

**2019-2021  
COLLECTIVE BARGAINING AGREEMENT  
between Millard Public Schools  
and the Millard Education Association**

**THIS AGREEMENT** made and entered into this 12<sup>th</sup> day of June, 2019 by and between School District Number 17, Douglas County, Nebraska, also known as the Millard School District (hereinafter called "District"), and the Millard Education Association (hereinafter called "Association").

**WHEREAS**, the parties have from time to time met and negotiated the terms and conditions of employment for teachers for the 2019-20 and 2020-21 school years; and

**WHEREAS**, the parties have reached an agreement with respect to the terms and conditions of the employment for teachers for the 2019-20 and 2020-21 school years;

**NOW, THEREFORE**, in consideration of the covenants and conditions as hereinafter set forth, the parties agree as follows:

**ARTICLE I  
RECOGNITION**

For the purpose of negotiating collectively on those terms and conditions of employment required by law, the District hereby agrees to recognize the Millard Education Association as the exclusive bargaining agent for employees certificated by the Nebraska Department of Education and employed by the District. This definition specifically does not include persons employed as Administrators or Nurses by the District.

**ARTICLE II  
PROCEDURE AND PROTOCOL**

The parties hereby agree that negotiation shall be commenced, conducted and completed according to the procedure and protocol set forth and described in Appendix A, which is attached hereto and made a part of this agreement.

**ARTICLE III  
TERMS AND CONDITIONS**

**I. Term of Contract:**

The term of the contract shall begin on August 1, 2019 and terminate on July 31, 2021. In each contract year, the contract shall consist of 192 teacher days for returning teachers and 194 days for new teacher hires. The District may require any new teacher hire to work day 193 and day 194 of his or her contract without compensation, provided days 193 and 194 are scheduled after the commencement of the regular teacher work calendar. Each new teacher hire who attends new teacher workshops before the commencement of the regular teacher work calendar shall be compensated for each day of attendance at a rate of \$200 per day. New teacher hire workshop compensation shall be rendered as a stipend and tracked separately from total salary for the purposes of calculating the new teacher hire's daily rate of pay. In addition,

the District may require any teacher covered by this agreement to work up to five additional days (e.g. 197 days for returning teachers and 199 days for new teacher hires), provided that the teacher is compensated at the daily rate described below and given a minimum of 90 days' advance notice. A teacher may be excused without pay from working the additional day(s) by providing good cause; good cause shall include any of the leave of absence reasons set forth in Board Policy and Rule. Failure to show good cause may result in disciplinary action. In determining how many additional days the District may require of an employee, the District shall disregard work offered and voluntarily accepted by the employee.

If upon the expiration of this Agreement on the 31<sup>st</sup> day of July, 2021, the parties hereto have not agreed to a collective bargaining agreement for the school year 2021-22, the terms of this Agreement shall continue in full force and effect, so long as the parties are continuing to engage in good faith collective bargaining.

## **2. Salary / Compensation:**

**Formula Salary Methodology:** The salary will be adjusted proportionately according to changes in the individual teacher's full-time equivalency (F.T.E.) and / or number of contract days. For the 2019-20 and 2020-21 school years, each teacher's pay shall be as set forth in Appendix B, subject to the following limitations:

- a) For 2019-20, a returning teacher's salary shall be the greater of: (i) his or her formula salary in Appendix B; or (ii) the same salary as his or her 2018-19 salary, prorated for f.t.e. or extended contracts;
- b) For 2020-21, a returning teacher's salary shall be the greater of: (i) his or her formula salary in Appendix B; or (ii) the same salary as his or her 2019-20 salary, prorated for f.t.e. or extended contracts.
- c) Any teacher newly hired to the District for the 2019-20 or 2020-21 school years shall receive a salary as set forth in Appendix B; and
- d) Any error found in salary shall only be corrected retroactive to the beginning of the year in which the error was discovered or the year in which the specific error was brought to the attention of Human Resources in writing (e.g. a salary error discovered in January of 2020 will be corrected retroactively to the September of 2019 pay period). The District may, but shall not be required, to delay the correction of errors that decrease a teacher's salary until the next contract year.
- e) The balance of the Employee Benefits Fund on May 1, 2020 shall be used to determine the base salaries for the 2020-21 school year as set forth in Appendix B. The District shall communicate the balance of the Employee Benefits Fund to the Association on or before May 30, 2020. The balance of the Employee Benefits Fund for purposes of this Agreement shall not include any loans into the Fund by the District or any amounts borrowed out of the Fund by the District.

**Signing Bonus for New Hires:** Beginning with the 2020-21 school year, a newly hired teacher shall receive a one-time, lump sum bonus in the amount of \$1,000. The signing bonus shall be adjusted for FTE and length of contract less than 194 days, and be paid within two (2) pay periods of the employee's start of service.

**20 Year Career Service Stipend:** In each year covered by the terms of this Agreement, each employee who has accumulated 20 years or more of service in the District shall receive a stipend of \$1,200 as flat salary. The stipend shall be prorated for FTE and length of contract less than 192 days. The Career Service Stipend shall be paid on a monthly basis, and for ease of administration, will be calculated separately from the employee's base salary calculation as defined in Appendix B. The Career Service Stipend will not be considered part of salary for the purposes of determining future salary computations.

