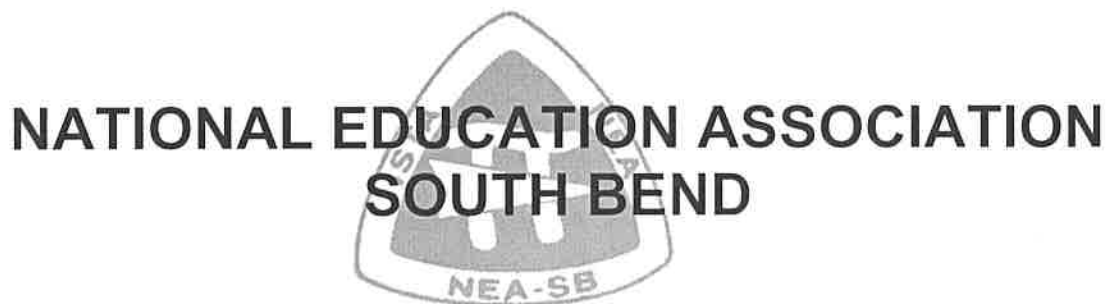


PROFESSIONAL AGREEMENT

between the



and the



2018 – 2019

The Individuals whose names appear below, representing the National Education Association - South Bend and the South Bend Community School Corporation in their respective capacities, have contributed their best efforts, in mutual good faith, to the development of this Agreement.

FOR THE TEACHERS:

Negotiating Team:

Tom Johnson, ISTA UniServ Director
Linda Lucy, President
Amy Asmus, Vice-President
Beverlie Beck, Secretary
Jessica Hoover
Sean Johnston
Pat Sobolak
Rick Roberts
Lannie Jones
Kelley Malec

Officers:

Linda Lucy, President
Amy Asmus, Vice President
Melody Golubski, Treasurer
Beverlie Beck, Secretary

FOR THE SCHOOL BOARD:

Negotiating Team:

Darice Austin-Phillips
Dr. C. Todd Cummings
Mansour Eid
Brian Kubicki
Deb Martin
Jenise Palmer
Dr. John Ritzler

Board of School Trustees:

Stanley F. Wruble, III, President
John Anella, Vice-President
Dawn Jones, Secretary
Leslie Wesley
Dawn Jones
Jay Caponigro
Rudy Monterrosa

TABLE OF CONTENTS

Page	
Article I	1
RECOGNITION	1
Recognition	1
Definition	1
Article II	1
PROFESSIONAL GRIEVANCE PROCEDURE	1
Definition	1
Purpose	1
Informal	1
Formal	1
Step I - Immediate Supervisor	1
Step II - Superintendent	2
Right to Representation	2
Aggrieved Teacher and Class Grievance	2
Article III	2
ABSENCES AND LEAVES	2
Personal Illness	2
Personal Business	3
Holiday Deductions	3
Bereavement	3
Exchange Teaching	3
Military Leave	3
Pregnancy, Childbirth, and Baby-Bonding Leave	4
Adoptive Leave	4
Superintendent Approved Leave	4
Reassignment	4
Professional Growth Days	4
Court Appearance	4
Jury Duty	5
Religious Holiday Leave	5
Sick Leave Bank	5
FMLA Leave	5
Association President	5
Absence Due to Assault	6
Sabbatical Leave	6
Article IV	6
SEVERANCE PAY, RETIREMENT AND SUPPLEMENTAL BENEFITS	6
Buy-Out Contributions	6
Continuing Benefits	8
Group Insurance	8
403 (b) Annuity Plan	9
Sick Leave Pay Out	9
Miscellaneous Provisions	9
Costs	9
Portability	9
Future Adjustments	9
Notification	9
Initiating Retirement	9
Article V	9
EMERGENCY SCHOOL CLOSING	9
Remuneration	10
Travel Difficulties	10
Article VI	10
INSURANCE	10
Comprehensive Major Medical Health Insurance	10
Vision Insurance	10
Dental Insurance	10
Life Insurance	11
Long-Term Disability	11

Liability Professional & Auto	11
Worker's Compensation	11
Insurance for Retired Teachers	11
Section 125.....	11
Article VII.....	11
PROFESSIONAL COMPENSATION	11
Basic Salaries	11
Military Credit.....	11
Extra Pay Schedule	11
Daily Deduction.....	12
Equal Pays.....	12
Tax-Deferred Annuities.....	12
Payroll Deductions.....	12
Deductions for Absences.....	12
Credit for Outside Teaching Experience	12
ISTRF Contribution	12
Continuing Dues Deductions	12
Additional Teaching Duties	12
Class Coverage	13
Mileage	13
Special Education Emergency Permit.....	13
Prorated Pay.....	13
Summer and Night Employment	13
Driver's Education and High School Summer Sports Camps	13
Physical Examinations.....	13
Committee Activities	13
Professional Staff Meetings	13
Credit for Outside Work Experience for Teachers Possessing a Workplace Specialist's License	13
Mandatory Direct Deposit	13
Parent-Teacher Conferences.....	13
Discretion Regarding Salary.....	13
Expanded Criminal History Background Checks	13
Dependent Textbook Fee Waiver	13
Payment for Retiree Substitute Teachers	14
Article VIII.....	14
EFFECT OF AGREEMENT	14
Savings Clause.....	14
Penny Leave Provisions	14
Article IX.....	15
DURATION OF AGREEMENT	15
APPENDIX I.....	16
Salary.....	16
APPENDIX II.....	19
EXTRA PAY FOR SPECIAL SERVICES	19
APPENDIX III.....	23
SEVERANCE PAY, RETIREMENT AND SUPPLEMENTAL BENEFITS	23
Effective Date of Amendments	23
Retirement Before the Effective Date	23
Retirement On or After the Effective Date	23
Elimination of Prior Agreement's Severance, Supplemental and Medical Benefits	23
Actuarial Determination of the Value of the Current Severance, Supplemental and Medical Benefits.....	23
Interest rates	23
Age at Retirement	23
Termination Assumption	23
Severance, supplemental and medical benefits	23
Mortality	23
Base pay rate.....	23
Salary Inflation Factor	23
Social Security and FICA	23
Health Insurance Rate	24
Calculation of Corporation Contributions	24
APPENDIX IV	25

INSURANCE BENEFIT PROVISIONS AND RATES.....25

APPENDIX V31

 GRIEVANCE REPORT FORM.....31

APPENDIX VI33

 PAYROLL DEDUCTION FORM.....33

INDEX34

Article I RECOGNITION

- A. *Recognition* - The South Bend Community School Corporation Board of School Trustees, hereinafter referred to as the "Board," recognizes the National Education Association - South Bend, an affiliate of the Indiana State Teachers Association and the National Education Association of the United States, hereinafter referred to as the "Association," as the sole and exclusive collective bargaining representative for all certified professional employees as defined in Section B.
- B. *Definition* - The term "Teacher" as used in this Agreement shall mean any person who shall have completed the program of teacher education in an institution of higher education, accredited by the Commission on Teacher Training and Licensing of the Indiana State Board of Education or the National Council for Accreditation of Teacher Education, or any person who shall hold the Non-Conventional Vocational Certificate and who is employed by the Board under either a Uniform Regular Teacher's Contract, Temporary Contract, or a Supplemental Service Teacher's Contract, except the following who are excluded from the negotiating unit: Superintendent, Assistant/Deputy Superintendents, Principals, Assistant Principals, Directors, Assistant Directors, Coordinators, Assistant Coordinators, Administrative Assistants, Athletic Directors, Special Education Supervisors, and other specific exclusions as determined by the Indiana Education Employment Relations Board under its rules.

Article II PROFESSIONAL GRIEVANCE PROCEDURE

- A. *Definition* - A claim by the Association or an aggrieved Teacher that there has been a violation, misinterpretation or misapplication of any provision of this Agreement may be processed as herein provided except as otherwise limited by the terms of this Agreement.
- B. *Purpose* - Good morale is maintained as problems arise, by sincere efforts of all persons concerned to work toward constructive solutions in an atmosphere of courtesy and cooperation. The purpose in this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may, from time to time, arise. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be at a maximum and every effort should be made to expedite the process.

The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties.

In the event a grievance is filed after May 15th of any year and strict adherence to the time limits may result in hardship to any party, all parties involved shall use their best efforts to process such grievance by the end of the school term or as soon thereafter as possible.

- C. *Informal* - In the event the grievant believes there is a basis for a grievance, the grievant shall discuss with the immediate supervisor the alleged violation before filing a written grievance at Step I. The grievant may request the presence of the Association faculty representative from the grievant's building at this discussion. The term "supervisor" is interpreted to mean the building principal unless otherwise indicated. If the grievant is not under the supervision of a building principal, then the grievant shall discuss the alleged violation with the director or coordinator to whom the grievant reports.

In the event the alleged violation involves more than one building principal, the matter shall be discussed with all building principals concerned.

- D. *Formal* - If after the discussion with the immediate supervisor the grievant feels a grievance still exists, then the following grievance steps may be taken.

Step I - Immediate Supervisor

The grievant must within fifteen (15) working days following the occurrence giving rise to the grievance submit to the immediate supervisor a completed Grievance Report Form Step I, which form is set forth in Appendix V and which sets forth the article and section of the contract agreement which are alleged to be violated.

It shall be the responsibility of the grievant(s) to notify the Association representative of the grievance. Within three (3) school days of receipt of the Grievance Report Form, the immediate supervisor shall meet with the grievant and the Association representative in an effort to resolve the grievance. The immediate supervisor shall indicate the disposition of the grievance within three (3) school days after such meeting by completing Step I of the Grievance Report Form and returning it to the Teacher. Copies of this form showing the date(s) of the occurrence and provisions of the contract allegedly violated, and the relief sought shall be forwarded to the Association faculty representative and the Superintendent and/or designated representative.

Step II - Superintendent

Within five (5) school days after receiving the decision of the immediate supervisor, or if the immediate supervisor has made no disposition of the case within the time allotted in Step I, the grievant(s) may appeal the decision to the Superintendent and/or designated representative. The appeal shall be on the properly prescribed form and must be accompanied by a copy of the decision at Step I. Within five (5) school days the Superintendent and/or designated representative shall meet with the grievant(s) and the Association representative. Within three (3) school days of the meeting, the Superintendent and/or designated representative shall indicate in writing on the proper form the disposition of the grievance. A copy of this decision shall be forwarded to the grievant(s), the Association and the supervisor. The decision of the Superintendent and/or designated representative shall be final and binding upon the Board, the Association, and the grievant(s). A settlement at either Step I or Step II with the grievant or the Association shall bind both the Association and the grievant.

Any grievance or any decisions not originated, handled and/or appealed by the party claiming to be aggrieved from one step to the next step in the grievance procedure strictly in the manner and within the time limits provided for in the grievance procedure shall be considered settled on the basis of the last decision of the Board and not subject to further appeal or reconsideration, except that, the time limits at any level of the grievance procedure may be extended by mutual written agreement between the Association and the Board.

In the event that the Board fails to answer a grievance within the applicable time provided, then the grievance may be appealed to the next step of the grievance procedure.

