

# **NEGOTIATIONS AGREEMENT**

by and between the

**BOARD OF TRUSTEES**  
**LAKELAND JOINT SCHOOL**  
**DISTRICT 272**

and the

**LAKELAND EDUCATION**  
**ASSOCIATION**

**FOR 2008-2009**

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**ARTICLE I**  
**SALARY SCHEDULE**

**1.1 Salary Schedule**

It is agreed the following salary schedule shall be in effect in 2008-2009:

**SEE SCHEDULE ATTACHED**

- A. It is further agreed that for 2008-2009 each full time certificated employee shall be granted a salary allowance sum of \$2600.00 (this amount is included in the attached salary schedule amounts). Less than full time employees with a 0.75 FTE or more contract will receive a 0.83 allotment.
- B. Individuals contracted for at least 0.5 FTE for the 2001-02 school year will continue to receive benefit allowance funds under the 2001-02 Negotiations Agreement language (with new funding amounts in each respective contract) as long as they remain continuously employed by the district at 0.5 FTE or greater.

**1.2 Salary Schedule Provisions**

- A. **Allowable Training and Experience - Entry Level**
  - 1. Up to nine years of acceptable teaching experience will be allowed for placement on the salary schedule for transfer teachers. Nine years of experience would place the teacher on step 10. Any teacher that transfers into the district with nine or more years of experience will also be placed on step 10.
  - 2. No credit is given for military experience.
  - 3. Seven months of continuous teaching in any single year is required to count as a year of experience.
  - 4. A master's degree shall be allowed for placement on the salary schedule if it is in or related to the areas or subjects taught. Specific credits not required for certification and taken after completion of the BA degree which are in or related to the area or subject taught can be counted for advancement beyond the BA or MA degree. Determination will be made by the Superintendent of Schools.
- B. **Training Increments**

To advance one or more training increments, acceptable graduate credit must be earned after completion of the BA degree. Salary schedule increments are in semester credits.

C. Acceptable Graduate Credit

No more than 10 semester hours can be upper division credit. The remainder of the credits for advancement on the salary schedule must be graduate credits (500's or higher). Any exceptions must meet the approval of the Superintendent.

D. Placement on the Salary Schedule

The salary category is determined by the number of years of service and training of the teacher before the opening day of school.

E. Advancement on the Salary Schedule

Teachers planning to advance on the salary schedule through additional credits and/or degrees must notify the Superintendent of Schools, in writing, not later than May 1 of their intention to work toward advancement on the schedule.

1. Courses to be taken must meet the approval of the Superintendent of Schools to count toward advancement on the salary schedule. In the event the course is denied, the teacher has the right of appeal to the Board of Trustees.
2. All course work for advancement on the salary schedule must be completed prior to September 1.
3. Proof of credit by official transcript must be received by the Superintendent of Schools by September 15. No contract will be changed after September 15, for salary schedule advancement.
4. Advancement on the salary schedule shall be limited to three columns on the salary schedule in one year unless the teacher earns an advanced degree.
5. When credits in any discipline are earned by a teacher at the request of the Superintendent, those specific credits will apply toward advancement on the salary schedule.
6. To advance an experience step on the salary schedule, a teacher must complete at least 91 days of classroom instruction during the year.
7. In the event that either the date for notification of intent to advance (May 1) or the deadline to receive official transcripts (September 15) falls on a non-working day, the documents may be accepted on the next scheduled work day.

**ARTICLE II**  
**BENEFITS**

**II.1 Insurance**

MEDICAL/DENTAL: It is agreed that beginning September 1, 2008, (October 1, 2008 for employees new to the district), the district will pay administration costs (8.50) and employee premium costs for the group medical (up to \$337.50), dental (up to \$32.90), and vision (up to \$7.55) insurance plan for each participating full time certificated employee up to \$386.45 per month until August 31, 2009. Employees hired after the first of any month will be eligible at the beginning of the next month. If the plan the employee chooses is more than \$386.45 per month, the employee will incur the extra expense. Less than full time employees with a 0.75 or more (FTE) contract will receive a 0.83 allotment.