**Additional Days:** Each teacher who works extra days beyond the contracted days specified in Article III, Section I will be compensated as follows:

- a) when a new teacher hire works extra days as provided for in Article III, Section I of this agreement they shall be paid in accordance with said article;
- b) when non-teaching duties are offered and accepted during non-contract days (e.g. painting, maintenance, moving furniture, configuration and setup of computers, etc.), the rate of pay shall be at the sole discretion of the District;
- c) when teaching duties involving direct delivery of instruction are required or offered and performed in addition to a teacher's normal classroom responsibilities (e.g. summer school or advancement placement review), the District may set a rate of pay which shall not be less than \$272 per day (\$34 hourly);
- d) when duties related to teaching but not involving direct delivery of instruction are required or offered and performed in addition to a teacher's normal classroom responsibilities (e.g. curriculum writing, required staff development, assessment development), the District may set a rate of pay which shall not be less than \$224 per day (\$28 hourly);
- e) supervision duties during the year shall be at the extra duty rate provided in Appendix C;
- f) the District may offer optional staff development during off-contract time. Such optional staff development may be offered to participating employees with or without a monetary incentive, or other incentive as offered by the District; and
- g) in the event duties are performed for less than a full day, the District may set a comparable hourly rate by dividing the daily rate by eight (8) or a one-half daily rate set by dividing the daily rate by 2. In no event shall the totals an hourly rate or a one-half daily rate exceed the daily rate for any one day worked.

All salary will be adjusted proportionately according to the individual teacher's full time equivalency status (F.T.E.) and / or the teacher's total number of paid contract days.

### 3. Other Compensation

**Critical Shortage Program:** The District may identify critical shortage teaching areas and determine additional compensation to be offered to candidates who accept job offers in such areas. Eligible additional compensation recipients shall include any teacher employed by the District who is selected to fill a critical shortage area position. The additional compensation will be distributed over a one-year period, provided the recipient remains employed by the District in the critical shortage area during the entire one-year period. Recipients who cease to be employed by the District in the critical shortage area shall forfeit all future compensation on the day their assignment ends. Should the District enact the Critical Shortage Program, it will solicit input from the Association prior to its implementation. The policies, procedures, implementation and all decisions related thereto shall be the sole responsibility of the District.

**High Need Degrees, Hours, and Endorsements Program:** The District shall allocate a minimum of \$50,000 in each year of this Agreement to provide expense reimbursement for teachers pursuing degrees, graduate hours, or endorsements in designated subject areas. The District will solicit input from the Association prior to implementation and during any annual review or revision to the program. The policies, procedures, implementation and all decisions related thereto, including the designation of applicable degrees and graduate hour subject areas or endorsements, shall be the sole responsibility of the District.

**Health and Human Services Certification:** The District shall pay any fees specifically pertaining to the certification of any Speech Language Pathologist obtaining, reinstating, and (or) renewing a Speech-Language Pathology License issued by the Nebraska Department of Health and Human Services, up to a maximum of \$140 every two (2) years.

**National Board Certification for Professional Teaching Standards (NBCPTS):** Each teacher holding an unexpired NBCPTS certificate issued prior to July 31, 2014 shall be paid a stipend of \$2,000 by the District for the time remaining on that teacher's certification.

**Extra Duty Compensation:** The schedule for extra duty compensation is attached hereto as Appendix C and by reference incorporated and made a part of the contract. Extra duty may be paid proportionately over the remaining contract beginning when the extra duty is assigned and when the District Human Resources office is notified of the extra duty assignment and ending in August. In the event a teacher is permitted to withdraw from an extra duty assignment, any payments previously paid will be deducted from the employee's compensation. The District may, with input from the Association, create, assign, and compensate new extra duty positions at its sole discretion during the term of this Agreement. Any new extra duty positions so created shall be subject to the normal terms of collective bargaining between the District and the Association for the 2021-2022 contract year.

**Mission Stipend Program:** For the 2019-20 and 2020-21 school years, the District shall allocate a minimum of \$50,000 in each year for the purposes of assigning additional compensation to those teachers whose contributions are deemed central to the District's mission, but not otherwise accounted for in the terms of this Agreement relating to extra duty compensation. The District will solicit input from the Association prior to implementation of this program in 2019-20 and during any annual review or revision to the program in 2020-21. The policies, procedures, implementation, and all decisions related thereto, including the criteria for and amount of each individual stipend, shall be the sole responsibility of the District.

#### 4. Insurance:

**Benefits Provided by the District:** The District shall provide each full-time teacher with health, dental, life, and long-term disability coverage and benefits. Health plan benefits are outlined in Appendix E, which is attached hereto and by reference incorporated in and made a part of this Agreement. The multiple plans listed in Appendix E are available to employees at the employee's option during the employer designated open enrollment period or at the time of other qualifying events (e.g., marriage, childbirth, etc.). The employee may choose only one plan.

**Rights Waived by the Association:** Except as provided for in the "Fiscal Conditions Benefit Reopener" paragraph of this section and Article III, Section 9 ("Reopener") of the Agreement, the Association shall waive its right to negotiate health and dental plan design provisions until January 1, 2022. The District may, therefore, under the terms of this Agreement, set or negotiate the benefit premiums for current employees and adopt, at its sole discretion, a distinct rate schedule and benefits for qualifying retirees. The Association shall not unreasonably withhold consent to reopen the Agreement for the purposes of incorporating the benefits structure changes in the event that the District chooses a new carrier.

**District Obligation to Disclose:** During the term of this Agreement, the amounts of the District's premium contributions shall be made available to the Association and teachers upon request. The District shall also disclose to the Association plan design provisions, or anticipated modifications to those provisions.

**Specific Plan Design Powers of Management:** Specifically, until January 1, 2022, the District, at management's discretion, may alter or amend health and dental plan provisions through the adoption of a fully funded insurance plan or by changing the terms of a self-funded insurance plan. Those health or dental plan design provisions so maintained or amended under this Agreement may include the termination of the District's contract with its insurance carrier and the adoption of a self- or fully-funded plan with a new carrier, the auditing of dependent eligibility, enrolling employees or their eligible dependents in the insurance plan contrary to the carrier's policy guidance, adjusting lists of drug formularies, adopting mandatory generic drug programs, revising the dollar amounts associated with emergency room or urgent care co-pays, changing drug co-pay amounts, limiting the number of certain enumerated medical procedures, determining the medical necessity of procedures (including whether a procedure is deemed experimental or investigational), revising the list of authorized network providers, instituting a multi-tiered network for the health plan, setting dental coverage parameters, and other plan changes not specifically contained in Appendix E.

