

**COLLECTIVE BARGAINING AGREEMENT
BETWEEN**

**RSU #16 BOARD OF DIRECTORS AND RSU
#16 EDUCATION ASSOCIATION TEACHER
UNIT**

**REPRESENTED BY THE RSU #16 EDUCATION
ASSOCIATION/MEA/NEA**

2023-2026

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Preamble

This Agreement is entered into between the RSU #16 Board of Directors (hereinafter called the "Board") and the RSU #16 Education Association (RSU #16 EA) affiliated with the Maine Education Association (MEA) and the National Education Association (NEA) (hereinafter called the "Association.") The Board and the Association agree that they share a responsibility to work together within their respective duties and powers to provide a high-quality educational system for the children of RSU #16.

Witnessth

WHEREAS, the parties have reached certain understandings which they desire to conform in the Agreement, it is hereby agreed as follows:

Article 1: Recognition

The Board recognizes the Association as the sole and exclusive bargaining agent in accordance with the Municipal Public Employees Labor Relations Law, 26 M.R.S.A. Section 961 et seq., for a unit consisting of all public employees, employed by RSU #16 as classroom teachers, library/media specialists, school nurses, guidance counselors, social workers, academic coaches, and excluding all other positions in RSU #16, as defined by 26 M.R.S.A. Section 962(6) (including seasonal, temporary, or on-call employees.) Unless otherwise indicated in a particular provision of this Agreement, the term "teacher" shall refer to all of the positions in the paragraph above.

Article 2: Separability

In the event that any provision of this Agreement is found by a Maine court to be in conflict with any state, federal, or other applicable laws/regulations, such law(s)/regulation(s) shall prevail and such provisions of the Agreement shall be considered invalid and void. Such invalidity shall not affect the validity of the remaining provisions of this Agreement which shall remain in full force and effect.

Article 3: Negotiation Procedure

The Board and the Association have a statutory obligation, pursuant to the Municipal Public Employees Labor Relations Law, to confer and negotiate in good faith with respect to wages, hours, working conditions and contract grievance arbitration.

Article 4: Board Rights

The Board hereby retains and reserves unto itself (or to its designees, which it may from time to time designate to act on its behalf on any matter covered by this Agreement) all powers and duties vested in it by law and/or regulation; the right to act on educational policy matters; the right to sole and exclusive control, direction and supervision of operations and personnel; and the right to carry out ordinary and customary functions of management, except as such rights are specifically limited by a provision of this Agreement.

Article 5: Association Rights

- A. The Association shall be permitted to use school facilities and equipment outside of work hours, subject to the same regulations and charges as community organizations.
- B. The Association shall have the right to post notices of activities and matters of Association concern in areas designated for employee use. The Association may use the district mail service, employee mailboxes, school computer equipment, and district email for communications with employees.
- C. Duly authorized representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this does not interfere with the operations of the schools, scheduled meetings or assigned duties of the employees.
- D. MEA/NEA Office Leave: Employees who are elected to office in either MEA or NEA may be granted a one (1) year leave without pay subject to Superintendent approval.

Article 6: Teacher Rights

- A. No teacher on continuing contract shall be given a written reprimand, suspended, non-renewed or dismissed without just cause.
- B. The just cause provision in Paragraph A does not apply to the non-reappointment or dismissal of a teacher under a seasonal or annual appointment to a coaching or other stipend position.
- C. The Board and Association agree that no teacher will be treated differently than another teacher based on membership or non-membership in the Association.
- D. Complaints regarding a teacher's performance made to any member of the administration by any parent, student or other person shall be called to the attention of the teacher if the complaint is investigated. Such complaint shall be investigated within a reasonable time period, if the administrator determines that the complaint is credible, and the teacher shall be given an opportunity to respond to and/or rebut such complaint as part of that investigation, and shall have the right to be represented by the Association at any investigative meetings regarding such complaint(s).
- E. Whenever a teacher is called before the Board concerning any matter which could have an adverse effect on the teacher's continuation in their position or employment, the teacher shall be entitled to twenty-four (24) hours prior written notice of the reason for the meeting and to have an Association representative present. It is understood that the twenty-four (24) hours prior written notice may be waived if the Superintendent determines that there is an immediate health or safety concern that must be addressed or the matter involves the welfare of any student, the teacher is still entitled to representation.
- F. Pay and benefits shall continue during any administrative leave pending disciplinary action.
- G. The Superintendent shall provide a copy of the current collective bargaining agreement to each teacher (upon request). The Superintendent shall notify the Association of new teacher orientation sessions and time shall be provided for the Association at the end of the session to discuss contract and benefit information.

H. Teachers shall be notified of their salary and anticipated school assignment for the following year by June 1st. If the administration is unable to meet the June 1st date, the Association Co-Presidents and Staff will be notified of the new date by June 1st. The Board and administration reserve the right to make changes in teacher assignments after this time based on the needs of the schools. If a teacher assignment changes, the teacher shall be notified as soon as practicable under the circumstances.

I. The teacher contract is subject to the statutes of the State of Maine and the rules and regulations of the RSU 16 Board of Directors. A teacher's contract may be terminated by mutual consent at any time and may be terminated by the RSU 16 Board of Directors as provided by the state statute. The teacher may resign by submitting at least sixty (60) days written notice at any time except the teacher may not resign during the month of August.

Article 7: Work Hours and Schedule

A. The expected arrival and departure times for teachers (on days where there are no duties and/or meetings) shall be established by the building principal each year based on program and student needs.

B. In the event that a teacher or teachers believe that the professional requirements as determined by the building principal are arbitrary or excessive, the teacher or teachers shall report their concerns to the Superintendent, who has the authority to determine the appropriateness of said requirements.

C. Teachers shall receive a duty-free lunch each day of at least twenty-five (25) minutes. Said lunch shall be scheduled by the building principal in accordance with the program and operational needs of the building.

D. Preparation Time for teachers shall be provided in accordance with Board Policy - GCMA-Teacher Preparation Time.

E. All teachers may be required to attend up to 25 faculty/professional meetings during the school year, at the end of the teachers' regular school day as scheduled by the administration. Such meeting shall be without additional compensation. Teachers will be provided with an annual schedule of faculty/professional meetings, with the understanding that meeting dates and times are subject to changes deemed necessary by the Superintendent. In addition, emergency meetings may be called at any time at the discretion of the building principal.

