

**Proposed Agreement between the  
Jefferson Federation of Teachers and the Jefferson Parish School Board  
August 5, 2015 – June 30, 2018**

**INTRODUCTION**

With the goal of keeping student achievement first, this Agreement is the product of collaboration between the Jefferson Federation of Teachers and the Jefferson Parish School Board.

We believe that teachers are vital to improving the education and life opportunities for the students of the Jefferson Parish Public School System. Students thrive in a positive and productive teacher work environment in which rights, roles and responsibilities are clearly defined **and respected**.

We commit to the education of our students and the success of our district. The changing nature of education is reflected in this Agreement.

We aspire to put teachers and administrators in the best position to ensure that our students achieve academic and personal excellence.

**Article I – Recognition**

This collective bargaining agreement ("Agreement") is entered into by and between the Jefferson Parish School Board ("Board") and the Jefferson Federation of Teachers ("Federation") for the purposes of bargaining collectively for the following categories of full-time personnel whether under contract or on leave: teachers, counselors, librarians, speech therapists, social workers, educational diagnosticians, school psychologists and nurses (**hereinafter referred to collectively as "teachers" or "teacher"**).

The Board agrees that during the term of this Agreement it will not recognize any other organization as a bargaining agent for teachers nor extend to any other organization representing teachers any of the rights extended within this Agreement to the Federation, **however no right in this Agreement shall be denied to any teacher working for the Board based on their membership or non-membership in the JFT.**

**Article II – Working Conditions**

The teacher shall be provided with class rosters prior to the first student attendance day.

The teacher shall be provided with all reasonable and appropriate equipment and materials needed to implement the educational program at schools and/or support the academic development of the teacher's students.

The teacher shall be permitted to prepare his/her classroom prior to the first work day of the school year.

The teacher shall be given at least three (3) days advance notice of faculty meetings **held outside the school day as set forth in Article III below**. A teacher's attendance at any faculty meeting may be waived by the principal for good cause. **Advance notice shall not be required for emergency meetings called at the discretion of the principal.**

The Board agrees to work collaboratively with **school based administrators** and the Federation to implement professional development for all teachers.

The Board agrees to pay teachers a minimum of twenty-five dollars (\$25.00) per hour to attend **mandatory** in-services or professional development workshops, **when held outside the normal work day as set forth in Article III below**, payable in the pay period immediately following the in-service and/or professional development session.

### **Article III – School Day**

All teachers in all schools who are not serving duty must report ten (10) minutes before the beginning of the school day and may leave no sooner than five (5) minutes after the close of the school day. The “school day” shall mean the regular student attendance hours, regardless of whether students are present.

### **Article IV – Recording Teacher Attendance**

A school based teacher shall place only his/her initials on the appropriate attendance roster for recording attendance and the timeliness of arrival but shall not be required to sign out at the end of the work day. Itinerate teachers shall be required to sign-in with the time of arrival and departure on the appropriate attendance roster/log.

### **Article V – Planning Time**

All teachers shall have an uninterrupted planning and preparation time each day equal to the length of a daily class period. The planning and preparation time shall be duty free unless circumstances clearly make it unfeasible and no other alternatives exist to rectify the problem. The planning and preparation time shall be used judiciously and appropriately and may include collaborative planning, grade level/departmental meetings, professional development and study groups, provided such shall occur no more than twice each week.

### **Article VI – Duty Free Lunch**

The teacher shall receive an uninterrupted thirty (30) minute duty-free lunch period each full day. On those days when students are not in attendance at lunch time (e.g. exam days, parent conference days, records days, etc.) teachers shall be given one (1) hour of duty-free lunch.

### **Article VII – Salary, Benefits & Leaves**

#### **Salary**

The salary schedule for the 2015-16 school year shall be as it appears in Appendix A. Salary increases bargained by the Federation shall be in addition to any salary increases awarded by the State Legislature.

#### **Benefits**

The Board shall offer benefits for teachers including group health insurance coverage, dental coverage, vision coverage, ten thousand dollars (\$10,000.00) life insurance and access to other supplemental insurance plans. The cost of such benefit shall be at the current level for 2015 and may be changed effective January 1, 2016 or any subsequent agreements.

#### **Leaves**

Teachers shall be afforded all leaves provided for in the policy manual and as provided by law.

### **Article VIII – Teacher Supplies**

Teachers shall be reimbursed \$40 per semester for teaching materials/registration fees for pre-approved conferences/workshops, including sales tax. A teacher who does **not** expend his allocation or any part thereof for the 1<sup>st</sup> semester shall be permitted to spend it during the 2<sup>nd</sup> semester. Reimbursement shall occur promptly but no later than 20 work days following submission, provided receipts were furnished with all expenditures fully documented.

