



LEBANON

COMMUNITY SCHOOL CORPORATION

Master Contract Between

The Board of School Trustees

Of the Lebanon Community School Corporation

And

Lebanon Community School Corporation

And

The Lebanon Classroom Teachers Association

2023 – 2024
and
2024 – 2025

The contract entered November 8, 2023, covering the contract period of July 1, 2023 and ending June 30, 2025 by and between the Board of Trustees of the Lebanon Communication School Corporation, hereinafter called the “School Employer” and the Classroom Teachers Association, hereinafter called the “Association”.

If the School Corporation’s Fall 2024 ADM is at least 75 students higher or at least 75 lower than the Fall 2023 ADM on September 15, 2024, the Compensation Model/Plan will be reopened for the 2024-2025 school year.

Table Contents

ARTICLE II DEFINITIONS	3
ARTICLE III WAGE RELATED FRINGE BENEFITS	4
A. Conversion of Accumulated Leave Days - VEBA	4
B. Perfect Attendance	4
C. Indiana State Teachers Retirement Fund	4
D. Medical Insurance	5
E. Term Life Insurance	5
F. Long Term Disability Insurance	5
G. Insurance - Leave of Absence or Retirement	5
H. LCSC will pay the cost of the expanded criminal history check	6
I. Paid Leave	6
J. Death in Immediate Family	6
K. Death in Family	7
L. Study Leave	7
M. Jury Duty	7
N. Association Business	8
O. Temporary Disability Leave/Maternity Leave	8
P. Unpaid Leave	9
Q. Catastrophic Illness and Injury Leave Bank (Voluntary Participation)	10
R. IRS Section 125	11
S. Family and Medical Leave	12
T. Other Leave Circumstances	12
U. Special Education Staff Professional Service Leave	13
Employees may elect to receive payment of their basic salaries in either twenty-two (22), twenty-three (23) or twenty-six (26) equal payments.	13
ARTICLE IV COMPENSATION MODEL	13
ARTICLE V: LCSC GRIEVANCE PROCEDURE	18
Section 1. Purpose/Confidentiality	18
Section 2. Definitions	18
Section 3. Conditions	19
Section 4. Procedure	20
ARTICLE VII TERMS AND DEFINITIONS	25

ARTICLE I RECOGNITION

The School Employer recognizes the Lebanon Classroom Teachers Association as the exclusive representative of certificated school employees in the following bargaining unit:

All certificated school employees, as defined in I.C. 20-18-2-22, in Lebanon Community School Corporation, excluding:

1. The Superintendent,
2. Principals and Assistant Principals,
3. Deans,
4. Directors,
5. Supervisor of Exceptional Learning,
6. Career Engagement Coordinator,
7. Instructional Assistants,
8. Consultants, and
9. Diagnostician.

The term "teacher," when used hereafter in the Agreement, shall refer to all professional employees represented by the Association in the bargaining or negotiating unit as defined above.

ARTICLE II DEFINITIONS

- A. As used in this Contract:
- B. "School Employer" means the Board of School Trustees of the Lebanon Community School Corporation and any person(s) authorized to act for said body in dealing with its employees.
- C. "School Corporation" means the Lebanon Community School Corporation of the County of Boone of the State of Indiana.
- D. "Certificated school employees" and "teacher(s)" mean the certificated personnel employed by the School Employer in the bargaining unit as defined in Article I of this Contract.
- E. "Association" means the school employee organization, which has been certified or recognized as the exclusive representative of said certificated school employees, or the person or persons duly authorized to act on behalf of such representative.
- F. The masculine gender shall include the feminine wherever required by the context in which a specific provision of this Contract is applied.
- G. "Superintendent" means the chief administrative officer of the school corporation, or any person(s) designated by him to act in his behalf in dealing with school employees.
- H. The LCSC will abide by the directives, policies, and guidelines set forth by the Indiana State Teacher Retirement Handbook and Indiana Code IC 21-6.1-4-2, which covers creditable service.

- I. A catastrophic illness is a serious medical issue and/or injury requiring hospitalization or recovery under a doctor's care.

ARTICLE III WAGE RELATED FRINGE BENEFITS

A. Conversion of Accumulated Leave Days - VEBA

- (1) Each year, the School employer shall convert any unused accumulated leave days as of June 30 of that year over ninety (90) days. The conversion shall be at \$67.50 per day. Said contributions shall be deposited in the school employee's account by August 1 of the year in which the credit had been earned.

Upon retirement, all days will be purchased back at the rate \$50 per day.

Teacher must be full TRF eligible.

age 55 plus 30 years of TRF service,
age 60 plus 15 years of TRF service, or
age 65 plus 10 years of TRF service

- (2) The twelfth unused leave day "sold" to the corporation at the end of the school year shall be "purchased" for one hundred fifty dollars (\$150). The eleventh unused leave day "sold" to the corporation at the end of the school year shall be "purchased" for one hundred dollars (\$100). All days purchased under this section shall be days earned from the Lebanon Community School Corporation and not days transferred from another employer.
- (3) If an employee donates a day to the Catastrophic Illness and Injury leave bank, the buyback of days will be accordingly: The eleventh unused leave day "sold" to the corporation at the end of the school year shall be "purchased" for one hundred fifty dollars (\$150). The tenth unused leave day "sold" to the corporation at the end of the school year shall be "purchased" for one hundred dollars (\$100).
- (4) All converted amounts shall be deposited into a VEBA plan account for each eligible teacher by August 1st of each year in which the credit has been earned.
- (5) The VEBA account will fully vest when employment is severed from Lebanon Community School Corporation.

B. Perfect Attendance

Teachers will be compensated a stipend of \$250 for each semester completed with perfect attendance. Teachers will be compensated a stipend of \$125 for each semester completed with one day of absence. Absences exempted from the calculation of perfect attendance include: Jury Duty and leave for Association Business, and Release Time for District Professional Development.