1. For Elementary Teachers: All meetings shall be up to seventy-five (75) minutes.
2. For Middle and High School Teachers: All meetings shall be up to seventy-five (75) minutes.

F. An Association representative may speak to the teachers at any meeting referred to in Paragraph E either proceeding or immediately after the regularly scheduled meeting as mutually agreed by the parties.

G. The parties agree that teacher attendance at events such as parent conferences, open house, and graduation activities may be mandated by the administration (and is part of the annual compensation.) Attendance at other meetings, outside of normal school hours, shall be on a voluntary basis unless the administration notifies teachers at least one week in advance that attendance at a particular meeting is mandatory. Teachers who are required to work more than 182 days should be compensated at the per diem rate of the individual's contract salary (1/182), this doesn't include teachers on probationary contracts who are required to work 187 days per year. Teachers who volunteer to do additional work will be compensated at a rate of \$35/hour.

H. Teachers who are interested in job-sharing should make a proposal to the building principal and Superintendent. Such requests may be approved if they are determined to be in the best interest of students and the educational program. Decisions regarding job-sharing requests are grievable only to the Board level and are not subject to arbitration. Teachers who job-share are required to attend all faculty meetings, workshop days, and to fulfill all professional responsibilities of the position. Teachers who job-share shall receive prorated salaries and benefits.

I. When requested by the administration (only), a teacher who chooses to cover classes during their prep period for another teacher who must leave or is absent will be compensated at a rate of \$35 per class covered. This includes the cancellation of a special at the elementary level. This rule doesn't apply to teacher mutually agreed upon coverage.

J. I.E.P Meetings - Additional compensation for teachers whose attendance is required at IEP's scheduled outside of the normal school hours, or on days not otherwise compensated, will be as follows:

- 16-30 IEP meetings scheduled outside of normal school hours, or on days not otherwise compensated for - \$250 payment on the last payroll in June.

- 31 or more IEP meetings scheduled outside of normal school hours, or on days not otherwise compensated for -an additional \$250 for a total compensation of \$500 payment on the last payroll in June.

Each teacher will need to keep a running record (dates and last name of student) of qualifying IEP's; each entry must be approved and initiated by the appropriate Administrator prior to submission to payroll.

Article 8: Work Year

- A.** The Board or Superintendent designee agrees to meet and consult with the Association about the school calendar each year before it is finalized.
- B.** The scheduled employment year for teachers on a continuing contract will be no more than 182 days. 175 student days and 7 professional development days. The scheduled employment year for teachers within their first two years of employment shall be five (5) days beyond the school year, and shall be no more than 187 days. The additional five (5) work days for new teachers within their first two years of employment will be non-instructional workdays determined by the teacher's supervising administrator. These additional days may be required after approval for the teacher's hiring by the Board but prior to the commencement of the new school year. It is understood between the parties that the length of the student school year is an educational policy matter, subject to the meet and consult requirement with the Association.
- C.** Two of the professional development days will be used as compensation days to make up for the afterschool and evening time teachers spend during the Fall & Spring Student Led Conferences. One of these days will be the Wednesday before Thanksgiving and the other will be the last workday of the year.

Article 9: Salaries and Placement on the Scale

- A.** The salary scales are attached as Appendix A. The Superintendent will place all teachers according to years of public teaching experience. One year of experience will be granted for each year of public school service, all other experience will be at the discretion of the Superintendent.

B. For the purposes of considering progression on either salary scale, a teacher must teach a minimum of one hundred thirty (130) days in a school year (excluding any time absent on paid or unpaid leave.)

C. Any teacher on the scale who anticipates moving to the Master's scale for the next contract year must notify the Superintendent in writing prior to February 1st. Documentation of receipt of the Master's degree must be provided prior to the start of the new contract year.

D. Teachers shall be paid every other week and are required to use direct deposit. Pay stubs are emailed to the teacher's RSU #16 e-mail address. Upon written request to the Superintendent's Office, teachers will be provided with paper copies of their pay stubs. Teachers who wish to receive July and August installments in a lump sum must provide written notice to the Superintendent no later than May 1st. Staff in grant-funded positions may be required to take a lump sum as determined by the Superintendent/designee. The lump sum payment may, at the discretion of the Superintendent, be made on the last payroll in June or the first payroll in July.

E. Teachers are required to maintain their professional certification at all times. Without a valid certification, teachers may be terminated or moved to substitute pay until a valid certification is obtained.

F. The Board agrees to deduct Association dues from payroll checks, provided that individual teachers provide written authorization for such deduction. The Association shall certify to the Board the current rate for dues by September 1st of each year. The Association shall indemnify and hold the Board and its representatives/designees harmless from any and all claims arising out of the deduction of Association dues.

G. Upon appropriate written authorization from the teacher, the Board shall deduct from the payroll check of any teacher and make appropriate remittance for insurance and other plans and programs approved by RSU #16.

H. Teachers who work less than full-time shall receive prorated benefits and leave provided under this Agreement based on their percentage of time compared to full-time.

I. To be eligible for Master's Plus 30 stipend of \$2,500 thirty (30) credits must be within the last 15 years taken additionally and related to their teaching practice or a teacher may petition the Superintendent for approval. The Superintendent's position is final. Any teacher who believes they are eligible for the Master's Plus 30 stipend is required

to demonstrate such eligibility by submitting "Official Transcripts" to the Superintendent for consideration for approval prior to February 1st. Once you qualify for the Master's Plus 30 stipend, you will receive the stipend yearly for the duration of this contract. The stipend will be paid as other stipend positions found in Article 10.

J. When a teacher has completed...

~25 years in this district a one-time longevity stipend of \$1,000

~30 years in this district a one-time longevity stipend of \$1750

~35 years in this district a one-time longevity stipend of \$2500

~40 years in this district a one-time longevity stipend of \$3500

will be awarded at the successful completion of the specific longevity year.

Article 10: Stipend Positions

A. The stipend schedule is attached as Appendix B.

B. All co-curricular stipend positions involving students shall be posted internally and shall also be advertised externally as deemed appropriate by the administration. All other positions shall be posted internally.

