

**A  
SUMMARY OF  
AGREEMENTS**

**PREPARED  
FOR THE  
PROFESSIONAL  
STAFF OF  
GRANDVIEW C-4  
SCHOOL DISTRICT**

**Approved by:  
Board of Education  
Grandview School District No. 4**

**Certificated Staff  
May 2011**

May, 2011

Dear Staff,

The Grandview 10 membership includes representatives from the teachers' exclusive representative group, Building Administration, Central Office Administration and membership from the Board of Education. Through a collaboration and cooperation process, the Grandview 10 developed the recommendations found in this agreement. The Grandview Board of Education has approved the recommendations in this booklet. The *Summary of Agreements* represents a research of agreements beginning in 1976 and continuing through the 2011-2012 school year.

A thorough understanding of this agreement assists all staff in the performance of their duties and promotes good working relationships within the organization. The articles contained in this booklet provide important information related to employment conditions. We encourage use of the information as a valuable resource for various questions that arise in the course of employment. Both the teachers' organization, the leadership of Grandview 10 and the Administrative Personnel of the District can assist with clarifications of "agreed upon language."

If any provision(s) of this agreement or any application of the agreement to any employee or group of employees shall be found contrary to law, then such provision(s) or application shall not be deemed valid and subsisting except to the extent permitted by law but all other provision(s) or application shall continue in full force and effect.

All teachers' salaries and salary related fringe benefits shall be applied uniformly to all teachers in the district. The "B" salary schedule shall be an exception to the above statement.

All involved with the process of developing and adopting this document hope that you will find the booklet appropriate to your needs. Most importantly, we hope it will assist you in providing excellent service to the students of our school district.

Sincerely,

Dr. Ralph Teran  
Superintendent of Schools

Sincerely,

Rebeka McIntosh  
GNEA President

**GRANDVIEW SCHOOL DISTRICT NO. 4**  
**Summary of Agreements**  
**Certificated Staff**

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## COMPENSATION FOR EXTRA DUTY

1. **Homebound Teaching** – Teachers contracted for homebound teaching will be paid \$22.00 per hour plus mileage. (5/28/98) (Revised 5/28/02)
2. **Substitute Teaching** – When, at the request of the administration, a teacher accepts responsibility of a class during their planning time in addition to their regular assignment, they shall be compensated (see Non-Contracted Assignment Salary Schedule). Except in extenuating circumstances, teachers who have not volunteered to do so should not be requested to substitute during their planning time. (5/14/01) (Revised 1-10-05)
3. **Salary for Non-Contracted Duties** - The pay for non-contracted duty assignment not otherwise specified will be \$10.00 per hour with no minimum and no maximum. Thirty minutes or more will be considered a full hour. (5/14/01)
4. **Committee Work** – Teacher Support Teams will be compensated with release time when meetings cannot be held during the regular duty day. The state-mandated District Professional Development Committee (PDC) Representatives will be compensated with an hourly rate of \$10.00 per hour for meetings held outside the regular duty day. (5/2010)
5. **After School Detention** – The pay rate for after school detention is \$17.00 per hour for a total of \$61.00 per 3 ½ hour session. (8/9/99)
6. **Mileage Reimbursement** – Teachers required in the course of their regular classroom teaching assignment to drive personal automobiles from one school building to another shall receive a car allowance of \$.45 per mile. All other reimbursement for authorized travel will be paid in accordance with Board of Education Policy File DLC. This rate will be reviewed and adjusted based on the Missouri State agency reimbursement. (8/2010) (Revised 5/19/11)

## WORKING CONDITIONS

1. **Copies of Agreements** – By the end of the first quarter each school year, teachers will be provided individual copies of all past agreements negotiated with the Board of Education that are still in effect. These agreements will be updated annually. (6/1/87)(Revised 5/05)
2. **Traveling Teachers** – Adequate travel time, in addition to preparation and lunch periods, will be provided to teachers when it is required in the course of their regular

classroom teaching assignments to drive from one school building to another. If this is not possible, they will be compensated at the prevailing substitute rate. (6/1/87)

3. **Career Ladder** – Any career ladder or merit pay plan will be developed in cooperation with teachers. Teachers will be allowed to select representatives for the purpose of development of any career ladder or merit pay plan and will be negotiated with the teacher negotiation committee. (5/22/86)

4. **Elementary Teachers Planning Time** – Elementary teachers will have two hundred and fifty (250) minutes of planning time per week. When teachers are on field trips or involved in other programs during their planning period, no additional compensation or planning time will be provided. A daily minimum of thirty minutes planning time will be provided each teacher.

