

Attracting and Retaining High Quality Educators through Adequate Compensation and Benefits

Wages

Effective Retroactive to 7/1/17:

Steps and Lanes

Schedule improvement of 2.5%

Effective 7/1/18:

Steps and Lanes

Schedule improvement of 2.5%

Hourly Rates

APPENDIX D HOURLY RATES

RATE GROUPS

Professional Development: \$23.65 or In-service Credit

General Assignments: Saturday School, Curriculum Writing \$23.65

Instructional Assignments: (ALC, EDL, ABE, Homebound) Tutoring ~~\$27.85~~

If a teacher is completing an hourly instructional assignment, including ALC, EDL, ABE, Tutoring, or Homebound in an instructional area for which the teacher is licensed, the teacher will be compensated at an hourly rate based on the teacher's regular daily rate of pay (annual salary divided by 187). For other hourly instructional assignments the teacher will be paid at the \$35.35 per hour Instructional Assignment rate below.

Instructional Assignments: Loss of Preparation Time for classroom coverage
Preparation/Planning Time Providers: \$35.35

Translation of curricular materials: \$45.00

Extra Curricular Rates

APPENDIX C

[Modify or add the following items:]

SCHEDULE C-1, EXTRACURRICULAR NON-ATHLETIC STIPENDS

| | |
|---|-----------------------------------|
| WEB Coordinator | \$3,029 |
| Link Crew Advisor | \$3,029 |
| FIRST Robotics Competition Coach | \$6,500 |
| FIRST Tech Challenge Coach | \$3,250 |
| School Plays Director – Secondary | |
| One full-length play or its equivalent | \$1,677 \$3,250 |
| Two or more full-length plays or equivalent | \$3,309 \$6,500 |
| School Plays Technical Director/Set Designer – Secondary | |
| One full-length play or its equivalent | \$3,250 |
| Two or more full-length plays or equivalent | \$6,500 |
| School Plays Choreographer – Secondary | |
| One full-length play or its equivalent | \$3,250 |
| Auditorium Technical Director 10 month (school-year) | \$6,500 |
| 12 month (year-round) | \$8,000 |
| Stage Crew Director | |
| Including one major performance | \$1,538 |
| Including two or more major performances | \$2,610 |
| Speech Activities Coach – Senior High | |
| Entrance in three festivals or equivalent and the District Speech Festival | \$1,166 \$2,000 |
| Entrance in six festivals or equivalent and the District Speech Festival | \$2,003 \$4,000 |
| Yearbook – Middle School Advisor | \$1,025 |

To ensure students have equitable access to performance opportunities, all stipends for music, stage, and other performances to be paid under this Appendix shall be paid out of the District's budget for arts and music and not out of any individual school's building budget.

SCHEDULE C-2, EXTRACURRICULAR ATHLETIC STIPENDS

Middle School Athletic Director \$5,591. **In addition to this stipend, athletic directors of middle schools shall be released from one hour of teaching duties daily to**

perform additional responsibilities of the athletic directorship.

Beginning with the 2017-2019 contract, an automatic 3.9 percent increase for each stipend area in Schedule C-1 (extracurricular activities) and C-2 (athletics) will go into effect at the beginning of each new contract.

Compensation for the Imposition of Lag Pay

[New]

MEMORANDUM OF AGREEMENT

Lag Pay Compensation - One-time Payment

This Memorandum of Agreement is by and between the Board of Education, Independent School District No. 625 (hereinafter "District"); and the Saint Paul Federation of Teachers, Local No. 28 (hereinafter "Federation") exclusive representative for teachers. It is entered into for the sole purpose of providing a one-time payment to members of the Teacher bargaining unit.

The District and the Federation agree that the process for transitioning teachers to a lag pay system created mistrust toward Human Resources and Payroll and that this feeling lingers and interferes with the relations between the parties.