C. Appointments to athletic stipend positions are for one season only. The duration of other appointments depends upon the nature of the position and shall be specified in the position description.

D. The Board and the administration reserve the right to fill or not fill any stipend position. In the event that the Board decides to eliminate or leave vacant any stipend position, the Association shall be notified.

E. The Association may request a list of co-curricular stipends paid each contract year.

F. The Board may add additional stipend positions at its discretion, with the rate of pay determined in consultation with the Association.

G. A stipend contract will be completed for each position.

H. Co-curricular stipends for positions that last less than a full school year may be paid upon completion of the activity or half at completion and half at the midpoint of the activity period. Positions that last a full school year shall be paid in 20-24 equal

installments as established by the Superintendent. The number of installments is based upon when stipend forms are returned to Central Office in the Fall.

I. The Board or its designee shall have the right to terminate a contract for a stipend position upon five days written notice for reasons related to unsatisfactory performance. Contracts may be terminated immediately for misconduct. Stipends shall be prorated based on the percentage of the contract served.

Article 11: Insurance

A. The Board agrees to pay the following percentages of the MEA Benefits Trust Choice Plus premiums:

88% Single and Adult with Child premium

84% Two Adult premium

82% Family premium

B. Teachers who select a plan other than the Choice Plus plan shall pay any excess premium amount.

C. Teachers who work at least twenty-five (25) hours per week, but less than full-time shall receive prorated benefits based upon their percentage of time compared to full-time. Teachers who work under twenty-five (25) hours per week are not eligible for insurance benefits paid for by RSU #16.

D. If a teacher's spouse/domestic partner has access to health insurance through their own employer, they shall not be eligible for insurance benefits paid for by RSU #16. Teachers who seek to cover a spouse/domestic partner under RSU #16's health insurance plan are required annually, to sign a certification that they are not eligible for insurance through their own employer. This provision does not apply to teachers employed by RSU #16 prior to April, 2012 whose spouses currently are covered by RSU #16 health insurance.

E. If both spouses/domestic partners are employed by RSU #16, they will receive 95% health insurance coverage of any plan they choose provided it is the lowest cost option to the district.

F. Employees who are eligible for coverage under another employer's provided health insurance plan may opt out of RSU #16's health insurance plan and receive a

cash-in-lieu payment of \$175.00 per month, subject to all applicable taxes. An employee taking this benefit is required to sign an annual certification that they are covered by another employer's health insurance plan at open enrollment.

G. In order to enable employees to use pre-tax dollars to pay eligible dependent care and health care expenses, the Board agrees to make available, at employee expense, a Medical Expense Reimbursement Account (Section 125) and Dependent Care Reimbursement Account (Section 129.)

H. RSU #16 will provide each teacher up to \$150.00 per contract year toward the cost of Northeast dental insurance plan(s) offered. Teachers are responsible for the remainder of the cost for whatever premium level they choose. One of the dental plan choices will include an orthodontic rider.

I. Teachers are eligible to participate in the life insurance plan offered by Maine PERS and processed through RSU #16 at their own expense.

Article 12: Authorized Leave

Part-time teachers shall receive pro-rated leave benefits based on their percentage of time compared to full-time.

A. Personal Sick Leave

1. Teachers shall receive fifteen (15) sick leave days on the first official day of the school year.
2. Teachers may accumulate up to one hundred fifty (150) sick leave days. Teachers who were employed by the predecessor school units of the Mechanic Falls School Department, Poland School Department (PCS/BWMS/PRHS) or the Minot School Department will not lose any accumulated sick leave days over 150.
3. The Superintendent has the discretion to require appropriate documentation of the need for sick leave days. An employee may be required to submit a doctor's certificate verifying the use of sick days if abuse of sick leave seems evident to the Superintendent or their designee or to determine the teacher's fitness to teach.

4. The School Board has adopted a policy on Family and Medical Leave (Code: GBN-R1) in accordance with the Federal Family Medical Leave Act and the State Family Medical Leave Law. Staff may use any accrued sick leave under this article and it shall be used concurrently with any leave that also qualifies under this policy.
5. Teachers will be allowed to transfer up to twenty (20) days of unused sick leave in accordance with 20-A MRSA section 13601(2).

B. Family Sick Leave

1. An employee may use up to their current year's allotment of 15 days of sick leave each year to care for a member of their immediate family when the employee's presence is required. The Superintendent may require medical documentation confirming the need for such leave. For the purposes of this section, "immediate family" shall include an employee's parent, spouse/domestic partner, or child.
2. In the event that an immediate family member has an extended serious health condition that requires ongoing care by the employee (such as post-surgical care) and the employee has already used the 15 days of personal sick leave allowed for family care, the employee may request that the Superintendent permit the use of up to a maximum of 15 additional accumulated sick leave days to care for such family member. The employee must include medical documentation of the need for such leave with their request.

C. Sick Leave Bank

1. The sick leave bank is designed to assist teachers who experience a serious or extended non-work-related illness or injury. It is not intended for elective surgery that could be performed outside the school year; for pregnancy and childbirth (unless medically necessary); or for illness or injury to family members. It is intended to serve those teachers who have used their accumulated sick leave and who anticipate a long-term absence.
2. Participation in the sick bank is open to all teachers.

3. Participation in the sick bank is optional. Any eligible teacher who wishes to participate in the sick bank must annually contribute one (1) sick day by October 1st.
4. The sick bank shall be administered by the Superintendent, Business Manager, and Co-President(s). In the event that no consensus is reached, the decision shall be made by the Superintendent and it is not grievable.
5. Sick bank days contributed each year shall be added to the bank, but no more than one hundred fifty (150) days shall be carried over from one contract year to the next.
6. In order to withdraw days from the sick bank, a teacher must have exhausted their personal sick leave. A teacher requesting days from the sick bank shall apply in writing to the Superintendent. The request must be accompanied by specific medical documentation from a health care provider detailing the nature of the illness or injury; the anticipated length of absence and the anticipated return to work date. The Superintendent and President(s) have the discretion to request additional medical documentation if needed to act upon the request. A teacher is eligible to receive no more than fifteen (15) sick bank days each school year, except that a teacher may apply for up to fifteen (15) additional sick bank days in extraordinary circumstances. A teacher may access the bank no more than twice in any five-year period.
7. Teachers who cancel their membership in the bank will not be reimbursed for days donated.
8. There is an affirmative duty for teachers who may qualify for disability benefits under the Maine PERS to apply for such benefits as soon as possible. A teacher must agree in writing that in the event they receive a disability retirement, they will pay back any sick bank days used, if any, after the effective date of the disability retirement.