C. Indiana State Teachers Retirement Fund

The Board shall pay the teachers' three percent (3%) contribution to the Indiana State Teachers' Retirement Fund.

D. Medical Insurance

The amount specified below, limited however to the cost of the applicable premium, will be paid by the School Employer toward the cost of hospital, surgical, and medical care type insurance including major medical, for each full-time teacher employed under regular contract and enrolled in the school corporation's group medical plan, with the teacher paying not less than one dollar (\$1.00) per year.

Employees electing the HDHP (High Deductible Health Plan) plan will have \$100/month contribution made to a HSA (Health Savings Account). This contribution will begin January 2013.

Contributions effective November 2023	
Employee	\$ 8,140
Employee/Child(ren)	\$11,550
Employee/Spouse	\$11,815
Family	\$14,440
Family(2)	\$19,690

Insurance coverage for retirees is available according to the terms of the adopted health benefit plan and IC 5-10-8-26. In all cases, the retired teacher or surviving spouse (if allowable by the plan) must pay the full cost of the coverage.

E. Term Life Insurance

The amount specified below, limited however to the cost of the applicable premium, will be paid by the School Employer toward the cost of term life insurance in the amount of \$50,000.00 coverage per full-time teacher employed under regular contract and enrolled in the school corporation's group term insurance plan. The school corporation shall pay all but one dollar (\$1.00) per year of the term life premium.

If allowed and approved by the insurance carrier(s), a teacher shall be allowed to purchase additional group term life insurance coverage at the sole expense of such teacher.

F. Long Term Disability Insurance

The School Employer shall provide a Long-Term Disability plan for each employee and shall allow payroll deductions for the premium. The employee shall be responsible for the full amount of the premium, which shall be deducted equally from each pay.

G. Insurance - Leave of Absence or Retirement

If allowed by the insurance carrier(s), a teacher on leave of absence may choose to continue in the school corporation's group insurance program(s) provided the teacher remits the full, total premium to the school corporation business office prior to the due date each month. However, a teacher who retires may only be eligible for the medical, dental, vision and life insurance.

H. LCSC will pay the cost of the expanded criminal history check as required by School Board Policy 3121 in accordance with IC 20-26-5-10 during the teacher's employment with LCSC.

I. Paid Leave

- (1) Each full-time teacher employed under regular contract shall be entitled annually to a total of seven (7) sick leave days for personal illness or for medical purposes (for individual employee or immediate family). Immediate family is interpreted as including only father, mother, legal guardian, brother, sister, husband, wife, child, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather, stepmother, stepbrother, stepsister and stepchild, grandparent and grandchild.

Each full-time teacher employed under regular contract shall be entitled to five (5) days of here forth identified as "personal" for the transaction of personal business and/or the conduct of personal or civic affairs. At the end of the contract year, any unused personal days or sick leave days will revert to sick leave days that can be used for personal illness used for medical purposes (for individual employee or immediate family). At the beginning a contract year leave may not exceed 104 days total for any individual employee. A teacher employed under regular contract for only a portion of the school year shall be entitled to a proportionate number of days of paid leave days, and unused days will be accumulative as specified herein. Paid leave may be taken in one- half (1/2) day units. The teacher will have the option to roll over up to two (2) unused personal days as of August 1st annually into the next contract. Personal Days available in any contract year shall not exceed seven (7) days. It is the responsibility of the teacher to notify the Assistant Superintendent/Business Manager, in writing, if they wish to exercise this option on or prior to June 15th of any calendar year.

- (2) All certified employees who as of August 2012, have accrued a miscellaneous leave bank of up to 72 days, shall continue to have access to the use of those days as defined as miscellaneous leave. Staff members may use miscellaneous days from their accrued bank under the following conditions.
 - i. The employee must use all leave days identified as "Personal" before utilizing days from the miscellaneous leave bank.
 - ii. The employee must submit in writing a statement to the Superintendent of Schools they are using days from the miscellaneous leave bank.
 - iii. No employee may use more than five (5) days consecutively from the miscellaneous leave bank. Exceptions to this stipulation may be requested in writing to the Superintendent of Schools. Approval must be obtained before the use of any miscellaneous leave in excess of five (5) consecutive days.

J. Death in Immediate Family

In the case of death in the immediate family of a regularly employed teacher, the teacher is entitled to be absent without loss of compensation for a period extending not more than five (5) consecutive school days beyond such death, for the purpose of attending the last rites and attending to other personal matters of the immediate family member, provided, however, that said rites do not occur during the time when said teacher is absent from assigned duties due to vacation, or leaves of absence, or sick leaves, or leaves for personal business. (School holidays falling in this period shall be counted as school days.) Immediate family is interpreted as including only father, mother, legal guardian, brother, sister, husband, wife, child, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather, stepmother, step-brother, step-sister and step-child, grandparent and grandchild Any other relative who at the time of death was living as a member of the teacher's household will be considered as a member of the immediate family.

K. Death in Family

In case of the death of an uncle, aunt, first cousin, niece, nephew, brother-in-law, or sister-in-law not living in the household of the teacher, the teacher is entitled to be absent one (1) day without loss of compensation, provided, however, said teacher does attend in person the last burial rites of the stated family member not living in the household of said teacher; that said burial rites occur while said teacher is performing duties as assigned by the School Employer under a valid teacher's contract; and that said burial rites do not occur during the time when said teacher is absent from assigned duties due to vacation, or leaves of absence, or sick leaves, or leaves for personal business.

One additional bereavement leave day will be added for travel to a funeral of non-immediate family members further than 250 miles from Lebanon will be granted.

L. Study Leave

The School Employer shall grant a one (1) year leave of absence without pay upon application of a teacher for the purpose of full-time advanced study for a master's or higher degree.

To qualify for this leave, the following requirements must be met:

- The teacher must have completed five (5) years of service in this school corporation prior to taking the leave:
- Application for leave shall be made to the Office of the Superintendent not earlier than May 1, nor later than May 15, in the year prior to taking the leave:
- Such leave for a given teacher shall be granted only one (1) time for a one (1) year period.

