USD 473
BOARD OF EDUCATION
&
CHAPMAN EDUCATION ASSOCIATION

NEGOTIATED AGREEMENT

FOR

2019-2020

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BOARD OF EDUCATION & CHAPMAN EDUCATION ASSOCIATION

NEGOTIATED AGREEMENT
2019-2020

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Attachments:
Form of Individual Teacher's Contract
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This agreement, made and entered into as of **August 5, 2019** between the BOARD OF EDUCATION, UNIFIED SCHOOL DISTRICT NO. 473, Dickinson County, Kansas (hereinafter referred to as the "Board") and the CHAPMAN EDUCATION ASSOCIATION, (hereinafter referred to as the "Association").

WHEREAS, the Association has been recognized by the Board for the purpose of professional negotiations as authorized and within the meaning of **K.S.A. 72-2281 through 72-2237**, as amended; and

WHEREAS, the Board and the Association, by and through their duly authorized representatives, have met, consulted, conferred and discussed with respect to the terms and conditions of professional service of the professional employees employed by the Board; and

WHEREAS, the Board and Association have now reached an agreement with respect to certain of such terms and conditions of professional service and wish to reduce the same to writing.

NOW, THEREFORE, it is hereby mutually AGREED between the parties as follows:

ARTICLE I

DEFINITIONS

A. Association: The Chapman Education Association.
B. Board: The Board of Education of Unified School District No. 473, Dickinson County, Kansas.
C. District: Unified School District No. 473
D. Teacher: All certified employees employed under contract by the Board except any such person who is an administrative employee as defined in **K.S.A. 72-2218,** as amended.

ARTICLE II

GENERAL PROVISIONS

A. Rights of Board: The Board, for itself and on behalf of the voters and taxpayers of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Kansas and the United States. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the state school laws or any other national, state, county, district or local laws or regulations as they pertain to education. The Board and the Association agree, except as expressly provided otherwise in this agreement, that the determination and administration of school policy, the operation and management of the schools and the direction of employees are vested exclusively in the Board and that the Board is the legally constituted body for that purpose.
B. Strikes: The Association affirms that it does not have the right to strike; and the Association affirms that neither the Association or any of its agents or members will authorize, instigate, aid or engage in a strike or in any picketing of any facility under the jurisdiction and control of the Board of Education.
C. Professional Negotiations: For purposes of professional negotiations between the Board and Association pursuant to **K.S.A. 72-2218** et seq., each existing article of this agreement that neither party proposes to renegotiate prior to February 1, as required by **K.S.A. 72-2228** (a), as amended, shall continue in full force and effect and constitute the terms of the successor contract.
D. Term of the Agreement: This agreement is made for a period of one school year and on **June 30, 2019**, this agreement shall wholly cease and terminate for all purposes whatsoever.
E. Savings Clause: Should any portion of this agreement be found to be contrary to law, that portion only shall become null and void, with all other conditions of the agreement remaining in effect.

ARTICLE III

LEAVES

A. Sick Leave:
Preamble: The parties acknowledge that sick leave benefits are of the nature of insurance benefits to be used in the unexpected event of illness. It thus is inappropriate to ask the Board to pay for unused sick leave benefits except upon retirement. Teachers shall be granted sick leave benefits in accordance with the following provisions:

1. Nine days of sick leave shall be granted to all full-time Teachers after they have worked one day of their annual contract. Such sick leave entitlement shall cumulate up to a maximum of 80 days of unused sick leave.
2. Teachers who are employed less than full-time shall be entitled to sick leave benefits based upon the following formula: The number of days or amount of time employed over a full employment year times the foregoing benefits received by full-time Teachers.
3. Illness or injury of the Teacher which necessitate absence from duty are chargeable to sick leave. Absences in excess of five consecutive days must be substantiated by a doctor's report in order for the Teacher to be excusably absent from work.
4. Teachers who have worked at least three days of their annual contract period and do not have sufficient unused cumulated sick leave may borrow against the current year's sick leave but in no case shall the total leave borrowed during any school year exceed the amount of days of sick leave that would accrue to the Teacher's credit during that year.
5. Absences in excess of cumulated sick leave plus the allowable borrowed sick leave shall be deducted from the Teacher's pay at the rate calculated by dividing the annual pay of the Teacher by the number of regular work days covered by the Teacher's contract, except as outlined in the following paragraphs.
6. The Board shall establish a sick leave bank of 300 days on July 1 of each year.
7. Use of the sick leave bank shall be limited to personal illness of the Teachers who have cumulated 80 days sick leave accumulation while employed by the district. Cumulated sick leave for purpose of determining eligibility for use of the sick leave bank is defined as the amount of unused sick leave at the end of a contract period plus the number of days the Teacher is eligible to borrow as outlined in this Article.
8. Teachers who have once attained eligibility for use of the sick leave bank may, in any contract period, use from the sick leave bank an amount of days equal to the total of their sick leave cumulation at the beginning of the year, provided all of their cumulated sick leave has been used. Once a teacher has used the 80 days maximum cumulated sick leave, plus any part of the bank, the remainder of the Teacher's available days in the bank would be available to use at the beginning of the next school year. The sick leave bank balance would continue to be available until depleted. The teacher would receive 9 days sick leave for the current contract year and for each succeeding contract year until the maximum 80 days are accumulated. At no time shall the sick leave available in one contract year exceed 80 cumulated days and 50 days in the sick leave bank. (Negotiations, Spring '92)
9. Termination of employment automatically cancels all sick leave benefits and credits.
10. Teachers shall be compensated for their unused sick leave upon their retirement. Teacher disability or death while employed shall also be grounds for compensation. KPERS guidelines will be used to determine retirement and disability eligibility. Compensation will be determined as follows:
    a. 10 thru 14 years service with the District, $5.00 per day, up to a maximum of 80 days.
    b. 15 years service and over with the District, **$15.00** per day, up to a maximum of 80 days.
11. Recording Sick Leave: On the date of return to duty following a period of absence, the Teacher shall certify as to the reason for the absence on a form to be provided by the Board. This certificate shall be attached to the principal's report of absences and forwarded to the education center by the principal within five days after the end of each month.