D. Bereavement Leave

1. Up to five (5) days per occurrence may be used for the death in the family which includes: spouse, domestic partner, parents, children/stepchildren, siblings, in-laws (mother, father, brother or sister), aunt, uncle, niece, nephew, grandparents, grandchildren, sibling or child of a domestic partner.
2. In extenuating circumstances, additional days may be granted at the discretion of the Superintendent on an individual basis. Any such days shall be deducted from sick leave or shall be unpaid.

E. Earned Paid Leave

1. Teachers are allowed up to five (5) Earned Paid Leave days per contract year (the first two days are personal days and the next 3 days will be subtracted from the teacher's sick leave balance.) These days may be used for any purpose. The Earned Paid Leave days do not accrue and expire at the end of each school year.
2. Earned Paid Leave days may be taken in half or full-day increments.
3. Teachers are required to request Earned Paid Leave days at least ten (10) days in advance, except in cases of emergency. If requested later but there is availability, then they may be approved under building admin discretion.
4. Earned Paid Leave can be used for any reason such as an emergency, illness, sudden necessity, planned vacation, etc.
5. Teachers must notify their principal or supervisor as soon as practicable if the use of Earned Paid Leave is for an emergency, illness (if no sick days are available), or sudden necessity.
6. Earned Paid Leave cannot be used before or after a holiday or vacation period, without prior approval.

7. Only 1-2 teachers in each building can be out on Earned Paid Leave on the same day. Additional teachers may be out at administrative discretion based on substitute availability. The first teacher to submit the written request has priority.
8. Teachers cannot use more than two (2) consecutive days of Earned Paid Leave days at one time, without prior approval.
9. If Earned Paid Leave is used for sickness and there is a suspicion of misuse, RSU 16 may require the teacher to provide a doctor's note. All Earned Paid Leave will run concurrently with any authorized FMLA leave when FMLA is approved.
10. All teachers will receive two (2) days of Earned Paid Leave at the beginning of the school year (front-load accrual). Earned Paid Leave will not be paid out upon termination or resignation, but will be reinstated if the employee returns within the same school year.
11. Teachers can use no more than five (5) days of Earned Paid Leave (2 personal and 3 sick leave days) in any defined school year.
12. Teachers can not use Earned Paid Leave during the months of May and June, without prior approval and coverage availability.
13. New employees must wait 120 days before they can use their accrued Earned Paid Leave.
14. If the state laws change during the length of this contract and eliminates Earned Paid Leave for teachers under this contract, then this section of the contract will immediately revert back to two (2) personal days and the previous contract language found under personal days and will hold those who have taken more than two (2) Earned Paid Leave days harmless for the remainder of that specific contract year in which the change goes into effect.

F. Legal Proceedings Leave

1. Teachers shall be granted leave for jury duty. Teachers must turn over their jury duty pay (less expenses, including mileage.) If an employee is released from jury duty during working hours, they are expected to contact the building principal and return to work if required.
2. Teachers shall be granted leave with pay for any legal proceedings when RSU #16 requires the employee to attend.

G. Child Care Leave

A teacher may request an unpaid leave of absence for childcare purposes for a period of up to one (1) year following the birth of a child or an adoption. Any such request must be made in writing to the Superintendent and is subject to approval by the Board. Requests should be submitted as far in advance as possible, as the availability of a suitable substitute is a factor in the decision whether or not to approve the leave.

H. Military Leave

The Board shall comply with all applicable federal and state laws and regulations concerning military leave.

I. Sabbatical Leave

1. After seven (7) years of continuous service in RSU #16 (including service in the predecessor school units of Poland, Minot or Mechanics Falls), a teacher may be eligible for a sabbatical for one (1) year at half their salary with the written agreement that they return to the district for 3 years following the leave.
2. A teacher who fails to comply with the three-year requirement will have to repay the sabbatical salary at a rate of one-third for each year not completed. Said leave must be part of a written professional development plan which is consistent with RSU #16's vision and goals; be recommended by the Principal and Superintendent; and be approved by the Board.
3. The teacher may retain the current level of health insurance but the teacher will pay a 50% prorated cost of the coverage.

4. The teacher will not receive sick leave or course reimbursement for the duration of the leave.
5. The sabbatical request will include a document prepared by the teacher that defines the teacher's specific goals, objectives, and responsibilities for the sabbatical year.
6. Leave is to be applied for by December 1st for the following school year for budget purposes.
7. Upon return from sabbatical leave, the teacher shall be advanced in the system according to regular procedure.

Article 13: Course Reimbursement

This article does not apply to teachers who are on sabbatical or any unpaid leave of absence.

A. University/College Courses

RSU #16 will reimburse a full-time teacher for graduate courses up to a maximum of three courses at the University of Maine at Orono rate per fiscal year. Part-time teachers are eligible for course reimbursement prorated based on their percentage of time worked compared to full-time. The UMO rate is the maximum that will be paid for any course. If a teacher takes a course at a higher rate, they will be responsible for the difference in cost. There will be an overall cap of \$70,000 for tuition reimbursement. \$10,000 of that money will be reserved for priority staff (i.e. staff with conditional or transitional certifications and then staff matriculated in advanced degree programs) at the discretion of the Superintendent. Requests will be considered on a first-come, first-served basis until this amount is depleted district-wide. If no priority needs are identified as of October 1st, the Association will be notified and the money will be directed back to the regular tuition lines. Teachers requesting priority status will notify the superintendent by October 1st of each year.