### Article IX – Loss or Damage to Personal Property

A teacher who suffers damage to his/her clothing (including eyeglasses) and/or to his/her automobile, if such damage occurs during the performance of his/her duties and where such damage is in no way attributed to or occasioned by the negligence of the affected teacher, shall be reimbursed in the full amount of uninsured losses not to exceed five hundred dollars (\$500.00). Claims for reimbursement shall be submitted within ninety (90) days of the occurrence with all losses fully documented.

### Article X – Reprimand and Criticism

The Board agrees that it is not in the best interest of the learning environment to reprimand or criticize teachers in the presence of students, parents, teachers and/or employees, except in limited circumstances that may be required, in the judgment of the principal, to preserve or maintain the learning environment for students or as may be required at disciplinary conferences, grievance hearings and at hearings conducted by or at closed meetings of the School Board.

### Article XI – Complaints/Grievances

A sincere attempt shall be made by a teacher to resolve any prospective grievance by discussing the same with the principal and/or other school based administrator prior to the involvement of any other party. Grievances unrelated to a school site or school based administrator shall be discussed with the immediate supervisor. Such attempt to resolve a grievance shall be a condition precedent to further procedures under this Article. If resolution cannot be achieved, the prospective grievant(s) shall schedule a formal appointment with the administrator whose action is being questioned and the principal to seek to resolve any remaining issues.

The Board agrees to ensure a fair and objective resolution of complaints and/or grievances that cannot be resolved after attempts at the school administrative level described above. Teachers shall have the right to appeal the violation of this Agreement, a policy and/or procedure affecting him/her without fear of restraint, interference, coercion, discrimination or reprisal regarding working conditions or other employment related matters, other than discipline of the teacher, including, if necessary, the right to a hearing before the superintendent or his/her designee, consistent with the complaint and appeal procedure contained in Section GAE, Complaints and Appeals, as well as all other policies set forth in the Jefferson Parish School Board's policy manual and applicable State law.

The Board acknowledges that the purpose of the procedure is to secure, at the most immediate level possible, an equitable solution to the claim of the aggrieved teacher.

The teacher may have a Federation representative at all stages of the appeal process except for the presentation of the initial grievance or complaint to the teacher's principal/supervisor described in the first paragraph of this Article.

### Article XII – General Provisions

#### **Distribution of Contracts**

The Agreement will be distributed to all members of the bargaining unit.

#### **Effect of Agreement**

The Agreement represents the complete agreement and may be amended, altered or temporarily suspended upon the written consent of both parties.

Nothing in this Agreement shall prohibit any subsequent agreement between the parties affecting the employment of Jefferson Parish School System teachers.

**Article XIII – Federation Rights**

Authorized Federation representatives shall have the right to confer with teachers at work locations during times when teachers are free from any responsibility to supervise children or other duties, **as determined by the principal or other school based administrators**, and provided that the conference take place outside the presence of students.

A teacher shall have the right to request and be allowed dues deduction for the Federation. Such dues deduction shall be taken from the teacher’s first paycheck following submission of the request.

The Board shall notify the Federation when a request is made for a list of the Federation’s members who have dues deducted from their paychecks.

**Article XIV – Duration of Agreement**

The Agreement shall be effective on the date of its execution and shall continue through June 30, 2018.

\_\_\_\_\_   
For the Jefferson Parish School Board

\_\_\_\_\_   
For the Jefferson Federation of Teachers

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix A – 2015-16 Teacher Salary Schedule

Yrs. Ex.	Bachelor	Masters	Mast +30	Spec.	PhD/EdD
0	\$40,949	\$41,549	\$42,149	\$42,749	\$43,349
1	41,549	42,149	42,749	43,349	43,949
2	42,149	42,749	43,349	43,949	44,549
3	42,749	43,349	43,949	44,549	45,149
4	43,349	43,949	44,549	45,149	45,749
5	43,949	44,549	45,149	45,749	46,349
6	44,549	45,149	45,749	46,349	46,949
7	45,149	45,749	46,349	46,949	47,549
8	45,749	46,349	46,949	47,549	48,149
9	46,349	46,949	47,549	48,149	48,749
10	46,949	47,549	48,149	48,749	49,349
11	47,549	48,149	48,749	49,349	49,949
12	48,149	48,749	49,349	49,949	50,549
13	48,749	49,349	49,949	50,549	51,149
14	49,349	49,949	50,549	51,149	51,749
15	49,949	50,549	51,149	51,749	52,349
16	50,549	51,149	51,749	52,349	52,949
17	51,149	51,749	52,349	52,949	53,549
18	51,749	52,349	52,949	53,549	54,149
19	52,349	52,949	53,549	54,149	54,749
20	52,949	53,549	54,149	54,749	55,349
21	53,549	54,149	54,749	55,349	55,949
22	54,149	54,749	55,349	55,949	56,549
23	54,749	55,349	55,949	56,549	57,149
24	55,349	55,949	56,549	57,149	57,749
25	55,949	56,549	57,149	57,749	58,349
26	56,549	57,149	57,749	58,349	58,949