M. Jury Duty

A teacher called for grand or petit jury duty shall be paid full regular salary during the required period of absence from assigned duties by the School Employer, provided the total amount of per diem allowance earned by such teacher is remitted to the school corporation business office.

N. Association Business

The Association President shall be provided twelve (12) days of paid leave each year, non- accumulative, to be used by the Association or his/her designee to conduct Association business. Association days may be taken in ½ day increments. Except in case of emergency, the Association shall notify the Corporation and the building principal affected at least twenty-four (24) hours before the leave is to be used. Association days used for the purpose of providing representation at Hoosier School Benefit Trust (HSBT) business meetings will be subtracted from the twelve (12) day balance.

O. Temporary Disability Leave/Maternity Leave

A temporary disability leave of absence shall be granted to teachers of this school corporation on the following basis:

Application of Provisions

- (1) This provision shall apply to leave in all cases where a teacher is unable to teach because of a disability substantial in nature or duration, including major surgery, pregnancy, childbirth, illness, or injury.
- (2) In case of a temporary disability caused by pregnancy, said teacher is entitled to a leave of absence any time between the commencement of her pregnancy and one (1) year following the birth of the child, provided said teacher submits with the timely notice, as provided herein, a physician's statement certifying her pregnancy, or a copy of the birth certificate of the newborn, whichever is applicable. If said teacher elects to utilize her personal illness leave under the provisions of Paragraph 3 (b) herein and said personal illness leave is exhausted during her temporary disability caused by pregnancy, said teacher may be absent without pay, subject to all other provisions contained herein.

Notification after determination that such leave is imminent, the teacher shall give timely notice to the office of the Superintendent, in writing, of the anticipated date she wishes to commence said leave of absence and anticipated date of return.

General Provisions Covering Said Leaves is as follows:

- a. If said teacher desires to continue his duty assignments prior to the commencement of said leave, such notice must include a written statement from his physician, attesting to the teacher's ability to continue performing the full schedule of the duties and responsibilities of his position and assignments. The teacher will be permitted to continue full active duty until such date, provided he does perform the full duties and responsibilities of his position and assignments and provides, from time to time, upon request of the Board, additional certification from his physician of his ability to continue performing the schedule of the duties and responsibilities of his position and assignments.
- b. Said teacher may elect to utilize his accumulated sick leave during his period of temporary physical disability, provided a physician's statement and certification of

physical disability is submitted to the office of the Superintendent for any said temporary disability absence of more than ten (10) consecutive days. While on said leave, sick days will be paid only for the number of assigned duty days the teacher is absent which occur during the current contract term, for which a physician certifies said teacher to be physically disabled, limited to the extent of the number of sick days accumulated by the teacher at the time said leave commences.

- c. In all cases, the School Employer reserves the right to require an examination by a School Employer-appointed physician(s) to determine the teacher's fitness (1) to continue performing the full schedule of the duties and responsibilities of his position and assignments, and/or (2) to return to employment and resume the full performance of the duties and responsibilities to which he may be assigned. The cost of such examination shall be borne by the School Employer:
- d. If said leave extends beyond the first day of May of any year, the granting of said leave by the Board shall not prevent the Board from serving notice to said teacher on or before May 1st that said teacher's contract will not be renewed, nor will the granting of said leave prevent the Board from invoking, initiating, and utilizing the procedures established by law for the cancellation of any indefinite contract with a permanent teacher;
- e. Except for a temporary disability caused by pregnancy as is provided in Paragraph 1(b) herein, no leave under this provision shall be granted for a period exceeding one (1) year.

P. Unpaid Leave

A leave of absence, without pay or benefits, may be granted to a teacher for a period of up to one (1) year.

Such leave may be renewed, at the option of the School Employer, for a period of up to one (1) year. The teacher may return to full-time employment during the period for which said leave was granted provided said teacher (1) notifies the Office of the Superintendent, in writing, at least sixty (60) days prior to the date he wishes to return, (2) furnishes a written statement from his physician attesting to his ability to resume the full performance of the duties and responsibilities to which he may be assigned, and (3) there is a classroom teaching position open on the staff for which he is qualified. In the event the teacher gives notice of his intention to return and furnishes the physician's statement as provided herein and no position is open, the teacher will be offered a position for which he is qualified no later than the beginning of the next school year.

If the teacher (1) fails to notify the Office of the Superintendent at least sixty (60) days prior to the expiration of such leave that he intends to return to employment, or (2) provides notice and fails to return to employment the first assigned duty day of the next ensuing school year from the date of termination of leave, or (3) fails to accept an offered position for which he is qualified, he shall be deemed to have resigned and the obligation of the school corporation to provide a position to him will cease.

Upon return to employment by the teacher, the School Employer shall solely determine his subsequent teaching position and duty assignment(s). The School Employer is under

no obligation to assign the teacher after his return from said leave to the same school, teaching position, or other assignment(s) he occupied or performed prior to taking said leave of absence.

If said leave extends beyond the first day of May of any year, the granting of said leave by the School Employer shall not prevent the School Employer from serving notice to said teacher on or before May 1st that said teacher's contract will not be renewed, nor will the granting of said leave prevent the School Employer from invoking, initiating, and utilizing the procedures established by law for the cancellation of any indefinite contract with a permanent teacher.