A teacher must obtain prior approval from the Superintendent and meet the following conditions:

1. Courses will only be approved from institutions that appear in the U.S. Department of Education's Database of Accredited Postsecondary Institutions and Programs: <http://ope.ed.gov/accreditation>

2. Courses taken must be required by the administration and/or be aligned with a teacher's professional goals and the needs of RSU #16.
3. Course approval forms must be submitted four (4) weeks prior to the registration deadline for a course.
4. The teacher must obtain a "B" or better (or Pass in a Pass/Fail course) in order to be reimbursed.
5. The teacher must submit proof of payment and their course grade before reimbursement will be made.
6. The teacher must still be under contract with RSU #16 to receive reimbursement.
7. Teachers may request pre-payment for courses provided that they meet the applicable requirements in Section A and sign a written agreement that they shall reimburse RSU #16 for the cost of the course(s) if they do not obtain a "B" in the course; withdraw from the course; or leave their employment with RSU #16 within two (2) years of completing the course(s).
8. A teacher must submit a transcript for completed courses to the Superintendent's Office within thirty (30) days of course completion. If the transcript is not submitted, RSU #16 may deduct the amount prepaid from the teacher's bi-weekly pay.
9. If a teacher fails to reimburse RSU #16 within 60 days of receiving a grade less than a "B" or "fail," RSU #16 may deduct the amount owed from the teacher's bi-weekly pay.

If a teacher leaves the district prior to two (2) years after completion of a course, repayment of the coursework must be made according to the following criteria:

1. If it is for 1-3 courses, it must be paid in full prior to the teacher leaving their employment.
2. If it is for 4 or more courses, the teacher will reimburse three of the courses in full and will reimburse 50% of any remaining courses and will be paid for prior to leaving their employment and the other 50% can be negotiated into a payment

plan of up to 2 years in length with the prime borrowing interest rate added into the total at the date of departure.

3. The repayment will be deducted from their remaining salary payments, unless another arrangement has been made in agreement with the Superintendent.

B. Seminars, Workshops and Other Professional Development

In addition to the normal workshop/PD line budgeted by the office of the Principal each year, there will be an additional \$7000 district-wide reserved for conferences/workshops. Requests will be considered on a first-come, first-served basis at the beginning of each school year with Superintendent's approval until this amount is depleted. The Superintendent will make decisions on such requests based on funds available and the relevance/value of the particular activity to the teacher's assignment and RSU #16, and the Superintendent's decision is final and not grievable.

Article 14: Vacancies and Transfers

- A. During the school year, teaching vacancies will be posted in the schools and the Superintendent's Office not less than ten (10) days before the position is permanently filled. During the summer, vacancies will be posted and a copy mailed to the Association President(s) not less than ten (10) days before the position is permanently filled.
- B. Teachers who desire a change in grade and/or subject assignment may submit a letter of request to the Superintendent/designee within the deadline of the posted vacancy. Teachers who possess the qualifications for a position shall be considered by the interviewing committee.
- C. The Superintendent will take requests for transfer into consideration when filling vacant positions.
- D. Notice of reassignment or transfer not requested by a teacher shall be given to the teacher as soon as practical by the Superintendent and/or Principal. If requested by the teacher, the Superintendent and/or Principal will meet with the teacher to discuss the transfer. The teacher may, at their option, have an

Association representative present at such a meeting. The Superintendent's decision is final and shall be issued in writing.

- E. The Superintendent shall notify the Association President(s) of all new hires and their placement on the scale once confirmed.

Article 15: Health and Safety

- A. The Association and Board are committed to the health and safety of all employees. Unsafe conditions and acts should be treated seriously and resolved with a sense of urgency and in accordance with applicable provisions of federal and state laws and regulations with respect to employee safety and health in order to provide a safe working environment. If the Association President would like to review a particular policy or procedure related to health and safety, they may request a meeting with the Superintendent to do so.
- B. It is the responsibility of the employee to notify the administration as soon as possible of any threat, assault or other situation that they believe to be unsafe or hazardous. The administration will investigate and remediate as appropriate. Additional training will be available to staff who require it as soon as available. Staff who desire training related to safely performing their assignments should notify their Building Administrator of the need for such training.
- C. Written, verbal or physical threats made against an employee by students, parents, community members or colleagues shall be immediately reported to the Building Administrator, Superintendent and the appropriate law enforcement officials if necessary. The administration shall conduct an investigation and the employee shall be notified of the outcome of the investigation to the extent allowed by law.
- D. Any employee through the course of employment in RSU #16 who has had a loss of clothing or other personal property due to having to perform a restraint or other de-escalation techniques will be reimbursed for such clothing or personal property.

Article 16: Personnel File

- A. The Committee shall maintain, for official School Department purposes, one (1) personnel file for each employee in accordance with 20-A MRSA sections 6101 and 6102. This file should be kept under conditions that ensure its integrity and safekeeping and shall contain copies of personnel forms, official correspondence to and/or from the employee, written evaluations and other appropriate material relating to the employee's employment. The employer is not responsible, however, for any inadvertent release of confidential information that is obtained through deceit or fraud.
- B. An employee shall be given a copy of any detrimental material prior to its being placed in the file. An employee shall also have the right to submit a written answer to any materials placed in the file within thirty (30) calendar days. Anonymous or unattributed material shall not be placed in the file, unless the matter is investigated and found to have merit, in which case an investigation report shall be placed in the personnel file.
- C. An employee shall have the right to examine their file in the presence of the Superintendent, their designee, or appropriate administrative personnel, during the normal business hours of the office in which the file is kept and within two (2) working days of the request. Upon request, an employee may obtain copies of any material in the personnel file without cost once annually.

Article 17: Reduction in Force

- A. If the Board is contemplating the elimination of positions, it shall notify the Association and shall meet and consult on the matter before any decision is made.
- B. The Superintendent shall post a seniority list in each building by October 1st of each year. Teachers shall be listed by impact area and seniority. Seniority shall be based upon continuous years of service since the last date of hire in this bargaining unit within RSU #16 or the predecessor school units (Poland/Whittier, PRHS, Minot or Mechanic Falls. Part-time teachers shall be listed along with full-time teachers.

