

NORTH POLK LETTER OF UNDERSTANDING

For the purposes of implementing the Teacher Leadership & Compensation (TLC) Plan, the following articles will be impacted: Article 4-HOURS, HOLIDAYS, VACATION; Article 11-TRANSFER PROCEDURES; Article 12-STAFF REDUCTION; and Appendix B-SUPPLEMENTAL PAY SCHEDULE. As a result, there is language being proposed relative to each impacted Article and Appendix.

Article 4-HOURS, HOLIDAYS, VACATION

- I. Professional Development and Cluster Meetings may be scheduled within the regular work day and also may start earlier or extend later than the normal 8 hours (8 a.m. – 4 p.m.). This extension shall be 30 minutes per occurrence. If the district chooses to use the extension, the district shall provide both morning and afternoon meetings per the needs of the staff in each building. When an employee has reached an accumulation of time worked in such scheduled meetings before 8 a.m. or after 4 p.m. which total 8 hours, that employee shall be considered to have worked the equivalent of one contractual day.

Article 11-TRANSFER PROCEDURES

- K. In situations where hiring occurs in support of the implementation of the TLC plan (Master Teachers and Mentor Teachers), the following considerations will occur:
 1. The interviewing and hiring process for each position will be guided by the criteria outlined in the TAP Implementation Manual and the North Polk Teacher Leadership & Compensation grant proposal.
 2. In each hiring situation, no involuntary transfers will be considered for these positions.
 3. In the event a first year Master Teacher or the District believes it is in the best interest for the first year Master Teacher to return to the classroom, said first year Master Teacher shall assume the same duties as previously held, unless mutually agreed upon. Master Teachers in years two and beyond will follow the transfer procedures as established in Article 11.

Article 12-STAFF REDUCTION

- E1. For the purpose of seniority, the Master Teacher positions will be considered to be regular full-time employment.

Appendix B-SUPPLEMENTAL PAY SCHEDULE

1. Master Teachers will be issued an extra duty contract to meet the requirements in the TLC Plan for 20 additional days and up to 1 hour per week in meetings related to the TLC Plan that occur outside of the normal 8 hour (8 a.m. – 4 p.m.) contract day. Master Teachers will be compensated with a stipend commencing July 1 and ending June 30. The funds for said stipend shall come solely from the TLC funds including any future increases, as the board in its sole discretion grants. (Base stipend is \$8,000).
2. Mentor Teachers will be issued an extra duty contract to meet the requirements in the TLC Plan for 10 additional days and up to 1 hour per week in meetings related to the TLC Plan that occur outside of the normal 8 hour (8 a.m. – 4 p.m.) contract day. Mentor Teachers will be compensated with a stipend commencing July 1 and ending June 30. The funds for said stipend shall come solely from the TLC funds including any future increases, as the board in its sole discretion grants. (Base stipend is \$4,000).

5-23-17

Memorandum of Understanding

The North Polk Education Association and the District agree to add the supplemental position of HS Assistant Dance to the Supplemental Pay Schedule in the 2017-19 Master Contract in Group I. Permanent addition of this position to the master contract will be discussed in negotiations for the 2019-20 contract.

 I , NPEA President Nancy Ludwig

Date 5-23-17

Dr. Dan Mart, Superintendent Dan Mart

Date 5/23/17