- E. *Right to Representation* - Grievants may be represented at all stages of the formal grievance procedure by a person of their own choosing except that they may not be represented by a representative or an officer of any teacher organization other than the Association. The Association shall have the right to be present and to state its views at all formal stages of the grievance procedure.
- F. *Aggrieved Teacher and Class Grievance* - "Grievant" as defined in this grievance procedure, means a Teacher who has a direct interest in the grievance, i.e., the outcome of the grievance directly affects said Teacher's rights as determined by the provisions of the Agreement.

If a grievance affects a group or class of Teachers, the Association may submit such class action grievance, in accordance with the provisions above, in writing within ten (10) working days of the occasion giving rise to such grievance on a form which sets forth the article and sections of the contract agreement which are alleged to be violated. If the class action grievance affects Teachers in a single school, then the grievance shall be commenced at Step I of the formal grievance procedure, unless the principal at the school does not have the authority to address the issue raised by the grievance. If the class action grievance affects Teachers in multiple schools, then the grievance shall be commenced at Step II of the formal grievance procedure.

Article III ABSENCES AND LEAVES

- A. *Personal Illness* - Section 1: (a) All Teachers shall be entitled to a total of eleven (11) paid personal illness days each year to be used for personal and/or family illness. Such leave shall be cumulative. For Teachers hired for or after the 2016-2017 school year, days that are not used during the school year will accumulate and will roll over from year to year and accumulate up to a maximum of 200. As discussed in Paragraph Q, Section 2 below, a Teacher may substitute personal illness days (along with any other paid days) for unpaid Employee Medical Leave, Family Medical Leave, or Covered Service Member Leave.
 - (b) Family, as used in subparagraph A(1)(a), refers to all family members for whose illness a Teacher may take Family Medical Leave Act leave under the Board's FMLA policy.
 - (c) Former non-retired Teachers who are rehired to teach for the School Corporation will upon rehire have as accumulated paid personal illness days the number of paid personal illness days they had at the time they left the School Corporation, less any days paid out to the Teacher or transferred to another school corporation or public employer.

Section 2: (a) Teachers who teach summer or evening school will have paid sick leave for two "session days" per session of summer or evening school they teach. The sick leave must be used for personal or family illness. For clarity, if a Teacher teaches two sessions of summer school in a single calendar day and misses both sessions on a calendar day due to illness, the teacher will be deemed to have missed two "session days" and will be charged accordingly.

(b) For purposes of this section, the term "session" means summer or evening school lasting from three to five weeks with a daily work period of no more than 5 hours. For clarity, if summer or evening instruction lasts more than five weeks or has a daily work period of more than 5 hours, it will be considered two sessions. If summer or evening

instruction both lasts more than five weeks and has a daily work period of more than 5 hours, it will be considered 4 sessions.

(c) For purposes of this section, the term "session day" means the daily work period for a session of summer or evening school. For example, a session day for a summer-school session for elementary instruction with a five-hour daily work period would be five hours. On the other hand, a session day for a summer-school session for high-school instruction with a 3.5-hour daily work period would be 3.5 hours and a single calendar day could have two session days.

(d) At the Teacher's election, unused sick leave at the end of a summer or evening school session may (i) be paid to the Teacher at the conclusion of the summer or evening session at the Teacher's rate of pay for the session; or (ii) be converted to paid personal illness days and accumulated at a rate of one-half paid personal illness days per one unused "session day" of sick leave.

Section 3: Any Teacher who is absent for a continuous prolonged period of time because of serious illness or disability (which is not compensable under Worker's Compensation) and who has exhausted his/her sick leave, and who intends to accept the benefits of the salary continuous insurance program (i.e., long-term disability program) may appeal to the Superintendent for an extension of sick leave benefits. Such additional benefits shall be granted at the Superintendent's discretion and shall not exceed the lesser of sixty (60) days or the end of the current contractual school year. All such absences are subject to verification by a physician designated by the Board.

- B. *Personal Business* - Section 1: Each Teacher shall be entitled to three (3) days each year for the transaction of personal business without loss of pay. Personal business days requested immediately preceding or following Thanksgiving, Winter, Fall, Summer, or Spring recess for the purpose of extending a vacation shall be charged at the rate of two (2) days for every one (1) used. Personal business days may be taken in half-day units. Up to two (2) unused personal business days may be carried over into the next school year for a maximum of five (5) per year. Any unused days not carried into the following year shall be credited to the Teacher's sick leave accumulation.

Section 2: Each Teacher shall be entitled to two (2) additional personal business days each year to be paid at the rate of one cent for each day. The board shall honor all requests regardless of reasons. Additional leave without pay may be granted by the Superintendent.

- C. *Holiday Deductions* - The Board will not deduct sick leave or personal leave for a school holiday, for vacation periods, or when schools are closed.
- D. *Bereavement* - Section 1: Each Teacher shall be entitled to receive five (5) paid days of bereavement leave for absence due to the death of a father, mother, stepfather, stepmother, brother, sister, spouse, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandparents, grandchild or others residing in the same household of the absent Teacher. Bereavement leave may be used at the time of death, when memorial services are held, or for settlement of the estate and need not be taken on consecutive days.

Section 2: Each Teacher shall be entitled to receive two (2) paid days of bereavement leave for absence due to the death of any other blood relative such as first cousin, aunt, uncle, niece or nephew or for absence due to the death of grandparents-in-law. Bereavement leave may be used at the time of death, when memorial services are held, or for settlement of the estate and need not be taken on consecutive days.

Section 3: Teachers may use up to 3 days of accumulated sick leave to attend funerals or other memorial services for others not covered by section 1 or 2 when personal business leave days have been exhausted and there is no evidence of abuse.

- E. *Exchange Teaching* - Leaves of absence of up to one (1) year will be granted to any Teacher who serves as a full-time exchange Teacher. If the Teacher has completed five (5) or more consecutive years of service, the Teacher may, upon recommendation of the Superintendent and with the approval of the Board, be paid for the leave of absence for exchange teaching.

Upon return to the School Corporation, persons who have been granted leaves of absence for exchange teaching in programs under the auspices of the United States government will be considered as if they were actively employed by the Board during the period of leave and will be placed in a vacant position for which he or she is qualified. Such leaves may be extended by the Superintendent upon request.

- F. *Military Leave* - Military leave without loss of pay will be granted to any Teacher in accordance with applicable law and *SBCSC Bylaws & Policies*. Upon return from such leave or upon return from any other military leave, a Teacher will be placed on the salary schedule in accordance with I.C. 20-28-10-9.

Full credit for military service will be allowed to all veterans who took the oath of allegiance, served in either combat or non-combat units, and were honorably discharged. A year shall be defined as at least eight (8) months of military service or a combination of military service and school teaching experience occurring between the dates of July 1 and June 30. In no case shall a Teacher receive more than the number of years the Teacher would have received as a Teacher had the career not been delayed or interrupted. Persons serving with the Armed Forces or cooperating auxiliary branches, shall upon honorable discharge or separation be readmitted to teaching in a position comparable

to the one surrendered by the individual upon leaving the School Corporation. The Teacher shall have up to sixty (60) days after release from active duty to notify the Board of the intent to return to the system. In the event that the veteran's former position is filled and an identical position is not available, then the veteran will be placed in a temporary position until a satisfactory adjustment can be made.

- G. *Pregnancy, Childbirth, and Baby-Bonding Leave* - Section 1: Any changes in state or federal law will preempt this section. See, e.g., I.C. 20-28-10-5. A Teacher who is pregnant may continue in active employment as late into pregnancy as she desires, if she is able to fulfill the requirements of her position. Temporary disabilities caused by pregnancy shall be governed by the same provisions governing sick leave and the following:

(a) A Teacher who is pregnant is entitled to a leave of absence any time between the commencement of her pregnancy and one (1) year following the birth of the child, if, except in a medical emergency, she notifies, in writing, the Executive Director of Human Resources at least thirty (30) days before the date on which she desires to start her leave. She shall also notify the Executive Director of Human Resources of the expected length of this leave, including with this notice either a physician's statement certifying her pregnancy or a copy of the birth certificate of the newborn, whichever is applicable. In case of a medical emergency caused by pregnancy, the Teacher shall be granted a leave, as otherwise provided in this section, immediately upon her request and certification of the emergency from an attending physician.

(b) This leave, as well as any additional leave permitted by law, may be taken without jeopardy to reemployment, retirement and salary benefits, tenure and seniority rights.

Section 2: When a child is born to a Teacher or the spouse of a Teacher, the Teacher shall be granted two (2) days leave with pay at the time of birth.

Section 3: In addition, Teachers may use up to twelve (12) weeks of available sick days immediately following the birth of a baby for either medical leave or baby bonding. The actual number of sick days deducted is dependent on the number of paid school days in that twelve (12) week period. Teachers wishing to exercise baby-bonding leave must request it as FMLA leave under Article III(Q). Teachers will not be charged for sick days over break periods.

- H. *Adoptive Leave* - Adoptive leave shall be granted for up to a period of one (1) school year and shall be paid at the rate of one cent for the entire period of leave. When a Teacher adopts a child, the Teacher shall be granted two (2) days leave with pay at the time of adoption. Teachers may use up to twelve (12) weeks of available sick days immediately following the adoption for baby bonding. The actual number of sick days deducted is dependent on the number of paid school days in that twelve (12) week period. Teachers wishing to exercise baby-bonding leave must request it as FMLA leave under Article III(Q). Teachers will not be charged for sick days over break periods.
- I. *Superintendent Approved Leave* - A leave of absence to be paid at the rate of one cent for the entire period of leave may be granted to any Teacher at the Superintendent's discretion. Persons who have been granted leave under this provision for an entire school year (or more) will not earn credit on the salary schedule during the leave period. In other words, when a Teacher who has been on leave for an entire school year (or longer) under this provision, the Teacher will be placed on the salary schedule at the same level he or she was placed on the last day worked. Teachers using this leave are prohibited from holding a teaching position at another school corporation, charter school, or private elementary, middle, or high school or from holding other full-time employment.
- J. *Reassignment* - Upon return from any paid leave, a Teacher will be assigned to the same position, if available or, if not, to at least an equivalent position. If a Teacher has had a special assignment prior to the leave of absence, every effort will be made to provide the same special assignment or a similar one upon the Teacher's return. A new assignment will be based on a conference between the Teacher and the Executive Director of Human Resources concerning the positions available for which the Teacher is qualified.
- K. *Professional Growth Days* - Professional growth days may be granted with no loss of salary by the Superintendent.

Section 1: Professional growth days shall be used for the purpose of:

(a) Attending and/or participating in professional meetings relating to professional workshops, seminars or conferences.

(b) Visitation to schools within or outside the School Corporation or educational institutions for the purpose of observing instructional techniques or other instructional-oriented programs.

Section 2: The Board will provide expenses such as convention registration, food, lodging and travel-related expenses which are related to attendance at such meetings if the Teacher has been requested to attend by either the Board or the Superintendent of Schools.

- L. *Court Appearance* - Any Teacher not a party to the proceeding who is required by subpoena to appear and testify at any court proceeding or administrative hearing shall be entitled to payment of regular salary for up to, but not exceeding five (5) school days. Provided, however, they shall turn in to the Board any remuneration, except for reimbursed expenses, they receive relative to said subpoena for the period of time that their salary is continued as provided in this paragraph.