Q. Catastrophic Illness and Injury Leave Bank (Voluntary Participation)

A voluntary Catastrophic Illness and Injury Leave Bank (CIIB) shall be established whereby a certificated school employee, as defined herein in Article I, plus administrators, who is absent from assigned duties due to catastrophic illness and who has utilized all paid leave benefits of whatever nature may petition a committee, as established herein, for catastrophic leave days from the CIIB under the following conditions:

- a. The number of accumulated days in the bank shall not exceed three hundred (300) days. However, a teacher newly choosing to become a participant in the bank will contribute one sick leave day, even though such contribution by a new participating teacher would cause an accumulation of days in excess of the maximum specified herein;
- b. A teacher who is newly hired in this School Corporation shall have fifteen (15) days from the date of initial duty assignment, or until September 15th of any school year, whichever is later, during which time such teacher may choose to participate in the bank by contributing one (1) sick leave day.
- c. Said teacher may be granted days from the bank under the following conditions:
 - i. The teacher must have chosen to become a current member of and participate in such bank by contributing one (1) sick leave day to the CIIB. However, in the event that the number of accumulated days in the bank at the beginning of a school year is of sufficient number then a contribution of one (1) sick leave day by all teachers who are current members of the CIIB would cause the maximum number of days specified hereinabove in Paragraph One (1) to be exceeded, the current year's contribution by all such current members shall be suspended, except in case the CIIB is depleted during the school year, the current year's contribution shall be assessed at the time of such depletion.
 - ii. The teacher must have utilized and exhausted all paid leave benefits of whatever nature, including said teacher's own accumulated sick leave and personal leave.
 - iii. Written certification will be provided from said teacher's physician substantiating the Catastrophic illness or debilitating injury and certifying the absence will continue during a period of at least ten (10) consecutive

days following the utilization and exhaustion of all said paid leave benefits as provided herein.

- iv. Written application must be made no later than ten (10) days after exhaustion of said paid leave benefits.
 - v. The teacher must have been absent for at least ten (10) consecutive duty days after exhaustion of said paid leave benefits.
 - vi. Entrance into the CIIB bank for veteran employees shall be available only when the CIIB opens enrollment by requesting additional days.
- d. A three-member CIIB committee shall be established to receive written requests and allot days from the CIIB according to the provisions herein, under guidelines established by the committee. The committee shall be composed of three (3) persons, two (2) appointed by the Association and one (1) person appointed by the Superintendent. Days allotted by the committee to an individual teacher shall be available for use beginning with the fifth (5th) consecutive day of absence after exhaustion of the teacher's said paid leave benefits and such allotment to individual teacher by the committee shall be in accordance with the maximum number of days in item 6. The committee shall be limited to a total allotment of three hundred (300) days per year.
- e. Any days granted by the committee to an individual teacher shall terminate effective the earliest date as hereinafter provided:
- i. The day after the last day of the term of employment for the school year, or
 - ii. The day after the last day of allotted number of days granted by the committee, or
 - iii. The first day of return to employment subsequent to the granting of days by the committee
 - iv. The CIIB will have the maximum days allowable. Years listed below are years with Lebanon Community School Corporation.

First Year Teacher	10 days maximum/year
Second Year Teacher	20 days maximum/year
Third Year Teacher	30 days maximum/year
Fourth Year Teacher	40 days maximum/year
Fifth Year Teacher	50 days maximum/year
Sixth Year Teacher	60 days maximum/year
Lifetime maximum of 90 days	

R. IRS Section 125

A teacher may participate in this School Corporation's flexible benefits plan. Such plan shall be solely determined and adopted by the School Employer under the provisions of Section 125 of the Internal Revenue Service Code. The plan provider shall be mutually agreed upon by the School Employer and the Association. The plan will provide for the following benefits, through salary reduction agreement: The employee share of group insurance premiums except LTD, non-reimbursed medical expenses and child and dependent care. In the event that the IRS 125 plan is changed by a governed entity, the

parties shall meet to renegotiate. This provision will not supersede Article VII, Section C., Severability.

S. Family and Medical Leave

A teacher who qualifies as an "eligible employee" under the Family and Medical Leave Act of 1993 (FMLA) shall be entitled to up to twelve (12) weeks of unpaid leave during any contract year for reasons and under and the conditions as are provided in the FMLA.

Any provision for this Contract which restricts family or medical leave rights to a teacher who qualifies for FMLA shall not prevail. Any provision of this contract which provides greater family or medical leave rights to a teacher than the rights established by FMLA shall prevail. Such unpaid leave rights provided by this Contract which are greater than are afforded by FMLA shall not extend additional rights afforded by FMLA, such as maintenance or payment of medical insurance, to an additional leave period not covered by FMLA.

The Board shall retain the exercise of any and all of the rights and options it may obtain or require under FMLA, including, but not limited to, the right to:

- a. Require a teacher to verify information, give proper and timely notice of leave and intent to return, and furnish medical certification(s) and recertification(s);
- b. Recover health premium contributions paid by the Board should the teacher elect not to return to work at the end of the leave for reasons other than the continuation, recurrence, or onset of the health condition that gave rise to the leave or for circumstances beyond the control of the teacher;
- c. Require a teacher to take leave for a particular period(s) of a particular duration, or to transfer to an "alternative position" in order to accommodate intermittent leave or a reduced leave schedule;
- d. Require a teacher to substitute paid leave for FMLA leave; and
- e. Require a second and third opinion of medical certification.

T. Other Leave Circumstances

1. Absence of a teacher due to injury and/or disability inflicted by an assault and/or battery by an individual and while within the scope of their employment shall not be charged against the teacher's leave if the teacher was properly discharging his/her duties for the School Corporation at the time of the assault and/or battery was a result of the victim's status as a teacher, the leave will not be charged against the teacher's leave. During the period of absence, the teacher's salary and benefits shall continue in full to a maximum of ninety (90) days without reduction in accumulated personal leave days. If Worker's Compensation benefits are paid during the 90-day period, the teacher shall return that portion of the benefits allotted for salary.
2. A teacher who is absent from work due to an illness or injury which is covered by Worker's Compensation shall receive full compensation and benefits for a maximum

of 90 days without reduction in accumulated personal leave days. As the teacher begins receiving Worker's Compensation, the teacher shall return that portion of the benefits allotted for salary.

