

AGREEMENT
between the
Jefferson Federation of Teachers
and the
Jefferson Parish School Board

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. Advanced 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

The duration of the work day for teachers shall be seven and one half (7.5) hours, inclusive of a 30 minute, duty-free lunch period, as provided in Article VI, below.

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. Using the designated time-keeping procedures, teachers are required to sign out, and sign back in, if they leave campus during the work day for personal, non-work related reasons. Itinerant teachers shall be required to sign-in with the time of arrival and sign back out at the time of departure using the designated time-keeping procedure.

In the event that the District transitions to a biometric timekeeping system, teachers shall be required to sign in at the start of the work day and sign out at the end of the work day, and as otherwise required under this section.

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

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.

Duty shall not exceed more than thirty (30) minutes per day and shall be assigned on a fair and equitable basis. The duty schedule shall be reviewed and adjusted, as needed, every nine weeks.

Article VII – Evaluations

Prior to the first cycle of observations, and as needed during the school year, an in-service will be provided to teachers regarding classroom walk-throughs, observations, the NIET rubric, Student Learning Targets and evaluations for the purpose of ensuring that teachers understand the performance evaluation process and the criteria upon which their performance will be evaluated. For purposes of Article VII, “in-service” shall mean a virtual or in-person meeting with teachers conducted by administrators at the District or school level that includes discussion of the topics described in this section.

Article VIII - Lesson Plans

A school-level committee that includes, at a minimum, one teacher and one administrator, shall develop a lesson plan format for the school. The format must include all of the lesson plan components required by the District and is subject to approval by the principal.

Article IX - Teachers As Substitutes

During the period of this Agreement, the District will compensate teachers at a rate of \$17.50 per hour in 30-minute increments at any time that a teacher is required to cover a class during their planning period.

Article X – Teacher Supplies

Teachers shall be reimbursed \$100.00 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 1st semester shall be permitted to spend it during the 2nd semester. Reimbursement shall occur promptly but no later than 20 work days following submission, provided receipts were furnished with all expenditures fully documented. Receipts must be submitted no later than the last business day of April in the year in which reimbursement is claimed.

Article XI - Class Size

Absent extenuating circumstances, the School District shall comply with class size requirements stated in BESE Bulletin 741.

Article XII – Salary, Benefits & Leaves

Salary

Teachers shall be compensated in accordance with the Board-approved salary schedule as reflected in Appendix A, which appendix shall be considered automatically updated at any time that the School Board approves a new salary schedule during the pendency of this Agreement. 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.

Leaves

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

Article XIII – 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 XIV – 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 teachers, employees, students and/or parents 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 XV – 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. For those grievances unrelated to school sites such shall be discussed with the immediate supervisor. Such attempt 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 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 XVI – 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 XVII – 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 XVIII – Duration of Agreement

The Agreement shall be effective on the date that it is fully executed and shall continue through June 30, 2024.

Chad Nugent
President
Jefferson Parish School Board

Kesler Cameese-Jones
President
Jefferson Federation of Teachers

Date

Date

Dr. James Gray
Superintendent
Jefferson Parish Schools

Sandra Hauer
Executive Vice-President
Jefferson Federation of Teachers

Date

Date

Appendix A – 2021-2022 Teacher Salary Schedule*

Step	Bachelor	Masters	Mast +30 & Higher
0	\$47,800	\$48,300	\$48,800
1	48,300	48,800	49,300
2	48,800	49,300	49,800
3	49,300	49,800	50,300
4	49,800	50,300	50,800
5	50,300	50,800	51,300
6	50,800	51,300	51,800
7	51,300	51,800	52,300
8	51,800	52,300	52,800
9	52,300	52,800	53,300
10	52,800	53,300	53,800
11	53,300	53,800	54,300
12	53,800	54,300	54,800
13	54,300	54,800	55,300
14	54,800	55,300	55,800
15	55,300	55,800	56,300
16	55,800	56,300	56,800
17	56,300	56,800	57,300
18	56,800	57,300	57,800
19	57,300	57,800	58,300
20	57,800	58,300	58,800
21	58,300	58,800	59,300
22	58,800	59,300	59,800
23	59,300	59,800	60,300
24	59,800	60,300	60,800
25	60,800	61,300	61,800

**Includes Millage Salary Increase & 2019 and 2021 State Salary Increase. See JPPSS Website for Possible Additional Supplements.*

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	Football, Freshmen	IV
Baseball, Assistant	IV	Football, Head	I
Baseball, Head	II	Football, J.V., Head	III
Basketball, Assistant/JV	IV	Golf	VII
Basketball, Head	II	Gymnastics	VI
Bowling	VII	Indoor Track	VII
Cheerleader	IV	Softball, Head	II
Cross Country	VII	Softball, J.V.	IV
Dance	IV	Soccer	II

First Responder	II	Swimming	VI
Flag	IV	Tennis	VI
Football, Assistant	III	Track, Assistant	IV
Track, Head	II	Volleyball, J.V.	IV
Track, J.V.	IV	Wrestling, Assistant	IV
Trainer (certified)	\$400/year + II	Wrestling, Head	II
Volleyball Head	II	Special Olympics	VI

MIDDLE SCHOOL

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

* PK-8 band teachers fulfilling the duties a band director will be compensated on the middle school director pay scale.

Appendix E – Certified Special Education Teachers Extra Compensation (This schedule applies to individuals who received a special education extra compensation on or before 6/30/2019):

<u>Yrs. Exp.</u>	<u>Bachelor</u>	<u>Masters</u>	<u>Mast +30</u>	<u>Spec.</u>	<u>PhD/EdD</u>
0	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
1	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
2	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
3	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
4	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
5	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
6	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7	1,000.00	1,000.00	1,000.00	1,000.00	1,024.80
8	1,000.00	1,000.00	1,000.00	1,013.70	1,058.00
9	1,000.00	1,000.00	1,019.30	1,052.50	1,091.30
10	1,000.00	1,024.80	1,058.00	1,091.30	1,124.60
11	1,000.00	1,058.00	1,096.90	1,130.00	1,157.80
12	1,000.00	1,058.00	1,135.60	1,168.80	1,191.00
13	1,000.00	1,058.00	1,135.60	1,168.80	1,191.00