- A. Every employee shall be deemed to have taken at least single medical and dental coverage, and not receive in excess of the \$2600 salary allowance.
- B. Individuals contracted for at least 0.5 FTE for the 2001-02 school year will continue to receive health and life insurance benefits under the 2001-02 Negotiations Agreement language (with new funding amounts in each respective contract) as long as they remain continuously employed by the district at 0.5 FTE

Monthly medical/dental insurance premiums for 2008-2009 that will be charged to the employee shall be as follows:

	Blue Cross No Dependent Dental	Blue Cross w\ Blue Cross Dental	Blue Cross w/Willamette Dental
<b>Employee</b>	NA	NA	NA
<b>Employee + 1</b>	158.25	188.65	188.44
<b>Employee +2</b>	405.95	467.20	466.87
<b>Employee &amp; Spouse</b>	394.15	432.45	432.21
<b>Family</b>	699.15	792.45	792.08

	Group Health Plan I No Dependent Dental	Group Health Plan I w/ Blue Cross Dental	Group Health Plan I w/Willamette Dental
<b>Employee</b>	64.81	64.81	64.81
<b>Employee + 1</b>	256.57	286.97	286.76
<b>Employee +2</b>	556.68	617.93	617.6
<b>Employee &amp; Spouse</b>	549.84	588.14	587.9
<b>Family</b>	925.35	1018.65	1018.28

## **II.2. Life Insurance**

It is further agreed that for the 2008-2009 school year, each certificated employee shall, at district expense, be covered by a \$20,000 term life insurance policy and that the employee may purchase dependent or additional life coverage at his/her own expense. Employees must have a half time or more (FTE) contract to qualify for the life insurance benefit (unless they are "grand fathered" as explained in the paragraph on Medical/Dental).

## **II.3. Vision Insurance**

It is further agreed that for the 2008-2009 school year, each certificated employee shall, at district expense, be covered by vision insurance, according to the plan selected by the district, at a cost up to \$7.55 per month. The district will offer the opportunity for the employee to purchase vision insurance for family members as allowed by the insurance vendor.

**ARTICLE III**  
**EXTRACURRICULAR SALARY**

**III.. Extracurricular Salary Schedule**

The following terms apply to certificated employees, although the positions may be held by non-certificated employees. Payment of stipends will be in accordance with Board of Trustee Policy.

**Senior High**

<b><u>Head Coach</u></b>	15.5%		
Baseball			
Basketball			
Football			
Soccer			
Softball			
Track			
Volleyball			
Wrestling		1	\$ 25,566
<b><u>Asst. Coach (includes 9<sup>th</sup> or C)</u></b>	11%	2	26,844
Same sports as above		3	28,123
<b><u>Golf Coach</u></b>	11.5%	4	29,401
<b><u>Cross Country</u></b>	13%	5	30,679
<b><u>Tennis</u></b>	5.7%	6	31,958
<b><u>Band Director</u></b>	10.5%	7	33,236
<b><u>Choir Director</u></b>	6.2%	8	34,514
<b><u>Speech/Arts</u></b>	5.7%	9	35,792
<b><u>Annual</u></b>	5.7%	10	37,071
<b><u>Drama</u></b>	9.2%		
<b><u>Newspaper</u></b>	5.7%		
<b><u>Cheerleading</u></b>	13%		
<b><u>Asst. Cheer (JV/C)</u></b>	6.3%		
<b><u>ASB/Leadership Advisor</u></b>	3.5%		

**JUNIOR HIGH SCHOOL**

<b><u>7 &amp; 8 Coach</u></b>	6.3%
Basketball	
Cheerleading	
Cross Country	
Track	
Volleyball	
Wrestling	
<b><u>7/8 Intramural Basketball</u></b>	4%
<b><u>7/8 Annual</u></b>	5.7%
<b><u>7/8 Band Director</u></b>	5.0%
<b><u>7/8 Choir Director</u></b>	3.0%
<b><u>ASB/Leadership Advisor</u></b>	3.5%

#### A. Experience Step Guidelines

For the positions above, up to 9 years experience on the BA column (steps 1-10) prior to the addition of the salary allowance) may be counted under the following guidelines:

1. Only years of extracurricular experience within a particular sport or activity will count as experience (not teaching experience).
2. A coach/advisor whom moves from one sport or activity to another or enters a sport or activity for the first time will begin at step 1.
3. A lesser coach who becomes an advanced coach in the same sport (or another sport) will begin at step 1 at the advanced coach percentage rate but shall not receive pay less than the previous position if the move is in the same sport.
4. A head coach that steps down to a lesser coaching position in the same sport will retain his/her experience step at the assistant coach rate.
5. A coach, advisor or director may transfer experience into the district (head to head, head to assistant, assistant to assistant - but not assistant to head).