- C. If teachers are tied in seniority, then total teaching experience shall be used to break the tie (except for rehired retirees whose seniority shall be calculated from the last date of hire.) Teachers who work in more than one impact area shall be listed in the impact area where they spend the majority of their time. Teachers who are transferred from one impact area to another shall retain their seniority in the previous impact area for three years (provided they maintain the appropriate certification.) Part-time teachers shall be listed along with full-time teachers.
- D. If no objections to the seniority list are made in writing by the Association by November 1st, the list shall be signed by the Superintendent and the Association President(s) and shall be binding on the parties for the balance of the contract year unless changes are mutually agreed to.
- E. The following impact areas shall be used:
- 1. All Elementary Schools**
 - Pre-K to 3 Classroom Teachers
 - 4-6 Classroom Teachers
 - Special Education Teachers
 - Social Worker
 - Guidance
 - Counselor
 - Music
 - Art
 - Physical Education & Health
 - 2. Middle School**
 - 7-8 Classroom Teachers by subject (language arts, social studies, math, science)
 - Special Education Teachers
 - Social Worker
 - Guidance
 - Counselor
 - Art
 - Physical Education & Health
 - Technology Education
 - 3. High School**
 - 9-12 Classroom Teachers by subject (language arts, history, math, science)
 - Special Education Teachers

Social Worker
Guidance
Counselors
Technology Education
Art
Physical Education & Health

4. Other Specialty Areas

K-12 Gifted and Talented
PreK-12 Library/Media Specialists
PreK-12 School Nurses
7-12 Music
PreK-12 ESL
PreK-12 Speech & Language
7-12 World Languages

F. Probationary teachers and teachers who have been suspended within three (3) years shall be laid off first. If additional layoffs are necessary, teachers shall be chosen for layoff within specific impact areas using the criteria based on the Reduction in Force rubric in Appendix C.

G. In the event a teacher is not certified to be reassigned to a position within an impact area currently staffed by a teacher with less seniority, the teacher lacking appropriate certification for remaining positions shall be laid off first.

H. Teachers shall receive a minimum of ninety (90) calendar days' notice of layoff. The Association shall also receive a copy of layoff notices.

I. Continuing contract teachers who have been laid off shall remain on the recall list for a period of two (2) years. The Committee shall offer re-employment within their impact area to teachers on the recall list for any vacancies for which they are qualified. Teachers who are recalled shall retain their seniority and all benefits accumulated prior to the layoff.

J. Teachers are responsible for keeping the Superintendent's Office informed of their current contact information.

K. Teachers shall be notified of recall to their impact area at their last known address via certified mail and must accept the position in writing within ten (10) calendar days or they shall forfeit the position.

L. Teachers shall be removed from the recall list if they:

1. Fail to respond to a recall notice;
2. Refuse an equivalent position in their impact area;
3. Request to be removed from the recall list;
4. Fail to appear for work on the appointed day following recall

M. Teachers who are laid off are entitled to continue health insurance coverage in accordance with the law.

Article 18: Travel Expenses/Itinerant Teachers

Teachers who are required to use their personal vehicle for RSU #16 business shall be reimbursed for such use at the current IRS rate. Itinerant teachers who travel between schools within a school day shall be reimbursed likewise. Teachers need to submit timely reimbursement request forms (monthly), but not later than the last day of school, for June expenses.

Article 19: Grievance Procedure

A. Purpose

The purpose of this procedure is to secure, at the lowest level possible, solutions to disagreements or disputes over the meaning or application of this Agreement. Both parties agree that the grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

B. Definitions

1. A "grievance" is any alleged violation of the specific terms of this Agreement or any dispute with respect to its meaning or application.

2. A "grievant" is the employee(s) or Association making the claim.
3. A "party in interest" is any person(s) who might be required to take action or against whom action might be taken in order to resolve the claim.
4. A "day" shall mean a school day during the school year and during the summer it shall mean business days when the Superintendent's Office is open, exclusive of weekends and legal holidays.

C. Time Limits

1. Since it is important that a grievance 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 limit specified may, however, be extended by mutual written agreement between the Superintendent and the Association President(s).
2. Failure of the grievant to timely file a grievance or to strictly adhere to all further time requirements in the grievance procedure shall constitute a waiver of such grievance and shall be a complete bar to arbitration.
3. Failure of the administration to respond within a time limit in the grievance procedure shall provide the grievant with the right to appeal the grievance to the next level of the procedure.
4. A formal grievance to be considered under this Article must be filed within fifteen (15) days of the treatment, act or condition that forms the basis of the grievance.

D. Informal Procedure

If an employee feels that they have a grievance, they must first discuss the matter with their building principal or immediate supervisor, in an attempt to resolve the grievance informally. If the grievance is a result of a decision or action of an administrator other than the building principal or immediate supervisor, the procedure shall be initiated at Level Two.

E. Formal Procedure

1. Level One

a. If a grievant is not satisfied with the outcome of the informal procedure, they may present their claim as a formal grievance in writing to the building principal or immediate supervisor within the time limit in Section C.4 above.

b. The building principal/immediate supervisor shall meet with the grievant and within ten (10) days after receipt of the written grievance, render their decision in writing to the grievant, with a copy to the Association President(s).

2. Level Two

a. If the grievant is not satisfied with the disposition of the grievance at Level One, they may, within ten (10) days after receipt of the decision, appeal their written grievance with the Superintendent.

b. The Superintendent shall, within ten (10) days after receipt of the appeal, meet with the grievant for the purpose of resolving the grievance.

c. The Superintendent shall, within ten (10) days after the meeting, render their decision in writing to the grievant, with a copy to the Association President(s).

3. Level Three

a. If the grievant is not satisfied with the disposition of the grievance at Level Two, they may, within ten (10) days after receipt of the decision, appeal their written grievance with the Superintendent and Board Chair.

b. The Board shall, at its next regularly scheduled meeting after receipt of the appeal (or, at the Board's discretion, at a meeting called to hear the grievance), meet with the grievant for the purpose of resolving the grievance.

c. The Board shall, within ten (10) days after the meeting, render its decision in writing to the grievant, with a copy to the Association President(s).

