

SAVAGE SCHOOL DISTRICT #7,7J,&2
DAWSON/RICHLAND COUNTIES
SAVAGE, MONTANA

NOTICE OF SPECIAL SCHOOL BOARD MEETING

Monday, April 22, 2024: 7:00 PM

Location: Boardroom

Board of Trustees

Chair: Shawn Conradsen
Vice Chair: Charles Thiel
Trustee: Wayne Quinnell
Trustee: Connie Smith
Trustee: Chandl Tombre

Standing Committees

Negotiations and Classified Salary: Shawn Conradsen and Wayne Quinnell
Building/Housing: Charles Thiel and Wayne Quinnell
Interview: Connie Smith and Charles Thiel
Calendar/Professional Development: Chandl Tombre

Pledge of Allegiance

(Items listed on the agenda do not necessarily indicate the order in which they will be addressed.)

1. ROLL CALL
 - 01.1 Action: Establish Quorum

02. RECOGNITION OF VISITORS
 - 02.1 Action: Recognize Visitors

03. AGENDA
 - 03.1 Action: Consider Agenda

04. PUBLIC COMMENT FOR AGENDA ITEMS
 - The Savage School Board of Trustees, would like to encourage public comment on any agenda item during the time that it is presented.
 - If any visitor has any particular agenda item or items on which to comment, we would ask that you please state your name and indicate your intentions at that time.
 - Visitor Sign In Sheet for Agenda Items is located at the door and indicates that you wish to comment on agenda items.
 - Comments cannot be directed toward individual staff members or students due to privacy rights guaranteed by the Montana State Constitution.

05. NEW BUSINESS
 - 05.1 Action: Consideration of approving the July 1, 2024-June 30, 2027 Collective Bargaining Agreement.
 - Negotiation Committee Completed Work
 - 05.2 Action: Consideration of hiring of the following coaching personnel for the 2024-2025 sport seasons of cheerleading, elementary boys' and girls' basketball, head and assistant highschool varsity boys' and girls' basketball coaches, and concessions. The positions were advertised and applicant letters or verbal statements of interest were received from the 2023-2024 coaches, with no other additional applicants. A recommendation by the superintendent will be brought forward and considered for hire during this agenda item. Should the applicant be the coach of record from the 2023-2024 school year, there will not be an interview before the Interview Committee and the coaches' evaluations will be the document to take the place of the interview for the position. Verbal statements and/or letters of interest were received from the following and open positions are noted:
 - Applicant for Varsity Head Boys' Basketball Coach: Todd Verhasselt
 - Applicant for Assistant Varsity Boys' Coach: Paul Vojacek
 - Applicant for Varsity Head Girls' Basketball Coach: April McPherson
 - Applicant for Assistant Varsity Girls' Basketball Coach: Open
 - Applicant for Elementary Boys' Basketball Coach: Justin Bean
 - Applicant for Elementary Girls' Basketball Coach: Karla Reuter
 - Applicant for Cheerleading Coaches: Montana Osterman and Jill Verhasselt
 - Applicant for Concessions: Open

06. PUBLIC COMMENT FOR NON-AGENDA ITEMS
 - The public comment section is intended to inform the trustees of concerns of the citizens.
 - The trustees may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter. (MCA, 2-3-103)

- Public comment received at a meeting must be incorporated into the official minutes of the meeting.
- Comments must follow the student and employee privacy laws, as set forth in the privacy rights guaranteed by the Montana State Constitution.
- Public Comment Sign-In Sheet for Non-Agenda Items is located at the door.

07. DATE/TIME FOR NEXT REGULARLY SCHEDULED MEETING:

07.1 Action: Consideration of having a special meeting before the regularly scheduled May meeting for the following reasons:

- Approval of hiring a science teacher applicant pending the interview committee's recommendation, which will be brought forth by the superintendent
 - Applicant: Bailey Funk
- Approval of a legal document prepared by our legal consultant, Tony Koenig, MTSBA to accept a donation from Yellowstone Valley Concrete Construction to replace the outdoor basketball court behind the bus barn.
 - The amount of the replacement does not fall under the bidding process, as the amount is less than \$80K.

07.2 No Action: May 20, 2024 @ 7:00 PM regular monthly board meeting will be held in the Boardroom.

08. ADJOURNMENT

08.1 Consider adjournment and record the time.

SAVAGE SCHOOL DISTRICT #7,7J,&2
DAWSON/RICHLAND COUNTIES
SAVAGE, MONTANA
SPECIAL BOARD AGENDA FACT SHEET

MEETING DATE: April 22, 2024

Procedure:

- Ask for a motion
- Ask for a second to the motion
- Discussion
- Vote

CALL TO ORDER: 7:00 PM Pledge of Allegiance

❖ **AGENDA ITEM# and TITLE: 01. ROLL CALL and ESTABLISH QUORUM**

01.1 Action: Roll Call and Establish Quorum

	Present	Absent	Time of Arrival after the meeting has started.
Shawn Conradsen			
Charles (Chuck) Thiel			
Wayne Quinnell			
Connie Smith			
Chandi Tombre			

❖ **AGENDA ITEM# and TITLE: 02. RECOGNITION OF VISITORS**

02.1 Action: Recognize Visitors

- | | | |
|----|----|-----|
| 1. | 5. | 9. |
| 2. | 6. | 10. |
| 3. | 7. | 11. |
| 4. | 8. | 12. |

❖ **AGENDA ITEM# and TITLE: 03. AGENDA**

03.1 Action: Consider Agenda

SUMMARY: Review agenda.

RECOMMENDATION: Consider agenda.

AGENDA ITEM: 03.1 AGENDA

03.1 Action: Consider the Agenda of April 22, 2024 Special Meeting.

	Motion	Second	Yes	No	Abstain
Shawn Conradsen					
Charles (Chuck) Thiel					
Wayne Quinnell					
Connie Smith					
Chandi Tombre					

❖ **AGENDA ITEM# and TITLE 04. PUBLIC COMMENT FOR AGENDA ITEMS**

- The Savage School Board of Trustees, would like to encourage public comment on any agenda item during the time that it is presented.
- If any visitor has any particular agenda item or items on which to comment, we would ask that you please state your name and indicate your intentions at that time.
- Visitor Sign In Sheet for Agenda Items is located at the door and indicates that you wish to comment on agenda items.
- Comments cannot be directed toward individual staff members or students due to privacy rights guaranteed by the Montana State Constitution.
- **RECOMMENDATION: THE BOARD TAKES NO ACTION AT THIS TIME UNTIL THE AGENDA ITEM OCCURS.**

SAVAGE SCHOOL DISTRICT #7,7J,&2
DAWSON/RICHLAND COUNTIES
SAVAGE, MONTANA
SPECIAL BOARD AGENDA FACT SHEET

MEETING DATE: April 22, 2024

Procedure:

- Ask for a motion
- Ask for a second to the motion
- Discussion
- Vote

◆ **AGENDA ITEM# and TITLE: 05. NEW BUSINESS**

05.1 Action: Consideration of approving the July 1, 2024-June 30, 2027 Collective Bargaining Agreement.

- The Negotiation Committee has completed their work.

SUMMARY:

- Our negotiation committee has worked together and were in agreement with the document.
- The Union is planning their final review on Monday, April 22, 2024, with the understanding that the board will be considering the contract on April 22, 2024 at the special board meeting.
- Should additional changes need to be made discussion will take place during the board meeting.
- See attached draft.

RECOMMENDATION:

- Consider the draft copy of the Collective Bargaining Agreement, as the committee has worked together and were in agreement.

AGENDA ITEM: 05. NEW BUSINESS

05.1 Action: Consideration of approving the July 1, 2024-June 30, 2027 Collective Bargaining Agreement.

- The Negotiation Committee completed their work.