The percent indicated for each position is applied to the appropriate step (1 through 10) of the BA column of the salary schedule depending on experience for a particular assignment.

#### B. Advisor and Other Extra Assignments :

Requests for advisory and other extra assignments not included in Section III A/B of the Negotiated Agreement may be made in writing in the year prior to the employee's anticipated leadership in such position, after May 1. Requests will receive consideration if received prior to September 15, of the year in which the position is to be held.

A committee consisting of the Superintendent or his/her designee and the Lakeland Education Association President or his/her designee will review requests to determine if the positions should be added, and make a recommendation to the Board of Trustees. The review will be completed prior to the beginning of the school year whenever possible. The two member committee shall gather what information they deem necessary from principals and teachers and may recommend a stipend of 1% to 5.5% of the actual base (prior to salary allowance or additions to meet state mandated minimums).

The final approval shall be voted upon by the Board of Trustees at the earliest possible Board meeting of the school year for which the request is applicable (September or October).

Approval or denial of requests will be made to the employee in writing with justification no later than five (5) days following the Board of Trustee decision.

Requests for extra pay under this provision shall be submitted on a form provided by the District which details at least the following information: (a) a general description of the activity, (b) the amount of time expected to carry out the activity, (c) the number of students to be supervised, if appropriate, (d) the number of contests and/or trips, (e) any other information that will assist the review committee in compiling a complete and accurate picture of the activity, (f) acknowledgement by the building Principal, (g) what enhancement to the well-being and advancement of students, school, and/or community, including academic, social or other wise will be derived.

C. The following positions are pre-determined and do not need to be re-submitted.

**Senior High**

B.P.A. Advisor	5.5%
F.H.A. Advisor	5.5%
Jr. Statesman Advisor	3.5%
Prom Advisor	1.5%
I.D.F.Y. Advisor	3.0%
Strive (JHS/SHS)	5.5%
T.S.A. Advisor	3.5%
Honor Society Adv	1.5%
MtView Yearbook	3.0%
Quiz Team Advisor	4.5%

**Junior High**

Mathcounts Advisor	2.5%
IDFY Advisor	3.0%
Honor Society Adv	1.5%

**Elementary**

Intramurals	5%
Yearbook	3%
Strive	5.5%

**ARTICLE IV**  
**LEAVES**

**IV.1 Leave of Absence**

The Board may grant certificated personnel a leave of absence without pay for a period of time of up to one school year for return to school, travel, exchange or foreign teacher, or personal reason.

- A. Applications for leaves of absence for a duration of one school year must be submitted in writing to the Superintendent no later than May 1, of the year preceding the intended leave. Applications for leaves of a duration of less than one school year shall be submitted at least 30 workdays prior to the first day of the intended leave.
- B. The teacher shall notify the Superintendent in writing by May 1 of the leave year of his/her intent to return to the district. If there is no written notice, his/her rights to employment shall be vacated.
- C. The teacher, upon return, will be placed in a position for which he/she is qualified by certificate endorsement and will be placed on the appropriate step on the salary schedule with no loss of accrued benefits.
- D. If it is in the best interests of children, and other constraints don't prevent it, the returning teacher will be assigned to the building and grade level he/she left.

**IV.2 Military Leave**

Military leave shall, at all times, be granted in accordance with the provisions of applicable state and federal laws. Specifically the provisions of "The Uniformed Services Employment and Reemployment Rights Act" (USERRA) shall be followed.

- A. National Guard members or military reservists shall be granted leave to attend required duty upon written notice to the Superintendent at least two weeks prior to the leave. The notice provision will be waived if "military necessity" prevents the giving of notice; or the giving of notice is otherwise "impossible or unreasonable." Definitions provided in Department of Defense regulations will govern application of these exceptions.
- B. During the first ninety days of military leave the employee will be paid their regular pay and benefit allowance, less the salary of the replacement teacher hired for their position (not to exceed the monthly rate of pay for the leave teacher). After the initial ninety-day period the

employee will be paid their regular pay less the salary of the replacement teacher. The salary allowance and health insurance coverage will not be paid after the ninety-day period. The employee will be able to utilize military health benefits and/or purchase coverage under the District's health plan for a period of up to eighteen months, as provided in USERRA.