**Specific Limitations on the Plan Design Powers of Management:** The only limitations on the District's discretion to manage and institute the benefit plan design changes are set forth in this paragraph and shall operate regardless of whether the insurance plan is administered under a self-funded employer-carrier arrangement or a fully funded plan to which the District subscribes. Specifically, (1) the District may not unilaterally alter those terms specifically set forth in Appendix E of this Agreement detailing deductibles, co-insurance percentages, health savings account contributions, in- and out-of-network percentage costs, and maximum out-of-pocket amounts; (2) the District may not alter the eligibility criteria of qualified dependents (spouses and children) currently provided coverage; (3) the District may not, without the

Association's consent, enter into an agreement with a new insurance carrier which fails to credit employees' and dependents' deductible usage and of credit towards out-of-pocket maximums from the old carrier to the new; (4) the District shall seek in its negotiations with any prospective carrier the consultation and input, though not the direct participation of the Association, for the purpose of determining the comparability of the new carrier's health insurance plans to the coverage in effect at the adoption of this Agreement; provided that such consultation shall not be construed by the Association as limiting the District's final power to adopt a new carrier; (5) the District may not limit the appeal rights of plan participants as provided for in the coverage documentation of any current or prospective insurance carrier; (6) the District may not rescind, overrule, or modify the insurance carrier's decisions regarding payment or non-payment of claims; (7) the District may not limit the appeal rights of covered employees or their dependents within the plan documents of the insurance carrier; and, (8) the District may not eliminate the insurance plan altogether.

**Fiscal Conditions Benefit Reopener:** In the event the balance of the District Employee Benefit Fund, as measured on May 1, 2020 and communicated to the Association by the District on or before May 30, 2020 is below \$3,000,000, either party may request that the other reopen negotiations to alter or amend those provisions of the Agreement related to the cost of health benefits anticipated to take effect in year two of the Agreement. The balance of the Employee Benefits Fund for the purposes of this section shall not include any loans into the Fund by the District or any amounts borrowed out of the Fund by the District. Should the Association withhold its consent to reopen the Agreement under these terms, or should the parties reopen talks but fail to reach a tentative agreement on or before August 15, 2020 the District may, beginning in year two of the Agreement, continue to calculate teacher salaries using the base salary values described by Appendix B, 2019-20 (year one) rather than adopt the base salary values described in Appendix B, 2020-21 (year two).

**Employee Health Insurance Premium Contributions:** For each eligible full-time teacher, the portion of monthly health insurance premiums paid by the employee for the 2019-20 and the 2020-21 school year shall be as follows:

COVERAGE TIER	CONVENTIONAL DEDUCTIBLE		HIGH DEDUCTIBLE	
	for wellness participants	for non-participants	for wellness participants	for non-participants
EMPLOYEE ONLY	15%	25%	0%	10%
EMPLOYEE + CHILDREN	15%	25%	0%	10%
EMPLOYEE + SPOUSE	15%	25%	0%	10%
EMPLOYEE + SPOUSE + CHILDREN	15%	25%	0%	10%

The District may deduct an employee's premium share contribution beginning in September for each full time employee who elects health coverage but did not participate in the wellness plan in the prior year, or who did not meet the criteria of the wellness plan in the prior year.

**Health Insurance for New Teachers:** Premium contribution levels for each eligible full-time teacher newly hired to the District shall be calculated as a non-wellness amount, unless the teacher participated as a spouse of another District employee in the prior year.

Beginning in the 2020-21 school year, the District may, at its sole discretion, eliminate the conventional deductible (MPS Plan #1) plan design option for new teachers with a start date on or after July 1, 2020.

**Wellness Program:** The District may continue to develop and amend the wellness program, provided that the District seeks input from the Association. The policies, procedures, implementation, amendments to, and all decisions related to the wellness program shall be the responsibility of the District; subject only to the following limitations:

- a) In each year, the District shall provide the Association with a written description of the terms and conditions of the wellness program including: (i) enrollment procedures; (ii) minimum participation criteria; (iii) scoring methodology; (iv) any appeals process; and (v) a list of all laboratory tests used as a part of the health screening;
- b) The District shall communicate annually to the Association: (i) the number of teachers enrolled in the wellness program; (ii) the number of teachers not meeting the participation criteria; and (iii) aggregate data setting forth the reasons the teachers did not meet the participation criteria;
- c) The District and the District's agent(s) shall maintain the confidentiality of all private health information in accordance with applicable federal, state, and local laws;
- d) Employee participation in the wellness program shall be voluntary. The wellness program shall provide an alternative participation standard in compliance with applicable law for any employee who, due to a medical condition and / or disability, is unable to meet the wellness program's criteria. Any employee completely exempted from any participation in the wellness program, including inability to meet any alternative participation standard, due to requirement of law (e.g. Americans with Disabilities Act), will not be charged designated premium amounts for non-participation or failure to meet the criteria of the wellness plan;
- e) For the 2020-21 school year, the District may:
  - i. maintain a health screening and individual health survey requirement for the premium incentive; or
  - ii. discontinue the wellness program and calculate premiums for the 2020-21 year based on the employee's 2019-20 participation or non-participation in the program.

**Dental Insurance:** The District shall pay the full cost of single dental coverage; the teacher may purchase additional dental coverage by paying the additional premium through payroll deduction.

**Life Insurance:** The District shall pay the full cost of \$50,000 term life coverage.

**Long-Term Disability Plan:** Each full-time teacher shall participate in the long-term disability plan and the teacher shall pay the full premium through payroll deduction; the premium shall not be paid through the District's Section 125 plan.