	Motion	Second	Yes	No	Abstain
Shawn Conradsen					
Charles (Chuck) Thiel					
Wayne Quinnell					
Connie Smith					
Chandi Tombre					

Revised April 18, 2024

Approval Pending the April 22, 2024 Board Meeting

Collective Bargaining Agreement 2024-2027

This agreement is between the following two parties:

**SAVAGE EDUCATION ASSOCIATION an
affiliate of the Montana Federation of
Public Employees MFPE**

&

**BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7
& 2, SAVAGE, MONTANA**



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ARTICLE I: PURPOSE

Section 1: Parties

This agreement is entered into between school District No. 7 & 2, Richland County, Montana, (hereinafter referred to as the School District) and the Savage Education Association, affiliated with the Montana Federation of Public Employees MFPE and the National Education Association, (hereinafter referred to the exclusive representative) pursuant to and in compliance with the Montana Public Employees Collective Bargaining Law, Title 59, Chapter 16, MCA,(Montana Code Annotated) as amended, (hereinafter referred to as the Act,) to provide the terms and conditions of employment for teachers during the duration of this agreement.

ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1: Recognition

In accordance with the Act, the school district recognizes the Savage Education Association as the exclusive representative of teachers employed by the school district, which exclusive representative shall have those rights and duties as prescribed by the Act, and as described in this Agreement. The school district agrees not to bargain with or recognize any teachers' organization other than the exclusive representative or party agreed upon by the Savage teachers for the duration of this Agreement.

Section 2: Appropriate Unit

The exclusive representative shall represent members of the appropriate unit which shall consist of all teachers of the school district who are certificated in Class 1, 2, 4, 5 or 7 as provided in Section 20-4-106, and any other teacher as defined by the Board of Public Education, including teachers holding Emergency Authorization, Provisional and Intern certifications, and whose position calls for or requires such certification, but shall exclude the following: The superintendent, principals, and substitute teachers.

ARTICLE III: DEFINITIONS

Section 1: Terms and Conditions of Employment

Terms and conditions of employment shall mean wages, hours, fringe benefits and other conditions of employment subject to those limitations defined as management rights and prerogatives by the Montana Public Employees Collective Bargaining Law, Title 39, Chapter 31, MCA (Montana Code Annotated) as amended.

Section 2: School District or School Board

The terms "school board" or "school district", shall mean School District No. 7 & 2, Savage, Richland County, Montana, its Board of Trustees or its officials and representative(s) as designated by the Board of Trustees.

Section 3: Meet and Confer

Meet and confer means the exchange of views and concerns between the school district and the exclusive representative, (Meet and confer does not include bargaining or agreement on any subject).

Section 4: Teacher or Employee

The term “teacher(s) or “employee(s) as used herein shall mean a member of the appropriate unit as defined in this Agreement.

Section 5: Teaching Services

These will include but are not restricted to: elementary recess, noon duty, Christmas Program, Awards Night, and emergency teacher substitution for one teacher prep period.

ARTICLE IV: SCHOOL DISTRICT/SCHOOL BOARD RIGHTS

Section 1: Inherent Managerial Rights

The exclusive representative recognizes the prerogative of the School District to operate and manage its affairs in such areas as, but not limited to:

1. The direction of employees;
 2. The hiring, promoting, transference, assignment, and retention of employees;
 3. The right to relieve employees of duties because of lack of work or funds or under conditions where continuation of such work is inefficient and non-productive;
 4. The maintenance of efficiency in government operations;
 5. The determination of the methods, means, job classifications, and personnel by which government operations are to be conducted;
 6. The right to take whatever actions may be necessary to carry out the missions of the agency in situations of emergency;
 7. The right to establish the methods and processes by which work is performed.
- These rights are Board rights under the Montana Law, Montana Code Annotated 39-31-303.

Section 2: Management Responsibilities

The parties recognize the right and obligations of the school district to efficiently manage and conduct the operation of the school district within its legal limitation and with its primary obligation to provide educational opportunity for the students of the school district.

ARTICLE V: EXCLUSIVE REPRESENTATIVE RIGHTS

Section 1: Dues Check Off

The school district shall deduct from the salaries of teachers, such monies for the exclusive representative as said teachers individually authorize the school district to so deduct. Commencing in September and each month thereafter the school district shall deduct in equal installments the monies that the teacher has agreed to pay the exclusive representative during

the period provided in the individual's authorization. New authorizations when received by the school district during the school year will be deducted in equal installments over the remaining monthly payments of the teacher's current contractual salary. Any inquiries regarding dues amounts shall be directed to the Association President and any inquiries regarding dues deductions will be directed to the District clerk.

Section 2: Unified Membership Dues

The secretary of the exclusive representative will certify to the school district the current rate of membership dues and the names of individuals who have joined the exclusive representative and will submit to the school district cards signed by the individual teacher authorizing the deduction by the school district. The school district shall transmit all deducted monies, along with a list of the names for whom deductions are made, to the Treasurer of MFPE on a monthly basis.

Section 3: Information

The school district agrees to furnish to the exclusive representative upon written request to the superintendent such information, or access to such information, as is not confidential and is available.

Section 4: Meetings

The exclusive representative shall have the right to use available school buildings at reasonable hours for meetings. Scheduling shall be subject to approval of the superintendent or school district in advance of the time and place of such meetings.

Section 5: Teacher Safety

Teachers will not be required to perform any duty which threatens anyone's physical safety.

Section 6: Teacher Discipline

Any disciplinary action taken against a teacher shall be appropriate to the behavior which precipitates said action. The school district agrees to follow a policy of progressive discipline which normally includes verbal warnings, written reprimand, and suspension with pay with termination or dismissal as the final and last resort. Depending on the seriousness of the offense the school district may not follow all steps of progressive discipline. The personal life of a teacher may become a concern of the school district if it affects teaching services.

Nothing in this provision limits the Board's ability to non-renew a non-tenured teacher with or without cause. Every teacher being terminated or dismissed shall be entitled to all rights under the law.

Section 7: Uniform Application of Rules and Regulations

All rules and regulations governing employee activities and conduct shall be interpreted and applied uniformly throughout the district.

Section 8: Exclusive Representative Business Leave

Teachers who are elected or appointed to represent the exclusive representative shall be granted leave, without pay, to attend state, regional and national meetings and conventions.

Notice of intended use of exclusive representative business leave shall be given at least seven (7) days in advance of usage, except in cases of emergency. The aggregate number of days under this section shall not exceed two (2) days per year.

ARTICLE VI: ACADEMIC FREEDOM

Section 1: Academic Freedom

The school district and the exclusive representative recognize that the ability of pupils to progress and mature academically is a combined result of school, home, economic and social environment and a teacher alone, cannot be held accountable for aspects of the academic achievement of the pupil in the classroom. Test results of academic progress of students shall not be the sole basis in evaluating the quality of a teacher's service or fitness for retention. Test and test dates are to be selected by the administration in consultation with the staff involved.

Section 2: Monitoring and Observation of Teachers

All monitoring or observation of the work performance of a teacher shall be conducted openly. The use of public address, audio systems and similar surveillance devices shall be strictly prohibited.

ARTICLE VII: DUTY YEAR

Section 1: Duty Year

The basic duty year for regular full-time teachers shall consist of instruction and pupil instruction related days identified in the calendar adopted in Accordance with Article VII, section 2 of this CBA, the required Savage School Policy 2100, School Year Calendar and Day. MCA 20-1-301, MCA 20-1-302, 303, 304, and ARM 10-55-601 and 10.55.714 and 10-55-902 (4d). Teachers are required to be present 15 minutes before school and 15 minutes after school for the purpose of availability to perform teaching services and pupil-instruction related (PIR) training and duties as prescribed by the school district. Part-time teachers' days will be adjusted accordingly.

Section 2: Calendar

The scheduling of Pupil Instruction (PI) and Pupil Instruction-Related (PIR) duty days shall be established each year by the school district as a school calendar prior to May 1 for the next school year. If the school district proposes to change the school day, week or term, it will bargain with Savage Education Association, as required by 20-1-302, MCA.

If the school district does not change the school day, week or term, a Calendar and Professional Development Committee consisting of school board member(s), administrators, non-certified school employee(s) and an equal number of teachers appointed by the Association will be established to meet and recommend a school calendar to the school board at or before the

regular April Board Meeting. The school calendar shall be part of school district policy and shall not be a part of this Agreement.