### **IV.3 Association Leave**

A maximum of twenty-two (22) days may be used by LEA members for association leave. A request to the immediate supervisor, LEA president, and Superintendent must be made at least one week in advance of the leave.

- A. Not more than three teachers per building and no more than one per grade level may be gone on association leave, at any one time, and no more than three days may be used by any one member (up to 4 days for the president, co-presidents are limited to 6 days total).
- B. The district will pay the substitute for those association days prescribed by law 33-513. The IEA or LEA will pay the substitute for additional association days approved by the Superintendent.

### **IV.4 Professional Leave**

Certificated personnel may be granted leave with pay to attend educational meetings and/or workshops or visit exemplary classrooms or programs. One of the determining factors for approval shall be the benefit to the students.

- A. If the Principal or Superintendent denies the request, the employee has the right and opportunity to meet with the Principal and/or Superintendent about the decision.
- B. When the district requires attendance, allowable expenses will be paid.
- C. Applications for professional leave must be submitted to the principal at least 5 working days before the day(s) of the requested leave. If the principal approves, the application along with a written recommendation shall be forwarded to the Superintendent.

### **IV.5 Bereavement Leave**

Certificated personnel shall be granted up to 5 days of bereavement leave annually for death in the immediate family.

- A. Immediate family is defined as any relative living in the household of the employee and/or spouse, son, daughter, brother, sister, mother, father, grandmother, or grandfather, whether residing in or out of the household of the employee. In the case of a man and wife, the relationship is extended to both sides of the family.
- B. The Superintendent must approve additional days needed for travel or other reason. These additional days will be deducted from the employee's sick leave.
- C. Up to two days of sick leave will be allowed for funerals other than the immediate family. Approval of the principal is required. Any additional days for travel, etc. must be approved by the Superintendent.

### **IV.6 Pregnancy Leave**

A certified employee who is pregnant may work as long as permitted by the attending physician prior to delivery, and may return to work when released by the physician following delivery and recovery.

- A. Pregnancy leave may be charged to individual sick leave, but not to Sick Leave Bank without express authority and compliance with the rules and regulations of the Sick Leave Bank Policy as negotiated.
- B. Any days not covered by accumulated sick leave or approved from the Sick Leave Bank shall be leave without pay.
- C. In order to insure the employee receives all benefits provided by the Family Medical Leave Act (FMLA) the employee must notify the District Office in writing within thirty days of the Estimated delivery date, and, at the same time, provide written notice of the desired length of leave. In all situations the District will abide by the requirements of the FMLA.
- D. The teacher, upon return, will be placed in a position for which she is qualified by certificate endorsement and will be placed on the appropriate step on the salary schedule with no loss of accrued benefits. If it is in the best interests of children, and other constraints don't prevent it, the returning teacher will be assigned to the building and grade level he/she left.

#### **IV.7 Personal Leave**

Certificated personnel will be granted two (2) days of paid personal leave each year. The leave may not be taken during the following times:

- The school day preceding or following a vacation unless that day is a professional work day
  - The first student contact day of the school year or the last five student contact days of the school year
  - The professional workday at the beginning or end of the school year.
- A. The date of leave is subject to the approval of the principal, and the request for leave must be submitted to the principal at least one calendar week prior to the leave day. Any exceptions to this policy are subject to the approval of the Superintendent. A teacher who takes personal leave without meeting the above requirements will be docked 1/190th of their salary and could be subject to dismissal.
  - B. In the event of an emergency school closure - if teachers are not required to report for work - teachers on personal leave will not have the leave deducted.
  - C. The Board will pay teachers their daily rate for leave not taken, or offer a purchase order of the same amount to be used in the classroom. The maximum number of days eligible for the end of year buyout is two. A teacher may carryover one day of unused personal leave in lieu of receiving payment. Maximum annual accumulation is three days.

#### **IV.8. Sick Leave**

Employees contracted for a complete school year will receive ten (10) days of sick leave. The number of sick leave days allotted for less than a complete year will be at the rate of one day for each month of service, or any portion thereof.