## Appendix B – Extra-Curricular Sponsors

Activity Coordinator/Student Council (High Schools).....	\$1,200.00
Academic Games (Math, English and Social Studies).....	\$450.00

## Appendix C - Coaches

Yrs. Exp.	I	II	III	IV	V	VI	VII
0	\$5,355	\$3,794	\$3,594	\$2,233	\$1,673	\$1,116	\$ 892
1	5,577	4,016	3,816	2,455	1,786	1,227	1,004
2	5,800	4,239	4,039	2,678	1,897	1,340	1,116
3	6,024	4,463	4,263	2,901	2,008	1,451	1,227
4	6,249	4,688	4,488	3,124	2,120	1,561	1,340
5	6,469	4,908	4,708	3,346	2,233	1,673	1,451

HIGH SCHOOL

Athletic Director.....	IV
Baseball, Assistant.....	IV
Baseball, Head.....	II
Basketball, Assistant/JV.....	IV
Basketball, Head.....	II
Bowling.....	VII
Cheerleader.....	IV
Cross Country.....	VII
Dance.....	IV
First Responder.....	II
Flag.....	IV
Football, Assistant.....	III
Football, Freshmen.....	IV
Football, Head.....	I
Football, J.V., Head.....	III
Golf.....	VII
Gymnastics.....	VI
Indoor Track.....	VII
Softball, Head.....	II
Softball, J.V.....	IV
Soccer.....	II
Swimming.....	VI
Tennis.....	VI
Track, Assistant.....	IV
Track, Head.....	II
Track, J.V.....	IV
Trainer (certified).....	\$400/year + II
Volleyball, Head.....	II
Volleyball, J.V.....	IV
Wrestling, Assistant.....	IV
Wrestling, Head.....	II
Special Olympics.....	VI

MIDDLE SCHOOL

Athletic Director.....	VI
After School P.E.....	VI
Baseball.....	V
Basketball.....	V
Football, Assistant.....	V
Football, Head.....	IV
Softball.....	V
Tennis.....	VII
Track.....	V
Volleyball.....	V
Wrestling.....	V
Special Olympics.....	VI

## Appendix D – Band Directors

Years Experience	High School Directors	Middle School Directors
0	\$3,794	\$2,233
1	4,016	2,455
2	4,239	2,678
3	4,463	2,901
4	4,688	3,124
5	4,908	3,346

## Appendix E – Certified Special Education Teachers Extra Compensation

For those who began employment in Jefferson on or after 9/1/72:

<u>Yrs. Exp.</u>	<u>Bachelor</u>	<u>Masters</u>	<u>Mast +30</u>	<u>Spec.</u>	<u>PhD/EdD</u>
0	\$723.00	\$744.10	\$744.10	\$775.80	\$818.00
1	744.10	765.20	765.20	796.80	839.00
2	765.20	786.30	786.30	818.00	860.20
3	786.30	807.40	807.40	839.00	891.90
4	807.40	828.50	828.50	860.20	925.20
5	828.50	860.20	865.40	897.50	958.40
6	849.60	891.90	903.00	936.20	991.60
7	870.70	925.20	941.80	975.00	1,024.80
8	891.90	958.40	980.50	1,013.70	1,058.00
9	925.20	991.60	1,019.30	1,052.50	1,091.30
10	958.40	1,024.80	1,058.00	1,091.30	1,124.60
11	958.40	1,058.00	1,096.90	1,130.00	1,157.80
12	958.40	1,058.00	1,135.60	1,168.80	1,191.00
13	958.40	1,058.00	1,135.60	1,168.80	1,191.00

For those who began employment in Jefferson on or before 8/31/72:

<u>Yrs. Exp.</u>	<u>Bachelor</u>	<u>Masters</u>	<u>Mast +30</u>	<u>Spec.</u>	<u>PhD/EdD</u>
0	\$1,074.10	\$1,082.00	\$1,123.70	\$1,138.20	\$1,149.70
1	1,096.30	1,135.40	1,177.20	1,191.80	1,204.10
2	1,133.00	1,173.50	1,215.40	1,230.10	1,243.10
3	1,170.50	1,210.90	1,254.50	1,269.20	1,280.00
4	1,208.40	1,252.20	1,293.90	1,308.60	1,316.70
5	1,247.40	1,289.70	1,330.00	1,344.50	1,354.70
6	1,287.20	1,327.90	1,366.80	1,381.20	1,393.30
7	1,327.50	1,366.50	1,403.90	1,418.70	1,433.00
8	1,368.90	1,405.90	1,441.90	1,456.40	1,473.30
9	1,407.20	1,445.90	1,480.40	1,494.70	1,514.00
10	1,446.80	1,486.90	1,520.00	1,534.40	1,555.40
11	1,496.20	1,528.60	1,560.00	1,574.60	1,598.00
12	1,543.20	1,580.00	1,600.90	1,615.50	1,642.30
13	1,597.60	1,683.80	1,704.60	1,719.30	1,746.70