To that end, the parties have agreed to the following:

Upon ratification of the 2017-19 teacher collective bargaining agreement, each member of the teacher bargaining unit who was employed during the 2016-17 school year will receive a one-time additional payment equal to the bi-weekly gross rate of pay that teacher would be entitled to if on the 21 pay plan. The district will deduct taxes as required by law from this payment. This payment will not be reduced for contributions to benefits paid for through regular payrolls.

[Signatures]

Summer School Pay

ARTICLE 9. ADDITIONAL COMPENSATION PROVISIONS

Subd. 2. ALC Summer Term Program. **Beginning with the 2018 summer session/extended school year (ESY), a District contracted teacher whose step placement is Step 10 or higher in teaching in their license area shall be paid at their regular daily rate of pay (annual salary divided by 187) for the school year immediately preceding summer term. will earn \$30.24 per hour. A non-District**

contracted teacher **and District teachers teaching outside their license area** whose step placement is Step 9 or lower in the school year immediately preceding summer term and non-contracted teachers will earn **the Appendix D rate for Instructional Assignments of \$35.35** per hour.

Contracted SPPS teachers will have the first opportunity to fill all summer school positions. Summer school positions will be posted by the district no later than March 1 of each school year preceding the summer school session. Contracted SPPS teachers will be given a period of 10 days to opt in to a position provided the teacher holds a license for the content area covered by the summer school position. Once the 10 day period has elapsed, the district may open the unfilled positions up to other SPPS teachers and persons who are not already contracted SPPS teachers. Summer administrators shall promptly communicate hiring decisions and hiring decisions must be made and communicated no later than May 1.

Health Insurance

ARTICLE 10. TEACHER BENEFITS

SECTION 1. HEALTH AND LIFE INSURANCE

Subd. 1. Teachers who ~~have been~~ **are** regularly employed in the District for ~~more than 30 days~~ are **immediately** eligible for benefits included in the insurance program for District employees, and any supplemental or replacement program required to provide benefits described in Subd. 2 through 7 of this section.

Insurance benefits provided eligible teachers include hospital, surgical, medical, major medical, and life insurance coverage. Detailed descriptions of coverage, options, procedures, and eligibility requirements are provided in a pamphlet prepared for that purpose. A teacher whose spouse is also employed by the District may have single coverage premium contribution for health/hospitalization or may have family coverage premium contribution if his/her spouse waives coverage under any other labor contract in this District or may elect to waive this coverage and premium contribution in favor of the spouse's coverage and premium contribution.

Current Minnesota legislation does not allow the District to offer insurance coverage for domestic partners. If legislative authority is granted, the District will offer coverage to eligible domestic partners no later than the open enrollment period following the legislative change.

Subd. 2. Health Maintenance Organization

Employees and/or retirees selecting a plan offered by a Health Maintenance Organization (HMO) agree to accept any changes in benefits which the specific HMO implements.

Subd. 3. Cafeteria Benefits Plan

3.1 Effective January 1, 1999, employee benefits will be offered to eligible employees through a Cafeteria Plan qualified under IRS Codes §105, §125, and §129. The cafeteria plan will contain a core set of benefits. Enrollment in these core benefits is required in order to participate in the cafeteria plan and receive any Employer contributions. Additional optional benefits are offered allowing employees to select benefits that meet their individual needs.

3.2 Cafeteria Plan Credits: Employees who qualify for coverage can receive two types of cafeteria credits:

3.2.1 Credits Earned from Attendance Incentive Plan: Teachers can annually earn up to \$600 in credits from participation in the Attendance Incentive Plan (See Article 11, Section 2). These credits may be used only to purchase core cafeteria plan benefits or other qualified items contained in the Cafeteria Plan.

3.2.2 District Contribution to Cafeteria Plan Credits: Eligible full-time teachers shall receive ~~\$785 per~~ **a contribution equal to 110 percent of the cost of single health insurance coverage each** month which they may spend in a District qualified cafeteria benefits plan. Any dollars remaining from this amount after enrollment in core and optional benefits will be returned to the employee as salary. Eligible full-time teachers with family or single-plus-one coverage shall receive ~~\$1,060~~ **a contribution equal to 85 percent of the cost of family or single-plus-one health insurance coverage each month.**

3.2.3 If the cost of benefits selected by the employee exceeds the amount of credits an employee receives from 3.2.1 and 3.2.2 above, that cost shall be paid by the employee through payroll deduction.