**Married Employees both Employed by the District:** When two District employees are married to each other and each qualifies for District paid family health insurance, the District shall provide and pay the premium for one family health plan as set forth above, and the District shall not provide multiple health plans or multiple HSA contributions. When employees are married to each other and each would otherwise qualify for full District benefits, the District shall waive the wellness participant employee premium share; provided that neither of the employees elects to participate in "cash option." Also, the District shall provide and pay the premium for one family dental plan; provided neither of the employees elects to participate in "cash option."

**Part-time teachers:** The District shall provide the same health, and dental insurance coverage and benefits for part-time teachers (who are employed as one-half F.T.E. or more, defined as at least 20 hours per week) as for full-time teachers. The District shall contribute an amount equal to one-half of the amount it contributes on behalf of a full-time teacher; provided, however, that the part-time teacher elects coverage and pays the balance of the premiums for such coverage through payroll deduction. The District shall provide each part-time teacher with a \$50,000 term life insurance policy and will pay the full premium. Additionally, each part-time teacher who is employed at least 20 hours per week or more shall participate in the District's long-term disability plan and the teacher shall pay the premium.

**Cash Option:** Each full-time teacher who was employed by the District during the 1996-97 school year and who has been continuously employed by the district thereafter, shall be eligible to exercise a cash option of \$325.28 per month in lieu of health and dental insurance in accordance with the cash option plan adopted by the District. Any such teacher electing cash option may purchase single or family dental coverage. Any such teacher electing cash option may, at his or her option, receive a reduced cash option of \$157.40 per month and the district will pay the premium for single health and dental. Continuous service shall include school-years during which a teacher was on an approved leave of absence. Any teacher who does not receive cash-option as of January 1, 2013 or subsequent date shall not be allowed to elect cash-option at a later date, even if the teacher was continuously employed from the 1996-97 school year. Any teacher who elects cash-option of \$157.40 per month as of January 1, 2013 or subsequent date may not elect cash option of \$325.28 at a later date even if the teacher was continuously employed from the 1996-97 school year. As a condition of continued eligibility for cash option payments, the District may require proof of health insurance from employees exercising cash option.

**Direct Bill:** In order to be eligible for the Direct Bill Plan as an early retiree, the employee must be at least 55 years old with at least 20 years of service. In addition, to be eligible, the employee, the spouse and dependents each must have had a minimum number of months of



continuous coverage under the District's Health and/or Dental Plan at the time continued coverage begins. The minimum number of months of continuous coverage required is 60 months.

**Other Insurance/Benefit Offerings:** The District may offer or cancel any other benefit offerings, such as vision insurance, at its sole discretion at any time during the term of this contract.

## 5. Leaves of Absence:

**Paid Leave:** During each school year covered by this contract, each full-time teacher shall receive twelve (12) days leave, and further be allowed any unused and accumulated leave from the previous year to a maximum total of eighty-seven (87) days of leave at full pay. Such leaves shall be taken only for reasons of: personal illness, family illness, family death, and business and emergency. The rules for use of leave are established in Board Policy and Rule.

**Business and Emergency Leave:** Up to three days of a teacher's accumulated paid leave per year may be used for business and emergency leave; and a maximum of two business and emergency leave days per year may be taken for any or no reason whatsoever; subject to limitations on permissible dates of leave, limitations on number of teachers eligible for leave on any given day, and application procedures developed by the District. Any changes to Board Rule that would modify the grounds for Business and Emergency Leave shall be negotiated with the Association prior to implementation.

Part-time teachers shall be allowed leave on a prorated basis equivalent to that portion of the total of twelve (12) days leave which is, equal to the proportion of his or her hours of part-time employment to the total regular employment hours per school year, and further be allowed any unused and accumulated leave from the previous school year to an equivalent total not to exceed what that proportion is to the eight-seven (87) days for regular full-time employees. Use of paid leave by part-time teachers shall only be allowed on a prorated basis. A teacher whose employment status changes from full-time to part-time and whose accumulated leave is greater than the maximum allowable prorated amount shall have the excess amount placed in reserve until such time that the employee's full-time equivalency increases. When the employee's full-time equivalency increases, some or all of the reserve leave shall again be part of the accumulated leave up to the maximum allowable prorated amount.

**Extended Personal Illness Leave:** Extended paid leave shall be provided to teachers as follows:

- a) **Borrowed Personal Illness Leave:** Each eligible teacher who has used his or her current and accumulated paid leave may borrow up to ten (10) days from the next school year's paid leave allotment. Teachers shall not be allowed to borrow leave in two consecutive years. If the teacher resigns before receiving sufficient additional paid leave days during the succeeding year(s) to repay the borrowed leave, the teacher shall be required to repay the District for the salary received for the borrowed leave. The salary repayment will be at the teacher's daily rate at the time of repayment for each borrowed day of paid leave and shall, if possible, be deducted from the employee's last paycheck. Should personal illness be the reason leading to resignation or termination of the teacher, the teacher shall not be required to pay back the salary for the borrowed days.

- b) **Substitute Deduct Pay:** A teacher who will qualify for long-term disability and who has fully used all of his or her paid leave and any applicable borrowed personal illness leave, as identified in Paragraph (a) above, prior to being eligible to receive long-term disability benefits, will be eligible for substitute-deduct leave. During substitute-deduct leave, the teacher shall continue to receive his/her salary reduced by the cost to the District of the substitute employed to replace the teacher.

In the event the District and the teacher, after receiving any information which determines that a teacher may qualify for long-term disability (and the teacher elects substitute-deduct leave prior to being approved for long-term disability) and the insurance carrier subsequently denies the long-term disability request, the teacher will be responsible for reimbursing the District the total amount of payments made to the teacher during the substitute-deduct leave. Such reimbursement will be through payroll reduction, if possible.

