

Summary of 2018 CCEA Bargaining Agreements

May 2018

Representatives of School District Fremont RE-1 and the Cañon City Education Association (CCEA) have reached a tentative agreement on the following items:

Master Agreement Language Additions/Revisions

Update/revision of the overall Master Agreement was completed to update the definition of teacher and to cover all other licensed personnel by referring to them as “licensed non-administrative employee”. This change affected almost every Article. Several Articles were added and some were revised. Articles affected were as follows:

- Article 2 adding a definition of “Teacher”.
- Article 3 update to language to include the possibility of a four day school week.
- Article 5 in relation changes in planning time and the inclusion of language around Professional Learning Communities and time to be set aside for such PLC activities.
- Article 6 adding language regarding high school staff attending high school graduation.
- Article 8 adding evaluation and appeals processes information for other licensed non-administrative employees
- Article 9 in relation to Personal Leave for employees new to the district, the ability for employees to donate leave to other employees in need of leave days, and revisions to the language around collective/concerted activities and education advocacy.
- Article 17 changed the title of the Sick Leave Bank to “Catastrophic”.
- Article 19 adding language to refer to those employees on the Special Services Salary Schedule.
- Article 20 adding definition of the term “teacher”.

Article 2-1-1: This was added to specify the definition of “teacher”.

2-1 The term “~~teacher~~” “**licensed non-administrative employee**” as used in this Agreement shall refer to ~~certified counselors, librarians, nurses,~~ teachers and any other employee **who must be licensed in order to perform their duties and** whose salary is determined by ~~the teacher’s~~ a salary schedule in effect during this agreement. *(Revised 2018)*

2-1-1 The term “teacher” as used in this Agreement shall refer to any licensed employee whose salary is determined by the teacher’s salary schedule in effect during this agreement and who is evaluated using the teacher evaluation system. (New 2018)

Article 3-14: This article was revised to include language referencing a four day school week, in case that option is chosen in the future.

3-14 The District and the Association recognize that, because of increasing student enrollment in the District and the uncertainty of the outcome of any future bond election, the possibility exists that the District’s Board may act to establish some form of year-round schools, ~~and/or~~ split sessions, **and/or a four day school week**. If the Board takes such action, various groups of persons, including ~~teachers~~ **licensed non-administrative employees** employed by the District, may be affected thereby. Therefore, in the event that the Board is considering the establishment of some form of year-round schools, ~~and/or~~ split sessions, **and/or a four day school week**, the Board agrees that it will solicit, through the Association, the input of ~~teachers~~

licensed non-administrative employees employed by the District concerning the impact on ~~teachers~~ licensed non-administrative employees of such action prior to the Board's taking such action. *(Revised 2018)*

Article 5-2-2 and 5-2-3: These articles were revised to change the amount of time required before and after school and the instructional day.

- 5-2-1 Elementary teachers shall be present a total of ~~80~~ 45 minutes before/after the scheduled ~~pupil/teacher contact time~~ instructional day of no less than 6 hours ~~10~~ 50 minutes, which includes a duty-free lunch. The ~~80~~ 45 minutes is to be used for planning, to be available to parents, to aid pupils, to perform assigned duties, and to collaborate on other school activities/meetings. Teachers shall be present a minimum of ~~20~~ 5 minutes on either end of the scheduled pupil/teacher contact time. The principal, in consultation with teacher(s), may allocate the ~~80~~ 45 minutes in order to provide flexibility in meeting the needs of the building's students, staff, and schedules. *(New 2003-2004, Revised 2018)*
- 5-2-2 Secondary teachers shall be present a total of ~~60~~ 45 minutes before/after the scheduled ~~pupil/teacher contact time~~ instructional day of no less than ~~6~~ 7 hours ~~30~~ 15 minutes, which includes a duty-free lunch. The ~~60~~ 45 minutes is to be used for planning, to be available to parents, to aid pupils, to perform assigned duties, to collaborate with other staff, and other school activities/meetings. Teachers shall be present a minimum of ~~20~~ 5 minutes on either end of the scheduled pupil/teacher contact time. The principal, in consultation with teacher(s), may allocate the ~~60~~ 45 minutes in order to provide flexibility in meeting the needs of the building's students, staff, and schedules. *(New 2003-2004, Revised 2018)*

Article 5-4: This article was revised to include the language regarding PLC time.

5-4 Planning Time

5-4-1 Teachers shall have a minimum of forty-five (~~40~~45) consecutive minutes of individual planning time within the instructional day, each school day except in unforeseen circumstances. *(Revised June 9, 2008, Revised 2018)*

At the elementary level, 30 consecutive minutes of this planning time within the instructional day can be used for Professional Learning Community (PLC) activities every other week. The schedule for this PLC time must be mutually agreed upon by participants. *(New 2018)*

At the secondary level, 45 consecutive minutes of this planning time within the instructional day can be used for Professional Learning Community (PLC) activities every other week. The schedule for this PLC time must be mutually agreed upon by participants. *(New 2018)*

Any school at any level establishing multiple planning opportunities for staff that go above and beyond these requirements is welcome to hold PLC sessions more often than every other week so long as the PLC schedule is mutually agreed upon by participants and daily individual planning requirements are met. *(New 2018)*

Article 6-4: This article was added to specify the requirement for all high school licensed non-administrative employees to attend graduation.