M. *Jury Duty* - Teachers called for jury duty shall be paid at their normal daily rate during the time they are absent from school for such duty. However, they shall turn in to the Board any remuneration they receive from the courts for serving on such a jury, minus mileage paid to the Teacher by the courts.

N. *Religious Holiday Leave* - Three (3) days of leave per year shall be granted upon request to a Teacher for religious holiday(s) when such observation requires time during the regular school day.

O. [Deleted]

P. *Sick Leave Bank* - Section 1: A Sick Leave Bank will be established to relieve a Teacher from undue financial burdens as a result of an absence from work due to the Teacher's illness, injury, or incapacitation sufficiently severe to make the performance of their duties impossible. Sick Leave Bank leave shall not be used for parenting leave. A Teacher member of the Sick Leave Bank who has exhausted his or her personal leave and sick leave days shall be eligible to apply to the committee for an extension of sick leave benefits. Sick bank days shall not be granted beyond the period when a Teacher would or could be eligible to receive benefits of the School Corporation's long-term disability program. Unused days in the Sick Leave Bank shall be carried forward to the following year.

Section 2: The Sick Leave Bank will be administered as follows:

(a) Any employee on a Regular Teacher's Contract shall be eligible to become a member of the Sick Leave Bank. During the 2018-2019 school year, veteran Teachers who have not already enrolled will have a one-time opportunity between January 1, 2019 and February 1, 2019 to enroll in the Sick Leave Bank.

(b) New Teachers must become members and their first contribution of one (1) sick day will be made on the first pay day.

(c) Retiring Teachers who have in excess of three hundred thirty (330) sick days at the time of retirement shall contribute the days over three hundred thirty (330) to the Sick Leave Bank.

(d) When the Sick Leave Bank account falls below fifty (50) days, an obligatory assessment of one (1) sick leave day shall be made upon all members of the bank who have accumulated sick leave days. Teachers shall be notified prior to this assessment. Members who do not have accumulated sick leave days shall contribute one (1) day from their individual sick day allotment the following school year.

(e) When the Sick Leave Bank account falls below fifty (50) days, the Board shall contribute two hundred (200) days to the bank.

(f) The Board will provide the Sick Leave Committee with an accurate accounting of the number of days and the names of participating Teachers in the bank at the request of the committee.

Q. *FMLA Leave* - Section 1: Leave under the Family Medical Leave Act will be granted to any eligible Teacher in accordance with the FMLA and *SBCSC Bylaws & Policies*. An employee absent, due to health reasons, longer than five (5) consecutive days must apply, retroactively if necessary, to Human Resources for a Family Medical Leave, regardless of available sick days.

Section 2: During an FMLA leave, an employee may substitute any available accrued paid leave for unpaid Employee Medical Leave, Family Medical Leave, or Covered Service Member Leave. Except as set out in paragraph H above and in Ind. Code 20-28-10-5, an employee may substitute any accrued personal business days for unpaid Parenting Leave or Military Family Exigency Leave. It is no longer a requirement to use sick and/or personal business days during Family Medical Leave for any medical condition.

(a) Should an employee decide not to use accrued paid leave during his/her FMLA leave, then the leave will be unpaid in accordance with law.

(b) During FMLA leave and while using paid leave (excluding Penny Leave), health insurance benefits will continue at the active employee rate.

(c) Unless otherwise directed by the employee, the School Corporation will automatically charge available paid leave concurrent with the employee's FMLA leave.

R. *Association President and Association Leave* - Section 1: The Board and the Association agree that the Association President shall be released full-time from his/her teaching duties in order to fulfill his/her obligations with the Association. The Association shall reimburse the Board for the cost of the Association President's released time by paying a share, equal to one-half (1/2) of the salary and other monetary expenses related to the employment of the Association President as a teacher, including fringe benefits. The Board will hire a full-time replacement for the Association President on a regular teacher's contract.

Section 2: Each year the Board shall provide sixty (60) days available for Association use, of which not more than ten (10) days may be used by any one (1) Teacher nor more than ten (10) individuals released on any given day. The Association has the right to use these days at times they so select and their use cannot be restricted or denied

by the Board. Any of these unused days shall be added to the Sick Leave Bank that is established elsewhere under the terms of this Agreement.

- S. *Absence Due to Assault* - In the event a Teacher is absent due to an injury sustained as a result of assault by a student or outsider which is determined to be compensable under Worker's Compensation laws, the Teacher will receive:

- (1) Full salary for the first seven (7) school days of absence.
- (2) The difference between the daily rate paid through Worker's Compensation and the Teacher's daily salary for a period of fifty-three (53) additional school days of absence.
- (3) Absence for the sixty (60) school days described above will not be charged against a Teacher's sick leave.
- (4) Continued benefits of Worker's Compensation will be available to the Teacher after a sixty (60) day period.
- (5) The need for absence during any of the first seven (7) school days must be validated by the health care provider providing services for the work related injuries. In the event that Worker's Compensation is to be used it shall be the responsibility of the employee to immediately or as soon as possible notify SBCSC of any assault or injuries.
- (6) Time for appearance before a judicial body or legal authority as a result of assault by a student or outsider will not result in loss of wages or in reduction of accumulated sick leave of the Teacher.

Teachers injured as a result of breaking up a fight between students shall be treated as if they had been assaulted for the purpose of this Article.

- T. *Sabbatical Leave* - Purpose: The Board may grant a leave of absence for the reasons set out in I.C. 20-28-10-3 for a period not exceeding one (1) year to a Teacher upon written request for a sabbatical leave in accordance with this Article.

Section 1: Any Teacher granted sabbatical leave shall be paid at the rate of fifty percent (50%) of the salary the Teacher would have normally received as a full time Teacher.

Section 2: The Teacher shall receive a maximum of one (1) year credit for retirement under the rules of the Indiana State Teacher Retirement System.

Article IV SEVERANCE PAY, RETIREMENT AND SUPPLEMENTAL BENEFITS

1. *Buy-Out Contributions*

A. Teachers hired or rehired on or after July 1, 1998

Teachers hired or rehired on or after the 1st day of July, 1998 shall not be entitled to any payment for the eliminated severance, supplemental and medical benefits. In other words, no contribution shall be made for individuals hired or rehired on or after July 1, 1998.

B. Teachers hired before July 1, 1998 who are covered by the Corporation's health insurance

- 1) Teachers hired before July 1, 1998, who are covered by the Corporation's health insurance, shall receive the following payment for the elimination of severance, supplemental and medical benefits.
- 2) VEBA. The Corporation shall contribute the full amount of each Teacher's buy-out contribution to a voluntary employees' beneficiary association ("VEBA") as described in section 501(c)(9) of the IRS Code.
- 3) The total sum of the amount calculated by Educational Services Company as the present value for the severance, supplemental and medical benefits shall be contributed by the Corporation to the VEBA.
- 4) Contributions shall be made to the VEBA by the 31st day of January, 2008.
- 5) Following retirement or severance, a retired employee may use the amounts held in his/her separate VEBA account to pay health insurance premiums, term life insurance premiums, and to be reimbursed for unreimbursed medical expenses of the employee, spouse, and tax dependents, subject to the terms of the VEBA.

- 6) Should the vested employee die, any amounts remaining in the deceased employee's VEBA account may continue to be used to pay these premiums and expenses of the employee's spouse and tax dependents to the extent permitted by the IRS and Trustee. The employee's estate, if there is no spouse or no dependents, shall receive any amounts remaining in the deceased employee's VEBA account as a taxable death benefit. If not permitted by the IRS or Trustee, any unused amounts shall be forfeited as of the later of December 31, 2016 or the date of death.
 - 7) At no time may the VEBA make loans to an employee, his/her spouse, or his/her dependents.
 - 8) The amount calculated for each employee will be invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the vendor for the VFRA.
 - 9) Vesting Requirements – A Teacher shall be fully vested in the retirement benefits described in this Section if the retiring Teacher has satisfied the following requirements: The Teacher has at least fifteen (15) years of employment in the Corporation as a Teacher as defined in this Agreement, and is at least fifty-five (55) years of age as of December 31 during the calendar year in which he/she retires.
 - 10) If a Teacher retires or otherwise terminates employment before satisfactions of the requirements set forth in this Section, the terminated employee's VEBA plan account shall be forfeited. Teachers whose positions are eliminated by a reduction in force shall not forfeit their individual account assets until their recall rights have expired. The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA plan accounts in a manner similar to that used in initially determining the present value calculations. However, a Teacher who is reduced, and who is eligible for and fully vested in the severance pay buyout, shall be entitled to all monies in his/her VEBA account at the time he/she is removed from the recall list.
- C. Teachers hired before July 1, 1998 who are not covered by the Corporation's health insurance
- 1) Teachers hired before July 1, 1998, who are not covered by the Corporation's health insurance, shall receive the following payment for the elimination of severance, supplemental and medical benefits.
 - 2) 401(a) Plan. The Corporation shall establish a qualified retirement plan as described in section 401(a) of the IRS Code.
 - 3) The Corporation shall contribute the total sum of the amount calculated by Educational Services Company as the present value for the severance, supplemental and medical benefits to the 401(a) plan.
 - 4) Contributions shall be made to the 401(a) plan by the 31st day of January, 2008.
 - 5) The amount calculated for each employee will be invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the vendor for the 401(a) plan.
 - 6) Vesting Requirements – A Teacher shall be fully vested in the retirement benefits described in this Section if the retiring Teacher has satisfied the following requirements: The Teacher has at least fifteen (15) years of employment in the Corporation as a Teacher as defined in this Agreement, and is at least fifty-five (55) years of age as of December 31 during the calendar year in which they retire.
 - 7) Until such time that an employee has retired, the employee shall have no access to the assets held in his or her separate 401(a) plan account. Following retirement, a retired employee may elect to commence distributions from his 401(a) plan account.
 - 8) If a Teacher retires or otherwise terminates employment before satisfactions of the requirements set forth in this Section, the terminated employee's 401(a) plan account shall be forfeited. Teachers whose positions are eliminated by a reduction in force shall not forfeit their individual account assets until their recall rights have expired. The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate 401(a) plan accounts in a manner similar to that used in initially determining the present value calculations. However, a Teacher who is reduced, and who is eligible for and fully vested in the severance pay buyout, shall be entitled to all monies in his/her 401(a) account at the time he/she is removed from the recall list.