U. Special Education Staff Professional Service Leave

All special education teachers with the LCSC will be entitled to one- and one-half days (1 1/2) of paid professional service leave to review and prepare special education case conference and IEP paperwork. This leave can be taken in blocks of half day, full day, or consecutive full and half days.

The leave must have the prior approval of the principal. The employee must complete all work requirements in attendance at a specific school.

Employees may elect to receive payment of their basic salaries in either twenty-two (22), twenty-three (23) or twenty-six (26) equal payments. The selection of the number of pays shall be made by each new hire to the superintendent's office prior to that teacher's signing a regular teacher's contract and shall remain in effect until it is replaced by a new election. Any teacher who makes a different election must do so in writing to the Business Services Office no later than June 15 prior to the contract year in which the new election will take effect.

ARTICLE IV COMPENSATION MODEL

Teachers receiving Effective or Highly Effective evaluations will be eligible for a compensation increase.

Teachers receiving evaluations of Improvement Necessary and Ineffective will not be eligible for a compensation increase.

Re-distribution of dollars of any teacher that is not eligible (i.e., did not receive an evaluation of Effective or Highly Effective) will be redistributed equally as a one-time stipend among the eligible teachers.

Newly hired teachers with no experience will have their initial salary adjusted to the minimum of the 2023-2024 range and will not be eligible for an increase under the compensation model.

Newly hired teacher with experience will have their initial salary adjusted by \$3,700.00 and will receive the additional adjustment amount necessary to assure their placement on the salary schedule at the nearest level that does not result in a decrease.

Newly hired teachers with previous experience shall be hired and placed on the scale at the discretion of the superintendent.

Salary increases for eligible returning teachers for 2023-24 will include transition to the salary schedule below and will be based on the following factors, applied in the following order:

1. Evaluation-Receipt of an Effective or Highly Effective Lebanon Community School Corporation evaluation will result in a salary increase of \$3,700.
2. Academic Needs of Students 1-This salary increase for academic needs is a differentiated teacher retention catch-up increase made necessary by past variations in

new hire salary and the increase in new hire salary under this Agreement. Eligible teachers will be transitioned to the 2023-2024 salary schedule and receive the increase amount necessary to bring the teacher's salary to the nearest level that does not result in a decrease. These transitional salary increases range between \$0-\$5,000.

3. Academic Needs of Students 2 is defined as the need to retain returning teachers with with the following years of service to LCSC at the beginning of the 2023-2024 school year whose salary is below the indicated scale step.

- 1 year of service – Scale Step B
- 2 years of service – Scale Step C
- 3-4 years of service – Scale Step D
- 5-6 years of service – Scale Step E
- 7-8 years of service – Scale Step F
- 9-10 years of service – Scale Step G
- 11-12 years of service – Scale Step H
- 13-14 years of service – Scale Step I
- 15-16 years of service – Scale Step J
- 17+ years of service – Scale Step K

Such teachers will be granted a salary increase of \$1,600 for this factor.

Scale Step	Scale Value
A	\$50,000.00
B	\$51,600.00
C	\$53,200.00
D	\$54,800.00
E	\$56,400.00
F	\$58,000.00
G	\$59,600.00
H	\$61,200.00
I	\$62,800.00
J	\$64,400.00
K	\$66,000.00
L	\$67,600.00
M	\$69,200.00
N	\$70,800.00
O	\$72,400.00
P	\$74,000.00
Q	\$75,600.00
R	\$77,200.00
S	\$78,800.00
T	\$80,400.00
U	\$82,000.00
V	\$83,600.00
W	\$85,200.00
X	\$86,800.00
Y	\$88,400.00
Z	\$90,000.00

Teachers who received an Effective or Highly Effective evaluation for the previous year will be eligible for a compensation increase.

Teachers receiving evaluations of Improvement Necessary and Ineffective will not be eligible for a compensation increase.

Re-distribution of dollars of any teacher that is not eligible (i.e., did not receive an evaluation of Effective or Highly Effective) will be redistributed equally as a one-time stipend among the eligible teachers.

Newly hired teachers with no prior experience shall be hired at Step A.

Newly hired teachers with previous experience shall be hired and placed on the scale at the discretion of the superintendent.

Factors and Amount of Salary Increase:

1. Evaluation: Eligible teachers (returning teachers with an Effective or Highly Effective evaluation rating from 2023-24 school year) shall advance one step on the scale from their 2023-2024 placement for the 2024-2025 school year (an increase of 1600) if a higher scale step exists.
2. Experience, defined as employment with LCSC for at least 120 days in the past school year: Eligible teachers shall receive a \$500 increase.
3. Teachers already at scale step Z prior to the 2024-2025 school year shall receive a one time stipend of \$1,600.00 not to be added to their base salary.

Scale Step	Scale Value
A	\$50,500.00
B	\$52,100.00
C	\$53,700.00
D	\$55,300.00
E	\$56,900.00
F	\$58,500.00
G	\$60,100.00
H	\$61,700.00
I	\$63,300.00
J	\$64,900.00
K	\$66,500.00
L	\$68,100.00
M	\$69,700.00
N	\$71,300.00
O	\$72,900.00
P	\$74,500.00
Q	\$76,100.00
R	\$77,700.00
S	\$79,300.00
T	\$80,900.00
U	\$82,500.00
V	\$84,100.00
W	\$85,700.00
X	\$87,300.00
Y	\$88,900.00
Z	\$90,500.00

Ancillary Duty Pay

Teachers will be compensated for duties performed outside of the core teaching functions.

Class Coverage:

When assigned by the administration, elementary teachers shall be compensated at the \$125 when assigned to cover another teacher's entire class for the entire school day. If the class is split between 2 elementary teachers, each teacher shall be compensated \$62.50. If the class is split among 3 or 4 teachers, each teacher shall be compensated \$31.25.

When assigned by the administration, secondary teachers shall be compensated in the amount of \$31.25 when their prep period is used to cover another teacher's class.