B. <u>Family Emergency Leave</u>

1. Four (4) days of family emergency leave shall be available for use each year, cumulative to eight (8) days, for all full-time Teachers, after they have worked three days of their annual contract period.
2. Teachers who are employed less than full-time shall be entitled to family emergency leave benefits. Personal leave shall be allowed in the same manner for Teachers who are employed less than full-time but in proportion to the FTE time employed.
3. Absences due to serious illness or severe injuries, or absences due to a death which necessitate the absence of the Teacher are chargeable to family emergency leave.
4. Absences in excess of cumulated family emergency leave shall be deducted from the Teacher's pay at the rate calculated by dividing the annual pay of the Teacher by the number of regular work days covered by the Teacher's contract. *In the event that a Teacher has used all family emergency leave and all personal leave, the Teacher can use allotted annual sick leave of five (5) days for family emergency leave. (Added June 27, 2012)* In the event of an extended emergency or if more than one emergency occurs in any one year, and if the Teacher has cumulated unused sick leave, the Teacher may request in writing to the Superintendent of Schools to have days in excess of all family emergency leave charged to sick leave.
5. Termination of employment automatically cancels all family emergency benefits and credits.
6. On the date of return to duty following a period of absence, the Teacher shall certify as to the reason

for the absence on a form to be provided by the school district. This certificate shall be attached to the principal's report of absences and forwarded to the educational center by the principal within five days after the end of each month.

C. Personal Leave: Teachers shall be entitled to personal leave days in accordance with the following provisions:
   1. Each full time Teacher shall be allowed three days personal leave a year for any reason which the Teacher believes to be more important than being in the classroom.
   2. Personal leave shall be allowed in the same manner for Teachers who are employed less than full-time but in proportion to the FTE time employed.
   3. Personal leave may accumulate for a limit of two years not to exceed four (4) days in any contract year.
   4. Teachers shall submit leave request for two or less days for approval by the Principal at a minimum of twenty-four (24) hours prior to the requested leave date and for more than 2 days at a minimum of ten (10) days prior to the requested leave date. Under unusual circumstances, the administration may make an exception to this rule.
   5. The leave may be used any time during the school year except on inservice or workdays, parent/teacher conference days or the day before or following a school holiday. Four personal days cannot be used in the month of May. Under unusual circumstances, the administration may make an exception to this rule.
   6. Any portion of one-half day of personal leave shall be counted as one-half day. Any time in excess of one-half day shall be counted as one day.
   7. Teachers who wish to accumulate personal days must request to carry over days by May 15 of that school year or they will automatically receive reimbursement equal to one day substitute teacher pay, in addition to the amount stated on that teacher's contract, for each full day of unused personal leave to a maximum of two days. **Reimbursement for unused personal days is to a maximum of 2 days. Carry over of personal days is limited to 1 day.**

D. Emergency Leave: Under unusual circumstances, an absence may occur that does not apply to any of the above leaves. In such a circumstance, the teacher should use personal leave. If the Teacher has no personal leave left, the equivalence of a substitute's pay will be deducted for each day missed up to a maximum of two (2) days.

E. Temporary Military Leave (30 days or less): A certified employee who is a member of the National Guard or the Army, Navy, Air Force, or Marine Corps Reserve and who is required to report to an active duty period for training purposes required to retain such membership shall be granted unpaid temporary military training duty leave. If the military pay is less than his/her regular pay during the period approved for temporary military duty leave, the certified employee will be paid the difference between his/her military pay and his/her certified USD 473 pay. A copy of military pay exclusive of meals and mileage must be turned into the district office to calculate compensation. (Added July 18, 2005)

F. Emergency Military Support Leave: Emergency leave shall be defined as leave granted to a full time professional employee during their spouses deployment to or return from a combat zone. This leave is for 2 days per school year and employee personal days have already been used. (Added July 18, 2005)

G. Professional Leave: Beginning teachers shall be allowed one (1) day of professional leave to work on their Kansas Performance Assessment portfolio with the recommendation that they use the resources offered by the Smoky Hill Service Center. Leave shall be requested by submission of the form "Application To Use Professional Day (Beginning Teacher)" to the Building Principal for approval. (Added June 12, 2007) *Graduation and oral/written defense for master and doctoral degrees shall be considered professional leave. (Added June 27, 2012)*

ARTICLE IV

NOTIFICATION OF VACANCIES

All employees in the district will be advised through district email within 48 hours (added June 13, 2011) if the Board of Education accepted any resignations and/or retirements. (updated June 26, 2014)

ARTICLE V

EARLY RESIGNATION NOTIFICATION INCENTIVE

A. Teachers are encouraged to notify the Board of Education as soon as possible of their intention to resign or retire.

B. Teachers who submit to the Human Resources Department a resignation effective at the end of the

2019-20 school year between August 15, 2019 and the regularly scheduled January Board of Education meeting shall receive an incentive payment of $500.00. Resignations will be reviewed by the BOE at the next scheduled BOE meeting, and upon acceptance by the Board, incentives will be dispersed. (added November 13, 2017)

ARTICLE VI

SUBSTITUTION PAY

The Board reserves the right to assign all Teachers to substitution duties when another Teacher is absent. Such duty may be assigned even though the assigned Teacher has a planning period otherwise scheduled during the substitution assignment. The Board, however, shall pay each Teacher who is thus deprived of such a planning period. Substitution assignment for the purpose of this paragraph shall mean: Grades K-12 shall be paid $7.50 for planning time 20-30 minutes and $15.00 for planning time 31-60 minutes. Activity periods, all school program practices and assemblies are excluded.

ARTICLE VII

SCHOOL LUNCH SCHEDULE

The Board shall publish and maintain a lunch room schedule which shall guarantee each Teacher at least 30 minutes per day of duty-free time in which to eat. Such schedule shall not necessarily involve the same 30 minute period each day. In case of inclement weather, the students will report to their classroom teacher.

ARTICLE VIII

METHOD OF PAYMENT

Teachers who elect to receive the balance of their contractual compensation after completion of all their contractual obligations shall so state in writing to the Board prior to April 1 of each year.
The Board agrees to pay such Teachers the balance of their contractual compensation not later than the end of June of each year.

ARTICLE IX

PAYMENT FOR ADDITIONAL COLLEGE HOURS

Any Teacher who completes a college course after July 1, 2006, shall be paid the actual cost of the course, not to exceed the per credit hour on-campus rate at Kansas State University, for each hour of graduate credit earned; provided, such hours of credit are not used for salary increases on the salary schedule. The administration reserves the right to make exception to this rule.