- 9) Should the employee die, after he/she has met the vesting requirements then any amounts remaining in the deceased employee's 401(a) account shall be distributed to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made.
 - 10) At no time may a participant borrow from his 401(a) plan account.
- D. Teachers hired or rehired on or after July 1, 1998 and new hires (excluding rehired School Corporation retirees)
- 1) For all employees hired or rehired after July 1, 1998, including all future employees, the Corporation shall establish a qualified retirement plan as described in section 401(a) of the Code and a voluntary employees' beneficiary association ("VEBA") as described in section 501(c)(9) of the IRS Code.
 - 2) The Corporation agrees to contribute one percent (1%) of each Teacher's base salary as follows: Half of the contribution amount, or one half percent (.5%) of each Teacher's base salary, shall be put into each individual Teacher's separate 401(a) account and VEBA account annually.
 - 3) Contributions described in the previous paragraph shall be made beginning the month of July, 2006. In the event that the sign up procedure is not complete by July, 2006, contributions shall be made retroactively.
 - 4) The Corporation shall make equal monthly contributions throughout the school year, and will complete its contributions on or before September 1 of each succeeding year.
 - 5) The amount contributed for each employee will be invested in separate accounts. There will be no commingling of accounts and each employee may determine how his or her accounts shall be invested among the investment options made available by the vendors for the 401(a) and VEBA plans.
 - 6) Vesting Requirements –An employee's 401(a) and VEBA accounts shall be vested upon the earlier of the signing of the Teacher's sixth (6th) contract or the beginning of the Teacher's sixth (6th) year of teaching.
 - 7) Until such time that an employee's employment with the School Corporation is terminated, the employee shall have no access to the assets held in his or her separate 401(a) or VEBA plan accounts. Following retirement, a retired employee may elect to commence distributions from his 401(a) plan account.
 - 8) Should a vested employee die, any amounts remaining in the deceased employee's 401(a) and/or VEBA accounts shall be distributed to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made; provided, however, if not permitted by the IRS and/or Trustee, the account of any vested employee who dies without a dependent eligible to use the funds in the VEBA shall be forfeited.
 - 9) Any monies in an account from an employee who severs service and is not vested shall be forfeited and transferred to the employer's forfeiture account to be used to offset future contributions.
 - 10) At no time may a participant borrow from his 401(a) or VEBA plan accounts.
2. *Continuing Benefits:* The following benefits contained in the Professional Agreement shall continue in effect for all Teachers:
- A. Group Insurance: If required by applicable law, immediately following retirement or severance of employment, the Teacher and his/her spouse, if any, shall have the option of remaining in the Corporation's group health insurance plan until the Teacher becomes eligible for Medicare coverage as prescribed by 42 U.S.C. 1395 et seq. subject to the terms of the applicable plan or policy, as amended from time to time, provided all of the following conditions are met as of the date of severance and thereafter:
- 1) The Teacher was enrolled in the Corporation's group insurance plan during the school year immediately before severance;
 - 2) The Teacher and spouse shall pay the entire insurance premium applicable to the insurance coverage, with the monthly payments to be made on or before the 20th of the previous month. Failure to pay the entire insurance premium for two consecutive months will result in termination of insurance coverage retroactive to the last paid-through date; and

- 3) The Teacher has provided a written request to the Corporation for continuing insurance coverage for the Teacher and spouse, if any, within ninety (90) days of the retirement / severance date.

The Corporation reserves the right to change the coverage, benefits (including prescription coverage), and premiums for retirees who remain in the Corporation's group health insurance plan.

- B. 403 (b) Annuity Plan: This Agreement shall not affect a Teacher's right to make a salary reduction election and make tax deferred contributions to a plan described in section 403(b) of the Internal Revenue Code (the "Code") to the maximum limits allowed by the Code, and in accordance with the provisions of the Professional Agreement.
- C. Sick Leave Pay Out: Teachers with at least fifteen (15) years of employment as a Teacher as defined in this Agreement with the School Corporation, and who are at least 55 years of age as of December 31 during the calendar year in which their employment ends, shall receive reimbursement for accumulated sick and personal business days at the rate of \$44.00 per day for each day of accumulated sick or personal business days, up to a maximum of 330 days. The Corporation shall contribute the amount of the payout to the VEBA, for those Teachers hired before July 1, 1998 who are covered by the Corporation's health insurance. The Corporation shall contribute the amount of the payout to the 401(a) for those Teachers hired before July 1, 1998 who are not covered by the Corporation's health insurance. For those Teachers hired or rehired on or after July 1, 1998 (including all new hires), the Corporation shall contribute half the amount to each Teacher's VEBA and half the amount to each Teacher's 401(a).

3. *Miscellaneous Provisions*

- A. Costs: The Corporation shall not be paid any compensation for its services performed on behalf of the VEBA and/or 401(a) accounts. All costs incurred in the administration of the VEBA and investment fees shall be paid from the VEBA assets. All costs incurred in the administration of the 401(a) plan and investment fees shall be paid from the 401(a) plan assets.
- B. Portability: An employee who leaves the employment of the Corporation and has met the vesting requirements outlined here-in shall be entitled to retain his/her VEBA and/or 401(a) accounts subject to the terms of the applicable plan document and IRS guidelines.
- C. Future Adjustments: The parties agree that this Agreement does not constitute an expectation of receiving the enumerated retirement benefits by any current employee, future employee, prospective employee or applicant beyond the expiration of this Agreement. Therefore, except as otherwise limited by applicable law, it is understood that the Corporation and Association may in the future bargain modifications of any kind to this provision, provided however, that any future revision(s) of this Agreement shall not affect the retirement benefits of Teachers already receiving benefits pursuant to this Section.
- D. Notification: In order to receive 100% of the payout for accumulated sick and personal business days referenced in Paragraph 2, C ("Sick Leave Pay Out"), the Teacher shall submit to the Corporation's Executive Director of Human Resources a written notification of intent to retire on or before April 1 of the year of retirement. A Teacher who fails to submit written notification of intent to retire by April 1, but submits his or her notice by May 1 of the year of retirement, will receive 75% of the Sick Leave Pay Out. A Teacher who fails to submit written notification of intent to retire by May 2, but submits his or her notice by June 1 of the year of retirement, will receive 50% of the Sick Leave Pay Out. A Teacher who fails to submit written notification on or after June 2 will receive 25% of the Sick Leave Pay Out. The April 1 deadline may be waived by the Superintendent at his or her discretion in the event that the Teacher is forced to retire due to illness or accident. Teachers are reminded that notification of intent to retire does not affect continued eligibility to participate in the group health insurance plan as an active employee through August 31 of the year of retirement.
- E. Initiating Retirement: Full responsibility for initiating detail relative to retirement with the Indiana State Teachers Retirement Fund rests with the individual Teacher; however, the Benefits Department will give counsel and assistance.

Article V EMERGENCY SCHOOL CLOSING

- A. *Remuneration* - When a school or schools are officially closed by the Superintendent, all certified Teachers will be paid.
- B. *Travel Difficulties* - In the event of an absence resulting from travel difficulties between a Teacher's local place of residence and place of employment, the Superintendent may waive the salary deduction if the travel difficulties arise from floods, storms or other conditions beyond the control of the employee and if in the judgment of the Superintendent the employee has made every reasonable effort to get to the place of employment.

Article VI INSURANCE

- A. *Comprehensive Major Medical Health Insurance* - Section 1: The Board will provide any Teacher with a one-half (1/2) time contract or greater a comprehensive major medical plan which contains the following cost containment provisions:

- (a) Out-patient Surgery
- (b) Mandatory Pre-admissions Testing
- (c) Mandatory Second Opinion Surgery
- (d) Ambulatory Surgery
- (e) Inpatient Concurrent Review
- (f) A prescription card

Section 2: Coverage for the comprehensive major medical insurance program will contain the benefit provisions set forth in Appendix IV. It will also include a full cost spousal surcharge for employees whose spouses are eligible for health coverage through their own employers. Additional information regarding this surcharge is set forth in Appendix IV.

Teachers who are hired on or after November 20, 2017 are eligible to enroll in Core Plan or the Essential Plan only.

The plan will pay one hundred percent (100%) of all eligible claims in excess of the annual deductible and coinsurance amount (excluding co-pays).

Section 3: The comprehensive major medical insurance program coverage and exceptions shall be set forth in a brochure and made available to all participants.

Section 4: Upon the death of an active or retired Teacher, the spouse shall be provided such access to health insurance as required by law.

Section 5: The plan will be administered by Anthem. A change in the third-party administration may occur at any time upon mutual agreement of the parties.

Section 6: The Board and the Association agree that SBCSC will not exceed limits imposed by I.C. 20-26-17.

The Board and Association agree that an open enrollment period will be offered annually and will provide an opportunity to change between plans offered, except that following the close of the 2017 enrollment period, participants in the Core or Essential Plans will not be permitted to select the Buy Up Plan.

Within 14 days after open enrollment ends, the Corporation will provide to the Insurance Committee the expected cost for group health care, the Corporation's contribution and the employee premium for each applicable plan and level of coverage. The Insurance Committee shall meet quarterly to review the premiums and to ensure there are no material errors in methodology and to monitor the services of Anthem.

The parties agree that the group health insurance plan will be changed to avoid the "Cadillac Tax" under the Affordable Care Act. The Board and the Association shall bargain such changes and will execute a Memorandum of Understanding no later than five months prior to implementation of the "Cadillac Tax" that is limited to this issue and does not re-open contract negotiations.

- B. *Vision Insurance* - Section 1: The Board will provide any Teacher with a one-half (1/2) time contract or greater a vision insurance plan which provides the insured with new frames, lenses, and examinations every twelve (12) months. The Board will pay eighty percent (80%) of the premium for either the single or family coverage, and the participating Teacher shall pay twenty percent (20%).

Section 2: The Board and the Association agree to designate major medical insurance savings to fund vision insurance.

Section 3: A change in the insurance carrier may occur at any time upon mutual agreement of the parties.

- C. *Dental Insurance* - Section 1: The Board will provide a dental insurance plan that will provide the following coverage:

A plan with a two-thousand dollar (\$2,000.00) maximum annual benefit. Coverage to be as follows:

Insurance pays:

published for that year. Otherwise, the Teacher performing such duty shall have the option to be paid throughout the school year or in one lump sum at the conclusion of their particular service.

- D. *Daily Deduction* - Deductions for school year personnel for daily absences not covered by provisions listed shall be made at the rate of 1/188 of the contracted salary.
- E. *Equal Pays* - Teachers will be paid in twenty-six (26) equal gross pay checks. Teachers may elect to receive their final checks on a June schedule or a summer schedule.
- F. *Tax-Deferred Annuities* - The Board shall make available to all Teachers the opportunity to participate in the tax deferred (sheltered) annuity/mutual fund programs. A change in the 403(b) vendors may occur at any time upon mutual agreement of the parties.
- G. *Payroll Deductions* - Section 1: Payroll deductions for Teachers are limited to the following items in addition to those deductions permitted by law, upon appropriate written authorization from the Teacher:
 - (a) Insurance as approved by this contract
 - (b) Teachers Credit Union
 - (c) 403(b)/457 Plan contributions
 - (d) United Fund
 - (e) U.S. Savings Bonds
 - (f) School Corporation Education Foundation, Inc.
 - (g) Any other plans or programs jointly approved by the Association and the Board.
- H. *Deductions for Absences* - Deductions for certified personnel for daily absence not covered by provisions listed shall be made at the daily rate of the contracted salary.
- I. *Credit for Outside Teaching Experience* - All Teachers shall receive full credit on the salary schedule for outside teaching experience up to a maximum of ten (10) years. No Teacher shall be given salary schedule credit in excess of that authorized by this schedule. The Executive Director of Human Resources shall evaluate the experience of all Teachers who have had teaching experience outside the School Corporation. Credit, as provided above, for outside teaching experience shall be given for salary computation providing such experience has been comparable to the kind and type of teaching done in the South Bend Community Schools. To receive credit for a full year of teaching experience on the School Corporation pay schedule and to be eligible for a full increment the succeeding year, a Teacher must teach at least one-hundred-twenty (120) school days of any school year.
- J. *ISTRF Contribution* - The Board shall make the annual Indiana State Teachers Retirement Fund contribution of three percent (3%) for all Teachers covered by this agreement.
- K. *Continuing Dues Deductions*

Section 1: After the beginning of the school year, the Association shall deliver to the Board the names of Teachers who authorize payroll deductions and the amount of membership dues or assessments of the Association, including the National Education Association and the Indiana State Teachers Association. Upon receipt by the Board of the appropriately executed payroll deduction form (Appendix VI), the Board shall deduct such sum in equal payments starting with the second paycheck in October. The deductions shall be remitted not less frequently than monthly to the Association. The authorization for payroll deduction of Association membership dues shall be on a continuing basis, unless revoked in writing by the employee, through the Association, between the dates of July 1 and the end of the second full week of school. Names of Teachers who have authorized payroll deductions of membership dues by appropriate dues deductions forms after October 15, shall have the amount deducted equally from the remaining pay periods.