3.3 A teacher who is insured as a dependent through the medical and/or dental insurance coverage provided by Saint Paul Public Schools may elect to waive the employee medical and/or dental insurance coverage in the core set of benefits. This is the sole exception where the employee may elect not to enroll in the full core of benefits.

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403(b) Improvements

ARTICLE 10. TEACHER BENEFITS

SECTION 2. RETIREMENT HEALTH INSURANCE

Subd. 5. Employees hired after January 1, 1996, **and who are regularly employed by the district** are **immediately** eligible to participate in an employer matched Minnesota Deferred Compensation Plan or District-approved 403(b) plan. **Eligible employees will be automatically enrolled in the plan and will receive a form from Human Resources allowing them to opt out from the plan or reduce their contribution below the maximum amount the district will match. Absent a decision to opt out or reduce the employee's contribution, they will be automatically enrolled in the district plan at the maximum amount the district will match.** The District will match up to ~~\$1,000~~ **\$5,000** per year for eligible employees. Part-time employees working half time or more will be eligible for up to one half (50%) of the available District match. ~~Approved non-compensatory leave shall not be counted in reaching the three (3) full years of consecutive active service, and shall not be considered a break in service. Time worked in the City of Saint Paul will not be counted toward this three (3) year requirement.~~

Federal and state rules governing participation in the Minnesota Deferred Compensation Plan or a District-approved 403(b) plan shall apply. The employee, not the District, is solely responsible for determining his/her total maximum allowable annual contribution amount under IRS regulations.

Employees may, without penalty, switch from one district-approved plan to another and may, at any time, roll over funds from other plans into a district-approved plan.

The employee must initiate an application to participate through the District's specified procedures.

Paid Parental Leave

ARTICLES 11 and 12 modified as indicated

ARTICLE 11. COMPENSATORY LEAVES OF ABSENCE

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Subd. 6. Up to thirty ~~30~~ days of accumulated sick leave may be used in a contract year to attend to adoption procedures or care for a newly-adopted child or for a father with a newborn child. Use of these thirty ~~30~~ days does not need to occur consecutively. For adoption, thirty ~~30~~ days of sick leave may be used for adoption processes or up to six (6) weeks following the adoption. Upon completion of the adoption process additional sick leave may be allowed for the care of a sick child as required by M.S. §181.9413. Additional non-compensatory paternity leave shall be granted subject to the terms of Article 12, Section 1, Subd. 2.2. The thirty ~~30~~ days of sick leave for fathers of newborns must be used within six (6) months surrounding the

birth of the child.

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6.2 In making its selections of those to be recommended for sabbatical leave, the committee shall give final consideration to the benefit which shall accrue to the Saint Paul Public Schools from such leave. Priority shall be given to applications that will allow teachers to acquire licenses in identified hard-to-staff license areas, advanced program specialization or critical world language fluency. The Professional Development Advisory Committee **Advisory Staff Development Committee (PDACASDC)** shall identify these areas no later than December 1 of each school year. Other factors which shall be considered are length of service, contribution to the general welfare of the schools, and benefit to the individual.

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ARTICLE 12. NON-COMPENSATORY LEAVE

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Subd. 2. Maternity Leave. It may be granted for reasons of pregnancy and/or the need to provide parental care for a child or children of the teacher for an extended period of time immediately following conclusion of pregnancy. This leave may be used in combination with sick leave as identified below.

2.1 The normal and usual period of paid sick leave recognized for post-pregnancy delivery recovery is a maximum of six (6) consecutive weeks; extension of sick leave time is subject to written verification by the attending physician that the teacher's period of disability continues.