Curriculum and Assessment Development (under supervision and approval of the administration) - \$35/hr

Homebound Teacher, Extended Year Teacher - \$35/hr

After School Hours Detention Supervisor - \$30/hr

Summer School:

Summer school will be reimbursed at the teacher's hourly rate according to the board approved teacher's summer school contract. Hourly rate is determined by base salary divided by 187 divided by 6.

Certified staff on a full school year contract that do not complete 120 days of paid service will not be eligible for additional compensation and/or stipend.

The following is for informational purposes only: The School Calendar will consist of 187 contracted days (180 student days and 7 additional staff days).

The following is for informational purposes only: Compensation for teachers receiving extended contracts beyond the 187 contracted days (180 student days and 7 additional staff days), will be based on the daily rate of the teachers' base salary. The number of extended days is not bargained as part of this agreement.

2022-2023: The range of the base salaries for teacher contracts is \$43,500 - \$85,285.47

ARTICLE V: LCSC GRIEVANCE PROCEDURE

Section 1. Purpose/Confidentiality

The purpose of this procedure is to provide, at the most immediate administrative level, equitable solutions to grievances which may arise from time to time. Both parties agree that these proceedings shall be kept as confidential at all levels of the procedure.

Section 2. Definitions

- A. "Grievance" shall be defined as a difference between one or more faculty member(s) through the LCTA as the exclusive representative involving an alleged misinterpretation or misapplication of any provision of this agreement and the Administration and/or School Board.
- B. The most "immediate" administrator shall mean the principal of any school or his/her designated representative, when the grievance involves a single school, or the appropriate central office administrator or his/her designated representative, when the grievance involves a district level concern.
- C. "Days", unless otherwise specified, shall mean all days on which school is in session during the district academic calendar and weekdays during summer recess.

Section 3. Conditions

- A. The parties herein encourage a grievant having a grievance to discuss the problem with the principal or with an appropriate member of the central office administration prior to recourse to the formal grievance procedure. At the discussion, either party may be accompanied by up to two persons of his/her choice.
- B. Each written grievance shall contain a clear and concise statement of the grievance, the issue(s) involved, shall in each instance state the specific alleged violations and remedy recommended, and shall contain specific indication as to whether the informal process was attempted.
- C. At any level, either party may be represented by up to two persons of his/her choice, except that faculty members shall be limited in their choice to representatives with authority to speak for the LCTA. The faculty member is encouraged to be an active participant in the formal procedure.
- D. Failure on the part of the Board and/or the administration at any level of the formal procedure to submit a decision on a grievance within the specified time limits, shall mean the grievance is automatically carried to the next level. Failure on the part of the complainant at any level of this procedure to take the grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level.
- E. Since it is important that formal grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by written mutual agreement of the LCTA President or President's designee and the Superintendent or Superintendent's designee.
- F. Whenever possible, meetings will be held either before school or after school.
- G. All written grievances and appeals of grievances must be signed by the LCTA President or President's designee and/or their designee.

- H. All decisions rendered must be signed by the supervisor or administrator making the decision.
- I. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participant(s).
- J. Should a grievance proceed to Level III as outlined in Section 4, the decision of the School Board shall be considered final.
- K. No certificated school employee shall use this Procedure to grieve any decision by the Board or administration if such decision is applicable to a State or Federal Regulatory Commission or Agency.

Section 4. Procedure

A. Informal Stage

Within the first fifteen (15) days of the time the grievant first knew or should have known of the act or condition upon which it is based, the grievant must present the grievance to his/her principal or central office administrator by meeting with him/her individually in an informal manner during non-teaching hours. The grievant may be accompanied by a representative as provided herein, provided his/her principal or immediate supervisor is informed in advance of the grievant's to have a representative present. Failure to present, meet and discuss the alleged grievance within as provided here shall prevent the grievant from filing the alleged grievance at any formal grievance procedure level. Within ten (10) days of the complainant's meeting with the principal or immediate supervision, the administration shall provide an answer orally to the grievant.

B. Level One

Within five (5) days of the oral answer to the Informal Grievance, or within ten (10) days after presenting the grievance at the informal Level if no oral response has been provided, and the grievance is not resolved the grievant must file the grievance in writing with his/her principal or immediate supervisor. The written grievance shall identify the certificated employee involved, shall state the facts giving rise to the grievance, shall identify by specific reference all express articles or sections of this Contract alleged to be violated, shall state the contention of the grievant with respect to the provisions(s) of said articles or section, and shall indicate the specific relief requested. Within ten (10) days following the filing of a formal written grievance, a meeting shall take place between the building principal or his/her designee, and the LCTA President or President's designee. Within ten (10) days of the meeting, the supervisor shall indicate his/her answer to the grievance by completing the grievance form in writing and returning it to the grievant (with a duplicate copy to the appropriate LCTA representative).

C. Level Two

Within seven (7) days after the receiving the level one disposition, the LCTA President or President's designee may appeal the decision to the Superintendent or his/her designee. Within twenty (20) days after receipt of the appeal, the Superintendent or his/her designee shall meet with the LCTA President or President's designee. Following the meeting, within twenty (20) days of the meeting, the Superintendent or designee shall

indicate his/her answer to the grievance by completing the grievance form in writing and returning it to the grievant (with a duplicate copy to the appropriate LCTA representative).

D. Level Three

Within seven (7) days after receiving the decision of the Superintendent or his/her designee, the LCTA President or President's Designee may request a meeting with the Board, through the Superintendent. The Board shall hold a meeting within twenty (20) days of receipt of the request. The Board shall submit two (2) copies of its decision in writing to the appropriate LCTA representative and a copy to the supervisor involved within ten (10) days following the meeting.

EXTRACURRICULAR COMPENSATION SCHEDULE

Effective for the 2023-2024 ECA Positions

Note: All ECA positions must have a position description on file before payment can be authorized.