Section 2: By October 10, the Association shall provide the Board with payroll deduction authorization forms for those individual Teachers for purposes of payroll deductions. By October 31, the Board shall provide to the Association the names and addresses of all bargaining unit members. It shall be the Association's responsibility to obtain signed payroll deduction authorization forms.

Section 3: Upon termination of a contract, the Board shall deduct all unpaid Association dues from the final paycheck.

Section 4: If an error is discovered with respect to deductions under this provision, the Board shall correct said error by appropriate adjustments in the next paycheck of the Teacher or the next submission of funds to the Association. Additionally, if excessive moneys have been collected by the Board and submitted to the Association, the Association (not the Board) shall be obligated to refund such moneys to the appropriate persons.

- L. *Additional Teaching Duties* - Teachers who accept the ancillary duty of teaching a class beyond the normal teaching load will be compensated based upon that Teacher's daily rate adjusted to determine the amount for one standard class period in the respective building or at 1/1000 of the existing Bachelor minimum salary, whichever is higher.

- M. *Class Coverage* - Teachers who accept the ancillary duty of covering another Teacher's class will be compensated at 1/1000 of the existing Bachelor minimum salary if such assignment is Corporation induced.
- N. *Mileage* - Teachers shall be reimbursed for mileage in accordance with the current IRS standard mileage rates.
- O. *Special Education Emergency Permit* - For every year following the second year that a Teacher who was initially hired by the Board under an emergency permit as a special education Teacher continues to teach in a special education position, the Board will reimburse to the Teacher one-half the cost of up to six (6) hours per year of tuition paid to obtain special education certification. The rate reimbursed shall be based on the per hour cost of in-state tuition at I.U.S.B.
- P. *Prorated Pay* - A Teacher contracted to start after the first day of the school year will be contracted for the number of teaching days remaining in that school year at the Teacher's daily rate.
- Q. *Summer and Night Employment* - Any Teacher employed in a summer or night employment position shall be paid at a prorated rate based on the Teacher's current salary. The parties acknowledge that while I.C. 20-28-6-7(d) provides that the Superintendent shall determine the salary for a supplemental service (including summer school) contract, the Superintendent has nevertheless exercised his discretion in order to determine that this supplemental service compensation be bargained.
- R. *Driver's Education and High School Summer Sports Camps* - Driver education Teachers shall be paid twenty-five dollars (\$25.00) per hour for non-credit courses. High School summer school sports camp personnel shall be paid at the following hourly rates: Head Coach eighteen dollars (\$18.00); Assistant Coordinator thirteen dollars (\$13.00); and Camp Assistant (Aide) eight dollars (\$8.00).
- S. *Physical Examinations* - The cost of the following physical examinations will be assumed by the Board:
- (1) Pre-employment medical examinations; and
 - (2) Examination by a physician as a result of a Worker's Compensation claim.
- T. *Committee Activities* - Release time for committee activities will be granted upon approval by the Superintendent.
- U. *Professional Staff Meetings* - During the school year release time may be granted for professional staff meetings with the approval of the Superintendent.
- V. *Credit for Outside Work Experience for Teachers Possessing a Workplace Specialist's License*. A Teacher possessing a workplace specialist's license shall receive one year of credit on the salary schedule based upon every two years of occupational experience up to a maximum of 10 years.
- W. *Mandatory Direct Deposit*. The School Corporation will directly deposit Teachers' pay into their designated bank accounts.
- X. *Parent-Teacher Conferences*. The Association agrees that Teachers will be expected to attend two parent-teacher conference evenings during the school year (one to be held during the first semester and the other during the second semester). In exchange for Teachers' attendance at these parent-teacher conference evenings, Teachers will be released from duty for one-half day on two Teacher record days. This paragraph is included for informational purposes only.
- Y. *Discretion Regarding Salary*. SBCSC may provide a one-time stipend to a new Teacher in the following circumstances:
- (1) For Teachers who are new to the Corporation and who are licensed in, and have been hired to serve as Teachers in, math, science or special education, or are trained in international baccalaureate instruction, are psychologists or speech language pathologists, or have ENL certification. SBCSC's Executive Director of Human Resources will notify the NEA-SB President of any action taken under this subsection.
 - (2) For other Teachers who are new to the Corporation who do not fall within the agreed upon categories, but are in demand based on previous experience, other skills (including bilingual skills), staffing and school needs. For any action taken under this subsection, the SBCSC's Executive Director of Human Resources must obtain agreement from the NEA-SB President before providing a stipend to a new Teacher under this subsection.
- Stipends under this subsection may not exceed \$6,000 and must be paid over three years in equal lump-sum installments at the end of each of the Teacher's first three years of consecutive service.
- Z. *Expanded Criminal History Background Checks*. Consistent with the terms of I.C. 20-26-5-10, the Board shall pay the cost of any and all expanded criminal history background checks that veteran Teachers are required to undergo.
- AA. *Dependent Textbook Fee Waiver*. The Board agrees that the textbook fees of Teachers' dependents who are enrolled as students in the School Corporation will be waived. To be eligible for this fee waiver, a Teacher must

submit a Textbook Tuition Assistance Application and Request for Textbook Fee Waiver for each student on or before December 1.

BB. *Payment for Retiree Substitute Teachers.* Retired School Corporation teachers who are employed to substitute teach will be paid at a rate of \$150 per day.

Article VIII EFFECT OF AGREEMENT

- A. *Savings Clause* - Should any article, section or clause of this Agreement be declared illegal by a court of competent jurisdiction, said article, section or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Agreement, if not affected by the deleted article, section or clause.
- B. *Penny Leave Provisions* - Provisions in this Agreement contemplating leave paid at the rate of one cent for the entire period of leave contemplate that the total compensation provided to a Teacher during the period of leave will be one cent and does not provide for continuation, accrual or vesting of benefits except as required by law. The parties agree that the School Corporation may amend any and all plans to the extent it deems necessary or desirable to ensure plan terms are consistent with this provision. If benefits must be provided pursuant to applicable law, Teacher shall be responsible for 100% of the cost or premium, as applicable, except when Teacher's absence is for personal business.

**Article IX
DURATION OF AGREEMENT**

This Agreement shall be effective as of August 1, 2018, and shall not be extended orally, and it is expressly understood it shall expire on June 30, 2019.

The parties shall initiate negotiations for the purpose of entering into a successor agreement in accordance with the timelines set by law.

This Agreement is made and entered into at South Bend, Indiana on this 19th day of November, 2018, by and between the School Corporation, County of St. Joseph, State of Indiana, party of the first part heretofore referred to as the Board, and the National Education Association - South Bend, affiliated with the Indiana State Teachers Association, party of the second part, heretofore referred to as the Association. This Agreement is so attested to by the parties whose signatures appear below.

National Education Association - South Bend


President


Secretary, Negotiating Committee

South Bend Board of School Trustees


President


Secretary


Superintendent

APPENDIX I COMPENSATION

At the beginning of the 2018-2019 school year, the salaries of full-time returning teachers were \$36,000-72,295.45. After applying salary increases described below, the range for the 2018-2019 school year will be \$38,500-\$74,295.45. Salaries for first year Teachers will be \$38,500 subject to the provisions elsewhere in the Collective Bargaining Agreement.

General Eligibility

To be eligible for a salary increase, a Teacher must have been both:

1. rated effective or highly effective in the prior school year at SBCSC; and
2. employed at least 120 days in the prior school year at SBCSC.

A Teacher who does not satisfy both of these eligibility criteria remains at their prior year salary.

Factors and Definitions

1. *Evaluation Rating:* The Teacher must be rated effective or highly effective in the prior school year. This represents 67% of the raise.
2. *Year of Experience:* The Teacher must have been employed at least 120 days in the prior school year. This represents 33% of the raise.

Subject to eligibility requirements, the School Corporation will compensate Teachers represented by NEA-SB as follows during the 2018-2019 school year:

1. Each Teacher will be placed on the salary grid attached to Appendix I at a level equal to the higher of the following
 - a. Their current salary rounded up to the nearest \$100; or
 - b. Either:
 - i. \$38,500 for Teachers with 0-4 years of effective service; or
 - ii. \$40,000 for Teachers with 5 or more years of experience.
2. After placement on the grid:
 - a. Teachers with 5-15 years of experience will move down the grid 13 rows for a \$1300 salary increase.
 - b. Teachers with 16 or more years of effective service will move down the grid 20 rows for a \$2000 salary increase.
3. In addition to any salary raises in number 1 and 2 above:
 - a. Teachers with 1-4 years of effective service who do not receive at least a \$1,000 salary increase through initial placement at a salary level will receive a one-time stipend equal to \$1,000 minus the amount of the salary increase they received.
 - b. Teachers with 5 to 15 years of effective service whose salary before initial placement is more than \$39,500 will receive a one-time stipend of \$300.

Salaries for Teachers Hired for the 2018-2019 School Year

Teachers who are hired for the 2017-2018 school year will be assigned a salary based on academic credentials and years of effective teaching accrued prior to the start of their employment with SBCSC.

All years of experience prior to employment with SBCSC are deemed to be years in which the Teacher was effective.