Teachers electing such method of payment **shall notify the District in writing** that they wish the payment in lieu of advancement on the salary schedule. In order for the reimbursement to be made, the Teacher must provide a receipt of payment for the applicable hours. Beginning March 1, 2018, courses earned toward salary increments or tuition reimbursement must be preapproved by the district administration. The request must be submitted to the Building Administrator and if it's approved, will be forwarded on to the Superintendent for final approval. (added November 13, 2017)

The Board will establish an annual fund of $20,000.00 to reimburse current teachers for the costs of tuition for post-secondary education attained during their employment with USD 473. The reimbursement amount per credit hour will be pro-rated based on the number of credit hours for which requests for reimbursement have been submitted to the district office by September 15 of each year. The maximum amount per credit hour will be the actual cost of the course, not to exceed the per credit hour on campus rate at Kansas State University, for each hour of graduate earned; provided, such hours of credit are not used for salary increases on the salary schedule. Teachers electing such method shall notify the district in writing that they wish the payment in lieu of advancement on the salary schedule. In order for the reimbursement to be made, the teacher must provide a receipt of payment and verification of successful completion of the course. Reimbursement for such credit hours will be paid through the September payroll process in the school year immediately following the year the request for reimbursement is made. (added August 5, 2019)

ARTICLE X

FORM OF INDIVIDUAL TEACHER'S CONTRACT

The form of the agreement to be presented to each individual Teacher for signing shall be in accordance with the form attached and entitled Teacher's Employment Contract.

ARTICLE XI

SCHEDULING

Scheduling, as it applies to the number and length of class periods, shall be the responsibility of the building principal. The principal may recommend a change in scheduling if the majority of the staff members in his building approve. Final approval will rest with the Board of Education.

At the October and February Board of Education meeting there will be a scheduling report which will include student enrollment and individual teacher load.

ARTICLE XII

DUE DATE FOR GRADES

Two (2) work days for grade preparation shall be granted to the teaching staff following each of the first three (3) grading periods.

ARTICLE XIII

DEPARTMENT CHAIRPERSONS

A. Qualifications
   1. Masters Degree preferred.
   2. At least three years successful teaching.
   3. Ability to communicate and work with people.

B. Job Goal

   To assist in the translation of department curriculum goals and objectives, and assist in the improvement of instruction.

C. Performance Responsibilities
   1. Provide leadership in the development and evaluation of content area curriculum publications.
   2. Provide leadership in proposed and on-going curriculum development projects.
   3. Plan and carry out the process of selecting instructional material.
   4. Aid members of the department: a. Assist in the orientation of new teachers, b. Assist members in setting and meeting objectives for their classes, c. Serve at the request of the principal as advisor and consultant to teachers.
   5. Assist in the interpretation of district testing instruments.
   6. Furnish leadership at inservice meetings dealing with his/her discipline.
   7. Performs such other duties as assigned.
   8. Is responsible to the administration and the Curriculum Steering Committee.

D. Disciplines/Compensation

   Chairpersons for Social Science, Language Arts, Math, and Science have been selected. Each Chairperson will be paid a rate of $12.50 per hour not to exceed $500 per year. In years when a chairperson's discipline is up for revision and update, that individual shall receive a rate of $12.50 per hour not to exceed $1450. In the Language Arts Curriculum, since it is updated in sections, the following amounts will be paid in years that the sections are revised and updated: for Language Arts/Literature/Grammar, $12.50 per hour not to exceed $725; for Language Arts/Reading, $12.50 per hour not to exceed $725; Language Arts/Spelling $12.50 per hour not to exceed $500; and Language Arts/Handwriting, $12.50 per hour not to exceed $500. Other discipline chairpersons, selected by the administration, will be compensated at the same rate.

E. Selection

   The Administration will recommend a candidate for chairpersons from a list of voluntary applicants to the Curriculum Steering Committee based on merit from a cross-section of K-12 staff.

ARTICLE XIV

COMPENSATION AND FRINGE BENEFITS

A. Salary: Teachers shall be entitled to receive salary as follows:
   1. A teacher shall be compensated in accordance with the salary schedule attached hereto and made a part hereof by reference for their duties performed under their principal or primary contract for service. Salary schedule guidelines for advancement by IDP points are stated within Inservice Credits for Salary Schedule Advancement in ARTICLE XXIV. (updated June 26, 2014)
   2. The Superintendent is authorized, at his discretion, to offer a signing bonus up to a maximum of $2,000.00.

B. Extra Duty Assignments: Teachers shall be compensated for their extra duty assignments in accordance with the extra duty pay schedule attached hereto and made a part hereof.

C. Fringe Benefits: Teachers shall be entitled to receive fringe benefits as follows:
   1. The Board shall pay **$463** per month (**$5,556** annual maximum) for each full-time teacher who is a member of the district's health insurance group. **(updated July 20, 2015)** Each teacher hired prior to September 1, 1992, who is not a member of the district's health and accident insurance group shall receive $330 per month as cash in lieu of.
   2. Teachers working at least one-half time but less than full-time will be paid the fringe benefit in an amount equal to the teacher's contract FTE times the amount paid for full-time teachers if the teacher is a member of the districts health and accident insurance group or the amount paid to teachers hired prior to September 1, 1992.
   3. Any teacher hired after September 1, 1992, must be a member of the District's health and accident insurance group in order to receive the fringe benefit.
   4. The Board will offer individualized selections of qualified, non-taxable benefits under a section 125 cafeteria plan The Board will engage the services of an independent firm to handle the administration of the plan for the district.
   5. Arrangements for distribution of the Board's contribution of the above must be made on a form to be furnished by the Board not later than the first Friday in September each year.

D. Mentor Teacher Pay: (August 19, 2015)

Governing Regulation

K.A.R. 91-1-203(b)(5) – October 2014 – requires local education agencies (LEAs) to have an approved program providing systemic mentoring support to all new teachers/school specialists and all new educational leaders hired under an initial license in order for the State Board of Education to allow their movement from an initial license to a professional license.

USD 473 will provide an approved mentoring program for all licensed teachers/specialist and educational leaders in their first year of employment under an initial license. The District will assign those hired under an initial license a Mentor Teacher (Mentors will be an experienced person holding a Kansas professional license who is assigned to provide ongoing guidance and support to the mentee).

The USD 473 assigned Mentor Teachers will receive $1,000 for their ongoing professional support throughout the school year. The $1,000 will be paid to the Mentor Teacher in the following structure: $500 in December's paycheck and $500 in May's paycheck.

ARTICLE XV

TEACHER'S MEETINGS

The number of building level faculty meetings shall be limited to eleven (11) per year. These meetings are not to be confused with district level meetings (textbook, curriculum, in service, etc.).

ARTICLE XVI

LUNCH ROOM SUPERVISION

All Teachers and/or Lay Aides who perform lunch duty will be paid a sum of $8.50 per day, plus a free lunch. (updated June 26, 2014) As in the past, these Teachers would be assigned lunch duty on a rotating basis by their building principal.