Section 3 Pupil-Instruction Related (PIR) Committee

The school district will create a Pupil-Instruction Related (PIR) Committee to plan professional development activities for teachers. This committee shall include, but not be limited to, trustees, administrators, and teachers. A majority of the committee shall be teachers.

The PIR Committee will create a plan seeking input from teachers, administrators and the Board and will present this plan to the Board for its consideration at the regular May board meeting for consideration and adoption for the next school year.

Section 4: Rescheduling

In the event that an employee duty day is lost due to a school closing, the teacher shall perform duties on such other day in lieu thereof as the school district determines, if any.

ARTICLE VIII: DUTY DAY AND WORK CONDITIONS

Section 1: Basic Day

The total length of the work day shall be eight and one quarter (8.25) hours. Early dismissal will be allowed on the day preceding a school holiday when students have left their rooms and bus students are safely on their way. The Administration will determine scheduling for early dismissal days.

Section 2: Building Hours

The specific hours will be designated by the school district.

Section 3: Additional Activities

As professionals, teachers shall also be required to perform additional duties beyond the basic duty day, as is required by the school district, to attend to those matters requiring their attention, including **but not limited to** consultations with parents, faculty meetings, open houses, supervisory and extracurricular activities as defined in Schedule B, (see Appendices) curriculum meetings and parent conferences.

Section 4: Work Day

Subd. 1: Preparation and Planning Period

The administration with the cooperation of the teaching staff will provide each teacher with one class period daily for the purpose of preparation and planning. The one class period preparation period could be changed with consent of the staff involved.

Subd. 2: Specialist Teachers

Teachers of music, art, physical education, librarians, and all special education teachers shall be provided with relief and preparation time to the same extent as other teachers in the district.

Subd. 3: Daily Closing Time

A teacher's day will end at the close of the students' school day on days other than those described in Section 1, at the discretion of the Superintendent or Principal.

Subd. 4: Norms

No departure from these norms, except in the case of emergency, shall be made without prior consultation with the exclusive representative.

Section 5: Elementary and Grades 7-12 Teachers Lunch

Since the elementary teachers are required to eat with their students, they will receive a free hot lunch.

Grades 7-12 Teachers Lunch: Teachers that are on lunch and recess supervision will receive a free hot lunch on duty days.

ARTICLE IX: STUDENT DISCIPLINE AND TEACHER PROTECTION

Section 1: School Board Responsibilities

The board recognizes its responsibility to give support and assistance to teachers with respect to the maintenance of control and discipline in the classroom as applicable to Montana School Law, MCA 20-4-302.

Section 2: Establishment of Discipline Rules and Regulation

The Board, with consultation from the staff members shall promulgate rules and regulations setting forth the procedures to be utilized in disciplining, suspending or expelling students for misbehavior. Such rules and regulations shall be distributed to students, parents, and teachers at the commencement of each school year. References: Student and Staff Handbooks, Policies: 3300, 3310, 3310P, 3311, and 3312.

ARTICLE X: BASIC COMPENSATION

Section 1: Basic Compensation

Subd. 1: Rates of Pay

- The wages reflected in Schedule A (See Appendix)
- Pay periods will be August through June of the current school year beginning the first scheduled pay date following the start of the school year.
- Teachers will be paid bi-weekly.
- When the bi-weekly dates are on a government holiday, the paycheck will be issued or deposited on the first business day allowed by the bank following the holiday.

- At the end of the school year, the remaining checks for each teacher's yearly salary will be paid on the last scheduled pay date of June.
- Social Security coverage and Professional Liability Insurance will be provided.
- Checks will be issued by direct deposit.

Section 2: Placement on Salary Schedule

The following rules shall be applicable in determining placement of a teacher on the appropriate salary schedule:

Subd. 1: Eligibility

Credits to be considered for application on any educational lane of the salary schedule must be appropriate to the teacher's assignment, or potential assignments, in this school district.

Subd. 2: Credits

To apply on the salary schedule, all credits beyond the bachelor's degree must be graduate credits. An exception may be granted if the class is appropriate to the teacher's assignment and is not offered for graduate credit.

Subd. 3: Approval

All credits, in order to be considered for application on the salary schedule, must be approved by the Superintendent. Prior approval is required whenever possible.

Subd. 4: Effective Date

- Subject to subdivision 2 hereof, individual contracts will be modified to reflect qualified educational lane changes once each year effective at the beginning of the school year, providing a transcript of qualified credits is submitted to the Superintendent's office no later than September 1 of each year.
- Credits submitted by transcript after September 1st even though otherwise qualifying shall not be considered until the following school year.
- If a transcript is not available by September 1, other satisfactory evidence of successful completion of the course will be accepted, pending receipt of the official transcript; however, any pay adjustment shall not be made until the official transcript is received and pay adjustment shall be retroactive to the beginning of the school term.

Subd. 5: Advanced Degree Program

A teacher shall be paid on the masters' degree educational lane only if the degree is in the field of the teacher's assignment in this school district. Exceptions will be at the Board of Trustees' discretion.

Subd. 6: Application

Credits to apply to educational lanes beyond a particular degree lane, must be earned subsequent to the earnings of the degree, and must be taken at an accredited college or university.

Subd. 7: Employees and Placement on the Salary Schedule

- A teacher newly employed by the district with zero (0) years, one (1) year, or (2) two years of teaching experience will be placed with two (2) years' experience until they have acquired their third year of experience at which time experience will be granted one year for each year of teaching experience.
- A teacher employed by the district who has had experience in other school systems will be granted all prior years' service in an accredited school district after a Bachelor of Science or Bachelor of Arts Degree.
- All teachers are required to provide his/her employment history and dates to allow the District to verify prior service credit.

Subd. 8: MT TRS Qualified Retirees

- MT TRS Retired teachers may sign an affidavit to waive experience to enable them to be placed on the salary schedule. Placement on the schedule shall provide the maximum compensation the teacher qualifies for and is allowed by TRS/the law.

Subd. 9: Pay Deductions

1. Whenever pay deduction is made for a teacher's unapproved absence, the annual salary divided by the number of teacher's eight and one quarter (8.25) hour duty days as provided in Article VII herein shall be deducted for each day's absence.
2. Whenever pay deductions are made for a teacher's approved absence covered by leaves in Article XVI the current amount of substitutes pay will be deducted from the teacher's salary.
3. Teachers will be allowed to participate in tax sheltered annuities provided by companies of their choice. Tax shelter annuity providers must document withholdings to comply with IRS limits.
4. District will allow employees to participate in a Flex plan with mutual agreement on the carrier.
 - a. District will pay enrollment fee of \$300.00 per year for the Flex Plan Administration.

Section 3: Accumulated Discretionary Leave Pay

A teacher with ten (10) or more years of experience with the Savage School System, who terminates employment is entitled to a lump-sum payment equal to one-fourth (1/4) of the pay attributed to the accumulated discretionary leave. (80 days)

- In addition, the teacher will receive one-fifth (1/5) of the pay attributed to the returned, unused discretionary leave that accrues after the maximum has been met. (1/5 over the 80 days)
- The pay attributed to the accumulated discretionary leave shall be computed on the basis of the employee's salary or wage at the time he or she terminates their employment with the system.

A teacher with twenty-five (25) or more years of service with the Savage School System, who terminates employment is entitled to a lump-sum payment equal to one-fourth (1/4) of the pay attributed to the accumulated discretionary days. (80 days)

- In addition, the teacher will receive one-fourth (1/4) of the pay attributed to the returned, unused discretionary days that accrues after the maximum has been met.
- (1/4 over the 80 days)
- The pay attributed to the accumulated discretionary leave shall be computed on the basis of the employee's salary or wage at the time he or she terminates their employment with the system.

Clarification: The maximum accumulated Discretionary Days is 80 days. If there are more it rolls into Severance Pay according to the formulas stated above.

Section 4: Severance Pay

A teacher with twenty-five (25) or more years of service with the Savage School System, who terminates employment, is entitled to a lump-sum payment equal to one-twentieth (1/20) of the employee's salary or wage at the time he or she terminates their employment with the system.