NEA-SB Salary Grid 2018-2019

Row	Salary	Row	Salary	Row	Salary	Row	Salary	Row	Salary	Row	Salary
0	38,500	43	42,800	86	47,100	129	51,400	172	55,700	215	60,000
1	38,600	44	42,900	87	47,200	130	51,500	173	55,800	216	60,100
2	38,700	45	43,000	88	47,300	131	51,600	174	55,900	217	60,200
3	38,800	46	43,100	89	47,400	132	51,700	175	56,000	218	60,300
4	38,900	47	43,200	90	47,500	133	51,800	176	56,100	219	60,400
5	39,000	48	43,300	91	47,600	134	51,900	177	56,200	220	60,500
6	39,100	49	43,400	92	47,700	135	52,000	178	56,300	221	60,600
7	39,200	50	43,500	93	47,800	136	52,100	179	56,400	222	60,700
8	39,300	51	43,600	94	47,900	137	52,200	180	56,500	223	60,800
9	39,400	52	43,700	95	48,000	138	52,300	181	56,600	224	60,900
10	39,500	53	43,800	96	48,100	139	52,400	182	56,700	225	61,000
11	39,600	54	43,900	97	48,200	140	52,500	183	56,800	226	61,100
12	39,700	55	44,000	98	48,300	141	52,600	184	56,900	227	61,200
13	39,800	56	44,100	99	48,400	142	52,700	185	57,000	228	61,300
14	39,900	57	44,200	100	48,500	143	52,800	186	57,100	229	61,400
15	40,000	58	44,300	101	48,600	144	52,900	187	57,200	230	61,500
16	40,100	59	44,400	102	48,700	145	53,000	188	57,300	231	61,600
17	40,200	60	44,500	103	48,800	146	53,100	189	57,400	232	61,700
18	40,300	61	44,600	104	48,900	147	53,200	190	57,500	233	61,800
19	40,400	62	44,700	105	49,000	148	53,300	191	57,600	234	61,900
20	40,500	63	44,800	106	49,100	149	53,400	192	57,700	235	62,000
21	40,600	64	44,900	107	49,200	150	53,500	193	57,800	236	62,100
22	40,700	65	45,000	108	49,300	151	53,600	194	57,900	237	62,200
23	40,800	66	45,100	109	49,400	152	53,700	195	58,000	238	62,300
24	40,900	67	45,200	110	49,500	153	53,800	196	58,100	239	62,400
25	41,000	68	45,300	111	49,600	154	53,900	197	58,200	240	62,500
26	41,100	69	45,400	112	49,700	155	54,000	198	58,300	241	62,600
27	41,200	70	45,500	113	49,800	156	54,100	199	58,400	242	62,700
28	41,300	71	45,600	114	49,900	157	54,200	200	58,500	243	62,800
29	41,400	72	45,700	115	50,000	158	54,300	201	58,600	244	62,900
30	41,500	73	45,800	116	50,100	159	54,400	202	58,700	245	63,000
31	41,600	74	45,900	117	50,200	160	54,500	203	58,800	246	63,100
32	41,700	75	46,000	118	50,300	161	54,600	204	58,900	247	63,200
33	41,800	76	46,100	119	50,400	162	54,700	205	59,000	248	63,300
34	41,900	77	46,200	120	50,500	163	54,800	206	59,100	249	63,400
35	42,000	78	46,300	121	50,600	164	54,900	207	59,200	250	63,500
36	42,100	79	46,400	122	50,700	165	55,000	208	59,300	251	63,600
37	42,200	80	46,500	123	50,800	166	55,100	209	59,400	252	63,700
38	42,300	81	46,600	124	50,900	167	55,200	210	59,500	253	63,800
39	42,400	82	46,700	125	51,000	168	55,300	211	59,600	254	63,900
40	42,500	83	46,800	126	51,100	169	55,400	212	59,700	255	64,000
41	42,600	84	46,900	127	51,200	170	55,500	213	59,800	256	64,100
42	42,700	85	47,000	128	51,300	171	55,600	214	59,900	257	64,200

Row	Salary	Row	Salary	Row	Salary	Row	Salary	Row	Salary
258	64,300	302	68,700	346	73,100	390	77,500	434	81,900
259	64,400	303	68,800	347	73,200	391	77,600	435	82,000
260	64,500	304	68,900	348	73,300	392	77,700	436	82,100
261	64,600	305	69,000	349	73,400	393	77,800	437	82,200
262	64,700	306	69,100	350	73,500	394	77,900	438	82,300
263	64,800	307	69,200	351	73,600	395	78,000	439	82,400
264	64,900	308	69,300	352	73,700	396	78,100	440	82,500
265	65,000	309	69,400	353	73,800	397	78,200	441	82,600
266	65,100	310	69,500	354	73,900	398	78,300	442	82,700
267	65,200	311	69,600	355	74,000	399	78,400	443	82,800
268	65,300	312	69,700	356	74,100	400	78,500	444	82,900
269	65,400	313	69,800	357	74,200	401	78,600	445	83,000
270	65,500	314	69,900	358	74,300	402	78,700	446	83,100
271	65,600	315	70,000	359	74,400	403	78,800	447	83,200
272	65,700	316	70,100	360	74,500	404	78,900	448	83,300
273	65,800	317	70,200	361	74,600	405	79,000	449	83,400
274	65,900	318	70,300	362	74,700	406	79,100	450	83,500
275	66,000	319	70,400	363	74,800	407	79,200	451	83,600
276	66,100	320	70,500	364	74,900	408	79,300	452	83,700
277	66,200	321	70,600	365	75,000	409	79,400	453	83,800
278	66,300	322	70,700	366	75,100	410	79,500	454	83,900
279	66,400	323	70,800	367	75,200	411	79,600	455	84,000
280	66,500	324	70,900	368	75,300	412	79,700	456	84,100
281	66,600	325	71,000	369	75,400	413	79,800	457	84,200
282	66,700	326	71,100	370	75,500	414	79,900	458	84,300
283	66,800	327	71,200	371	75,600	415	80,000	459	84,400
284	66,900	328	71,300	372	75,700	416	80,100	460	84,500
285	67,000	329	71,400	373	75,800	417	80,200	461	84,600
286	67,100	330	71,500	374	75,900	418	80,300	462	84,700
287	67,200	331	71,600	375	76,000	419	80,400	463	84,800
288	67,300	332	71,700	376	76,100	420	80,500	464	84,900
289	67,400	333	71,800	377	76,200	421	80,600	465	85,000
290	67,500	334	71,900	378	76,300	422	80,700	466	85,100
291	67,600	335	72,000	379	76,400	423	80,800	467	85,200
292	67,700	336	72,100	380	76,500	424	80,900	468	85,300
293	67,800	337	72,200	381	76,600	425	81,000	469	85,400
294	67,900	338	72,300	382	76,700	426	81,100	470	85,500
295	68,000	339	72,400	383	76,800	427	81,200	471	85,600
296	68,100	340	72,500	384	76,900	428	81,300	472	85,700
297	68,200	341	72,600	385	77,000	429	81,400	473	85,800
298	68,300	342	72,700	386	77,100	430	81,500	474	85,900
299	68,400	343	72,800	387	77,200	431	81,600	475	86,000
300	68,500	344	72,900	388	77,300	432	81,700	476	86,100
301	68,600	345	73,000	389	77,400	433	81,800	477	86,200

APPENDIX II EXTRA PAY FOR SPECIAL SERVICES

Section 1: Teachers performing extra duties as "special services" shall be compensated according to the following schedule. These amounts are for extra duties in addition to a regular teaching load. All assignments to positions on the schedule shall be for a period of the school year. Such assignments are normally limited to two (2) per Teacher. Vacancies shall be posted for informational purposes to the staff. To the extent Appendix II indicates the number of positions available, that number is included for informational purposes only and is not a subject of bargaining.

Section 2: The extra pay schedule is indexed to \$34,000 for the 2018-2019 school year. When a position is filled based upon minimum numbers, paid insurance premiums must be on file prior to the first scheduled game of the regular season.

Section 3: Any Teacher performing special services as a head coach under Appendix II for which the Teacher is provided an additional preparation period is not eligible to accept any additional duties (e.g., teaching an additional class period) that would necessitate the Teacher having an extended contract if the performance of those duties must occur during any of the Teacher's preparation or planning periods.

Section 4: When Teachers are compensated for professional development, the Teacher will be paid at the rate of no less than \$25.00 per hour.

Category A:INDEX

ATHLETICS

Sponsors

Activities/Sports Coordinator(IC).....	2620	\$8,908.00
Assistant Activities Leader(PC).....	0324	\$1,101.60

Baseball

Head Baseball (HS)	1400	\$4,760.00
Assistant Baseball (HS)	0650	\$2,210.00
2nd Assistant Baseball (HS) 45>	0539	\$1,832.60
Head Baseball (IC 7/8).....	0431	\$1,465.40
Assistant Baseball(IC) 25>.....	0324	\$1,101.60

Basketball

* Boys' Head Basketball (HS).....	2620	\$8,908.00
(one additional preparation period, Spring Semester/2 nd Trimester)		
Boys' Assistant Basketball (HS).....	1400	\$4,760.00
Boys' Head Basketball (9 th).....	1400	\$4,760.00
Boys' Assistant Basketball (HS) 36>	0423	\$1,438.20
Boys' Basketball (IC 7/8).....	0755	\$2,567.00
Boys' Basketball (IC 5/6).....	0431	\$1,465.40
Boys' Assistant Basketball (IC 5/6) 30>	0216	\$ 734.40
Girls' Head Basketball (HS)	2620	\$8,908.00
(one additional preparation period, Spring Semester/2 nd Trimester)		
Girls' Assistant Basketball (HS)	1400	\$4,760.00
Girls' Head Basketball (9 th)	1400	\$4,760.00
Girls' Assistant Basketball (HS) 36>	0423	\$1,438.20
Girls' Basketball (IC 7/8)	0755	\$2,567.00
Girls' Basketball (IC 5/6)	0431	\$1,465.40
Girls' Assistant Basketball (IC 5/6) 30>	0216	\$ 734.40

Cheerleaders

Cheerleader Sponsor (HS)	1000	\$3,400.00
Cheerleader Assistant (HS)	0423	\$1,438.20
Cheerleader Sponsor (IC).....	0324	\$1,101.60
Pom Pom Sponsor (HS)	0581	\$1,975.40

Cross Country

Boys'/Girls' Head Cross Country (HS)	1259	\$4,280.60
Boys'/Girls' Assistant Cross Country (HS) 40>.....	.0431	\$1,465.40
Boys'/Girls' Head Cross Country (IC 5-8)	.0431	\$1,465.40
Boys'/Girls' Assistant Cross Country (IC 5-8) 40>.....	.0216	\$ 734.40

Football

* Head Football (HS)	2620	\$8,908.00
(one additional preparation period, 1st semester)		
Assistant Football (HS)	1400	\$4,760.00
Head Football (9 th)	1400	\$4,760.00
Assistant Football (9 th)	1400	\$4,760.00
Part-time Football (limit of 1)	.0423	\$1,438.20
Head Football (IC 8)	.0755	\$2,567.00
Assistant Football (IC 8)	.0431	\$1,465.40
Head Football (IC 7)	.0755	\$2,567.00
Assistant Football (IC 7)	.0431	\$1,465.40

Golf

Boys' Head Golf (HS)	1000	\$3,400.00
Girls' Head Golf (HS)	1000	\$3,400.00

Soccer

Boys' Head Soccer (HS)	1400	\$4,760.00
Boys' Assistant Soccer (HS) 25>	.0650	\$2,210.00
Girls' Head Soccer (HS)	1400	\$4,760.00
Girls' Assistant Soccer (HS)	.0650	\$2,210.00
Boys' Head Soccer (IC 7/8)	.0450	\$1,530.00
Girls' Head Soccer (IC 7/8)	.0450	\$1,530.00