Grandview 10 recognizes that elementary teachers need more plan time. Grandview 10 has studied this item for 4 years, evaluating many options. Additional plan time that does not adversely impact instruction and learning can only be provided through hiring additional staff. In light of the current budget constraints facing CSD #4, GV 10 cannot recommend such an added expense at this time. (5/2008)

Grandview 10 recognizes plan time includes professional responsibilities such as lesson planning, parent and staff conferences, meetings with individual students, collegial collaboration and other activities related to instructional responsibilities.

Activities/meetings should be scheduled as far in advance as possible to balance teachers' opportunities for preparation and fulfillment of ongoing responsibilities for classroom instruction.

The teacher and the principal will work collaboratively to resolve plan time concerns. (5/2010)

5. **Collaboration Days** – In the fall of 2005, Grandview 10 established a committee to evaluate the current collaboration day structure per a directive from the Superintendent (Summary of Agreements, 2003). The committee was made up of a teacher from every building, building administrators and the Assistant Superintendent of Human Resources. Per the committee's recommendation, Grandview 10 supports the current collaboration day process and its continuation. (5/2006)

**Definition of Collaboration** - Collaboration time is used to improve instruction and impact student achievement through the sharing of ideas, planning themes or lessons, studying student achievement data, or in other ways that improve teaching and help students. Collaboration can take place within departments, at grade level, at multiple grade levels, and between teaching teams. Teacher collaboration is not intended to be a teacher workday. Regular school hours will be observed. Staff meetings, committee meetings, and in-service will not be conducted during collaboration time.

**Planning Process for Collaboration Days** - Collaboration time will be planned by teaching teams. For instance, all fifth grade teachers in a building, all speech teachers in the district, or all teachers within a building that teach science could be involved in collaboration. As part of the teaching team, building administrators may be included in the

planning and collaboration process. Teachers at each grade level or department will plan their collaboration time at the beginning of the school year. Teachers will fill out a planning form and summary form and turn them in to the building administrator. Teachers may amend these plans at any time. The Collaboration Committee will monitor the collaboration planning process by surveying certified staff on an as-needed basis.

**Professional Learning Communities-** For 2009-2010, Grandview 10 agrees to use Collaboration Days for the implementation of Professional Learning Communities (PLCs). Grandview 10 will review this use of Collaboration Days annually. (5/2007)

6. **Professional Development Days** – Grandview 10 supports effective professional development. After receiving feedback from teachers on the 2005-2006 *borrowed collaboration day*; in accordance with the 3 year plan (second year) an additional day was agreed upon. Thus, Grandview 10 supports and recommends to the superintendent that one day for professional development be added to the 2006-2007 school year and one day added to the 2007-2008 school year. (5/2006)

7. **Paid Workday at the Beginning of School Year** – Grandview 10 supports adding a teacher workday at the beginning of the school year starting with the 2006-2007 school year. Teachers will work their contracted duty day and will be exempt from meetings and supervisory responsibilities. (5/2006)  
Grandview 10 confirmed the teacher workday at the beginning of the second semester of each school year as delineated in the school calendar. Teachers will work their contracted duty day and will be exempt from meetings and supervisory responsibilities.  
(Revised 5/19/2011)

8. **Required Meetings Outside the School Day** - The appropriate administrator will notify staff member of all required meetings. Required meeting for teachers outside the contracted work day as defined by Board of Education Policy (File GCJ) will be limited to the following:

- a. Staffing and IEP meetings that cannot be scheduled during the school day. The administrative staff will make a concerted effort to schedule these meetings during the school day. Teachers will be compensated for staffings and IEP's held outside of the school day by released time for the normal school day.
- b. A maximum of nine hours outside the school day during the school year for faculty meetings.
- c. Teachers will participate in the North Central Association Accreditation Evaluation at Grandview High School to the extent required for successful completion of the activity.
- d. Teachers will participate in parent-teacher conferences outside the school day at a mutually acceptable time when extenuating circumstances prevent said conferences from being otherwise scheduled.
- e. Back to School Nights or Open House (one per teacher per year).

- f. A maximum of six hours outside the school day during the year for departmental and grade level meetings of curriculum development. Said meeting will be held on days that coincide with the school calendar.