Section 5: Termination Severance Pay

A teacher with twenty-five (25) or more years of service with the Savage School System, who terminates employment, is entitled to a lump-sum payment equal to one-twentieth (1/20) of the employee's salary or wage at the time he or she terminates their employment with the system.

Section 6: Retirement Incentive

(See Appendix: C)

ARTICLE XI: EXTRACURRICULAR COMPENSATION

Section 1: Extracurricular Compensation

The superintendent or his/her designee may assign with consent of the teacher an extracurricular assignment subject to established compensation for such services which exceed the teaching services prescribed in the basic contract. Extra assignments associated with additional compensation shall not be construed to be tenure assignment unless expressly so provided in the individual contract.

Section 2: Training Rules

The school district or its designee shall meet and confer with effective representative (head coaches, activity advisors) concerning training rules. This can be initiated by either of said parties and will be held prior to any changes or additions to established rules. Training rules shall be a part of school district policy and shall not be part of this agreement.

ARTICLE XII: TEACHER EVALUATION

Section 1: Formal and Informal

Evaluation shall be both formal and informal. Informal evaluation shall take place as unscheduled visitations to the class by the evaluator.

Section 2: Evaluations

Each employee shall participate in self-evaluation. All evaluations shall be based on observed behavior at the place of employment. All evaluations shall be written and documented by the evaluator. Records will show evidences of evaluation continuity and relate to the job description as adopted. Each employee shall have access to and receive a copy of the written evaluation.

Section 3: Final or Summary Evaluation

Any final or summary evaluation shall be reviewed and discussed by employee and evaluator then signed, dated and filed.

Section 4: Evaluation of 1st Year, Non-Tenure, and Tenure Teachers

- Each first-year teacher shall be observed in his or her job role a minimum of once prior to November 1st; once prior to February 1st; and once prior to March 1st.
- Each non-tenure teacher shall be observed in his or her role a minimum of once prior to November 1st; and once prior to March 1st.
- A tenure teacher shall be observed in his or her job role a minimum of once before March 1st.
- Any newly hired teacher that has ten (10) or more years of experience prior to teaching in Savage will be evaluated on or before November 1. If the evaluation is satisfactory, that will be the only evaluation for that year.

Section 5: Assistance and Recommendations

Each person will receive assistance and recommendations to correct difficulties. A written record in the form of an official evaluation shall become a part of the individual's permanent file.

Section 6: Considerations prior to Termination under a Plan of Improvement:

The prerequisite to the consideration of termination of a teacher's services, the following steps will be taken:

1. The teacher has been observed and written evaluation reports have been made.
2. These observation and evaluation reports have been made by administrative evaluators who shared the reports with the person being evaluated. An effort has been made by the evaluator to point out specific weaknesses, and to assist and make recommendations to the teacher in overcoming such deficiencies. In the event a tenure teacher's evaluation is unsatisfactory, the district will implement an improvement plan and will reevaluate the teacher prior to the last Friday in April.
3. Any incident or situation that arose during the current school year, that could possibly be cited as a reason for termination of a teacher's services was discussed with the teacher.

Article XIII: Individual contract and Vacancies in New Positions

Section 1: Individual Contracts

All individual teacher contracts shall be subject to and consistent with Montana State Law and the terms and conditions of this Agreement. Any individual teacher contract hereinafter executed shall expressly provide that it is subject to the terms of this Agreement. All teaching contracts to be reissued shall be issued on or before the last Friday of April and shall be returned within twenty (20) calendar days. Teachers will continue to teach under the old agreement until the new agreement is reached. Terms of the new agreement will be retroactive.

Section 2: Vacancies and New Positions

Teachers within the district will have the opportunity to apply for vacated positions, new positions, and coaching positions by formal application during the first week of the posted notice of the position. Trustees will consider these applications prior to listing the position outside the district.

ARTICLE XIV: LAYOFFS

Section 1: Conditions of Layoff

In the event the Board determines that a reduction in teaching positions is necessary, the Board will decide how many positions and in what areas reductions will be made.

Layoff(s) will occur in this order:

1. Nontenured teachers in the affected area(s) will be laid off first if there are tenured teachers certified/endorsed to replace them.
2. Tenured teachers will be laid off second. Layoffs of tenured teachers will be based on the following criteria:
 - a) Seniority. As determined by teacher's contracts starting with the date the teacher signed his/her first contract with the district. Seniority will include any authorized leave(s) of absences allowed by the district pursuant to the Master Agreement. In the event there is a break in service Seniority shall not include any time prior to the break in service. For the purposes of calculating seniority layoff and subsequent recall shall not be considered a break in service.
 - b) Certification and Endorsements necessary to provide services in the areas the district assigns.

Section 2: Notification of Layoff

In the event that the school district anticipates a lay-off of teachers the school district will notify, in writing, the teacher(s) affected no later than the last Friday of April. The notice will include the specific positions to be affected and the reasons for the proposed action.

Section 3: Recall

Teachers laid off will be offered positions for which they are qualified to teach, if positions become available, based on reverse order of layoff—last laid off will be first to be recalled. Teachers will be eligible for recall to qualifying positions for a period of one (1) year after the effective day of their layoff.

Section 4: Reinstatement Following Layoff

Teachers reentering service to the district after having been recalled shall return to the school district following a Layoff will be reinstated at their former experience level and will have his/her tenure status reinstated. Any leave days cashed out at the time of layoff can be purchased back at the same amount after taxes for which they were cashed out. The parties recognize the returning teacher may not be able to immediately afford to reimburse the district for said leave. The returning teacher and district clerk shall work together to find a reimbursement rate (up to a year) that is acceptable.

ARTICLE XV: GROUP INSURANCE

Section 1: Selection

The selection of the insurance carrier shall be made by the school district, with insurance benefits mutually agreed to by the school district and the exclusive representative.

Section 2: Health, Dental, and Vision Insurance and \$10,000 of Group Life and AD&D Coverage

The school district will pay the single rate per full time faculty member. Any additional coverage will be paid by the faculty member.

Section 3: Claims Against the School District

It is understood that the school district's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claims shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

Section 4: Duration of Insurance Contribution

A teacher will be covered for the duration of this agreement.

Section 5: Eligibility

Benefits provided in this Article are designed for full-time personnel as described in Articles VII and VIII. Benefits will be provided to part-time employees on a prorated basis according to their hours of employment.

Section 6: Long Term Disability Insurance

The district will provide long term disability insurance for employees with salary replacement at 60% of covered salary and total disability benefit to start on the later of: (a) the exhaustion of Sick Leave; or (b) the expiration of the 60 consecutive Calendar Days Elimination Period.

ARTICLE XVI: TEMPORARY LEAVE OF ABSENCE

Section 1: Discretionary Leave

Subd. 1: Full-time Teacher

A full-time teacher shall earn 12 days discretionary leave for each year of service in the employ of the school district.

Subd. 2: Accumulation of Discretionary Days

Discretionary leave days may accumulate to a maximum of eighty (80) days per teacher.

Subd. 3: Teacher Injury

Absence due to injury incurred in the course of the teacher's employment shall not be charged against the discretionary leave days.

Section 2: Adverse Weather/Road Condition Leave

Subd. 1: Adverse Road Conditions and Travel Advisories

If, due to adverse road conditions or travel advisories, the busses do not run or are otherwise delayed, then staff members who must commute into town on country roads further than five miles from Savage School or from a neighboring town such as Crane, Sidney or Glendive will not be expected to drive. In the event of adverse road conditions, the superintendent shall communicate, via phone call, text message, or email, with said staff. If adverse road conditions or travel advisories completely prevent a staff member from coming to school that day, that staff member shall have three (3) days of emergency leave per year without a deduction in pay. This leave is non-accumulative. If more days are needed it shall be deducted from discretionary leave. The district and SEA agree that they will defer to the Montana Department of Transportation's Montana Road Report Map in determining whether adverse road conditions exist.
<http://www.mdt.mt.gov/travinfo/map.mtmap>.