Softball

Head Softball (HS)	1400	\$4,760.00
Assistant Softball (HS)	.0650	\$2,210.00
2nd Assistant Softball (HS) 45>	.0539	\$1,832.60
Head Softball (IC 7/8)	.0431	\$1,465.40
Assistant Softball (IC 7/8) 25>	.0324	\$1,101.60

Swimming

Boys' Head Swimming (HS)	1400	\$4,760.00
Boys' Assistant Swimming (HS) 20 >	.0755	\$2,567.00
Girls' Head Swimming (HS)	1400	\$4,760.00
Girls' Assistant Swimming (HS) 20>	.0755	\$2,567.00
Combined Boys'/Girls' Head Swimming (HS)	.1800	\$6,120.00

Tennis

Boys' Head Tennis (HS)	1000	\$3,400.00
Boys' Assistant Tennis (HS) 20>	.0423	\$1,438.20
Girls' Head Tennis (HS)	1000	\$3,400.00
Girls' Assistant Tennis (HS) 20>	.0423	\$1,438.20

Track

Boys' Head Track (HS)	1400	\$4,760.00
Boys' Assistant Track (HS) 20>	.0650	\$2,210.00
Boys' 2nd Assistant Track (HS) 40>	.0423	\$1,438.20
Boys' Head Track (IC 5-8)	.0431	\$1,465.40
Boys' Assistant Track (IC 5-8) 40>	.0216	\$ 734.40
Girls' Head Track (HS)	1400	\$4,760.00
Girls' Assistant Track (HS) 20>	.0650	\$2,210.00
Girls' 2nd Assistant Track (HS) 40>	.0423	\$1,438.20
Girls' Head Track (IC 5-8)	.0431	\$1,465.40
Girls' Assistant Track (IC 5-8) 40>	.0216	\$ 734.40

Volleyball

Head Volleyball (HS).....	1400	\$4,760.00
Assistant Volleyball (HS).....	0650	\$2,210.00
Head Volleyball (9 th).....	0539	\$1,832.60
Head Volleyball (IC 7/8).....	0584	\$1,985.60

Wrestling

Head Wrestling (HS).....	1400	\$4,760.00
Assistant Wrestling (HS) 20>	0650	\$2,210.00
Head Wrestling (IC 7/8)	0431	\$1,465.40
Assistant Wrestling (IC 7/8) 25>	0324	\$1,101.60

TECHNOLOGY**Computer Keyperson**

Over 700 enrollment (PC, IC, HS).....	0450	\$1,530.00
Less than 700 enrollment (PC, IC, HS).....	0324	\$1,101.60

ACTIVITY AND CLUB SPONSORS

Academic Bowl (HS).....	0324	\$1,101.60
Debate (HS).....	0610	\$2,074.00
Drama (HS).....	0610	\$2,074.00
Future Problem Solvers (HS).....	0423	\$1,438.20
Future Problem Solvers (IC)	0423	\$1,438.20
Mock Trial (HS).....	0610	\$2,074.00
Newspaper (HS)	0469	\$1,594.60
(one additional preparation period)		
Patrol	0216	\$ 734.40
Project TEACH (HS)	0610	\$2,074.00
Quiz Bowl (HS)	0423	\$1,438.20
Quiz Bowl (IC).....	0423	\$1,438.20
Quiz Bowl (PC)	0250	\$ 850.00
Senior Class (HS)	0324	\$1,101.60
Stage Manager (HS).....	0431	\$1,465.40
Student Council (HS)	0324	\$1,101.60
Student Council (PC, IC).....	0216	\$ 734.40
Study Tables (HS)		
in 2017-2018.....	0610	\$2,074.00
Yearbook (HS).....	0850	\$2,890.00

OTHER SPECIAL SERVICES

Athletic Trainer Level I	1400	\$4,760.00
Athletic Trainer Level II	1900	\$6,460.00
Athletic Trainer Level III	2400	\$8,160.00
Bus Supervisor (one per building).....	0581	\$1,975.40
Lunch Supervisor	0581	\$1,975.40
Ticket Manager (HS).....	0450	\$1,530.00
Morning Supervisor (PC)		\$1,316.93

Category B:**Department Head**

* Department Head (HS)		
More than 25 classes.....	0630	\$2,142.00
More than 15, less than 26 classes.....	0484	\$1,645.60
More than 8, less than 16 classes.....	0242	\$ 822.80
Department Head (IC)		
Team Leader (IC).....	0581	\$1,975.40
Department Head (K-4)		
Team Leader (K-4)	0581	\$1,975.40
** Curriculum Consultants.....	0630	\$2,142.00

* Department heads with thirty-four (34) or more classes are allowed one (1) additional period for departmental duties.

** The administration may appoint Curriculum Consultants. Curriculum Consultants will have part-time teaching responsibilities and will be assigned to the Instruction Division as Curriculum staff for the balance of their time.

Music

Instrumental Music

Band Director (HS).....	1259	\$4,280.60
Associate Band Director (HS).....	0850	\$2,890.00
Band Director (HS, IC)*		
Band Director (HS, IC, PC)**		
Band Director (HS, PC)**		
Band Director (IC).....	0755	\$2,567.00
Band Director (IC, PC)*		
Band Director (PC).....	0469	\$1,594.60
Band Director (All PC) ***		
Orchestra Director (HS)	0850	\$2,890.00
Orchestra Director (HS, IC)*		
Orchestra Director (HS, IC, PC)**		
Orchestra Director (HS, PC)**		
Orchestra Director (IC).....	0755	\$2,567.00
Orchestra Director (IC, PC)*		
Orchestra Director (PC)	0469	\$1,594.60
Orchestra Director (All PC)***		

* This position will be paid the total of both indexes.

** This position will be paid the total of the high school and intermediate school indexes.

*** This position will be paid the intermediate school index.

Vocal Music

Vocal Music (HS).....	0850	\$2,890.00
Vocal Music (IC).....	0522	\$1,774.80
Vocal Music (PC) (more than one school)	0465	\$1,581.00
Vocal Music (PC) (one school)	0431	\$1,465.40

**APPENDIX III
SEVERANCE PAY, RETIREMENT AND
SUPPLEMENTAL BENEFITS**

Effective Date of Amendments: This Agreement shall be effective with respect to any Teacher retiring or severing employment after the 31st day of October, 2007.

Retirement Before the Effective Date: Article XIV of the 2005-2007 Professional Agreement between the Corporation and the Association, entitled "Severance Pay, Retirement and Supplemental Benefits," shall apply in its entirety to all Teachers who retire on or before the 31st day of October, 2007, and shall continue in effect for those Teachers so long as any of these Teachers are entitled to receive a benefit pursuant to Article XIV.

Retirement On or After the Effective Date: Teachers who retire or sever employment after October 31, 2007 shall be entitled to the retirement benefits described below, and shall not be entitled to the severance pay or supplemental benefits contained in Article XIV-A, B and D of the Professional Agreement.

Elimination of Prior Agreement's Severance, Supplemental and Medical Benefits: The severance pay, supplemental benefits and medical benefits contained in Article XIV, Sections A and B and D of the Professional Agreement immediately before this amendment's effective date are terminated, except as described in Paragraph 2 above, and shall not apply to any Teacher retiring or severing employment after October 31, 2007.

Actuarial Determination of the Value of the Current Severance, Supplemental and Medical Benefits

- A. The Association has used the services of the ISTA Financial Services Corporation, and the Corporation has used the services of the Educational Services Company to determine the present value of the unfunded severance, supplemental and medical benefits described in the Article XIV of the Professional Agreement.
- B. The present value of the benefits described in Article XIV, Sections A and B and D of the Professional Agreement will be determined for each employee, subject to the following:
 - 1) Interest rates: The assumed interest rates for the purpose of determining the present value is four percent (4%) in the first two (2) years of the plan, seven percent (7%) in years three (3) and four (4) of the plan, and seven and one-half percent (7.5%) each year thereafter. For post retirement cash flow purposes a four percent (4.0%) interest rate will be applied. These and other interest rate assumptions are contained in the Assumptions Summary (Attachment A), which is attached hereto and incorporated as a part of this Agreement.
 - 2) Age at retirement: For purposes of the present value calculation, it is assumed that an employee terminates employment at the later of the end of the school year in which the employee attains age fifty-six (56), at the end of the current year if the individual is already age fifty-six (56) or older, or the satisfaction of the requirements for unreduced TRF benefits. If an employee does continue employment after the attainment of age fifty-six (56), the employee does continue to receive all ongoing Corporation contributions to the 401 (a) and/or VEBA.
 - 3) Termination Assumption: The termination assumption shall be calculated using a four percent (4%) turnover rate. Such four percent (4%) shall be adjusted to reflect a corresponding slope with the Sarinsson T3 actuarial table.
 - 4) Severance, supplemental and medical benefits: The anticipated amount of the severance, supplemental and medical benefits shall be determined using the benefits described in Article XIV, Paragraphs A, B and D of the Professional Agreement that preceded this amendment.
 - 5) Mortality: A mortality discount factor using the Uninsured Pensioners 1994 Table shall be applied.
 - 6) Base pay rate: The employee's base rate of pay will be increased by assumed years of service.
 - 7) Salary Inflation Factor: A two and one half percent (2.5%) salary inflation factor shall be applied.
 - 8) Social Security and FICA: The present value of the future severance, supplemental and medical benefits will be reduced by the Social Security and Medicare taxes (FICA) at a rate of 7.65% that would have been payable if the severance, supplemental and medical benefits had been paid directly to the employee.

- 9) Health Insurance Rate: To the extent required by applicable law, retirees may purchase Health Insurance through the School Corporation's plan by timely paying the full premium equivalent for the selected coverage, as determined by the School Corporation.

Calculation of Corporation Contributions

- A. Using the above assumptions and the other assumptions contained on the Assumptions Summary (Attachment A), the Educational Services Company shall prepare the present value calculations for each eligible Teacher.
- B. The present value of the severance, supplemental and medical benefits under the prior agreement shall be calculated for each eligible Teacher effective as of the 30th day of June, 2005.

APPENDIX IV
INSURANCE BENEFIT PROVISIONS AND RATES

Summary of Benefits

(Refer to the Certificate of Coverage for out-of-network benefit levels, and other important details.)