4. Level Four

a. The Association is not satisfied with the disposition of the grievance at Level Three, it may, within ten (10) days after receipt of the decision, submit the grievance to arbitration by so notifying the Board Chair and Superintendent in writing.

b. The Superintendent/designee and the Association President(s)/designee within five (5) days after such written notice, jointly select a single arbitrator who is an experienced and impartial person of recognized competence. If the parties are unable to agree upon an arbitrator within five (5) days, the American Arbitration Association shall be called upon to select an arbitrator in accordance with its Labor Arbitration rules.

c. The arbitrator selected shall confer promptly with the representatives of the Board and the Association to schedule the arbitration hearing.

d. The arbitrator shall render their decision in writing to the parties within thirty (30) days of the hearing, setting forth their findings of fact, reasoning and conclusions on the issue(s) submitted. The arbitrators' jurisdiction is limited to interpretation and application of the express terms of this Agreement. The arbitrator shall be without power or authority to make a decision that violates the law or the terms of this Agreement. The decision of the arbitrator shall be final and binding on the parties, subject to judicial review as provided by law.

e. The costs of the arbitrator and meeting space shall be shared equally by the Board and the Association.

F. Other Provisions

1. There shall be no reprisals against any participant in the grievance process.
2. A grievant may choose to be represented by the Association or by another person during the informal procedure and Levels One, Two, and Three. If the

Association is not representing the grievant, it shall have the right to present and to share its views at any meeting between the grievant and the administration.

3. All documents, communications and records generated in the grievance process shall be filed separately from the personnel files of the participants.
4. All meetings conducted pursuant to this Article shall be conducted in private or executive session, except as mutually agreed otherwise by the parties.
5. Grievances must be filed in writing on a form to be provided by the Board and approved by the Association. Grievances must include the signature of at least one-unit member.

Article 20: Employment of Retired Teachers

- A. A rehired retired teacher is defined as any teacher who was eligible to retire, who retired and severed employment at their normal retirement age, who is receiving retirement benefits from the MainePERS, and has returned to teaching pursuant to applicable Maine law and regulations.
- B. Any retired teacher hired or rehired by the Board shall be hired as a probationary teacher pursuant to 20-A M.R.S.A. §13201 and placed on the salary scale at a step determined by the Superintendent. The terms and conditions of this agreement pertaining to probationary teachers shall be controlling and the following limitations shall apply:
 1. No contract will exceed one (1) year in length;
 2. The annual salary will be paid at 100% for the step for no more than five contracts;
 3. The annual salary will be paid at 75% of the step for any contract after the fifth contract; and
 4. There can be no more than ten (10) total contracts regardless of whether they occur in consecutive years.

C. The teacher's seniority date for the purposes other than for salary scale placement (including but not limited to reduction in force) shall be based on continuous employment with the Board as of the most recent date of hire or rehire.

D. If the teacher was previously employed by the Board, there shall be no entitlement to any previous benefit accruals, including but not limited to sick leave, eligibility for other types of leave, severance benefits, longevity pay and no credit for previous experience for such benefits shall be given.

E. The teacher may choose to participate in RSU #16's health insurance at their own expense.

F. All other terms and conditions of the contract shall, to the extent applicable, be controlling. If the teacher is employed less than full-time, the teacher's salary and benefits shall reflect their percentage of time compared to full-time.

Article 21: Retirement

A. A teacher who has worked continuously for RSU #16 (including service and one or more of the predecessor school units of Poland, Minot, Mechanics Falls or Poland Regional High School) for at least fifteen (15) years who notifies the Superintendent in writing by January 31st of their intention to retire into MainePERS at the conclusion of the contract year shall receive payment for up to thirty (30) accumulated sick leave days at the rate of \$150 per day. Payment shall be made in the last payroll of the fiscal year.

B. A teacher who has worked continuously for RSU #16 (including service and one or more of the predecessor school units of Poland, Minot, Mechanics Falls or Poland Regional High School) for at least twenty (20) years who notifies the Superintendent in writing by January 31st of their intention to retire into MainePERS at the conclusion of the contract year shall receive payment for up to thirty (30) accumulated sick leave days at the rate of \$200 per day. Payment shall be made in the last payroll of the fiscal year.

Article 22: Miscellaneous

Speech Clinician - The speech clinician, Tiffany Witherall, shall be included in this bargaining unit for as long as she is employed continuously by RSU #16, but no future speech clinicians will be considered to be part of the teacher bargaining unit.

Article 23: Duration of Agreement

A. This Agreement shall be effective as of September 1, 2023, and shall continue in effect until August 31, 2026. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

B. This Agreement incorporates the entire understanding of the parties on all matters that were or could have been the subject to negotiations. During the term of this Agreement, neither party shall be required to negotiate with regard to any such matter, whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both parties at the time they negotiated or executed this Agreement.

C. In witness whereof, the Association and Board, by their respective representatives duly authorized affix their signatures to this Agreement below.

Dated: May 30, 2023

RSU #16 Board of Directors

By: Mary Marti

Title: School Board Chair

RSU #16 Education Association, for the Teacher Unit

By: Michelle Smith

Title: Chief Negotiator

**APPENDIX A
SALARY SCALE FOR 2023-2026**

FY24			FY25			FY26		
Teaching Year	BS	MS	Teaching Year	BS	MS	Teaching Year	BS	MS
0	\$42,159	\$44,024	0	\$44,266	\$46,226	0	\$46,480	\$48,537
1	\$42,761	\$44,627	1	\$44,899	\$46,858	1	\$47,144	\$49,201
2	\$43,482	\$45,242	2	\$45,656	\$47,505	2	\$47,938	\$49,880
3	\$43,966	\$45,830	3	\$46,164	\$48,122	3	\$48,472	\$50,528
4	\$44,567	\$46,433	4	\$46,796	\$48,755	4	\$49,135	\$51,192
5	\$45,773	\$47,639	5	\$48,061	\$50,020	5	\$50,464	\$52,521
6	\$46,375	\$48,240	6	\$48,694	\$50,652	6	\$51,129	\$53,185
7	\$46,977	\$48,843	7	\$49,326	\$51,285	7	\$51,792	\$53,849
8	\$48,784	\$50,649	8	\$51,223	\$53,181	8	\$53,784	\$55,840
9	\$49,988	\$51,853	9	\$52,488	\$54,446	9	\$55,112	\$57,168
10	\$51,193	\$53,058	10	\$53,752	\$55,710	10	\$56,440	\$58,496
11	\$53,000	\$54,866	11	\$55,650	\$57,609	11	\$58,432	\$60,489
12	\$54,204	\$56,070	12	\$56,914	\$58,874	12	\$59,760	\$61,817
13	\$55,409	\$57,274	13	\$58,179	\$60,138	13	\$61,088	\$63,145
14	\$57,853	\$59,719	14	\$60,746	\$62,705	14	\$63,783	\$65,840
15	\$59,022	\$60,887	15	\$61,973	\$63,932	15	\$65,071	\$67,128
16	\$60,227	\$62,093	16	\$63,238	\$65,197	16	\$66,400	\$68,457
17	\$62,636	\$64,502	17	\$65,767	\$67,727	17	\$69,056	\$71,113
18	\$63,604	\$65,469	18	\$66,784	\$68,742	18	\$70,123	\$72,179
19	\$64,476	\$66,341	19	\$67,700	\$69,658	19	\$71,085	\$73,141
20	\$68,831	\$70,931	20	\$72,272	\$74,477	20	\$75,886	\$78,201