- c) **Procedures:** The procedures and rules for administration of extended personal illness leave shall be established by the District.

**Annual Reimbursement for Unused Paid Leave:** At the conclusion of each school year covered by this agreement, each full-time teacher shall receive reimbursement for each unused day of accumulated paid leave in excess of seventy-five (75) days and further shall have his or her accumulated paid leave allotment reduced to seventy-five (75) days. Each part-time teacher shall receive reimbursement for each unused day of accumulated paid leave in excess of that portion of seventy-five (75) days which is equal to the proportion of his or her hours of part-time employment to the total regular employment hours per school year and further shall have his or her accumulated paid leave allotment reduced by the number of reimbursed leave days. For the terms of this agreement, the rate of reimbursement shall be \$150. The District shall establish procedures for payment of the leave reimbursement program.

**Career Reimbursement for Unused Paid Leave:** Each teacher concluding his or her District employment after at least 20 years of service in the District and who is at least 55 years of age shall be reimbursed for each day of unused accumulated paid leave, with the reimbursement to be rendered at the conclusion of the contract year in which the teacher's District employment ends. To the degree permitted by law, such payments may be made as "employer contributions" to a 403(b) / TSA account established for the employee by the District, unless the District decides, at its sole discretion, to pay said amounts as cash or to a health savings account. For the terms of this agreement, the rate of reimbursement shall be \$195. The policies, procedures, implementation and all decisions related thereto shall be the sole responsibility of the District; provided however, the District will review the program with the Association prior to implementation.

**Association President Leave:** The President of the Association representing the majority of the teachers, at the request of the Association, will be given leave with pay during such President's term of office; provided however, the Association shall reimburse the District the full cost of salary and fringe benefits of the Association President. The leave shall be for no less than one semester. The Association must provide the District a ninety (90) day notice in advance of such leave request. Upon returning to employment as a teacher, reasonable efforts will be made by the District to place the President in the same or comparable position held

when the leave commenced. The President will be advanced on the salary schedule as other teachers and without any limitation because of the leave granted.

## **6. Planning**

**Elementary Plan Time.** Elementary teachers shall have a minimum of 300 minutes, during student contact time, of preparation/conference/planning time during a two-week instructional period. Elementary teachers include all teachers who work in an elementary building.

**Compensation for Lost Planning Time:** A teacher covered by this Agreement shall not normally be required to supervise a class for another teacher during his or her individual planning time when a substitute is authorized and available. However, in an emergency situation where a substitute is otherwise unavailable, a teacher scheduled for planning time may be required by his or her principal, or their designee, to supervise a class. In these circumstances the teacher losing his or her individual planning time shall be paid for each clock hour (or portion thereof, rounded to the nearest one-fourth hour) at the rate of \$28 per hour. If no teacher with planning time is available and students are reassigned to other teachers' classes, such reassignment shall be divided equally among all teachers in the building over the course of the academic year.

## **7. Facility Use:**

The Association shall be permitted to place in mailboxes provided for individual staff members MEA/NSEA newsletters, circulars, notices and other materials relating to the Association and its operations. The Association shall be permitted to post or place any material relating directly to Association business on the bulletin boards located in faculty lounges. No local, state or national political campaign material for public office or any other material which violates the Policies or Rules of the District will be permitted to be either distributed through the staff mailboxes or placed on faculty lounge bulletin boards.

## **8. Grievances:**

Any grievance raised by an employee or the Association shall be pursued in accordance with:

- (a) Board Rule 4001.2 for allegations of Non-Discrimination and Harassment;
- (b) State Law for suspension without pay, contract amendment, contract non-renewal, contract termination, or contract cancellation; or
- (c) Board Rule 4325.1 for all other grievances.

If the District amends Board Rule 4325.1 after May 1, 2019, the Association may, in its sole discretion, accept the amendments or retain the former version of the Board Rule for purposes of its member grievances. The Board may amend Board Rule 4001.2 at any time at its sole discretion at any time and such amendments will become immediately effective for persons covered by this Agreement.

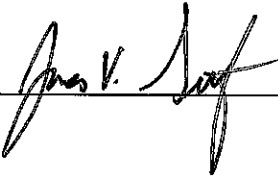
**9. Reopener**

In the event either party reasonably anticipates the District's Grand Total of All Receipts (as defined in the Nebraska Department of Education's Annual Financial Report) will increase from the fiscal year ended 2020 to the fiscal year ended 2021 by less than 2.5%, either party may reopen the Agreement for the sole purpose of renegotiating salary and benefits.

IN WITNESS THEREOF, the parties have duly executed this agreement as of the day and year first above written.