2023-2024 and 2024-25

\$8,900.00

Should one person coach the girls and boys team for a sport that occurs in the same season, they shall receive 1.33 times the head coach stipend. If this occurs, there will not be an additional coach paid as one person is serving in the role of head coach for both teams.

Qty	Activity	Index	2023-2024	Qty	Activity	Index	2023-2024
BASEBALL				FOOTBALL			
1	Head Coach	0.630	\$5,607.00	1	Head Coach	1.000	\$8,900.00
1	Var. Asst.	0.450	\$4,005.00	2	Coordinator	0.620	\$5,518.00
2	Asst. Coach	0.340	\$3,026.00	3	Asst. Coach	0.540	\$4,806.00
3	LMS Coach	0.280	\$2,492.00	6	LMS Coach	0.300	\$2,670.00
BASKETBALL*				GOLF*			
1	Head Coach	1.000	\$8,900.00	1	Head Coach	0.340	\$3,026.00
1	Var. Asst.	0.550	\$4,895.00	1	Asst. Coach	0.200	\$1,780.00
3	Asst. Coach	0.450	\$4,005.00	1	LMS Golf	0.250	\$2,225.00
2	LMS 8 Coach	0.280	\$2,492.00	SOCCER*			
2	LMS 7 Coach	0.280	\$2,492.00	1	Head Coach	0.550	\$4,895.00
2	LMS 6 Coach	0.280	\$2,492.00	3	Asst. Coach	0.300	\$2,670.00
				1	LMS Head Coach	0.240	\$2,136.00
CHEERLEADING				1	LMS Asst. Coach	0.200	\$1,780.00
1	Head Coach - Fall	0.280	\$2,492.00	SOFTBALL			
2	Asst. Coach - Fall	0.240	\$2,136.00	1	Head Coach	0.630	\$5,607.00
1	Head Coach - Winter	0.280	\$2,492.00	1	Var. Asst.	0.450	\$4,005.00
2	Asst. Coach - Winter	0.240	\$2,136.00	2	Asst. Coach	0.340	\$3,026.00
3	LMS Cheer Coach	0.240	\$2,136.00	3	LMS Coach	0.280	\$2,492.00
CROSS COUNTRY*				SWIMMING*			
1	Head Coach	0.340	\$3,026.00	1	Head Coach	0.470	\$4,183.00
1	Asst. Coach	0.250	\$2,225.00	1	Asst. Coach	0.300	\$2,670.00
1	LMS Head Coach	0.300	\$2,670.00	1	Combined Diving	0.300	\$2,670.00
1	LMS Asst. Coach	0.240	\$2,136.00	4	LMS Swimming	0.220	\$1,958.00

TRACK*				TENNIS*			
1	Head Coach	0.560	\$4,984.00	1	Head Coach	0.340	\$3,026.00
2	Asst. Coach	0.300	\$2,670.00	1	Asst. Coach	0.280	\$2,492.00
1	LMS Head Coach	0.240	\$2,136.00	1	LMS Head Coach	0.340	\$3,026.00
1	LMS Asst. Coach	0.190	\$1,691.00	1	LMS Asst. Coach	0.270	\$2,403.00
VOLLEYBALL				SECONDARY CO-CURRICULAR			
1	Head Coach	0.630	\$5,607.00	1	LHS Percussion Dir.	0.330	\$2,937.00
1	Var. Asst.	0.300	\$2,670.00	1	LHS Music Dept. Asst.	0.200	\$1,780.00
2	Asst. Coach	0.270	\$2,403.00	1	LHS Fall Guard	0.330	\$2,937.00
3	LMS Coach	0.270	\$2,403.00	1	LHS Fall Guard Asst.	0.220	\$1,958.00
WRESTLING*				1	LHS Winter Guard	0.330	\$2,937.00
1	Head Coach	0.630	\$5,607.00	1	LHS Winter Guard Asst.	0.220	\$1,958.00
2	Asst. Coach	0.300	\$2,670.00	1	LHS Fall Play Instr.	0.290	\$2,581.00
3	LMS Coach (Coed)	0.270	\$2,403.00	1	LHS Fall Visual Instr.	0.290	\$2,581.00
ATHLETICS OTHER				1	LMS Hi-Y Sponsor	0.190	\$1,691.00
4	Strength & Conditioning	0.230	\$2,047.00	1	LHS Aud. Manager	0.450	\$4,005.00
1	LMS AD	0.660	\$5,874.00	1	LHS Z Club Sponsor	0.130	\$1,157.00
2	LMS CIIBettes	0.130	\$1,157.00	1	LHS Key Club Sponsor	0.130	\$1,157.00
2	LMS CIIBettes Asst.	0.100	\$890.00	2	LHS NHS Sponsor	0.100	\$890.00
SECONDARY CO-CURRICULAR				1	LMS NHS Sponsor	0.150	\$1,335.00
1	LHS Yearbook	0.340	\$3,026.00	1	LHS Thespians	0.070	\$623.00
1	LMS Yearbook	0.260	\$2,314.00	1	LHS Broadcasting Spon.	0.160	\$1,424.00
1	LHS Newspaper	0.200	\$1,780.00	1	LHS Musical/Show Choir	0.280	\$2,492.00
1	LMS Newspaper	0.160	\$1,424.00	1	LHS Costume Coord.	0.230	\$2,047.00
1	LHS Student Council	0.200	\$1,780.00	1	LHS Stud. Ambassador	0.090	\$801.00
1	LMS Student Council	0.160	\$1,424.00	1	LHS DECA	0.130	\$1,157.00
1	LHS Academic Team Coord.	0.130	\$1,157.00	1	LHS DECA Asst.	0.100	\$890.00
6	LHS Academic Coach	0.100	\$890.00	1	LHS Thirst Project	0.090	\$801.00
1	LMS Academic Team Coord.	0.090	\$801.00	1	LHS S.A.F.E.	0.090	\$801.00
6	LMS Academic Coach	0.070	\$623.00		LHS FFA	0.090	\$801.00
1	LHS Senior Class Sponsor	0.200	\$1,780.00		LMS/LHS Robotics	0.080	\$1335.00
1	LHS Junior Class Sponsor	0.230	\$2,047.00		LMS Elite Gaming	0.150	\$712.00
1	LHS Soph Class Sponsor	0.070	\$623.00		LMS Events Coordinator	0.080	\$712.00
1	LHS Fresh Class Sponsor	0.070	\$623.00				
1	LHS Senior Sunshine	0.190	\$1,691.00				