Subd. 2: Accounting of Discretionary Leave Days

Teachers shall be given a written accounting of accumulated discretionary leave days by September 15 of each school year.

Section 3: Bereavement Leave

Subd. 1: Death of Spouse and Relatives

An employee will be allowed up to five (5) work days per year to be used for each death of a grandparent, grandchild, parent, spouse, child, brother, sister, aunt, uncle, niece and nephew and same relatives of spouse.

Subd. 2: Death of Community Member/Friend

An employee will be allowed one (1) day per year (usable in hourly increments based on an **8.25-hour day** for the death of a community member/friend, with administrative approval.

Subd. 3: Non-Accumulative Bereavement

Subd. 1 and Subd. 2 days/hours are not accumulative.

Section 4: Leave for Civic Duties

Temporary leave with full salary will be provided for each teacher for jury duty, court appearances as subpoenaed witness, Selective Service examination, and reserve training. Any compensation pay for civic duties, other than mileage, will be returned to the school district.

Section 5: Professional Leave

Temporary leave will be granted at the discretion of the superintendent at full salary for the visitation of other schools, attendance at education conferences, service on committees, and attendance at professional association committee meetings conferences, conventions and

assemblies. Teachers will not be required to use discretionary leave to perform extracurricular duties.

Section 6: Military Leave

Military leave shall be granted pursuant to applicable law.

Section 7: Medical Leave

Subd. 1: Request of Medical Leave

A teacher who is unable to teach because of illness or injury and who has exhausted all discretionary leave available, can request a medical leave of absence, without pay, up to six (6) months. The school district may, at its sole discretion, renew such a leave.

Subd. 2: Written Doctor's Statement

A request for leave of absence or renewal thereof under this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to resume his normal responsibilities.

Section 8: General Leave

Subd. 1: Unpaid Leave of Absence

Teachers in the school district may apply for an unpaid leave of absence, subject to the provisions of this section. The granting of such leave shall be at the discretion of the school district.

Subd. 2: Considered Reasons for Unpaid Leave

Such leave may be granted by the school district for overseas teaching, extended illness of the teacher's family, civic activities, public office, or other reasons deemed appropriate by the school district.

Section 9: Maternity/Paternity Leave

Subd. 1: Explanation of Leave

- Maternity and Paternity Leave will be granted and the teacher will be allowed to use up to twelve (12) weeks of accumulated discretionary leave. If the teacher does not have enough accumulated discretionary leave for the entire twelve (12) weeks, he/she will be granted leave without pay.
- Teachers will be reinstated at the same assignment, same pay during contract year, or at same equivalent assignment if the leave occurs at the end of one contract year into the following contract year and will be granted his/her regular increment the following contract year.

Subd. 2: Written Request

The teacher shall submit written notice to the school district for maternity and paternity leave, that includes a tentative commencement date and return date.

Section 10: Insurance Application

The District agrees to waive the FMLA requirement for employee eligibility that requires 50 or more employees employed within 75 miles of the worksite. Thus, a teacher on unpaid leave pursuant to this Section (Maternity/Paternity Leave and /or Medical Leave) is eligible to continue to participate in the group insurance programs as dictated by the Family Medical Leave Act (FMLA).

Section 11: Return from Unpaid Leave

A teacher who returns from unpaid leave pursuant to this Article shall retain experience credit for pay purposes and other benefits which she/he had accrued at the time she/he went on leave.

Section 12: Eligibility

Leave benefits provided in this Article shall apply to full-time teachers and prorated to regular part-time teaches as defined in Article VII and VIII of this Agreement, and shall be available only during regular school year.

Section 13: Leave Day Increments

Leave days will be charged in $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, and full day increments rounding up to the next higher increment for any partial time. Time losses of less than 55 minutes may not be charges against leave for legitimate requests approved by the superintendent.

Section 14: Sick Leave Bank

Subd. 1: Purpose

To provide additional sick and accidental benefits beyond normal sick leave for certified staff members who are unable to perform normal duties because of illness, quarantine, disability, or doctor's advice.

Subd. 2: Participants

All certified staff members who enroll.

Subd. 3: Structure

- A. Certified staff members may enroll each year by placing a minimum of two (2) days FTE or one (1) day .5 FTE into the sick bank. Once enrolled, the staff member is eligible to use days from the sick bank as laid out below for that school year.
- B. A member will be considered vested when they have placed a total of six (6) days FTE or three (3) days .5 FTE. This allows them to be a member each subsequent year without placing any additional days until the sick bank falls below forty (40) days.

- C. The bank will be governed by a board of three (3) certified staff members. One (1) elementary staff member, one (1) secondary staff member, and one (1) K-12 staff member. The SEA will report the committee's decision to the Clerk of the District within two (2) business days.
- D. Each enrolled or vested certified staff member will be allowed access to twelve (12) days FTE or six (6) days .5 FTE per contract year when all other discretionary leave has been used.
- E. The bank will carry all days accumulated in a contract year to each succeeding contract year.
- F. When the number of days in the sick bank falls below forty (40) days, all vested members will be asked to contribute two (2) additional days by September 1 of the following school year. Vested members who choose not to contribute will no longer be vested after that September 1 date.
- G. Exceptions will be at the discretion of the union.

Note: *It should be noted employees reasoning for needing sick leave is a confidential matter and the committee rendering the decision is not automatically entitled to the reasons. The effected employee can share (or not) at their sole discretion.*

ARTICLE XVII: GRIEVANCE PROCEDURE

Section 1: Grievance Definition

A "grievance" shall mean an allegation by a teacher, a group of teachers, or the exclusive representative resulting in a dispute or disagreement between the teacher and the school district as to the interpretation or application of terms and conditions contained in the Agreement.

Section 2: Representative

The teacher, a group of teachers, or the exclusive representative, administrator, or school district may be represented during any step of the procedure by any person or agent designated by such party to sit in his/her behalf.

Section 3: Individual Rights

Nothing contained herein shall be construed as limiting the right of any teacher having a complaint to discuss the matter with the appropriate supervisor and to have the problem adjusted without the intervention of the Association. Exhaustion of the informal complaint procedure is not a requisite to invoking the formal grievance procedure.

Section 4: Definitions and Interpretations

Subd. 1: Extension

Time limits specified in the Agreement may be extended by mutual agreement.

Subd. 2: Days

Days shall mean teacher work days except as otherwise indicated in this Article.

Subd. 3: Computation of Time

In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted unless it is a Saturday, a Sunday, or a legal holiday, in the event the period runs until the end of the next day which is not a Saturday, a Sunday, or legal holiday.

Subd. 4: Filing and Postmark

The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal service within the time period.

Section 5: Time Limitation and Waiver

Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within the school year, July 1 to June 30, the act giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the teacher and the school district's designee.

Section 6: Adjustment of Grievance

The school district and the teacher shall attempt to adjust all grievances which may arise during the course of employment of any teacher with the school district in the following manner:

Subd. 1: Level I: Not Resolved by Informal Discussion

If the grievance is not resolved through informal discussions, the school district designee shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

Subd. 2: Level II: Not Resolved by Level I

In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the Superintendent of Schools, or his/her designee, provided such appeal is made in writing within five (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the Superintendent or his/her designee shall set a time to meet regarding the

grievance within ten (10) days after receipt of the appeal. Within five (5) days after the meeting, the Superintendent or his/her designee shall issue a decision in writing to the parties involved.

Subd. 3: Level III: Not Resolved by Level II

If the grievance has not been resolved at Level II, the grievance may be presented to the Board of Trustees for consideration. The Board of Trustees reserves the right to review or not to review the grievance but must make that decision within fifteen (15) days after receipt of the written appeal. In the event the Board of Trustees chooses to review the grievance, the Board or a committee or representative(s) thereof shall within fifteen (15) days, meet to hear the grievance. After this meeting, the Board shall have a maximum of fifteen (15) days in which to decide the grievance in writing.

Subd. 4: Denial of Grievance

Failure by the school district to issue a decision within the time periods provided herein shall constitute a denial of the grievance, and the teacher may appeal it to the next level. This shall not negate the obligation of the school district to respond in writing at each level of this procedure.