Millard School District  
School District No. 17  
Douglas County, Nebraska

Millard Education Association

by  \_\_\_\_\_

by  \_\_\_\_\_

**Appendix A**  
**Procedure and Protocol of Contract Negotiations**

1. Upon notice by either party to the other, the parties agree to enter into negotiations for the purpose of entering into a contract and agreement for teacher salaries and terms and conditions of employment which are either required by law or made the subject of negotiations by agreement of the parties.
2. Either party, upon giving notice to the other party, may include with such notice its proposals to be included in the contract to be negotiated by the parties.
3. The parties shall conduct negotiations in such a manner as to permit each of the parties to provide the other party with an explanation of its proposals, presentation of relevant data, dialogue and exchange of points of view.
4. Each of the parties may make proposals and counter proposals during the negotiations.
5. Either party may utilize the services of outside consultants to assist in negotiations.
6. Both parties shall designate and appoint representatives of that party for the conduct of negotiations.
7. Unless otherwise agreed upon, the negotiations shall be conducted in closed sessions and no releases shall be made to any of the news media as to the progress of negotiations until the contract has been accepted by both parties, whereupon the media will be given a joint statement.
8. If the parties fail to reach an agreement after good faith negotiations, the parties shall proceed in accordance with law.
9. If the representatives of the parties reach an agreement, the agreement shall be reduced to writing and submitted to the Board of Education of the District and to the membership of the Association for approval and acceptance and as approved and accepted by both parties, the Agreement shall be signed by the duly authorized officers of both parties.
10. The agreement shall constitute the full and complete agreement between the parties. If any of the specific terms or conditions of this agreement conflict with the policies, rules, regulations, procedures, or practices of the District's Board of Education, the Agreement shall take precedence. Any policies, rules, regulations, procedures, or practices of the District that are not specifically covered by this agreement may be established, amended, superseded, or changed at the discretion of the District.
11. If any provision of the contract or any application of the contract to any employee or groups of employees shall be found to be contrary to law, then such provisions shall not be in effect but all other terms and conditions shall continue in full force and effect.
12. If Federal or State action, legislative, administrative, or judicial; results in material changes to the benefits described in Article III of this Agreement or its associated appendices that have the potential to be detrimental to the District or Employees, either party may request that the other open the Agreement to deal only with those legislative, administrative, or judicial changes. The other party shall not unreasonably withhold consent to reopen the Agreement upon request pursuant to this paragraph.

**Appendix B**  
**TEACHER SALARY CALCULATION (2019-20)**

I. Salary shall be calculated as follows for a teacher holding a Bachelor's degree:

The Base Bachelor's (BA) Salary shall be \$39,265;

Each Year of Experience after the first at the BA level shall add \$300 to the teacher's salary up to a maximum of nine (9) additional years. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour submitted during this school year shall add \$190 to the teacher's base salary, up to a maximum of 36 hours (or 39 hours if a District-approved course or program).

II. Salary shall be calculated as follows for a teacher holding a Master's degree:

The Base Master's (MA) Salary shall be \$46,445;

Each Year of Experience after the first shall add \$640 to the teacher's salary up to a maximum of twenty-six (26) additional years. No MA teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base salary, up to a maximum of 36 hours (or 39 hours if a District-approved course or program).

III. Salary shall be calculated as follows for a teacher holding an Educational Specialist's degree:

The Base Educational Specialist's (EdSpec) Salary shall be \$56,365;

Each Year of Experience after the first shall add \$660 to the teacher's salary up to a maximum of twenty-six (26) additional years. No EdSpec teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base, up to a maximum of 3 additional hours if the final 3 credits are earned through a District-approved course or program.

IV. Salary shall be calculated as follows for a teacher holding a Doctoral degree:

The Base Doctoral Degree (Doctorate) Salary shall be \$56,385;

Each Year of Experience after the first shall add \$680 to the teacher's salary up to a maximum of twenty-six (26) additional years. No doctoral teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience;

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base, up to a maximum of 3 additional hours if the final 3 credits are earned through a District-approved course or program.

V. For the purposes of salary calculation, a "credited year of experience" shall be calculated in accordance with Nebraska Revised Statute § 79-825.

**Appendix B**  
**TEACHER SALARY CALCULATION (2020-21)**

I. Except as noted in the "Fiscal Conditions Benefit Reopener" paragraph of this Agreement, salary shall be calculated as follows for a teacher holding a Bachelor's degree:

The Base Bachelor's (BA) Salary shall be \$40,100;

Each Year of Experience after the first at the BA level shall add \$300 to the teacher's salary up to a maximum of nine (9) additional years. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$190 to the teacher's base salary, up to a maximum of 36 hours (or 39 hours if a District-approved course or program).

II. Except as noted in the "Fiscal Conditions Benefit Reopener" paragraph of this Agreement, salary shall be calculated as follows for a teacher holding a Master's degree:

The Base Master's (MA) Salary shall be \$47,280;

Each Year of Experience after the first shall add \$640 to the teacher's salary up to a maximum of twenty-six (26) additional years. No MA teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base salary, up to a maximum of 36 hours (or 39 hours if a District-approved course or program).

III. Except as noted in the "Fiscal Conditions Benefit Reopener" paragraph of this Agreement, salary shall be calculated as follows for a teacher holding an Educational Specialist's degree:

The Base Educational Specialist's (EdSpec) Salary shall be \$57,200;

Each Year of Experience after the first shall add \$660 to the teacher's salary up to a maximum of twenty-six (26) additional years. No EdSpec teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience; and,

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base salary, up to a maximum of 3 additional hours if the final 3 credits are earned through a District-approved course or program.



IV. Except as noted in the "Fiscal Conditions Benefit Reopener" paragraph of this Agreement, salary shall be calculated as follows for a teacher holding a Doctoral degree:

The Base Doctoral Degree (Doctorate) Salary shall be \$57,220;

Each Year of Experience after the first shall add \$680 to the teacher's salary up to a maximum of twenty-six (26) additional years. No doctoral teacher shall be credited for more than thirteen (13) years of experience outside the District. The current year of the teacher's contract shall equal a year of experience;

Subject to the terms and conditions described in Appendix D, each Approved Graduate Credit Hour shall add \$275 to the teacher's base salary, up to a maximum of 3 additional hours if the final 3 credits are earned through a District-approved course or program.

- VI. For the purposes of salary calculation, a "credited year of experience" shall be calculated in accordance with Nebraska Revised Statute § 79-825.
- VII. In the event the District's Employee Benefit Fund for the District's self-funded health insurance plan, as measured on May 1, 2020 is below \$3,000,000 (not including any loans to the Fund or borrowing from the Fund) or the District's Grand Total of All Receipts increase from the fiscal year ended 2020 to the fiscal year ended 2021 by less than 2.5%, the base salaries listed for the 2020-21 school year may remain in effect unless the District and the Association reopen and successfully modify the agreement as specified in the "Fiscal Conditions Benefit Reopener" paragraph of this Agreement.