- A. Sick leave may be used for illness in the immediate family. Immediate family is defined as any relative living in the household of the employee and/or spouse, son, daughter, brother, sister, mother, father, grandmother, or grandfather, whether residing in or out of the household of the employee. In the case of a spouse, the relationship is extended to both sides of the family.
- B. Except in an emergency, sick leave shall not be used for doctor or dental appointments unless the appointment is prearranged with and approved by the principal. The absence may be only for the duration of the appointment with a reasonable time allowed for travel.
- C. Unused sick leave may be accumulated by an employee without limit, subject to the rules and regulations, and applicable statutes of the Public Employees Retirement System of Idaho. At the beginning of each new employment year, an account stating the accumulation of unused sick leave days for each employee shall be completed by the district in accordance with Idaho Code 33-1216 as now in existence or hereafter amended.

- D. In the event of an emergency school closure - if teachers are not required to report for work - teachers on sick leave will not have the leave deducted (This provision is effective on January 1, 2008).

## **IV.9 Sick Leave Bank**

### **A. Purpose**

The purpose of the Sick Leave Bank shall be to provide certificated employees who qualify by membership in the Bank with additional sick leave days needed to recover from personal illness or injury, so long as said personal illness or injury is not voluntarily incurred (elective surgery, and other similar voluntarily incurred illnesses or injuries) which causes absence from work and loss of accumulated personal sick leave, or the use of the entire accumulated personal sick leave, subject to determination of eligibility.

### **B. Administration**

1. The Sick Leave Bank shall be administered by the Sick Leave Council in conformance with the regulations set forth in this agreement.
2. The Sick Leave Council shall be composed of two (2) administrators appointed by the Board and two (2) teachers appointed by the L.E.A. Members of the Sick Leave Council shall be members of the Sick Leave Bank, with the exception of an administrator appointed to represent the district office.
3. In the event of a tie vote by the Sick Leave Council, the Superintendent of Schools or his designee shall cast the deciding vote.
4. The Council shall annually review and/or revise the guidelines, rules, regulations, and reporting procedures necessary to implement the Sick Leave Bank.
5. The guidelines, rules, and regulations shall be subject to approval of the Board of Trustees and the Lakeland Education Association.

### **C. Eligibility**

Certificated employees who have accumulated one (1) or more days of personal sick leave as defined in Idaho Code 33-1216 and 33-1217, and who have completed a minimum of one year in a position that qualifies for sick leave, shall be eligible for membership in the Sick Leave Bank. Certificated employees who have used the maximum number of days are not eligible for continued membership.

### **D. Membership**

1. Employees who donate one (1) day of accumulated personal sick leave to the Sick Leave Bank shall be members of the Bank and eligible for its services.
2. In the event the Sick Leave Council assesses additional days to keep the Bank solvent, a member must donate the required additional day to continue his/her membership in the Bank.

### **E. Enrollment**

1. The enrollment period shall be from the first day of school through September 30 each year or within 30 calendar days after initial employment.
2. The employee must donate one (1) day of personal sick leave to the Bank during the enrollment period to become a member and, if necessary, one (1) day whenever assessed by the Sick Leave Council to continue membership. Assessment will be on an equal basis and will be determined by the Sick Leave Council.
3. Forms authorizing the donation of the sick leave days must be signed and turned in to the District Office before the employee becomes a member of the Bank.

4. Days donated to the Sick Leave Bank shall be non-returnable to the donor as accumulated personal sick leave in the event of loss of Bank membership or separation or transfer from the district.

#### **F. Maximum Capacity**

The Sick Leave Bank shall accumulate unused Bank days from year-to-year to a maximum capacity, which shall not exceed double the number of eligible employees.

#### **G. Maximum Withdrawal**

1. The maximum number of days that shall be available for withdrawal for all eligible employees' use in any one year shall not exceed the Bank's maximum capacity.
2. Maximum withdrawal for any individual eligible employee shall not exceed 85 days.

#### **H. Regulations**

The employee, or his/her designated person, when the employee is incapable, shall secure written evidence from the School District's business office that (1) all accumulated personal sick leave has been used and (2) the employee has suffered a loss of pay for three (3) days.