Subd. 5: Step Waiver

Provided both parties agree in writing, any level of this grievance procedure may be by-passed and processed at a higher level.

Section 7: Arbitration

Subd. 1: Procedure

In the event that the parties are unable to resolve a grievance, it may be submitted to arbitration as defined herein, provided a notice of appeal is filed in the office of the Superintendent within ten (10) days of the receipt of the decision of the school district in Level III.

Subd. 2: Selection of Arbitrator

Upon submission of a grievance to arbitration under the terms of this procedure, the parties shall, within five (5) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached after five (5) days, either party may request the American Arbitration Association to submit, within ten (10) days to both parties, a list of five (5) names. Within five (5) days of receipt of the list, the parties shall select an arbitrator by striking two (2) names from the list in alternate order, and the name so remaining shall be the arbitrator. Failure to request an arbitration list from the Montana Board of Personnel Appeals within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 3: Hearing

The grievance shall be heard by a single arbitrator and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, present witnesses and subpoena them and make oral or written arguments relating to the issues before the arbitrator.

Subd. 4: Decision

The decision by the arbitrator shall be rendered within thirty (30) days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties.

Subd. 5: Expenses

Each party shall bear its own costs of arbitration except that the fees and charges of the arbitrator shall be shared equally by the parties. However, the party ordering a copy of the transcript shall pay for such copy.

Subd. 6: Jurisdiction

The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy as defined in Article IV of this Agreement. In considering any issue in dispute, in its order, the arbitrator shall give due consideration to the statutory rights and obligation of the school district to efficiently manage and conduct its operation within its legal rights in the operation; of the school district.

Subd. 7: No Retaliation

No retaliation of any kind will be taken by the Board or the school administration against any person because of participation in this grievance procedure.

ARTICLE XVIII: DURATION

Section 1: Term and Reopening

This Agreement shall remain in full force and effect for a period commencing on its date of execution through June 30, 2024. If the exclusive representative desires to modify or amend this Agreement commencing July 1, 2027, it shall at least 150 days (February 1) prior to the expiration of this Agreement provide the school district with its complete, detailed proposals for any amendments or modifications hereto. Contract is open to negotiations at any time from July 1, 2024 to June 30, 2027, when both parties have mutually agreed to reopen negotiations.

Section 2: Effect

This Agreement constitutes the full and complete Agreement between the School District and the exclusive representatives representing the employees. The provisions herein relating to terms and conditions of employees supersede any and all agreements, practices, school policies, rules or regulations concerning terms and condition of employment, insofar as such are inconsistent with the provisions of this Agreement. Nothing in the Agreement shall be construed to obligate the school district to continue or discontinue existing or past practices, or prohibit the school district from exercising all management rights and prerogatives defined in this Agreement, except insofar as such exercises would be in express violation of any term or terms of this Agreement.

Section 3: Mill Levies

In case the mill levy fails, the fiduciary aspects of this agreement shall be open to negotiation.

Section 4: Finality

Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement.

Section 5: Severability

The provisions of this Agreement shall be severable, and if any provision under any circumstances is held invalid, it shall not affect any other provision of this Agreement or the application of any provision thereof.

APPENDICES: SCHEDULE A

- A. Educational lanes are defined as 1 quarter being equivalent to 10 semester hours of credits.
- B. A Return incentive will be paid to each teacher each year for the next three years. This incentive amount will be calculated by the Board of Trustees in the regular July board meeting upon receipt of all oil and gas revenue. The incentive will be 2% of yearly gas and oil revenue up to \$45,000.00 after budget obligations have been met. The SEA has determined that the incentive amount will be divided amongst the teachers based on their years of service in Savage. Payment of this incentive will be made on the first PIR day of August each year to all teachers who have returned from the previous year. This will be reviewed on a yearly basis.
- C. All incentive money paid to teachers will be subject to all payroll taxes required by law.

Schedule A1: Salary Schedule / Steps and Lanes for 2024-2027

Step	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30	PHD
0	\$35,881.00	\$37,136.84	\$38,392.67	\$39,648.51	\$41,083.75	\$42,518.99	\$43,954.23	\$45,389.47	\$46,824.71
1	\$37,675.05	\$38,930.89	\$40,186.72	\$41,442.56	\$42,877.80	\$44,313.04	\$45,748.28	\$47,183.52	\$48,618.76
2	\$39,469.10	\$40,724.94	\$41,980.77	\$43,236.61	\$44,671.85	\$46,107.09	\$47,542.33	\$48,977.57	\$50,412.81
3	\$41,263.15	\$42,518.99	\$43,774.82	\$45,030.66	\$46,465.90	\$47,901.14	\$49,336.38	\$50,771.62	\$52,206.86
4	\$43,057.20	\$44,313.04	\$45,568.87	\$46,824.71	\$48,259.95	\$49,695.19	\$51,130.43	\$52,565.67	\$54,000.91
5	\$44,133.63	\$45,389.47	\$46,645.30	\$47,901.14	\$49,336.38	\$50,771.62	\$52,206.86	\$53,642.10	\$55,077.34
6	\$45,210.06	\$46,465.90	\$47,721.73	\$48,977.57	\$50,412.81	\$51,848.05	\$53,283.29	\$54,718.53	\$56,153.77
7	\$46,286.49	\$47,542.33	\$48,798.16	\$50,054.00	\$51,489.24	\$52,924.48	\$54,359.72	\$55,794.96	\$57,230.20
8	\$47,004.11	\$48,259.95	\$49,515.78	\$50,771.62	\$52,206.86	\$53,642.10	\$55,077.34	\$56,512.58	\$57,947.82
9	\$47,721.73	\$48,977.57	\$50,233.40	\$51,489.24	\$52,924.48	\$54,359.72	\$55,794.96	\$57,230.20	\$58,665.44
10	\$48,439.35	\$49,695.19	\$50,951.02	\$52,206.86	\$53,642.10	\$55,077.34	\$56,512.58	\$57,947.82	\$59,383.06
11	\$49,156.97	\$50,412.81	\$51,668.64	\$52,924.48	\$54,359.72	\$55,794.96	\$57,230.20	\$58,665.44	\$60,100.68
12	\$49,874.59	\$51,130.43	\$52,386.26	\$53,642.10	\$55,077.34	\$56,512.58	\$57,947.82	\$59,383.06	\$60,818.30
13	\$50,592.21	\$51,848.05	\$53,103.88	\$54,359.72	\$55,794.96	\$57,230.20	\$58,665.44	\$60,100.68	\$61,535.92
14	\$51,309.83	\$52,565.67	\$53,821.50	\$55,077.34	\$56,512.58	\$57,947.82	\$59,383.06	\$60,818.30	\$62,253.54
15	\$51,668.64	\$52,924.48	\$54,180.31	\$55,436.15	\$56,871.39	\$58,306.63	\$59,741.87	\$61,177.11	\$62,612.35
16	\$52,027.45	\$53,283.29	\$54,539.12	\$55,794.96	\$57,230.20	\$58,665.44	\$60,100.68	\$61,535.92	\$62,971.16
17	\$52,386.26	\$53,642.10	\$54,897.93	\$56,153.77	\$57,589.01	\$59,024.25	\$60,459.49	\$61,894.73	\$63,329.97
18	\$52,745.07	\$54,000.91	\$55,256.74	\$56,512.58	\$57,947.82	\$59,383.06	\$60,818.30	\$62,253.54	\$63,688.78
19	\$53,103.88	\$54,359.72	\$55,615.55	\$56,871.39	\$58,306.63	\$59,741.87	\$61,177.11	\$62,612.35	\$64,047.59
20	\$53,462.69	\$54,718.53	\$55,974.36	\$57,230.20	\$58,665.44	\$60,100.68	\$61,535.92	\$62,971.16	\$64,406.40
21	\$53,821.50	\$55,077.34	\$56,333.17	\$57,589.01	\$59,024.25	\$60,459.49	\$61,894.73	\$63,329.97	\$64,765.21
22	\$54,180.31	\$55,436.15	\$56,691.98	\$57,947.82	\$59,383.06	\$60,818.30	\$62,253.54	\$63,688.78	\$65,124.02
23	\$54,539.12	\$55,794.96	\$57,050.79	\$58,306.63	\$59,741.87	\$61,177.11	\$62,612.35	\$64,047.59	\$65,482.83
24	\$54,897.93	\$56,153.77	\$57,409.60	\$58,665.44	\$60,100.68	\$61,535.92	\$62,971.16	\$64,406.40	\$65,841.64
25	\$55,256.74	\$56,512.58	\$57,768.41	\$59,024.25	\$60,459.49	\$61,894.73	\$63,329.97	\$64,765.21	\$66,200.45
26	\$55,615.55	\$56,871.39	\$58,127.22	\$59,383.06	\$60,818.30	\$62,253.54	\$63,688.78	\$65,124.02	\$66,559.26
27	\$55,974.36	\$57,230.20	\$58,486.03	\$59,741.87	\$61,177.11	\$62,612.35	\$64,047.59	\$65,482.83	\$66,918.07
28	\$56,333.17	\$57,589.01	\$58,844.84	\$60,100.68	\$61,535.92	\$62,971.16	\$64,406.40	\$65,841.64	\$67,276.88
29	\$56,691.98	\$57,947.82	\$59,203.65	\$60,459.49	\$61,894.73	\$63,329.97	\$64,765.21	\$66,200.45	\$67,635.69