SECONDARY CO-CURRICULAR Cont'd				DEPARTMENT CHAIRS (NO. OF TEACHERS IN DEPT.)			
1	LHS Best Buddies	0.100	\$890.00		LHS (1 - 3)	0.160	\$1,424.00
2	LHS Mentoring Program	0.070	\$623.00		LHS (3.5 - 5.5)	0.180	\$1,602.00
1	Lebanon SADD	0.130	\$1,157.00		LHS (6 - 7.5)	0.200	\$1,780.00
1	LMS Junior Sunbeam	0.190	\$1,691.00		LHS (8+)	0.220	\$1,958.00
1	LHS Band Director	1.000	\$8,900.00	1	LHS Sp. Educ. Coord.	0.190	\$1,691.00
1	LMS/LHS Asst. Band Dir.	0.780	\$6,942.00	4	LHS/LHS Tech Instr. Coach	0.190	\$1,691.00
1	LMS Band Director	0.290	\$2,581.00	7	LMS Team Leaders	0.160	\$1,424.00
1	LHS Vocal Music Dir.	0.500	\$4,450.00	5	LMS Dept. Chair	0.190	\$1,691.00
1	LMS Vocal Music Dir.	0.280	\$2,492.00	1	LMS Sp. Educ. Coord.	0.190	\$1,691.00
ELEMENTARY CO-CURRICULAR (PER BUILDING)							
1	Student Leadership	0.090	\$801.00				
1	Academic Coordinator	0.070	\$623.00				
1	Tech Instruction Coach	0.190	\$1,691.00				
1	STEM/STEAM	0.150	\$1,335.00				
4	Elementary Clubs	0.080	\$712.00				
CORPORATION WIDE							
	Teacher Mentor (per mentee)	0.040	\$356.00				
<p><i>Teachers shall be assigned a maximum of two mentees. Teachers with no prior years of teaching experience shall be mentored for two years. Teachers new to LCSC shall be mentored for one year.</i></p>							

ARTICLE VII TERMS AND DEFINITIONS

A. Entire Agreement

This Contract supersedes and cancels all previous contracts or agreements, verbal or written, between the school employer and the Association and constitutes the entire agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

B. Severability

If any Article or Section of this Contract or of any rider thereto shall be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination as to its validity, the remainder of this Contract and of any rider thereto, or the application of such Article or Section to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.

C. Waiver

All bargainable issues have been discussed during the bargaining leading to this Contract, and no additional bargaining on said issues will be conducted on any item, whether contained herein or not, during the life of this Contract, unless the parties, by supplemental written agreement hereto, agree to conduct additional bargaining on said issues.

D. Rights

Certificated school employees shall have the right to form, join or assist employee organizations, to participate in collective bargaining with the School Employer through representatives of their own choosing and to engage in other activities, individually or in concert for the purpose of establishing, maintaining, or improving salaries, wages, hours, salary and wage related fringe benefits and other matters as defined in PL 217, Section Four (4) and Seven (7).

E. Temporary Contract Teachers

The provision of this contract, in accordance with applicable Indiana statutes, are applicable to a teacher on a temporary contract.

F. Teachers Employed Less Than Full Day/Year

The provisions of this Contract are applicable to a teacher on a regular or temporary contract which stipulates employment for less than a full day and/or full year basis. Teacher salary and fringe benefits contained in this Contract are based on employee status for a full day/year of employment. "Full Year" means not less than 187 days during the contract year. When a teacher will not be working a full day/year, the salary

and wage related fringe benefits are prorated accordingly. However, a teacher must work the minimum number of hours per week and meet other eligibility requirements as specified by the insurance carrier(s) to be considered for enrollment in and coverage by the School Corporation's group insurance plan(s).

G. Committee Selection

Association membership on corporation and school-based committees will be in accordance with Indiana Code. This is provided for informational purposes only.

H. Contract Limitations

The School Employer construes, and the Association recognizes the specific, express provisions of this Contract as constituting limitations and being the only limitations upon the School Employer's right, power, authority, duties and responsibilities to manage and direct the operations and activities of this school corporation to the full extent authorized by law.

I. Meeting Attest

The undersigned attest to the following:

- a. A public hearing was held on August 15, 2023 [in compliance with § 20-29-6- 1(b)], and electronic participation from the parties and/or public was permitted;
- b. A public meeting was held on October 17, 2023 [in compliance with LC. § 20--- 29-6- 19] to discuss the tentative agreement and electronic participation from the governing body and/or public was permitted;
- c. A public meeting to ratify this agreement was held on November 8, 2023 and electronic participation from the governing body and/or public was permitted.

This is so attested to by the parties whose signatures appear below:

**Board of School Trustees
Lebanon Community School Corporation**

**The Lebanon Classroom
Teachers Association**

President/Date

President/Date

Secretary/Date

Secretary/Date

J. Contract Attest

This Contract is made and entered into at Lebanon, Indiana, on November 8, 2023 by and between the Board of School Trustees of the Lebanon Community School

Corporation, County of Boone, State of Indiana, party of the first part, and The Lebanon Classroom Teachers Association, party of the second party.

Ratification Date: November 8, 2023

Effective Date: July 1, 2023 through June 30, 2023

This Contract is so attested to by the parties whose signatures appear below:

**Board of School Trustees
Lebanon Community School Corporation**

**The Lebanon Classroom
Teachers Association**

President/Date

President/Date

Secretary/Date

Secretary/Date