.37	\$ 23.02	\$ 23.67	\$ 24.35	\$ 25.06	\$ 25.80	\$ 26.57	\$ 27.32	\$ 28.16	\$ 28.97	\$ 29.81	\$ 30.69	\$ 31.58
N	\$ 23.45	\$ 24.13	\$ 24.85	\$ 25.57	\$ 26.31	\$ 27.09	\$ 27.85	\$ 28.69	\$ 29.52	\$ 30.39	\$ 31.29	\$ 32.22	\$ 33.16
O	\$ 24.60	\$ 25.30	\$ 26.05	\$ 26.81	\$ 27.59	\$ 28.39	\$ 29.24	\$ 30.09	\$ 30.97	\$ 31.88	\$ 32.82	\$ 33.79	\$ 34.79
P	\$ 25.80	\$ 26.55	\$ 27.33	\$ 28.13	\$ 28.95	\$ 29.80	\$ 30.67	\$ 31.57	\$ 32.50	\$ 33.46	\$ 34.44	\$ 35.45	\$ 36.49
Q	\$ 27.06	\$ 27.85	\$ 28.67	\$ 29.51	\$ 30.38	\$ 31.27	\$ 32.19	\$ 33.14	\$ 34.11	\$ 35.11	\$ 36.14	\$ 37.20	\$ 38.30
R	\$ 28.38	\$ 29.21	\$ 30.07	\$ 30.95	\$ 31.86	\$ 32.80	\$ 33.76	\$ 34.75	\$ 35.77	\$ 36.82	\$ 37.90	\$ 39.02	\$ 40.17
S	\$ 29.77	\$ 30.64	\$ 31.54	\$ 32.47	\$ 33.42	\$ 34.40	\$ 35.41	\$ 36.45	\$ 37.52	\$ 38.63	\$ 39.77	\$ 40.94	\$ 42.15

- Cost differential will be paid to employees for hours worked between the hours of 5 PM and 7 AM. Employees working a mandatory split shift will be paid the cost differential regardless of when the hours are worked. The cost differential rate is \$0.35/hour.
- Further, employees filling an approved supervisory position will be compensated at an additional \$2.00/hour.
- Temporary workers shall be paid at the entry level for comparable positions.

Extra-Curricular Activities									
July 1, 2017 through June 30, 2020									
Base Salary \$ 45,500.00									
Level increase calculated from 1-3 years' experience									
Years of experience	Base	1 - 3	4 - 6	7 - 9	10+				
Activities Director + 1 instruct. Period	4.00%	\$ 1,820.00	\$ 2,002.00	\$ 2,184.00	\$ 2,366.00				
Activities Director	10.00%	\$ 4,550.00	\$ 5,005.00	\$ 5,460.00	\$ 5,915.00				
Basketball Junior High	4.50%	\$ 2,048.00	\$ 2,253.00	\$ 2,458.00	\$ 2,663.00				
Basketball Junior Varsity & Asst. Coach	4.50%	\$ 2,048.00	\$ 2,253.00	\$ 2,458.00	\$ 2,663.00				
Basketball Varsity	10.00%	\$ 4,550.00	\$ 5,005.00	\$ 5,460.00	\$ 5,915.00				
Book Fair Organizer (Paid per fair)	2.00%	\$ 910.00	\$ 1,001.00	\$ 1,092.00	\$ 1,183.00				
Cross-Country Running	3.00%	\$ 1,365.00	\$ 1,502.00	\$ 1,639.00	\$ 1,776.00				
Cross-Country Skiing	6.00%	\$ 2,730.00	\$ 3,003.00	\$ 3,276.00	\$ 3,549.00				
Cross-Country Skiing Trail Maint.	2.50%	\$ 1,138.00	\$ 1,252.00	\$ 1,366.00	\$ 1,480.00				
Drama (Per Production 2 people)	2.00%	\$ 910.00	\$ 1,001.00	\$ 1,092.00	\$ 1,183.00				
Secondary Advisors - Junior High	1.00%	\$ 455.00	\$ 501.00	\$ 547.00	\$ 593.00				
Secondary Advisors - Freshman, Sophomore, Junior, Senior (3 people)	2.50%	\$ 1,138.00	\$ 1,252.00	\$ 1,366.00	\$ 1,480.00				
Music Director	8.00%	\$ 3,640.00	\$ 4,004.00	\$ 4,368.00	\$ 4,732.00				
Music Festival Host	4.00%	\$ 1,820.00	\$ 2,002.00	\$ 2,184.00	\$ 2,366.00				
Native Youth Olympics	2.00%	\$ 910.00	\$ 1,001.00	\$ 1,092.00	\$ 1,183.00				
Soccer Junior Varsity	3.00%	\$ 1,365.00	\$ 1,502.00	\$ 1,639.00	\$ 1,776.00				
Soccer Varsity	6.00%	\$ 2,730.00	\$ 3,003.00	\$ 3,276.00	\$ 3,549.00				
Student government	6.00%	\$ 2,730.00	\$ 3,003.00	\$ 3,276.00	\$ 3,549.00				
NSLC Leadership	2.50%	\$ 1,138.00	\$ 1,252.00	\$ 1,366.00	\$ 1,480.00				
Track & Field	4.00%	\$ 1,820.00	\$ 2,002.00	\$ 2,184.00	\$ 2,366.00				
Literacy	2.00%	\$ 910.00	\$ 1,001.00	\$ 1,092.00	\$ 1,183.00				
Volleyball	6.00%	\$ 2,730.00	\$ 3,003.00	\$ 3,276.00	\$ 3,549.00				
Volleyball Junior Varsity	3.00%	\$ 1,365.00	\$ 1,502.00	\$ 1,639.00	\$ 1,776.00				
Wrestling Junior High	3.00%	\$ 1,365.00	\$ 1,502.00	\$ 1,639.00	\$ 1,776.00				