ARTICLE XVII

INSTRUCTIONAL SCHOOL CALENDAR

Study of the instructional school calendar shall be undertaken by the administration and the association an-

nually. The Calendar Committee shall consist of three (3) teachers and three (3) administrators. A proposed calendar for the following year shall be submitted by the committee to the teachers for consideration. The proposed calendar shall be voted on by the teachers and submitted to the Board no later than January 25 or if that date is on a weekend, the following Monday. If no agreement is reached, the calendar would be put on the notification letter of items to be negotiated which is due February 1. Contractual days for USD #473 teachers **shall not exceed** 188.

ARTICLE XVIII

ELEMENTARY PLANNING TIME

Elementary (Gr. K-5) classroom teachers will be provided planning time in accordance with the following provisions: (*changed June 2010*)

1. One hour of planning time would be provided Gr. K-5 classroom teachers twice a month (excluding August and providing 1 day in December and May) utilizing a substitute teacher following building administrator approved lesson plans with students in the designated classroom. (updated June 13, 2011)
2. Teachers would not leave the building during this planning time.
3. The substitute teacher would use any extra time in the building not used for teacher planning time as a time to run off papers or help in any way deemed necessary by the building administrator.

The Board guarantees that elementary classroom teachers have a minimum of 150 minutes per five day week for planning time.

ARTICLE XIX

SECONDARY PLANNING TIME

(June 25, 2004)

The Board guarantees that secondary classroom teachers (high school and middle school) have a daily planning period equal in length to a regular class period. (updated June 26, 2014)

ARTICLE XX

ASSOCIATION LEAVE

The Board grants the Chapman Education Association five (5) days of association leave to be used at the discretion of the Association.

ARTICLE XXI

(November 9, 1992, Revised June 1, 1995, Oct. 14, 1996, June 26, 2014)

VOLUNTARY EARLY RETIREMENT

GROUP 1--Current employees who are eligible to retire now through 2018/2019

RETIREMENT PLAN

GROUPS 2, 3 and 4 --Current employees who are eligible to retire beginning 2019/2020 thru all new hires. These employees will be given the opportunity to participate in this plan during the District Open Enrollment or upon initial employment.

Starting in the 2014-2015 school year, USD 473 will implement a matching 403(b) Retirement Plan. This retirement plan will provide USD 473 employees with a matching plan as described below. The 403(b) Retirement Plan has divided the current employees of USD 473 into four groups based on eligibility from the previous early retirement plan. USD 473 will determine and notify all employees who qualify as to what group they would fall into.

The Groups are defined as follows:

GROUP 1

Current employees who are eligible to retire now through 2018/2019 under the previous Early Retirement plan guidelines. Benefits will be the same dollar amount as the previous plan provided, only now paid through a 403(b). Once paid into the 403(b) the retiring employee will have the option on how they would like to manage their money (liquation, rollover, deferral, etc.). All distributions will follow the rules pertaining to 403(b). Group 1 employees will be given the option of going into Group 2 as a one-time choice

with a decision that would be irrevocable. This option was given in September 2014.

Requirements for Group 1:

1. When used in this policy, the term "professional employee" means any person employed by the Board of Education in a position which requires a certificate issued by the State Board of Education and employed by the Board of Education in a professional educational or instructional capacity.
2. When used in this policy, the term "school year" means that period of time from July 1 to June 30 of any year.
3. Any professional employee age fifty-four (54) through sixty-four (64) or any professional employee, because of age and service, eligible for KPERS Retirement, may elect to take early retirement under the terms and conditions set forth in this policy. Early retirement is entirely voluntary and at the discretion of a professional employee provided the policies and procedures are followed as outlined herein.
4. A professional employee is eligible to receive early retirement benefits if such person [a] is currently a professional employee of the school district, [b] will be at least fifty-four (54) years of age and not more than sixty-four (64) years of age on or before September 1 of the calendar year in which the professional employee intends to retire, [c] has a minimum of twenty (20) years of employment in a public school system, [d] has a minimum of twelve (12) years in the district; or any professional employee who is eligible for KPERS Retirement with a minimum of twenty (20) years of employment in the public school system and twelve (12) years of service in USD #473.
5. A professional employee applying for early retirement shall have the responsibility to provide all facts, information, verification and documentation necessary to prove eligibility for early retirement and to determine benefits to be paid.
6. A professional employee may apply for early retirement by giving written notice to the Superintendent of Schools. Such written notice shall be submitted on or before the 1st day of January preceding the anticipated retirement date; however, the Board of Education will have discretion to approve applications after January 1. Written notice shall include the following information:
   a] a statement of the applicant's desire to take early retirement;
   b] the anticipated date of retirement;
   c] the applicant's birth date and age on the date of retirement;
   d] the current mailing address and telephone number of the applicant;
   e] the applicant's current base contract salary;
   f] whether the applicant desires health insurance coverage through the school district health insurance program.
7. Following final action by the Board on any applicant for early retirement, the Superintendent of Schools shall notify the applicant, on or before April 10, in writing of the final disposition and the date and amount of annual early retirement benefits to be paid.
8. The annual individual early retirement benefit shall be a sum of money as shown below:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
54-60 years of age	$10,000	$10,000	$5,000	$5,000	$5,000	$35,000
61 years of age		$10,000	$5,000	$5,000	$5,000	$25,000
62 years of age			$5,000	$5,000	$5,000	$15,000
63 years of age				$5,000	$5,000	$10,000
64 years of age					$5,000	$5,000

The early retirement benefit of part time employees will be based on their FTE.

9. During each school year the Superintendent and/or Clerk of the Board shall calculate and determine the annual early retirement benefit for each professional employee who is eligible for early retirement. For the purpose of such calculations, it shall be assumed that the professional employee will retire on July 1 of the current year. Such early retirement benefits will be calculated based upon the age of the professional employee as of September 1 of the current calendar year. The amount of annual early retirement benefits shall be recorded in the professional employee's file.
10. The following terms and conditions shall apply to the school district's early retirement plan:
    a] The annual early retirement benefits shall be paid into the Districts post retirement 403(b) by the school district in twelve (12) equal monthly payments to the Districts post retirement 403(b) Plan beginning with the first pay period in September.
    b] A professional employee taking early retirement shall have the option to maintain health insurance coverage at the employee's expense through the school sponsored health insurance program, exactly as they were enrolled immediately prior to retirement. The retiree will be responsible for

submitting payment to the Human Resources department prior to the 15th of each month. This provision will be effective only if allowable by the insurance carrier and only until that time that the professional employee attains the age of sixty-five (65); which is the age of Medicare Eligibility.