Schedule A2: Salary Schedule Index - 2024-2027

Index

Step	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30	PHD
0	1.000	1.035	1.070	1.105	1.145	1.185	1.225	1.265	1.305
1	1.050	1.085	1.120	1.155	1.195	1.235	1.275	1.315	1.355
2	1.100	1.135	1.170	1.205	1.245	1.285	1.325	1.365	1.405
3	1.150	1.185	1.220	1.255	1.295	1.335	1.375	1.415	1.455
4	1.200	1.235	1.270	1.305	1.345	1.385	1.425	1.465	1.505
5	1.230	1.265	1.300	1.335	1.375	1.415	1.455	1.495	1.535
6	1.260	1.295	1.330	1.365	1.405	1.445	1.485	1.525	1.565
7	1.290	1.325	1.360	1.395	1.435	1.475	1.515	1.555	1.595
8	1.310	1.345	1.380	1.415	1.455	1.495	1.535	1.575	1.615
9	1.330	1.365	1.400	1.435	1.475	1.515	1.555	1.595	1.635
10	1.350	1.385	1.420	1.455	1.495	1.535	1.575	1.615	1.655
11	1.370	1.405	1.440	1.475	1.515	1.555	1.595	1.635	1.675
12	1.390	1.425	1.460	1.495	1.535	1.575	1.615	1.655	1.695
13	1.410	1.445	1.480	1.515	1.555	1.595	1.635	1.675	1.715
14	1.430	1.465	1.500	1.535	1.575	1.615	1.655	1.695	1.735
15	1.440	1.475	1.510	1.545	1.585	1.625	1.665	1.705	1.745
16	1.450	1.485	1.520	1.555	1.595	1.635	1.675	1.715	1.755
17	1.460	1.495	1.530	1.565	1.605	1.645	1.685	1.725	1.765
18	1.470	1.505	1.540	1.575	1.615	1.655	1.695	1.735	1.775
19	1.480	1.515	1.550	1.585	1.625	1.665	1.705	1.745	1.785
20	1.490	1.525	1.560	1.595	1.635	1.675	1.715	1.755	1.795
21	1.500	1.535	1.570	1.605	1.645	1.685	1.725	1.765	1.805
22	1.510	1.545	1.580	1.615	1.655	1.695	1.735	1.775	1.815
23	1.520	1.555	1.590	1.625	1.665	1.705	1.745	1.785	1.825
24	1.530	1.565	1.600	1.635	1.675	1.715	1.755	1.795	1.835
25	1.540	1.575	1.610	1.645	1.685	1.725	1.765	1.805	1.845
26	1.550	1.585	1.620	1.655	1.695	1.735	1.775	1.815	1.855
27	1.560	1.595	1.630	1.665	1.705	1.745	1.785	1.825	1.865
28	1.570	1.605	1.640	1.675	1.715	1.755	1.795	1.835	1.875
29	1.580	1.615	1.650	1.685	1.725	1.765	1.805	1.845	1.885

APPENDICES: SCHEDULE B

Schedule B1: Extracurricular and Cocurricular Schedule Information

- A. Coaching contracts will be issued within two months from the conclusion of the season.
- B. Extracurricular and Cocurricular assignments shall not be construed to be tenure assignments, unless expressly so provided in the individual contract.
- C. Coaches will be paid an additional 1% per week of the base salary for football, volleyball, and basketball when their team advances beyond the regular season (football—the playoffs; basketball and volleyball—divisional and state).
- D. If on a school day, the teacher exceeds the duty day of eight and quarter (8.25) hours or more chaperoning or supervising the teacher will be paid an hourly wage of \$10.00. Hourly wage events include academic competitions and professional travel days if on a weekend, which are approved by the superintendent. This does not include class trips or class advising duties, which are covered below, Stipend Pay for Class Advisors/Chaperones.

Schedule B2: Stipend Pay for Class Advisors/Chaperones

E. Stipend Pay Chart for Class Advisors/Chaperones

Grade Level	Duties: Fundraising necessary	\$ Amount
Senior: 12	Homecoming Float, Senior Trip, Graduation, Baccalaureate	\$424.00
Junior: 11	Homecoming Float	\$318.00
Sophomore: 10	Homecoming Float and Prom	\$424.00
Freshman: 9	Homecoming Float	\$212.00
7th/8th Combined	Homecoming Floats, JH Prom and Cleanup	\$106.00
National Honor Society		\$212.00
Student Council		\$212.00
Club Sponsor		\$212.00

Schedule B3: Coaching Stipends and Base Block Schedule

F. Coaching Stipends: Base of \$30,000*6.0%=\$31,800

G: Base Block (BB) = 1% of Base \$31,800=\$318.00

- Basketball, Football, Golf, Track, and Volleyball will have a head and assistant coach per sport.
- Athletic Director and Concessions seasons will consist of (season 1: volleyball and football= 1 compensation), (season 2: basketball of both genders= 1 compensation), and season 3: track and golf= 1 compensation). There are no concessions for season three. Music and Website will be a yearly stipend.

Position	Percentage of Base Block	\$ Amount	Years of Experience				
			0 YR	1 YR	2 YR	3 YR	4 YR
Varsity Head	9%	\$2862.00	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500
Varsity Assistant, Cheer, JH, EL Head and Concessions	6%	\$1908.00	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500
AD	7.5%	\$2385.00	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500
Cheer, JH, or EL Assistant	4%	\$1272.00	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500
Music (Yearly)	9%	\$2862.00	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500
Website (Yearly)	12%	\$3816	BB+\$0	BB+\$125	BB+\$250	BB+\$375	BB+\$500

APPENDICES: SCHEDULE C

Schedule C1: Retirement Incentive Letter of Resignation

Letter of Resignation in Reference to the Retirement Incentive

I hereby submit my resignation to the Savage School District #7, #7J, and #2 Board of Trustees, effective at the conclusion of the June 30, current school year. I am submitting this resignation in conjunction with my acceptance of the Retirement Incentive as agreed upon between the Savage Education Association’s Collective Bargaining Agreement and the Savage School District #7, #7J, and # 2 Board of Trustees.

I understand that once this resignation is accepted by the Superintendent, I have the right to revoke my resignation for a period of seven (7) calendar days. After seven (7) calendar days have expired, I understand I may not revoke my resignation.

I have read and am familiar with the Retirement Incentive, as well as the requirements of: Section 19-20-716, MCA (2001) and ARM 2.44.517 through 2.44.518.

My signature also verifies I was advised and had the right to consult with a representative of the Montana Teacher’s Retirement System and an attorney of my choosing before signing this letter of resignation.