All other meetings held outside the contracted work day are voluntary participation meetings.

There will be no additional salaries for required meetings other than what is provided in the current salary schedules. Teachers who accept "B" Salary Schedule positions, also, accept the responsibility to attend additional required meetings to those described above. (4/28/83)

9. **Meetings and Length of School Day** - The building principal will be responsible for establishment of the working day for teachers within the building. As a general rule teachers shall not be required to report for work more than one-half hour before the start of the school day nor required to remain more than one-half hour in the building past dismissal time for students. Exception to the rule may be made for faculty meetings, curriculum or department meetings, advisory committee meetings for the Board of Education, in-service training meetings, and parent conferences. Board Policy GCJ (4/28/83)

10. **Recall Rights of Teachers Placed on Involuntary Leave** – No teacher shall lose rights by securing other employment. Recalled teachers shall be granted accrued benefits reflecting their status at the time they were placed on leave. The time spent on involuntary leave shall be counted as time of service to the District in determining placement on the salary schedule if an increment is earned as defined by Board of Education Policy File GCI. The ten years experience increment limitation set forth by Board of Education Policy File GCBA-R will be waived. (5/15/00)

11. **Extension of the School Calendar** – Unless mandated by state law, any extension of school calendar above 187 days will be in cooperation with the teachers. Teachers will be allowed to select representatives for the purpose of studying any such extension. Implementation of any calendar extension above 187 days (190 days for new teachers) will be included in the "teacher compensation discussions." (1/12/98) (Revised 05/2006)

12. **Worker's Compensation** – In cases where an employee is injured as a direct result of an intervention in a student conflict, the District will pay the regular rate of days lost, not charge the individual's sick leave, credit the Worker's Compensation check to the cost of obtaining a substitute (or otherwise keep the check), but limit the paid days subject to this practice to that of the sick leave days maximum otherwise described in Board Policy, i.e.100 days. In other cases, the current policy with the option of keeping the Worker's Compensation check if it is larger than regular pay or being paid the regular rate, use sick leave days, and buy back such days via the Worker's Compensation check will continue to be the policy of the district. Board Policy – GBEA 11/15/07 (5/21/92)

13. **Part-time Certificated Staff** – Part-time certificated staff who are at least ½ full-time equivalent and who work 20 clock hours in the building per week may elect to participate in the teachers' Public School Retirement System beginning with the 1994-95 school year. (6/15/94)



14. **District Committee Proportions** – Grandview 10 recommends to the Superintendent that teacher representation on district-wide committees be developed to achieve a target proportional to the most recent preference poll for representation on the compensation discussion team, Grandview 10. (Refer to GCAA p.4) (05/04)

15. **Earlier Start and Release Time for Elementary** – Grandview 10 has studied the issue of earlier elementary start and end times for the third year in a row. The cost of such a change is not fiscally possible at this time. Principals were consulted for ideas and recommendations to accommodate teachers in regard to some of the issues of concern around late start and end times at the elementary level.

Principals have agreed to apply flexibility to before and after school duty time per Board policy and summary of agreements to accommodate and individual's personal needs. Supervisory duties will supersede personal needs; however, adequate notification of supervisory duties by the principal and personal needs by the individual should assist all staff in planning.

Regarding the additional concern that the instructional day does not meet the needs of elementary students, Grandview 10 will refer that concern to the Superintendent.

(5/2005)

16. **Class Size** – The Administration will make a recommendation to the Board to amend the language pertaining to adding a teacher when enrollment exceeds Grandview Standards (see attachment). Grandview 10 supports this recommendation for the 2009-2010 school year. Enrollment and staffing patterns will be reviewed during the Grandview 10 process during 2009-2010 school year.

Grandview 10 was given comprehensive data about class sizes and enrollment for the last five years from Debra Nelson. Grandview 10 determined class size standards were unchanged and actual class sizes were at or below those standards. Therefore no grade level has reached the requirement to add an additional teacher. Class size guidelines are available on GVNet.

(5/2010)

## **INSURANCE**

Association representatives will have the opportunity to provide input in the development of the insurance specifications for bid purposes. Association representatives shall be included in the review of insurance bids and shall have input in the development of recommendations to the Board of Education in this matter.