The spouse of a professional employee who has attained the age of 65, has the option of taking out a single health insurance plan until he/she has reached age 65. He/she shall make two (2) monthly premium payments prior to August 15 of each year. A payment, due prior to the 15th of each month, shall be made thereafter.

c] A professional employee who takes early retirement shall have the responsibility to keep the school district informed of his/her mailing address and telephone number.

d] A professional employee who takes early retirement shall thereafter be eligible for professional certified employment by the Unified School District subject to KPERS and FICA limitations.

e] If any provision of this early retirement plan is determined to be in violation of federal or state laws or regulations, the Board and the Association shall within fifteen (15) days examine the alleged infraction and open negotiations to satisfactorily resolve the problem.

11. Upon death of the retired employee, any early retirement benefits shall be prorated from the date of death, with no benefits accruing after death.
12. A teacher may enter voluntary early retirement with Board approval.
13. This voluntary retirement program will be extended for one (1) year

GROUP 2

Current employees who were previously eligible to receive benefits under the old early retirement benefit between 2019/2020 to 2023/2024. USD 473 will match $4 to $1 up to $50 ($200/$50) per month in voluntary contributions through the districts matching 403(b) Plan. The $4 to $1 match would take place through year 8 (2021/2022), then $1 to $1 match up to $50 ($50/$50) voluntary contributions through a 403(b) Plan for the remainder of their employment in an eligible position.

GROUP 3

Current employees who were previously eligible to receive payments under the old early retirement plan between 2024/2025 to 2028/2029. USD 473 will match $2 to $1 up to $50 per month ($100/$50) in voluntary contributions through a 403(b) Plan through year 12 (2025/2026) then $1 to $1 match up to $50 ($50/$50) voluntary contributions through a 403(b) Plan for the remainder of their employment in an eligible position.

GROUP 4

Current employees who were previously eligible to receive payments under the old early retirement plan between 2029/2030 + and all new hires. USD 473 will match $1 to $1 up to $50 per month ($50/$50) voluntary contributions through a 403(b) Plan for duration of employment term in an eligible position.

Requirements for Groups 2, 3, and 4:

1. When used in this policy, the term "professional employee" means any person employed by the Board of Education in a position which requires a certificate issued by the State Board of Education and employed by the Board of Education in a professional educational or instructional capacity.
2. The following terms and conditions shall apply to the school district's retirement plan:
   a] A professional employee taking retirement shall have the option to maintain health insurance coverage at the employee's expense through the school sponsored health insurance program, exactly as they were enrolled immediately prior to retirement. The retiree will be responsible for submitting payment to the Human Resources department prior to the 15th of each month. This provision will be effective only if allowable by the insurance carrier and only until that time that the professional employee attains the age of sixty-five (65); which is the age of Medicare Eligibility. The spouse of a professional employee who has attained the age of 65, has the option of taking out a single health insurance plan until he/she has reached age 65. He/she shall make two (2) monthly premium payments prior to August 15 of each year. A payment, due prior to the 15th of each month, shall be made thereafter.
   b] A professional employee who retires shall thereafter be eligible for professional certified employment by the Unified School District subject to KPERS and FICA limitations.
   c] If any provision of this retirement plan is determined to be in violation of federal or state laws or regulations, the Board and the Association shall within fifteen (15) days examine the alleged infraction and open negotiations to satisfactorily resolve the problem.

*Amounts will be prorated for part time employees

USD 473 will have a 15-year vesting schedule with credit given on the schedule on employer monthly dollars for continuous years of prior and future service with USD 473. Voluntary account values are 100% vested with the employee.

Voluntary contributions can be made to any district-approved provider, USD 473 money will be paid to Security Benefit SFR program.

ARTICLE XXII

SUMMER CURRICULUM WORK

(June 14, 1993)

Summer Curriculum work will be paid at a rate of $10 per hour (with the exception of Discipline Chairpersons, refer to Article XII, D) not to exceed 40 hours per discipline. Work will be completed at Central Office under the direction of the Curriculum Director.

One or two teachers per subject area may opt to do summer curriculum work during the 1st semester of the following school year. The teacher may choose to do the work during school time and have a substitute in the classroom (a maximum of 16 hours) and/or before and after school. If a substitute is used, the teacher will work at Central Office and will not receive compensation above their regular salary. If the teacher chooses to do the work before or after school, they will schedule time at Central Office with the Curriculum Director and be compensated at $10 per hour.

ARTICLE XXIII

EVALUATIONS

(August 19, 2015)

The adopted board approved evaluation instrument shall govern the evaluation timing of teachers as specified in the instrument. The number of evaluations as stated in the approved evaluation instrument are a minimum, the administration has the right to conduct more frequent evaluations.

DISCIPLINARY POLICY AND PROCEDURE

(August 19, 2015)

This policy and procedure provision concerns the conditions under which a teacher may be disciplined or terminated.

The parties recognize the right of the Administration and Board to discipline a licensed contracted staff member ("Teacher") for good cause as determined by the Board. "Good cause" is defined as any reason put forward by the Administration or Board in good faith, which is not arbitrary, capricious, or irrelevant to the Board's task of building up and maintaining an efficient school system.

The parties recognize the right of the Board to discipline its employees. Discipline shall be progressive, when possible, and shall be for good cause, as defined above.

A. Steps for progressive discipline:

1. A Teacher will be given at least one verbal warning that the District believes the Teacher has violated Board Policy, is inadequately or unsatisfactorily performing their duties or is otherwise in violation of their contract with the District. Said verbal warning may be recorded in the Teacher's personnel file.
2. If the Teacher does not correct the behavior identified within a reasonable time, a written warning will be given to the Teacher that should include the basis for said warning and that a Plan of Action will be developed. Upon providing said written warning, a Plan of Action will be developed to address and remediate the behavior identified. The written Plan of Action shall be recorded in the Teacher's person nel file.
3. A Teacher who does not address and remediate the behavior identified to the foregoing disciplinary steps may be suspended with or without pay or terminated.
4. A Teacher's acts or omissions bringing rise to the disciplinary steps set out above may not, on their own, give rise to a comprehensive evaluation. Notwithstanding the foregoing statement, the fact that

since their last evaluation a Teacher has been or is being disciplined hereunder may be considered by the District as it performs its evaluation of the Teacher.

5. A Teacher may object to any discipline through the grievance process.

B. The parties acknowledge that the District is subject to laws and/or regulations that may require more immediate and aggressive action. In those situations, the parties understand and agree that the District will make every effort to comply with such laws or regulations.