**APPENDIX C  
COMPENSATION STIPENDS FOR EXTRA DUTIES**

**HIGH SCHOOL  
ATHLETIC STIPENDS**

**FOOTBALL**

Head Coach	\$8,600
Assistant Varsity	\$5,590
Assistant Coach	\$4,558
[boys]	

**BASKETBALL**

Head varsity	\$7,740
Varsity Assistant	\$5,031
J.V. Coach	\$5,031
Assistant Coach	\$4,102
[boys and girls]	

**TRACK**

Head Coach	\$6,880
Assistant Coach	\$3,784
[boys and girls]	

**WRESTLING**

Head Coach	\$7,740
Assistant Coach	\$4,257
[boys]	

**BASEBALL**

Head Coach	\$6,880
Assistant Coach	\$3,784
[boys]	

**SWIMMING**

Head Coach	\$7,740
Assistant Coach	\$4,257
[boys and girls combined]	

**VOLLEYBALL**

Head Coach	\$7,740
Assistant Coach	\$4,257
[girls]	

**SOFTBALL**

Head Coach	\$6,880
Assistant Coach	\$3,784
[girls]	

**SOCCER**

Head Coach	\$6,880
Assistant Coach	\$3,784
[boys and girls]	

**GOLF**

Head Coach	\$3,870
[boys and girls]	

**TENNIS**

Head Coach	\$3,870
Assistant Coach	\$2,516
[boys and girls]	

**CROSS COUNTRY**

Head Coach	\$5,031
Assistant Coach	\$3,784
[boys and girls combined]	

Aquatics Director	\$10,140
Strength and Conditioning	\$10,750
Weight Room Supervisor	\$6,500
Assistant Activities Director	\$8,750
Unified Sports Sponsor	\$1,500

**OTHER HIGH SCHOOL  
EXTRA DUTY STIPENDS**

Assistant Band Director	\$4,500
Assistant Debate	\$3,780
Assistant Drama	\$2,320
Assistant Forensics	\$3,780
Assistant Musical Director	\$1,520
Assistant Vocal Music Director	\$3,400
Band Director	\$7,560
Broadcast Journalism	\$3,200
Cheerleading [varsity]	\$4,300
Cheerleading [junior varsity]	\$3,000
Cheerleading [freshman]	\$3,000
Class board sponsor [senior]	\$870
Class board sponsor [junior]	\$1,300
Club sponsor	\$580
Color Guard	\$2,000
Dance Team	\$3,000
Debate	\$7,560
DECA	\$1,750
Drama Director	\$6,750
FBLA	\$1,400
FCCLA	\$1,400
FinishLynx System Operator	\$580
Forensics	\$7,560

Literary Magazine	\$870
MTSS Consultant	\$800
Musical Director	\$3,030
National Honor Society	\$1,700
Newspaper	\$4,000
Orchestra (strings) Director	\$3,780
Partners for Education Liaison	\$580
Skills USA	\$1,110
Student Council	\$1,700
Vocal Music Director	\$6,800
Yearbook	\$4,500

MIDDLE SCHOOL  
EXTRA DUTY STIPENDS

**BASKETBALL**

Head	\$1,850
Assistant	\$1,575
C Team	\$1,275
[boys and girls]	

**WRESTLING**

Head	\$1,850
Assistant	\$1,575
[boys]	

**TRACK**

Head	\$1,850
Assistant	\$1,575
[boys and girls]	

**VOLLEYBALL**

Head	\$1,850
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Assistant	\$1,575
C Team	\$1,275
[girls]	

<b>FOOTBALL</b>	\$1,850
[boys]	

Intramural Boys Basketball	\$750
Intramural Girls Basketball	\$750
Intramural Girls Volleyball	\$760

<b>ACTIVITIES DIRECTOR</b>	\$6,660
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**OTHER MIDDLE SCHOOL  
EXTRA DUTY STIPENDS**

Annual (Yearbook)	\$1,740
Assistant Musical	\$1,150
Club Sponsor	\$580
Drama / Musical	\$1,300
Instrumental (Band) Director	\$1,740
MTSS Consultant	\$800
Newspaper	\$730
Orchestra (Strings) Director	\$1,160
Partners for Education Liaison	\$580
Student Council	\$1,010
Vocal Music Director	\$1,740
Volunteer Coordinator	\$290

**ELEMENTARY  
EXTRA DUTY STIPENDS**

Club Sponsor	\$580
MTSS Consultant	\$680
Partners for Education Liaison	\$580

Safety Patrol	\$1,310
Student Council	\$730
Watch DOGs Coordinator	\$580

**DISTRICT  
EXTRA DUTY STIPENDS**

Building Web Page Initiator	\$1,500
Building Wellness Coordinator	\$580
Computer Initiator (Elementary, Middle, High)	\$2,800
Crisis Team Member	\$1,000
Department Head [*]	\$2,820
IB Extended Essay Supervisor / Mentor	\$360
Instrumental Music Department Head (4-12)	\$2,750
Mentor	\$400
New Staff Induction	\$290
Staff Development Facilitator	\$860
Supervisor (paid per supervision assignment)	\$25
TEAMMATES Sponsor	\$580

\*Buildings with Instructional Team Leaders and Facilitators in lieu of Department Heads split building's allocated Department Head salaries

**Appendix D**  
**Salary Schedule – College Credit Courses for Salary Placement**

The following terms and conditions shall apply for salary range placement:

1. For purposes of determining placement on the salary range, a teacher must have each college graduate course approved by the Building Principal and the Human Resource Office prior to taking the course. In making the approval / non-approval determination the District will consider: the individual teacher's assignment, the type and level of college accreditation, and the individual course. The District may decline approval of any college graduate course in its sole discretion for any reason even if the course is from an accredited post-secondary institution. The District may decline approval of college graduate courses even if a particular course had been approved in a prior year.
2. Each teacher who has been accepted into and is working on a degree program may submit his or her program to the Building Principal and Human Resource Office for approval. If approved it will be placed on file in the Human Resource Office and each individual course listed in the program will automatically be approved for future salary range placement.
3. Application forms for approval of college graduate hours are available from Human Resources.
4. **Alternative Credit:** The District may approve non-graduate courses that, for the purposes of determining placement on the salary range, count as approved graduate work. In making the approval of non-graduate course work, the District will consider the individual course and its relationship to the individual's assignment. The District may develop any necessary procedures for converting non-graduate course work into equivalent graduate credit hours for the purposes of determining placement on the salary range.
5. Procedure for placement on the salary range:
  - a. Placement on the salary range will be determined annually based upon the teacher's status at the commencement of the school year.
  - b. Placement determinations will be based upon the teacher's official college transcript filed with the Human Resource Office. A transcript must be on file prior to December 15 of the school year in order for courses to be considered in placement on the salary range for the current school year.
  - c. Only those courses completed prior to September 1 of the current school year, as evidenced in the official college transcript, will be considered for placement on the salary range for the current school year.
  - d. Any payment due as a result of a change in placement on the salary range will be retroactive to the beginning of the school year.
5. Maximum credit hours:
  - a. Bachelor's: The maximum number of total credit hours recognized for additional salary payment above a Bachelor's degree shall not exceed 39; provided however, the last 3 credit hours must have been earned after the



second semester of 2006-07 and are from a list of courses specifically approved by the Superintendent (or designee).

- b. **Master's:** The maximum number of total credit hours recognized for additional salary payment above a Master's degree, shall not exceed 39; provided however, the last 3 credit hours must have been earned after the second semester of 2006-07 and are from a list of courses specifically approved by the Superintendent (or designee).
- c. **Educational Specialist:** The maximum number of total credit hours recognized for additional salary payment above an Educational Specialist degree, shall not exceed 3; provided however, the 3 credit hours must have been earned after the second semester of 2006-07 and are from a list of courses specifically approved by the Superintendent (or designee).
- d. **Doctorate:** The maximum number of total credit hours recognized for additional salary payment above a Doctorate degree, shall not exceed 3; provided however, the 3 credit hours must have been earned after the second semester of 2006-07 and are from a list of courses specifically approved by the Superintendent (or designee).
- e. **Calculation Restrictions:**
  - i. In all salary ranges, (Bachelor's, Master's, Educational Specialist, and Doctoral), credit hours used for salary determination must not have previously been used to calculate salary. Credit hours used for salary determination must have been obtained after the date the preceding degree was earned as evidenced by the official college transcript. The maximum number of credit hours that may be submitted for salary advancement shall not exceed 18 in any single contract year.
  - ii. In all salary ranges, additional credit hours added during the 2019-20 and subsequent school years will only be calculated/credited at intervals of 9, 18, 27, 36, or 39 hours. Hours credited prior to the 2019-20 school year or hours calculated for new hires effective at the beginning of the 2019-20 school year will be fully calculated. For example, a teacher with BA+3 entering the school year will be treated as BA+3 for purposes of salary. If that same teacher earns 3 additional hours, he or she will remain at BA+3 because he/she did not reach the interval of "9." If that same teacher earns 10 additional hours, he or she will be credited at BA+9, because he/she reached the interval of "9", but did not reach the interval of "18."

**Appendix E  
MPS Health Plan**

Notwithstanding the term of the contract set forth in this Agreement, the provisions contained in this Appendix F of this Agreement shall become effective on January 1, 2020 and continue until December 31, 2020.

Benefit Overview	MPS Plan #1	MPS Plan #2 (non-embedded)	MPS Plan #3 and/or MPS Plan #4
Annual Deductible In-network Individual Family	\$1,050 \$2,100	\$3,700 \$7,400	District Discretion
Co-insurance % In-network	75%	n/a	District Discretion
Out-of Pocket Max, including deductible In-network Individual Family	\$5,000 \$10,000	n/a	District Discretion
Health Savings Account District contribution:	n/a	Single : \$1,100 Family : \$2,200	District Discretion

Notwithstanding the term of the contract set forth in this Agreement, the provisions contained in this Appendix E of this Agreement shall become effective on January 1, 2021 and continue until December 31, 2021.

Benefit Overview	MPS Plan #1	MPS Plan #2 (non-embedded)	MPS Plan #3 and/or MPS Plan #4
Annual Deductible In-network Individual Family	\$1,050 \$2,100	\$3,700 \$7,400	District Discretion
Co-insurance % In-network	75%	n/a	District Discretion
Out-of Pocket Max, including deductible In-network Individual Family	\$5,000 \$10,000	n/a	District Discretion
Health Savings Account District contribution:	n/a	Single : \$1,100 Family : \$2,200	District Discretion

Health Savings Account contributions made by the District, when applicable, shall be contingent upon the employee qualifying for a tax free HSA contribution under applicable laws.

Two-thirds of the District Health Savings Account contribution, when applicable, shall be made with the first payroll in January of each year for qualifying employees actively employed on that date. One-third of the District Health Savings Account contribution, when applicable, shall be made with the first payroll in September each year for qualifying employees actively employed on that date. Therefore, a qualifying teacher separating from employment at the end of the year will not receive the final one-third contribution in September and a qualifying teacher starting at the beginning of the year will get an initial one-third contribution in September.

The District may offer a third and/or fourth health insurance plan option including, but not limited to, a high performance network plan at its sole discretion. The policies, procedures, implementation and all decisions related thereto, including but not limited to, deductibles, employee premium share percentages, and out of pocket maximums shall be the sole responsibility of the District; provided however, the District will review the program and receive input from the Association prior to implementation.