6-4 Provided high school graduation falls within the contract year, all high school licensed non-administrative employees will attend graduation for the purpose of supporting students and being recognized by the community. Licensed non-administrative employees will either volunteer to work in a supporting role (escort supervisor, gate and program coordinator, student supervision, etc.) or sit among the students in full college regalia (to be provided by the district). Absences from this event will be coordinated as if it were a critical day. Attending staff will be provided two hours of compensated time, which may be used prior to the event and must be coordinated through the building principal. *(New 2018)*

Article 8-8 and 8-12: These articles were added to include evaluation process and appeals process references for other licensed non-administrative employees (This caused current Articles 8-8 through 8-10 to be renumbered to 8-9 through 8-11).

8-8 Other licensed non-administrative employee evaluation processes shall be conducted as defined in school district policies. *(New 2018)*

8-12 Other licensed non-administrative employees evaluation appeals processes shall be conducted as defined in school district policies. *(New 2018)*

Article 9-1-1: This article was changed to add language regarding Personal leave for employees new to the district and the fact that they will receive the twelve days in increments of three (3) days at the beginning of each quarter.

9-1 Personal Leave *(Revised and Renumbered 2013-2014)*

9-1-1 During the first year of employment with the Cañon City School District, licensed non-administrative employees shall receive three (3) days of Personal Leave at the beginning of each school quarter. In the event of an extenuating circumstance, the remaining leave days allocated for the school year may be released as needed at the discretion of the Director of Human Resources. *(New 2018)*

All ~~other teachers~~ licensed non-administrative employees shall be allowed 12 days of personal leave per year. At the end of the year, any remaining personal leave days will convert to accumulated sick leave days and be allowed to accumulate without limit. *(Revised 2018)*

Article 9-1-6-1: This article was added to include language that allows employees to donate leave to other employees in need of leave.

9-1-6-1 Licensed non-administrative employees may donate a specific amount of accumulated leave to other licensed non-administrative employees who have exhausted all of their leave days for the purpose of hardship leave if done in the following manner:

- The donating employee retains a minimum of 20 leave days for their personal use.
- The recipient has not solicited such donations at large.
- The donor does not receive any compensation for their donation.
- The employee's need has been communicated to the Human Resources Office.
- Donations are made directly through the payroll department by handwritten or electronic notice.
- Tracking of donations is managed by payroll personnel.

It is understood the Association will continue to manage the Catastrophic Sick Leave Bank system as outlined in Article 17 and that direct leave donations will be limited only to the actual number of days used by the receiving employee. *(New 2018)*

Article 9-3-6 and Article 9-4-1: These articles were added to specify leave usage for collective/concerted activities and education advocacy.

9-3-6 Should the Association call for collective or concerted activities that could result in emergency school closure, the Association agrees to give district administration as much advance notice as possible. *(New 2018)*

9-4-1 In the event a number of licensed non-administrative employees wish to attend an education advocacy event that would disrupt school operations, the district may declare an emergency closure. This will be limited to one instance per school year. In such circumstances, licensed non-administrative employees will not be charged a personal day, as is the case during any such emergency closure. *(New 2018)*

Article 19-8: Added a reference to employees on the Special Services Salary Schedule MA+30 column being allowed to participate in the Salary Enhancement Plan.

19-8 The Salary Enhancement Plan is an opportunity for an experienced ~~teacher~~ licensed non-administrative employee to develop a tangible product for the benefit of the District and to realize professional compensation enhancement.

In order to be eligible to participate in the Salary Enhancement Plan a ~~teacher~~ licensed non-administrative employee must obtain an effective or higher rating on the district ~~teacher~~ evaluation process, and be at the maximum step 30 of the MA+36 column, or at step 32 of the MA+48/Double MA column, or DE column of the ~~Teacher applicable~~ Salary Schedule.

Licensed non-administrative employees who are on the Special Services Salary Schedule at the maximum step of the MA+30 column will also be allowed to participate in the Salary Enhancement Plan.

The Salary Enhancement Plan must be a product that supports one of the ~~teacher's~~ licensed non-administrative employee's school, or one of the district's, UIP goals and a participating ~~teacher~~ licensed non-administrative employee must receive prior approval by the director of human resources in consultation with district and building administration before October 1st of the contract year they wish to be compensated in order to become eligible.

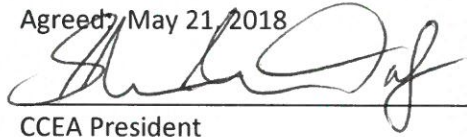
The Salary Enhancement Plan final product must be submitted by June 1st of the contract year and, if completed satisfactorily, payment shall be made within 30 days of its completion as a one-time bonus amount. This amount will be equal to one experience step in the appropriate column of the current ~~Teacher~~ applicable Salary Schedule, and such employees are eligible to participate in this process a maximum of two times during their career. (*Revised 2000-2001; Revised 2015-2016, Revised 2018*)

Article 20-1-8-1: This article was added to include the term "teacher".

20-1-8-1 The term "teacher" as used in this Agreement shall refer to any licensed employee whose salary is determined by the Teacher Salary Schedule in effect during this Agreement and who is evaluated using the teacher evaluation system. (*New 2018*)

Finally, we agreed upon a 3.5% increase to the licensed non-administrative staff salary schedules, all staff members who worked the 2017-2018 school year and are returning for the 2018-2019 school year will receive a step increase, and the final installment of making up steps owed to licensed staff members (some are owed two steps and some are owed one step).

Agreed: May 21, 2018



CCEA President



Superintendent