REDUCTION IN FORCE

(June 16, 1997)

A. Reduction in Personnel

1. The teaching staff may be reduced by layoff at the discretion of the Board.
2. In the event a reduction in staff is determined to be necessary by the board, the following criteria shall be used in determining any non-renewal of contracts: academic training in the field, length of continuous employment in the district, evaluation reports, and experience in the specific assignment.
   All possible reduction shall first be made through normal attrition. Any further needed reduction shall be based on the above criteria, the recommendations of the administration and the educational needs of the district as determined by the board.

B. Recall Procedure

1. A professional employee who has been placed on involuntary leave of absence shall be offered reemployment with the School District for a period of two (2) years following the date he/she was placed on involuntary leave of absence in the inverse order of layoffs. Such reemployment shall be offered when a vacancy occurs for which he/she is certified.
2. A professional employee will be notified of recall by certified mail at the professional employee's permanent address on file with the District. A professional employee must report as directed within fourteen (14) days after receipt of the recall notice. It shall be the responsibility of the professional employee to ensure that the School District has a record of his or her current address and telephone number.
3. If a professional employee rejects reemployment or fails to report as directed within fourteen (14) days after receiving a recall notice, such action or failure to act by the professional employee shall be construed as a resignation. Acceptance of an employment contract with another school district will be construed as a resignation.
4. No person new to the district shall be employed to fill a vacancy if there is a professional employee on involuntary leave of absence who is qualified and certified to fill that position.
5. Credit on the salary schedule shall not accrue for the period of time the employee is on involuntary leave of absence. If reemployed by the School District, he/she shall be entitled to placement on the salary schedule according to his or her experience and training. Upon reemployment, a professional employee shall be entitled to all previous accumulated leave and other benefits accrued during his/her period of employment with the School District prior to lay-off.

(Article XX, Voluntary Early Retirement as approved by the CEA & the BOE, was added to the Negotiated Agreement, November 16, 1992. The agreement, as amended, was ratified by signatures of the President of the CEA and President of the BOE.)

ARTICLE XXIV

EARLY PARTIAL PAYMENT FOR NEW HIRES

(May 23, 2002)

An early payment of $500 will be paid to a newly hired certified employee on the August 20 payroll if request is made no later than August 1. The employee must have completed the payroll set up form, a loyalty oath, a W-4 form, and the I-9 form no later than August 1 to receive the early payment on August 20. The $500 payment would be subtracted from the employee's contract amount to be paid September through August of the contract year.

ARTICLE XXV

COMPENSATION FOR INSERVICE PRESENTATION

(June 25, 2004)

Teachers shall be compensated for their preparation for inservice training for USD 473 employees in accordance with the following provisions:

1. Teachers who attend in-state conferences and share knowledge with USD 473 employees at scheduled inservices shall be compensated for their preparation time at the rate of $75 per half-day training session (with

principal approval). Half-day shall be defined as 2 or more hours. Less than half-day presentations will be compensated at the rate of $37.50.

2. The district will pay for all materials used in the training session with the approval of the Principal.
3. Teachers who attend out-of-state conferences where the district pays for transportation, lodging, and meals shall not be compensated for presentation at district inservices because of the additional expenses incurred by the district.
4. Teachers asked to make a presentation at an in-service will be given a two-week notice in advance of the presentation unless agreed upon by both parties. (added June 13, 2011)

Inservice Credits for Salary Schedule Advancement

Credits for horizontal movement on the salary schedule shall include both approved college hours and State approved in-service hours earned while employed by Unified School District 473, Chapman. To qualify for horizontal salary schedule movement, the teacher must have an approved Individual Development Plan on file and meet the re-certification guidelines as set forth by the Kansas State Department of Education.

Points earned under the Board approved District In-Service Plan shall be counted towards advancement on the salary schedule where hour advancement is possible. Degree advancement on the schedule shall be with degrees earned from an accredited college or university.

For any advancement on the salary schedule, 10 college hours must be earned or a minimum of 5 college hours and 100 PDC points approved for salary schedule movement. Twenty approved and completed points are the equivalent of one college credit hour. Only those PDC points earned outside of scheduled in-service days and professional leave days will be applicable. A masters degree is required prior to moving to column 4 on the salary schedule.

A copy of transcripts of accumulated points (Form J) must be submitted to the board office prior to September 1 of the year in which movement on the schedule is desired. An unofficial transcript will be accepted if an official transcript is turned in by September 15.

ARTICLE XXVI

LIQUIDATED DAMAGES

(August 19, 2015)

Purpose: The parties agree that when a licensed contracted staff member ("Teacher") resigns or otherwise fails to honor his or her contract after execution of the contract or after the applicable date under the Kansas Continuing Contract Law; the damages to the District are material, yet not easily ascertainable.

A. It is therefore agreed that a Teacher currently under contract shall be declared under contract - unless duly informed according to Kansas Statute- for the next teaching year unless a resignation is submitted on or before the statutory date of the current school year according to the Continuing Contract Law of the State of Kansas. Teachers coming into the District shall be declared under contract when their contract has been approved by the Board of Education ("Board").

B. In the event a Teacher resigns or fails to honor the terms of his or her contract after the effective date set out above, the parties agree the Teacher shall pay the District liquidated damages, as set forth below. The Board will accept the resignation of a Teacher tendered after the statutory date upon receipt of:

1. $1,000 for a resignation received after the 14th calendar day following the third Friday in May through ..... June 10th.
2. $2,000 for a resignation received after June 10th and on or before June 30th
3. $4,000 for a resignation received in the month of July
4. $8,000 for a resignation received on or after August 1st and prior to the completion of the contract term.

a] Any Release from contract for any resignation received after August 1st and prior to the completion of the contract term is further conditioned upon the District Hiring a qualified replacement as determined by the Board in its sole discretion. If no replacement is hired and the District keeps the Teacher, then said Teacher shall owe no liquidation damages hereunder.

C. It is agreed that liquidated damages shall be paid prior to the Board accepting the Teacher's resignation. Payment of liquidated damages, customary return of all District property by the Teacher, and an acceptance of such resignation at a regular or special Board meeting shall constitute an immediate mutual release of the parties from any and all claims one may have against the other and further shall constitute an immediate release from contract for the Teacher.

D. Should the District owe the Teacher additional salary or other amounts after the Teacher resigns or fails to honor his or her contract, the District may deduct the liquidated damages from the amount owed, and the Teacher consents and agrees to the deduction of the liquidated damages.