1. The employee, or the designee when the employee is incapable, shall secure written proof of illness or injury adequate to protect the District against lingering and false claims of illness as provided in Idaho Code 33-1216.
2. The employee, or the designee when the employee is incapable, shall submit a written request on the appropriate form for the desired number of days to the Sick Leave Council. The request shall include reasons for the absence and be accompanied by the support documents listed above.
3. The employee, or his designee when the employee is incapable, shall secure written notice of the employee's "back to work" date. Also, if return to work shall be on a part-time basis, this must be specifically noted as well as any subsequent related visits to a doctor's office or medical facility during school hours.
4. Each unrelated prolonged illness or injury must be preceded by loss of pay for three (3) days before the same employee is eligible to draw on the Sick Leave Bank again in the same school year.
5. The Sick Leave Council shall make a final approval or disapproval of the request in full or in part in writing to the employee within five (5) working days of the receipt of the request and support documents.
6. If the employee's request is approved, immediate transfer of the approved number of days, in full or in part, from the Sick Leave Bank to the employee shall be made in writing to the District Office.
7. Grants will normally be retroactive. However, the Sick Leave Council may grant days in advance when the need is supported by appropriate medical evidence.

## ARTICLE V GRIEVANCE

### V.1. Grievance Procedure

A grievance is an allegation by a teacher that he/she has been adversely affected by a violation, misinterpretation, or misapplication of a specific provision of the negotiations agreement. A concern by a teacher outside the limits of this grievance procedure may be addressed under Article I, Section D, and/or Article II, Section F of School Board Policy.

#### A. Definitions

1. For purposes of this policy the term "teacher" shall include any regularly employed certificated employee of Lakeland School District.
2. The primary purpose of the procedure set forth in this agreement is to secure, at the lowest level possible, equitable solutions to complaints and grievances.
3. A grievance may be withdrawn by the teacher at any step, but may not be filed a second time.
4. If either party fails to meet any of the requirements in this procedure, the grievance shall be advanced to the next level, unless both parties approve an extension of the requirements.
5. The grievant must be present at any and all hearings, unless medically excused or the grievance shall terminate.

#### B. Representation

The grievant may have a representative of the L.E.A. accompany him/her to all conferences or hearings after the grievance has been reduced to writing.

#### C. Non-Reprisal Clause

No reprisals will be taken by the Superintendent or by a member or representative of the administration or the board against a teacher by reason of participation in the grievance process. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

#### D. Level One

Within 10 workdays after the occurrence of the act or omission giving rise to the grievance, the teacher shall discuss the matter with the principal or appropriate administrator.

#### E. Level Two

In the event the teacher is not satisfied with the disposition of the grievance at Level One, he/she may submit the grievance in writing on the form provided, sign it, and submit it to the principal or appropriate administrator within 10 work days after the discussion in Level One.

1. The written statement shall be a clear, concise statement of the circumstances giving rise to the grievance, citation of the specific article, section, and paragraph of the agreement that is alleged to have been violated, and the specific remedy sought. The form shall also contain the name of the grievant, the school or work location, date of occurrence, place of occurrence, date of formal filing, and signature of the grievant.
2. The principal, appropriate administrator or designee shall communicate his findings and decision to the teacher in writing within 5 workdays after receipt of the written grievance. Within the above time limits either party may request a personal conference.

F. Level Three:

In the event the grievant is not satisfied with the decision at Level Two, he/she may appeal the decision to the Superintendent within 5 work days after receipt of the written decision.

1. This statement to the Superintendent shall include a copy of the original grievance, the decision rendered, and a clear, concise statement of the reasons for the appeal.
2. The Superintendent or his designee shall conduct an investigation into the allegations and shall communicate his findings and decision in writing within 5 workdays after receiving the appeal. Either party may request a personal conference within the above time limits.

G. Level Four

If the grievant is not satisfied with the decision at Level Three, he/she may, within 5 workdays, appeal the decision to the Board.

1. This statement shall include a copy of the original grievance and appeal, the decisions rendered, and a clear, concise statement of the reasons for the second appeal.
2. Documentation in support of the appeal may be offered when the appeal is filed.
3. The Board shall conduct an investigation into the allegations and shall communicate its decision in writing within 20 calendar days after receiving the appeal. Either party may request a personal conference within the above time limits.
4. The decision of the Board shall be final and no further procedure is available to the grievant within the provisions of this agreement.

\_\_\_\_\_  
Date of L.E.A. Ratification

\_\_\_\_\_, President  
For the Association

\_\_\_\_\_  
Date of Board Ratification

\_\_\_\_\_, Chairman  
For the Board