Teachers retiring prior to the age of 65 shall be entitled to continue all insurance programs at their own expense, if approved by the insurance carrier. (Missouri Senate Bill No. 264 (1987) requires that each school district's group health insurance plan "permit" any previously retired or retiring employee who is eligible to receive retirement benefits to remain on the school district's group program.) (6/8/89)

The Board shall provide each teacher with a description of the insurance coverage in

effect within ten (10) days of the beginning of the school year” coverage. This description shall include conditions and limits of coverage as well as availability of application forms and other information. (5/16/77)

**1. Life**

An employee of the Consolidated School District No. 4 may designate a beneficiary to receive all payments of accrued salary, final sick pay benefits, and any other programs providing for payment. This request is to be made on the proper Designation of Beneficiary Form.

(6/1/87)

The Board paid term life insurance coverage will be \$10,000 per teacher. Employees may elect to purchase an ADDITIONAL \$90,000 of term life insurance. The ADDITIONAL insurance is at the group rate and is paid by the employee. The insurance company may require a physical or may set other limits on eligibility.

(6/14/93)

**2. Health / Dental**

The Board of Education will pay the full amount of dental and health care insurance for each full-time teacher with the same benefits as are currently being provided. (6/14/93)

**3. Long-Term Disability**

Board paid long-term disability insurance will be added as a benefit to every full-time employee. (5/28/02)

**4. Cafeteria 125 Plan**

The Board will offer a flexible fringe benefit plan as provided by IRS Section 125. This will provide for employees, on a voluntary basis, to defer income to pay the employee’s cost of allowable medical and child care expenses. The district will pay the initial implementation fee and participating employees will pay the monthly charges if required.

Any unspent funds in the 125 Plan at the end of the year will be used to pay annual maintenance cost and to defray participating members monthly expenses. (7/11/88)

**5. Employee Assistance Program**

An Employee Assistance Program will be implemented through *New Directions* at a cost to the District per employee per year. This service will provide five (5) free counseling sessions per concern for each employee or family member. (6/8/89)(Revised 5/05)

**6. Insurance Committee**

An insurance committee was formed during 2006 – 2007 school year. Grandview 10 recommends that we have an ongoing insurance committee that addresses; insurance benefits, wellness and employee concerns.

**LEAVE**

1. **Sick and Bereavement Leave Benefits** – Current sick leave benefits shall be ten days per year or one day per contract month whichever is greater with full salary benefits. Unused sick leave shall be cumulative to an unlimited number of days.  
(Revised 5/29/79) (Board of Education Policy File GCBDA)

2. **Sick Leave Pool** - Effective July 1, 1998, the district will no longer allow the transfer from one employee to another employee of sick days, personal leave or vacation days without Board approval. (6/8/98)

3. **Personal Business Leave Benefits** – Personal business leave must be accrued from earned sick leave. Up to four (4) days of available sick leave may be converted to Personal business leave per school year. Unused personal benefits shall be cumulative to eight (8) days. If earned, an employee may sign up to use eight (8) days of personal business leave in a contract year without loss of salary in accordance with the provisions of this policy. Notification of reason for taking the authorized days is not required unless preceding or following a vacation or holiday. Prior approval from the employee’s immediate supervisor must be acquired for all such leave. (6/1/87)

4. **Professional Leave** – Each teacher may use a maximum of one day per year for professional leave. This day is to be used for educational purposes and is not charged against the teacher’s sick leave. In order to obtain maximum benefit from the use of professional leave days, the planning of the day is to be a joint venture between the teacher and the building principal with the approval of the appropriate Central Office Administrator. At no time shall more than ten percent of the teachers from any one building be involved in a combination of personal and professional leave days. Teachers may be requested to file a written report within one week of his/her professional leave day activity. (5/1/84)

5. **Association Leave** - Any professional teacher organization recognized by the Board, so desiring, shall be granted up to twenty-two (22) teacher days to be used by association delegates for district, state or national meetings with the school district paying for substitutes. An additional six (6) days may be used by teachers who are officers or agents of the association, such use at the discretion of the association with the approval of the Superintendent of Schools. The association will reimburse the school district for the cost of the substitutes for the additional six (6) days that are used for this purpose by the association; pay shall be at the going rate established by the Board for substitute pay. The days may be taken in half-day installments. At least two (2) work days notice shall be given to the building principal prior to the use of this leave. (5/22/86)

Any teacher elected to the office of a state or national teacher’s association,

full-time service, shall be granted a leave of absence without pay, for the term of the office. (6/1/87)

6. **Jury Duty** – If jury duty is required, certificated staff members shall remit to the District all salary as a result of jury duty on days that cause staff employees to miss an assignment. (4/28/83)

7. **Military Leave** – If a teacher in the District is required to serve in the Armed Forces of the United States while employed as a teacher in the District, they will be advanced on the salary schedule for the time of military service for the minimum length of time required to fulfill the obligation. The teacher will be re-employed and an assignment to a similar position will be made if possible.