E. The District reserves the right to, in the sole discretion of the Board, waive one or more provisions of this Liquidated Damages document.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

CHAPMAN EDUCATION ASSOCIATION

By/s/ Christal Ade

USD 473 BOARD OF EDUCATION

By/s/ _____

First Last

Schedule Salary: «Schedule Salary»
Other Salary: «Other Salary»
Total Salary: «Total Salary»

Salary Schedule Step: 0, Degree: «Degree»
Hours Gained after degree: «Hrs gained»
Fringe Benefit: «Fringe», FTE: «FTE»
Years In District: 0

TEACHER'S EMPLOYMENT CONTRACT

This contract, made and entered into, this «entered into date», by and between the Board of Education of Unified School District No. 473, Dickinson County, Kansas, (the "Board") and **First Last** (the "Teacher").

The parties AGREE that Teacher shall be employed by Board as an employee of said Unified School District No. 473, Dickinson County, Kansas, for the school year 2019-2020, as defined and scheduled by Board and other assignments as designated by the Board, commencing «commencing» at a salary of «salary» for said year, payable in 12 equal installments of «monthly salary», on or about the 20th day of each month, subject to the following terms and conditions:

1. The primary or principal services to be performed by Teacher hereunder shall be as determined and assigned by Superintendent of Schools. The Board reserves the right to assign Teacher to such building and such teaching assignments for which the Teacher is qualified as the best interests of the school system may require and as the Board may from time to time determine such interests to be. Teacher also shall perform the supplemental duties pursuant to K.S.A. 72-5412a and listed herein.

2. Teacher shall comply with all applicable Kansas Laws regulating Teacher's employment by the Board, including but not limited to, Teacher's Licenses, health certifications and the Cash Basis Law. Teacher also shall comply with all of the policies, rules and regulations of Board made pursuant to law, and Teacher shall become fully familiar with all Board policies affecting the terms and conditions of Teacher's employment.

*Any employee hired after September 1, 1992 must be a member of the district's health and accident insurance group in order to receive the fringe benefit.

WITNESS OUR HANDS on the day and year first above written.

UNIFIED SCHOOL DISTRICT NO. 473
DICKINSON COUNTY, STATE OF KANSAS

By _____
President, Board of Education

_____
Teacher

_____
Address

_____
City, State, Zip

Telephone: _____

ATTESTED:

_____
Clerk, Board of Education

Unified School District No. 473
Chapman, KS
2019-20 Certified Salary Schedule

STEP	BS	BS+10	BS+20	MS	MS+10	MS+20	MS+30
1	38087	38794	39501	40208	40915	41622	42329
2	38672	39379	40086	40793	41500	42207	42914
3	39243	39950	40657	41364	42071	42778	43485
4	39814	40521	41228	41935	42642	43349	44056
5	40384	41091	41798	42505	43212	43919	44626
6	40955	41662	42369	43076	43783	44490	45197
7	41526	42233	42940	43647	44354	45061	45768
8	42096	42803	43510	44217	44924	45631	46338
9	42667	43374	44081	44788	45495	46202	46909
10		43945	44652	45359	46066	46773	47480
11		44515	45222	45929	46636	47343	48050
12			45793	46500	47207	47914	48621
13			46364	47071	47778	48485	49192
14			46934	47641	48348	49055	49762
15				48212	48919	49626	50333
16				48783	49490	50197	50904
17					50060	50767	51474
18					50631	51338	52045
19						51909	52616
20						52479	53186
21							53757
22							54327
23							54898
24							55570
25							56241
26							56913
27							57585
28							58256
29							58928
30							59600
31							60271
32							60943
33							61615
34							62286
35							62958
36							63630
37							64301
38							64973
39							65645
40							66316
41							66988
42							67659
43							68331
44							69003
45							69674

Add $100 for over 200 credit hours

Transcripts must be submitted by Sept. 1 to receive adjustment on salary schedule placement. An unofficial transcript will be accepted if an official transcript is turned in by September 15.

Teachers must take upper division graduate hours in teaching field in order to advance on the salary schedule. The administration reserves the right to make exception to this rule.

Fringe 1: cash in lieu of to employees hired prior to 9/1/92 and not a member of the district health insurance.

Fringe 2: benefit paid to members of district health insurance group.

Fringe 3: employees hired after 9/1/92 must be a member of district health insurance group to receive fringe.

Fringe 1: $3960
Fringe 2: $5556
Fringe 3: $0

USD # 473 Chapman Kansas
Extra Duty/Pay Salary Schedule

2019-20

DESCRIPTION	STEP BASE	1 $43,523	2 $44,108	3 $44,693	4 $45,278	5 $45,863	6 $46,448	7 $47,033	8 $47,618	9 $48,203
Category I										
High School Level Head Coach										
Football	13.2%	$5,745.04	$5,822.26	$5,899.48	$5,976.70	$6,053.92	$6,131.14	$6,208.36	$6,285.58	$6,362.80
Basketball	13.2%	$5,745.04	$5,822.26	$5,899.48	$5,976.70	$6,053.92	$6,131.14	$6,208.36	$6,285.58	$6,362.80
Wrestling	12.2%	$5,309.81	$5,381.18	$5,452.55	$5,523.92	$5,595.29	$5,666.66	$5,738.03	$5,809.40	$5,880.77
Track	12.2%	$5,309.81	$5,381.18	$5,452.55	$5,523.92	$5,595.29	$5,666.66	$5,738.03	$5,809.40	$5,880.77
Cross Country	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Tennis	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Golf	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Freshman Football	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Freshman Basketball	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Volleyball	10.0%	$4,352.30	$4,410.80	$4,469.30	$4,527.80	$4,586.30	$4,644.80	$4,703.30	$4,761.80	$4,820.30
Weights	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Baseball/Softball	10.0%	$4,352.30	$4,410.80	$4,469.30	$4,527.80	$4,586.30	$4,644.80	$4,703.30	$4,761.80	$4,820.30
High School 1st Asst										
Football	9.2%	$4,004.12	$4,057.94	$4,111.76	$4,165.58	$4,219.40	$4,273.22	$4,327.04	$4,380.86	$4,434.68
Basketball	9.2%	$4,004.12	$4,057.94	$4,111.76	$4,165.58	$4,219.40	$4,273.22	$4,327.04	$4,380.86	$4,434.68
Wrestling	8.2%	$3,568.89	$3,616.86	$3,664.83	$3,712.80	$3,760.77	$3,808.74	$3,856.71	$3,904.68	$3,952.65
Track	11.2%	$4,874.58	$4,940.10	$5,005.62	$5,071.14	$5,136.66	$5,202.18	$5,267.70	$5,333.22	$5,398.74
High School Asst Coach										
Football	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Basketball	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Wrestling	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Track	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Volleyball	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Cross Country	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Weights	3.6%	$1,566.83	$1,587.89	$1,608.95	$1,630.01	$1,651.07	$1,672.13	$1,693.19	$1,714.25	$1,735.31
Baseball/Softball	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Tennis	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
MS Level Head Coach										
Basketball	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Football	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Wrestling	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Track	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Volleyball	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
Summer Weights	7.2%	$3,133.66	$3,175.78	$3,217.90	$3,260.02	$3,302.14	$3,344.26	$3,386.38	$3,428.50	$3,470.62
MS Asst Coach										
Basketball	5.2%	$2,263.20	$2,293.62	$2,324.04	$2,354.46	$2,384.88	$2,415.30	$2,445.72	$2,476.14	$2,506.56
Football	5.2%	$2,263.20	$2,293.62	$2,324.04	$2,354.46	$2,384.88	$2,415.30	$2,445.72	$2,476.14	$2,506.56
Wrestling	5.2%	$2,263.20	$2,293.62	$2,324.04	$2,354.46	$2,384.88	$2,415.30	$2,445.72	$2,476.14	$2,506.56
Track	5.2%	$2,263.20	$2,293.62	$2,324.04	$2,354.46	$2,384.88	$2,415.30	$2,445.72	$2,476.14	$2,506.56
Volleyball	5.2%	$2,263.20	$2,293.62	$2,324.04	$2,354.46	$2,384.88	$2,415.30	$2,445.72	$2,476.14	$2,506.56