	Essential Care Plan \$4000 Deductible	Buy-Up Plan \$750 Deductible	Standard (Core) Plan \$1500 Deductible
HRA Employer Contribution			
Deductible Type	Embedded	Embedded	Embedded
Deductible	Single: \$4,000/\$8,000 Family: \$8,000/\$16,000	Single: \$750/\$1,500 Family: \$1,500/\$3,000	Single: \$1,500/\$3,000 Family: \$3,000/\$6,000
OOP Max	Single: \$6,450/\$12,900 Family: \$12,900/\$25,800	Single: \$2,500/\$5,000 Family: \$5,000/\$10,000	Single: \$4,000/\$8,000 Family: \$8,000/\$16,000
Coinsurance	80%/60%	80%/60%	80%/60%
PCP Visit	80%/60%	\$30	\$30
Specialty Visit	80%/60%	\$60	\$60
ER Copay	80%/80%	\$250/\$250	\$250/\$250
Prescription Deductible	Combined with Medical	n/a	n/a
Prescription Drugs	Tier 1: 20% Tier 2: 20% Tier 3: 20% Tier 4: 20%	Tier 1: \$10 Tier 2: \$30 Tier 3: \$60 Tier 4: 25%	Tier 1: \$10 Tier 2: \$30 Tier 3: \$60 Tier 4: 25%
Prescription Drugs Min/Max	n/a	Min: \$0/\$0/\$0/\$0 Max: \$0/\$0/\$0/\$250	Min: \$0/\$0/\$0/\$0 Max: \$0/\$0/\$0/\$250
Prescription Drug OOP Max	Combined with Medical	\$4350 / \$8700	\$2850 / \$5700

PY 2019 Medical & Rx Premium Estimates - Total Contribution

Buy-Up 001	PY 2019 Monthly Cost		
	Total Rates	Employee Rate	Employer Rate
EE Only	\$ 838.64	\$ 229.04	\$ 609.60
EE+ Spouse	\$ 1,691.32	\$ 490.60	\$ 1,200.72
EE + Children	\$ 1,334.33	\$ 373.80	\$ 960.53
Family	\$ 2,248.55	\$ 658.20	\$ 1,590.35

Core 002	PY 2019 Monthly Cost		
	Total Rates	Employee Rate	Employer Rate
EE Only	\$ 766.71	\$ 140.24	\$ 626.47
EE+ Spouse	\$ 1,540.26	\$ 294.48	\$ 1,245.78
EE + Children	\$ 1,216.40	\$ 224.38	\$ 992.02
Family	\$ 2,045.80	\$ 406.66	\$ 1,639.13

Essential 003	PY 2019 Monthly Cost		
	Total Rates	Employee Rate	Employer Rate
EE Only	\$ 536.45	\$ 92.38	\$ 444.07
EE+ Spouse	\$ -	\$ -	\$ -
EE + Children	\$ 879.50	\$ 428.06	\$ 451.44
Family	\$ -	\$ -	\$ -



**South Bend Community School Corporation
Employee Health Plan
Spousal Coverage Verification**

Required for all employees covering their spouse.*

It is not required for employees whose spouse also works for the SBCSC as an eligible employee

As health care costs continue to increase and employers are required to assume more responsibility for their employees' health care costs, South Bend Community School Corporation cannot continue to pay the cost of health insurance for other employers.

Effective January 1, 2018, if your spouse was, is, or becomes eligible for coverage through his/her employer's plan, and you choose to cover your spouse under the South Bend Community School Corporation Employee Health Plan, you will be charged the entire monthly cost of the spousal coverage (\$591.12 per month for the buy-up plan and \$619.31 per month for the core plan). The annual surcharge will be divided evenly by your number of expected pay periods.

Employees electing to enroll their eligible spouse must complete this questionnaire. This does not apply if both you and your spouse are eligible employees of South Bend Community School Corporation. It does not apply to dental, vision, supplemental life insurance, or other supplemental benefits.

Check one of the following:

- ☐ 1. I certify that my spouse is not employed at this time. If my spouse's employment status changes in the future, I will notify the Human Resources Department within 30 days.
- ☐ 2. I certify that my spouse is employed, but is not, and has not been, eligible for health insurance at this time through his/her employer. **Complete page 2 of this form.**
- ☐ 3. My spouse has coverage available through his/her employer. I understand that I will pay the cost of spousal coverage to cover my spouse.
- ☐ 4. My spouse works for SBCSC. Spouse's Name _____
(print legibly)

I understand that if my spouse's employment status, or eligibility for other coverage changes, I will notify the South Bend Community School Corporation Benefits Department within 30 days and that the failure to notify is deemed to be an intentional misrepresentation. This includes a change in eligibility status that affects my spouse's eligibility for coverage through his/her employer.

I understand that failure to complete this form accurately and submit it timely during my enrollment period will result in the spousal cost being assessed to me. Also, failure to notify the

_____/_____/_____
Employee Signature Date Employee ID (required)

Spouse's Name Printed

Complete this section only if you checked option 2 on page one.

Spouse's Name

Phone Number of Spouse's Employer

Please check the reason that the employee named above is not eligible for your health insurance plan:

28

- ☐ This employee was recently hired and is in our waiting period or measurement period for benefits. The earliest date that he/she may be eligible for coverage is _____ assuming the employee meets our eligibility requirements.
- ☐ This employee does not currently work enough hours to be eligible for health insurance.
- ☐ Other (explain) _____

Signed (Spouse's Employer's Representative)

Date

Printed Name

Position

Rev 10/2017

Guardian Dental Renewal

Coverage and rates remain the same through December 31, 2019.

	Current Plan In/Out Network	In Network	Out of Network
Deductible	\$50.00	\$50.00	\$100.00
Annual Maximum Benefit	\$2500.00	\$2000.00	\$1000.00

VSP-Vision Service Plan Renewal

Coverage and rates remain the same through December 31, 2019.

APPENDIX V
GRIEVANCE REPORT FORM

SOUTH BEND COMMUNITY SCHOOL CORPORATION

GRIEVANCE
Step I

Appendix VI Grievance Report Form

Building	Assignment	Name of Grievant	Date Filed
----------	------------	------------------	------------

A. Date Grievance Occurred _____

1. Statement of Grievance

2. Relief Sought

Signature	Date
-----------	------

C. Disposition by Principal

Principal's Signature	Date
-----------------------	------

D. Position of Grievant and/or Association

Signature	Date
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Note: Distribution should be made after item D has been completed.
White: Superintendent Yellow: Principal Pink: Association Office
150110-1 Revised 6/11

Gold: Teacher

SOUTH BEND COMMUNITY SCHOOL CORPORATION
FORMAL GRIEVANCE APPEAL

Step II

A. Date Received by Superintendent or Designated Representative _____

B. Disposition by Superintendent or Designated Representative

Signature

Date

C. Position of Grievant and/or Association _____

Superintendent or Designee's Signature

Date

APPENDIX VI PAYROLL DEDUCTION FORM

Benefits Election Form for Payroll Deduction

Name _____ SS# _____ EE# _____
 Date of Employment _____ Benefits Effective _____
 Position _____ Cert _____ Non-Cert _____ Admin _____
 Class# _____ Job Code _____ 10 mo cont _____ 10 mo hourly _____ 12 mo _____
 Initial/New EE _____ Special Enrollment _____ Job Share _____
 My spouse is also employed by SBCSC ☐ Name: _____
 Plan Option: ☐ Buy Up ☐ Core

Benefits I Elect To Take: (check appropriate box)

	Employee	Employee + Children	Employee + Spouse	Full Family	Waived
Medical	☐	☐	☐	☐	☐
Dental	☐	☐	☐	☐	☐
Vision	☐	☐	☐	☐	☐
Life	☐	☐	☐	☐	☐
LTD	☐	☐	☐	☐	☐

Section 125 Yes ☐ No ☐

Date of Orientation: _____

I have discussed the employee benefits program with a representative from the Benefits Department including medical, dental, vision, life insurance and long-term disability. I have also received information regarding INPRS, COBRA, 403(b)/457(b), and Section 125.

I hereby authorize the South Bend Community School Corporation (SBCSC) to deduct from my salaries and wages the amount specified now or in the future for insurance premiums for which I have elected. This authorization will remain in effect until cancelled by me or by SBCSC.

Signature: _____ **Date:** _____

OFFICE USE ONLY:

Medical: From _____ to _____ Effective Date _____
 Dental: From _____ to _____ Effective Date _____
 Vision: From _____ to _____ Effective Date _____

Medical: _____ / _____ / ____
 Dental: _____ / _____ / ____
 Vision: _____ / _____ / ____

Initiated by: _____
 Date: _____
 Sent to Payroll: _____

INDEX

401(a) Plan.....	7
ABSENCES AND LEAVES	2
Absence Due to Assault	6
Adoptive Leave.....	4
Association President.....	5
Baby-Bonding Leave	4
Bereavement	3
Childbirth Leave.....	4
Court Appearance	4
Exchange Teaching.....	3
FMLA Leave	5
Holiday Deductions.....	3
Jury Duty	5
Military Leave	3
Personal Business.....	3
Personal Illness.....	2
Pregnancy Leave.....	4
Professional Growth	4
Professional Growth Days	4
Reassignment.....	4
Religious Holiday Leave	5
Sabbatical Leave - Purpose	6
Sick Leave Bank.....	5
Superintendent	3
Superintendent Approved Leave	4
Worker's Compensation	3
APPENDIX I	16
Compensation	16
Extra Pay for Special Services	19
Salary	23
APPENDIX II	19
APPENDIX III	23
APPENDIX IV	
INSURANCE BENEFIT PROVISIONS AND RATES.....	25
APPENDIX V	25, 31
GRIEVANCE REPORT FORM	31
APPENDIX VI	
PAYROLL DEDUCTION FORM	33
APPENDIX VII.....	33
COMPENSATION	11
Basic Salaries.....	11
Military Credit.....	11
DURATION OF AGREEMENT	15
Educational Services Company	7
EFFECT OF AGREEMENT	14
Penny Leave Provisions.....	14
Savings Clause.....	14
EMERGENCY SCHOOL CLOSING	10
Remuneration	10
Travel Difficulties	10
Family Medical Leave.....	5
FMLA.....	5
GRIEVANCE PROCEDURE	1
Aggrieved Teacher and Class Grievance	2
Definition	1
Formal	1
Immediate Supervisor.....	1
Informal	1
Purpose	1
Right to Representation.....	2

Step I	1, 2
Step II	2
INSURANCE	10
Comprehensive Major Medical Health Insurance	10
Dental Insurance	10
Insurance for Retired Teachers	11
Liability	11
Life Insurance	11
Long-Term Disability	11
Professional & Auto	11
Section 125	11
Vision Insurance	10
Worker's Compensation	11
IRS Code	7
Military Leave	3
PROFESSIONAL COMPENSATION	11, 13
Basic Salaries	11
Class Coverage	13
Continuing Dues Deductions	12
Credit for Outside Teaching Experience	12
Daily Deduction	12
Deductions for Absences	12
Equal Pay	12
Extra Pay Schedule	12
ISTRF Contribution	12
Mileage	13
Military Credit	11
Payroll Deductions	12
Professional Staff Meetings	13
Prorated Pay	13
Special Education Emergency Permit	13
Tax-Deferred Annuities	12
PROFESSIONAL GRIEVANCE PROCEDURE	1
Aggrieved Teacher and Class Grievance	2
Definition	1
Formal	1
Immediate Supervisor	1
Informal	1
Purpose	1
Right to Representation	2
Step I	1, 2
Step II	2
Superintendent	1, 2, 3, 10, 13
RECOGNITION	1
Definition	1
Recognition	1
SBCSC Bylaws & Policies	5
SEVERANCE PAY, RETIREMENT AND SUPPLEMENTAL BENEFITS	6, 23
Buy-Out Contributions	6
Calculation of Corporation Contributions	24
Continuing Benefits	8
Effective Date of Amendments	23
Group Insurance	8
Miscellaneous Provisions	9
Retirement Before the Effective Date	23
Retirement On or After the Effective Date	23
VEBA	6
Vesting Requirements	7
VEBA	8, 9
Vesting Requirements	7, 8
Worker's Compensation	6