2.2 A maternity leave without pay shall be granted for up to twenty 20 weeks. These twenty weeks are inclusive of paid sick time for disability due to pregnancy and/or delivery. The right to return with a guarantee of the same position is subject to restrictions of Section 3, subd. 3.

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Subd. 4. Insurance Benefit Extension for Maternity, Parental, Adoptive Parent Leave. The District will provide one (1) additional month of District paid contribution toward insurance coverage for an employee on an unpaid portion of a parental/maternity leave following the last month in which the employee had a paid portion of their leave.

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SECTION 3. RETURN FROM LEAVE

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Subd. 2. Notification of Return from Leave.

2.1 The teacher must notify in person or by certified mail the Director of Human Resources, in writing on the appropriate form, no later than March 1 or two (2) months prior to the originally-scheduled date of the leave termination, whichever is earlier, of his/her specific intent to return to active service at the specified date or request an extension of the leave. Extensions are not routinely granted. Return from Mobility Leave requires a February 1 notification of intent to return.

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Subd. 3. Return with Guarantee of Same Position

3.1 Teachers on short-term non-compensatory leaves of absence shall return to their same position.

3.2 Teachers on a maternity leave of up to twenty ~~20~~ weeks in the same school year, including all compensatory sick leave time taken at the conclusion of pregnancy, may ~~return to their same position.~~

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ARTICLE XX [New]. PAID PARENTAL LEAVE

Teachers shall have the right to take paid and unpaid parental leave for the birth, adoption, or foster care placement of a child in his or her family. The Employer shall not discriminate against any Faculty Member on the basis of their use of family leave. For clarity and ease of understanding, parental leaves are not subject to language concerning non-compensatory or compensatory leave found in Articles 11 and 12 but are covered by the language in this Article.

Subd 1. A teacher shall be granted a parental leave of absence with pay for 12 weeks for the birth, adoption, or foster care placement of a child to become effective at his or her discretion. This leave shall not be deducted from accrued sick leave.

1.1 A maternity leave without pay shall be granted for up to two (2) calendar years. These two (2) calendar years are inclusive of paid sick time for disability due to pregnancy and/or delivery.

1.2 A teacher on paid parental leave shall notify the Superintendent or designee of his

or her intent to return at any time during the leave period. A teacher returning from paid parental leave shall be reinstated to his or her previous position.

1.3 Up to thirty (30) days of accumulated sick leave may be used in a contract year to attend to adoption procedures or care for a newly-adopted child, foster care placement, or for a father with a newborn child or for the birth of a child. Use of these thirty (30) days does not need to occur consecutively. For adoption or foster care placement, thirty (30) days of sick leave may be used following the completion of the 12 week paid leave. Upon completion of the adoption or foster care placement process additional sick leave may be allowed for the care of a sick child as required by M.S. §181.9413. The thirty (30) days of sick leave for fathers of newborns must be used within six (6) months surrounding the birth of the child.

Subd 2. Insurance Benefit Extension for Parental Leave. An employee on paid parental leave will continue to receive the district contribution toward the purchase of the employee's benefits for all of the months covered by the the period of the twelve week leave.

Subd 3. Extended Parental Leave

3.1 Parental leave shall be extended upon the request of the teacher for up to two years, with all time after the first 12 weeks taken as unpaid leave, except leaves with pay mentioned in Subd. 1.3 above. Leave after the 12 weeks of parental leave may include the use of the employee's accrued sick time in circumstances where the use of sick leave is permitted.

3.2 A teacher on unpaid parental leave shall notify the Superintendent of his or her intent to return at least 20 days before the date of return.

3.3 A teacher returning from unpaid parental leave of up to two (2) calendar years will be reinstated in his or her previous position if there is a vacancy, or to another vacant position for which he or she is qualified. A teacher returning from an unpaid parental leave of one (1) calendar year or less shall be reinstated to his or her previous position.

3.4 An extended parental leave is not considered a general non-compensatory leave as described in Article 12, Section 1, Subd. 5. In as such, an employee may take additional non-compensatory leaves as outlined in the section within a five (5) year period.