USD # 473 Chapman Kansas
Extra Duty/Pay Salary Schedule

2019-20

DESCRIPTION	STEP BASE	1 $43,523	2 $44,108	3 $44,693	4 $45,278	5 $45,863	6 $46,448	7 $47,033	8 $47,618	9 $48,203
CATEGORY II										
Music/Drama										
Class Night Director	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
Class Night Assistant	3.5%	$1,523.31	$1,543.78	$1,564.26	$1,584.73	$1,605.21	$1,625.68	$1,646.16	$1,666.63	$1,687.11
Junior/Senior Ensemb	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09
Asst. CHS Play Direct	3.5%	$1,523.31	$1,543.78	$1,564.26	$1,584.73	$1,605.21	$1,625.68	$1,646.16	$1,666.63	$1,687.11
MS Vocal Music	2.5%	$1,088.08	$1,102.70	$1,117.33	$1,131.95	$1,146.58	$1,161.20	$1,175.83	$1,190.45	$1,205.08
HS Vocal Music	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
District Band Director	10.0%	$4,352.30	$4,410.80	$4,469.30	$4,527.80	$4,586.30	$4,644.80	$4,703.30	$4,761.80	$4,820.30
Asst District Band Dir	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
Jr. Class Play Directo	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
All School Production	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
Tri-M Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
Clubs/Activities										
AFG Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
AFS Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
FCCLA Sponsor	5.0%	$2,176.15	$2,205.40	$2,234.65	$2,263.90	$2,293.15	$2,322.40	$2,351.65	$2,380.90	$2,410.15
FFA Sponsor (Head)	8.5%	$3,699.46	$3,749.18	$3,798.91	$3,848.63	$3,898.36	$3,948.08	$3,997.81	$4,047.53	$4,097.26
FFA Sponsor (Asst)	4.5%	$1,958.54	$1,984.86	$2,011.19	$2,037.51	$2,063.84	$2,090.16	$2,116.49	$2,142.81	$2,169.14
SADD	4.0%	$1,740.92	$1,764.32	$1,787.72	$1,811.12	$1,834.52	$1,857.92	$1,881.32	$1,904.72	$1,928.12
Hi-Y Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
HS Stuco Sponsor	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09
MS Stuco Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
NHS Sponsor	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
FBLA Sponsor	5.0%	$2,176.15	$2,205.40	$2,234.65	$2,263.90	$2,293.15	$2,322.40	$2,351.65	$2,380.90	$2,410.15
Scholar Bowl Sponsor	5.5%	$2,393.77	$2,425.94	$2,458.12	$2,490.29	$2,522.47	$2,554.64	$2,586.82	$2,618.99	$2,651.17
Dance Sponsor	6.0%	$2,611.38	$2,646.48	$2,681.58	$2,716.68	$2,751.78	$2,786.88	$2,821.98	$2,857.08	$2,892.18
Cheerleading Sponsor	6.5%	$2,829.00	$2,867.02	$2,905.05	$2,943.07	$2,981.10	$3,019.12	$3,057.15	$3,095.17	$3,133.20
Wrestling Cheer Spon	3.5%	$1,523.31	$1,543.78	$1,564.26	$1,584.73	$1,605.21	$1,625.68	$1,646.16	$1,666.63	$1,687.11
Other										
Forensics	6.7%	$2,916.04	$2,955.24	$2,994.43	$3,033.63	$3,072.82	$3,112.02	$3,151.21	$3,190.41	$3,229.60
HS Broadcast Advisor	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09
Journalism/Newspaper	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09
Yearbook Sponsor	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09
FIRE Coordinator	1.5%	$652.85	$661.62	$670.40	$679.17	$687.95	$696.72	$705.50	$714.27	$723.05
Summer Library	2.0%	$870.46	$882.16	$893.86	$905.56	$917.26	$928.96	$940.66	$952.36	$964.06
Combination Classroo	5.0%	$2,176.15	$2,205.40	$2,234.65	$2,263.90	$2,293.15	$2,322.40	$2,351.65	$2,380.90	$2,410.15
FTE Less Than Full Ti	1.2%	$522.28	$529.30	$536.32	$543.34	$550.36	$557.38	$564.40	$571.42	$578.44
Irish Ink/ Webmaster	5.0%	$2,176.15	$2,205.40	$2,234.65	$2,263.90	$2,293.15	$2,322.40	$2,351.65	$2,380.90	$2,410.15
T-Works Sponsor	5.0%	$2,176.15	$2,205.40	$2,234.65	$2,263.90	$2,293.15	$2,322.40	$2,351.65	$2,380.90	$2,410.15
CHS Art Club	3.0%	$1,305.69	$1,323.24	$1,340.79	$1,358.34	$1,375.89	$1,393.44	$1,410.99	$1,428.54	$1,446.09

CATEGORY III.

Teachers who are asked to return to school at night for duties in the following categories shall be paid $15.00 for assignments up to two (2) hours, $30.00 for assignments up to four (4) hours, $45.00 for assignments up to six (6) hours, and $60.00 for assignments lasting over six (6) hours: Athletic Events, Bus Trips to Games, Class Parties, School Dances, and (added July 2013) the supervision of 2 music programs a year for elementary teachers.

CATEGORY IV. Summer Salaries - B.S. Column ÷ 188 days = Daily Rate