Teacher’s Name

Date

Acknowledgement of Acceptance

This is to acknowledge that on _____, 20____, I

received the letter of resignation executed by: _____

Superintendent

Date

Schedule C2: District Resignation Incentive Form

Resignation Incentive Form of the Savage School District

Whereas the Savage School District wishes to reduce its budget line item for teacher salaries; and

Whereas the Savage School District employs teachers with twenty or more years of experience within the District; It is hereby resolved that the Savage School District will offer teachers who meet the Resignation Incentive eligibility criteria, as stated below:

1. Teachers must have at least 20 years of service at the Savage School District; and be eligible for full Montana Teacher’s retirement.
2. The Board of Trustees will accept up to a maximum of 1 resignation incentive per year.
3. Resignations will be accepted on a first come, first-served basis and must be presented to the Superintendent in writing, utilizing the provided letter of resignation, no later than the last Thursday of February.
4. Any teacher who elects to retire under this Resignation Incentive shall receive the following benefit in exchange for his/her letter of resignation:
 - The Incentive shall be a termination pay amount of \$1000.00 for every year of teaching service the teacher has in the Savage School District, inclusive of any or all District contributions as required by law.
 - This termination payment is in addition to any other longevity pay for which the teacher qualifies such Accumulated Discretionary Leave Pay and Longevity Pay.
 - Salary payment(s) will be made in full prior to June 30, of the current contracted school year.
5. Teachers may only receive this Resignation Incentive one time in their career at Savage, regardless if they have resigned from Savage and then later returned to teach again in Savage.
6. When the Superintendent receives a resignation from a teacher under the terms of this Retirement Incentive, the teacher has the right to revoke his/her resignation for a period of seven (7) calendar days. After seven (7) calendar days have expired, the teacher may not revoke his/her resignation.
7. Teachers considering retirement are advised to consult with a representative of the Montana Teacher’s Retirement System and an attorney of their choice for advice on their legal rights. The teacher will incur any consultation fees. It is also advised to be familiar with Section 19-20-716, MCA (2001) and ARM 2.44.517 through 2.44.518.

By order of the Savage School Board, Date. ()

District Clerk

Date

SIGNATURE PAGE

WITNESS WHEREOF

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For: SAVAGE EDUCATION ASSOCIATION

For: SAVAGE SCHOOL BOARD
School District No. 7 & 2

Dated this _____ day of April, 2024

Dated this _____ day of April, 2024

SAVAGE SCHOOL DISTRICT #7,7J,&2

DAWSON/RICHLAND COUNTIES

SAVAGE, MONTANA

SPECIAL BOARD AGENDA FACT SHEET

MEETING DATE: April 22, 2024

Procedure:

- Ask for a motion
- Ask for a second to the motion
- Discussion
- Vote

❖ AGENDA ITEM# and TITLE: 05. NEW BUSINESS

05.2 Action: Consideration of hiring of the following coaching personnel for the 2024-2025 sport seasons of cheerleading, elementary boys' and girls' basketball, head and assistant highschool varsity boys' and girls' basketball coaches, and concessions. The positions were advertised and applicant letters or verbal statements of interest were received from the 2023-2024 coaches, with no other additional applicants. A recommendation by the superintendent will be brought forward and considered for hire during this agenda item. Should the applicant be the coach of record from the 2023-2024 school year, there will not be an interview before the Interview Committee and the coaches' evaluations will be the document to take the place of the interview for the position. Verbal statements and/or letters of interest were received from the following and open positions are noted:

- Applicant for Varsity Head Boys' Basketball Coach: Todd Verhasselt
- Applicant for Assistant Varsity Boys' Coach: Paul Vojacek
- Applicant for Varsity Head Girls' Basketball Coach: April McPherson
- Applicant for Assistant Varsity Girls' Basketball Coach: Open
- Applicant for Elementary Boys' Basketball Coach: Justin Bean
- Applicant for Elementary Girls' Basketball Coach: Karla Reuter
- Applicant for Cheerleading Coaches: Montana Osterman and Jill Verhasselt
- Applicant for Concessions: Open

SUMMARY:

- Our coaches all have had a great season and been evaluated.
- The above list of coaches have been working to grow a program, therefore I recommend the above list of coaches.

RECOMMENDATION:

- Consider the superintendent's recommendation as listed above.

AGENDA ITEM: 05. NEW BUSINESS

05.2 Action: Consideration of hiring of the following coaching personnel for the 2024-2025 sport seasons of cheerleading, elementary boys' and girls' basketball, head and assistant highschool varsity boys' and girls' basketball coaches, and concessions. The positions were advertised and applicant letters or verbal statements of interest were received from the 2023-2024 coaches, with no other additional applicants. A recommendation by the superintendent will be brought forward and considered for hire during this agenda item. Should the applicant be the coach of record from the 2023-2024 school year, there will not be an interview before the Interview Committee and the coaches' evaluations will be the document to take the place of the interview for the position. Verbal statements and/or letters of interest were received from the above coaching list.

	Motion	Second	Yes	No	Abstain
Shawn Conradsen					
Charles (Chuck) Thiel					
Wayne Quinell					
Connie Smith					
Chandi Tombre					

SAVAGE SCHOOL DISTRICT #7,7J,&2
DAWSON/RICHLAND COUNTIES
SAVAGE, MONTANA
SPECIAL BOARD AGENDA FACT SHEET

MEETING DATE: April 22, 2024

Procedure:

- Ask for a motion
- Ask for a second to the motion
- Discussion
- Vote

◆ **AGENDA ITEM# and Title: 06. PUBLIC COMMENT FOR NON-AGENDA ITEMS**

Summary: Open for citizens' comments.

- The public comment section is intended to inform the trustees of concerns of the citizens.
- The trustees may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter. (MCA, 2-3-103)
- Public comment received at a meeting must be incorporated into the official minutes of the meeting.
- Comments must follow the student and employee privacy laws, as set forth in the privacy rights guaranteed by the Montana State Constitution.
- Public Comment Sign-In Sheet for Non-Agenda Items is located at the door.

Recommendation: Listen to citizens' comments. Board members are simply to hear the comments and there are no actions taken at this time. We can add to future agendas if desired.

◆ **AGENDA ITEM# and Title: 07. DATE/TIME FOR NEXT REGULAR BOARD MEETING**

07.1 Action: Consideration of having a special meeting before the regularly scheduled May meeting for the following reasons:

- Approval of hiring a science teacher applicant pending the interview committee's recommendation, which will be brought forth by the superintendent at the special meeting.
 - Applicant: Bailey Funk
- Approval of a legal document prepared by our legal consultant, Tony Koenig, MTSBA, to accept a donation from Yellowstone Valley Concrete Construction to replace the outdoor basketball court behind the bus barn.
 - The amount of the replacement does not fall under the bidding process, as the amount is less than \$80K.

SUMMARY:

- Both of these matters need to be addressed as soon as possible for planning purposes.

RECOMMENDATION:

- Consider a special meeting, once the superintendent has the legal documentation and the Interview Committee can conduct the interview.

AGENDA ITEM: 05. NEW BUSINESS

07.1 Action: Consideration of having a special meeting before the regularly scheduled May meeting for the above stated reasons.

	Motion	Second	Yes	No	Abstain
Shawn Conradsen					
Charles (Chuck) Thiel					
Wayne Quinnell					
Connie Smith					
Chandi Tombre					

SAVAGE SCHOOL DISTRICT #7,7J,&2
DAWSON/RICHLAND COUNTIES
SAVAGE, MONTANA
SPECIAL BOARD AGENDA FACT SHEET

MEETING DATE: April 22, 2024

Procedure:

- Ask for a motion
- Ask for a second to the motion
- Discussion
- Vote

07.2 No Action: May 20, 2024 @ 7:00 PM regular monthly board meeting will be held in the Boardroom.

◆ AGENDA ITEM# and Title: 08. ADJOURNMENT

08.1 Consider adjournment and record the time. _____

	Motion	Second	Yes	No	Abstain
Shawn Conradsen					
Charles (Chuck) Thiel					
Wayne Quinnell					
Connie Smith					
Chandi Tombre					