(5/8/80)

## RETIREMENT

1. **Severance Pay** – At retirement, the teacher will receive any severance pay with their last check or, if requested, during the month of January of the following calendar year. (6/1/87)

Certificated employees who voluntarily discontinue service to the District shall be compensated for accumulated chargeable leave as follows:

- a. **Five Years Service** – After five (5) consecutive years of service to the District, certificated employees shall be paid for one-fourth (1/4) of their accumulated chargeable leave at the prevailing substitute teacher or substitute administrator wage.
- b. **Ten Years Service** – After ten (10) consecutive years of service to the District, Certificated employees shall be paid for one-half (1/2) of their accumulated chargeable leave at the prevailing substitute teacher or substitute administrator wage.
- c. **Fifteen Years Service** – After fifteen (15) consecutive years of service to the District, Certificated employees shall be paid for three-fourths (3/4) of their accumulated leave at the prevailing substitute teacher or substitute administrator wage.
- d. **Twenty Years Service** – After twenty (20) consecutive years of service to the District, Certificated employees shall be paid all of their accumulated chargeable leave at the prevailing substitute teacher or administrator wage. (4/28/83)

2. **Early Notification of Retirement** – Certified employees, who are eligible for retirement under the Public School Retirement System (PSRS) and retiring at the end of the school year, can participate in the Retirement Notification Incentive 2012-2013 school year. The options are:

### Option A

- Submit a written official letter of retirement by March 1<sup>st</sup>\*
- 5 % incentive of their placement on the teacher's salary schedule
- incentive will be paid in one sum after July 1<sup>st</sup> subsequent to the teacher's retirement

- not to be calculated in retirement formula

**Option B**

- submit written notification of retirement by **August 1<sup>st</sup>** preceding the final year of teaching\*
- 5% incentive of their placement on the teacher’s salary schedule
- incentive will be distributed through the “B” salary schedule as Senior Lead Teacher (may include extra duties to satisfy PSRS requirements)
- to be calculated in retirement formula

\*This letter will be a binding agreement (5/14/2001) (5/28/02) (5/12/03) (5/10/04)  
(5/2005) (5/2006)

\*This agreement will be reviewed every year.

**TUITION REIMBURSEMENT**

1. **Tuition Reimbursement** – Grandview 10 received a follow-up report on the tuition reimbursement pilot program from the 2007 – 2000 survey. Based on the information, Grandview 10 recommends the Professional Development Committee continue funding this program for the 2010-2011 school year.

The district will provide each qualified certified employee tuition reimbursement in the amount of \$50.00 per credit hour from an accredited university for graduate level courses, up to three credit hours per semester (maximum \$150.00), up to six credit hours per year (total capped at a maximum of \$300.00 for any one staff member). All requests for tuition reimbursement must be pre-approved by the Assistant Superintendent of Human Resources. Required forms to request tuition reimbursement for college hours must be accompanied by proof of payment, and the transcript displaying a grade of B or higher. All documents must be turned in to the Human Resources Department by June 1, 2010. Reimbursement would be made on the June paycheck for college hours taken during the school year while employed at Grandview at Grandview C-4. To qualify for this benefit, certified employees must make a commitment to employment with the District for a minimum of two years. If the employees who receive these benefits are unable to serve the two year minimum requirement, they will be required to reimburse the district for this benefit.

To insure fairness and equity because only \$5,000 is available for this benefit, all eligible employees will be reimbursed for three credit hours first. If certified employees request reimbursement for six credit hours, their reimbursement will be contingent upon the remaining funds. (5/2007)

**CONTRACT AND WORK AGREEMENT PERIOD**

Starting 2007-2008, the contract and work agreement year will begin on August 1<sup>st</sup> and end on July 31<sup>st</sup>. The contract and work agreement year for twelve month employees will continue to

follow the actual fiscal year of July 1<sup>st</sup> through June 30<sup>th</sup>. All employees who receive District insurance benefits will be placed on one of these two twelve paycheck cycles, beginning either on August 1<sup>st</sup> or July 1<sup>st</sup>, so all changes in rates for employee insurance policies will be reflected in employees May paycheck. (May 2007)

## **PAYROLL**

1. **Payroll and Payroll Deductions** – Salary payments to certificated personnel on the teacher’s salary schedule will be paid in twelve (12) installments according to the terms of the contract. Teachers may elect to take the balance of salary due for the eleventh and twelfth installments on the eleventh pay date if written notification is given by May 1<sup>st</sup>. This notification will remain in effect for succeeding years unless the payroll department is notified in writing by May 1<sup>st</sup> of the year in which a change is requested. When applicable the District will make payroll deductions for payments to the Missouri Non-Teacher Retirement System, Social Security, State of Missouri for withholding taxes, Kansas City Earnings Tax and the Federal Government for withholding tax.

When authorized by the employee, deductions will be made for hospitalization, insurance benefits for dependents of the employee to the approved carrier, for salary protector insurance coverage to approved carrier, United Way, Cafeteria 125 Plan, for payments to the designated organizations for professional dues (GNEA, MNEA, NEA, and MSTA), and for payments of annuities to previously approved carriers.

Except at the beginning of an individual contract period additional payroll deductions will be permitted on a monthly basis, except for the tax-sheltered annuities which occur in January, March, June and October of each year.

(7/11/88) (Revised 5/2009)

2. **Annuities** - The number of annuity open enrollment dates will be January, March, June and October. (6/8/98)

3. **Direct Deposit** – Direct Deposit of checks will be mandatory beginning January, 2008. (5/28/98)

## **SUBSTITUTE PAY**

Grandview 10 recommended to the Superintendent to change the short-term substitute pay from \$80 per day to \$95 per day with Monday and Friday pay to be \$100 per day and long-term substitute pay from \$105 per day to \$135 per day.

Teachers who substitute in their building on an hourly basis will be paid according to the Salary Schedule for Non Contracted Assignments (see appendix) (5/9/05)

## **SUMMER SCHOOL PAY**

Summer school teacher will be paid \$22.00 per hour.

(5/28/02)

## **SALARY**

1. **“B” Salary** - There is a new schedule giving staff 5 years plus years of experience (see appendix). (5/12/03) (Revised 6/15/04)
2. **Earnings Tax** – C-4 employees from Martin City and Ozanam affected by the Kansas City earnings tax will be reimbursed in February of each year, after the W-2’s have been sent out. This reimbursement will be taxable and will apply only to Grandview C-4 employees who work, but do not live in Kansas City. (5/24/99)
3. **Salary Schedule Adjustment / Longevity** – Grandview 10 recommends we eliminate non-increased steps on the salary schedule at the Class IV MS+32 level and compress the salary schedule to 23 steps. (5/14/01)
4. **Entry Level Step** - The number of years of experience a new hire can be credited with will allow up to ten (10) years to be brought in with initial salary placement up to Step 11. (6/8/99)
5. **Salary Increase** - Grandview 10 recommends to the Board of Education awarding Steps and Track/Educational Credit for the 2010-2011 school year.
6. **Salary Schedules** — See appendix
7. **Grandview Contingency Language** - If the revenues from the growth in Local Revenues (accounts 5111 through 5140), County Revenues (accounts 5211 and 5221) and State Revenues (accounts 5311 through 5399) exceed the projected revenues from these sources, beginning with the 2005-06 District Budget, there shall be an additional increase in the following year’s salary schedule with the conditions outlined below:
  1. 63% of the combined additional revenues generated from the growth in revenues specified above shall be applied to the salary schedule above those increases specified in the three year plan.
  2. Additional revenues must be sufficient to provide for a minimum salary increase of 0.25%.

On or before April 30, the Grandview 10 shall meet to determine if additional revenues are available to implement this contingency provision and determine how those funds are to be distributed. Such changes in salary increases for the next year shall be included with the other recommendations made to the Board in May.

Further discussion of contingency plans will include consideration of vertical steps to the salary schedule.

# **APPENDIX**

- **2011 - 2012 Salary Schedule**
- **2011-2012 B Salary Positions and Schedule**

**Salary Schedule for Non-Contracted Assignment for  
Certified and Classified**

**Class Size Guidelines**