**APPENDIX B
STIPEND SCHEDULE**

School	Position	Stipend Amount
ESS	Special Ed Team Leader	\$2,521
	Team Leader	\$1,236
	Team Leader	\$1,236
	Team Leader	\$1,236
	RTI Coordinator	\$1,545
	Certification Team Member	\$773
	Certification Mentor*	\$515
	6th Grade Ferry Beach Ecology School Stipend*	\$206
	6th Grade Ferry Beach Stipend*	\$206
Dean of Students	\$5,150	
MCS	Special Ed Team Leader	\$2,521
	Team Leader	\$1,236
	Team Leader	\$1,236
	Team Leader	\$1,236
	RTI Coordinator	\$1,545
	Certification Team Member	\$773
	Certification Mentor*	\$515
	6th Grade Ferry Beach Ecology School Stipend*	\$206
	6th Grade Ferry Beach Stipend*	\$206
Dean of Students	\$5,150	
PCS	Special Ed Team Leader	\$3,146
	Team Leader	\$1,236
	Team Leader	\$1,236
	Team Leader	\$1,236
	Team Leader	\$1,236
	Team Leader	\$1,236
	RTI Coordinator	\$1,545
	Certification Team Member	\$773
	Certification Mentor*	\$515
6th Grade Ferry Beach Ecology School Stipend*	\$206	

6th Grade Ferry Beach Stipend*	\$206
6th Grade Ferry Beach Stipend*	\$206
6th Grade Ferry Beach Stipend*	\$206



BWMS	Leadership Team	\$1236
	Leadership Team	\$1236
	Leadership Team	\$1236
	Leadership Team	\$1236
	Certification Team Member	\$773
	Certification Mentor*	\$515
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	Camp Kieve Stipend*	\$206
	National History Day Stipend	\$800
	Dean of Students	\$5,150
PRHS	Dpath Leader	\$1,530
	COL Scheduler	\$1,261
	Graduation Advisor	\$1,366
	LA Coordinator Special Ed	\$1,261
	LA Coordinator Tech	\$946
	LA Coordinator Humanities	\$1,576
	LA Coordinator ELA	\$1,576
	LA Coordinator Science	\$1,261
	LA Coordinator SS	\$1,576
	LA Coordinator VPA	\$946
	LA Coordinators Math	\$1,261
	LA Coordinators Wellness	\$946
	LA Coordinators World Language	\$946
9th RT Coordinator	\$1,261	
10th RT Coordinator	\$1,576	

11th RT Coordinator	\$1,261
12th RT Coordinator	\$1,576
Leadership Team (VK)	\$1,261
Leadership Team (VK)	\$1,261
Leadership Team (VK)	\$1,261
Leadership Team (VK)	\$1,261
Leadership Team (VK)	\$1,261
Leadership Team (VK)	\$1,261
Auditorium Manager	\$1,628
Judiciary Board	\$1,576
Certification Mentor*	\$515
Guidance Director	\$4,120
9-10 Team Leader	\$515
Leadership Team (BARR)	\$500 - \$515
Leadership Team (BARR)	\$500 - \$515
Leadership Team (BARR)	\$500 - \$515
Leadership Team (BARR)	\$500 - \$515
Leadership Team (BARR)	\$515
Leadership Team (BARR)	\$515
Leadership Team (BARR)	\$515
National Honor Society	\$1,236

BWMS/PRHS Team Leader Academic Evaluator \$3,000

District Wide	Chemical Hygiene Officer	\$824
	National Board Certification	\$1,000
	District Nurse**	\$2,060
	District Certification Chair	\$1,236
	K-8 Special Olympics	\$2,001
	Special Education/Speech Teacher	
	Paperwork Stipend*	\$515
	District Assessment Coordinator	\$258
	Dean of Students Behavioral	\$5,150

*Certification Mentor numbers are dependent on how many new teachers a school has

*Ferry Beach Ecology School numbers are dependent on how many teachers a school has

*Special Education Teacher Paperwork numbers are dependent on how many teachers a school has

** If district no longer has a full time RSU 16 district nurse and an RN assumes those responsibilities

BWMS Co-Curricular Stipends

Yearbook	\$1240
Student Council	\$1240
Civil Rights	\$1240
Choral Director	\$938
Jazz Band Director	\$938
Tech Team	\$715
Gaming Club	\$715

PRHS Extra Curricular Stipends**Stipend Amount****Tier I**

Varsity Football	\$5,516
JV Football	\$3,861
JV Football	\$3,861
JV Football*	\$3,861
Boys Ice Hockey	\$2,704
Girls Ice Hockey	\$2,704
Varsity Boys' Basketball	\$5,516
JV Boys' Basketball	\$3,861
Varsity Girls' Basketball	\$5,516
JV Girls' Basketball	\$3,861
Boys 1st Team Basketball	\$2,755
Girls 1st Team Basketball	\$2,755
Unified Basketball	\$1,082
Unified Basketball Assistant	\$757

Tier II

Varsity Field Hockey	\$4,218
JV Field Hockey	\$2,953
Varsity Girls' Soccer	\$4,218
JV Girls' Soccer	\$2,953
Varsity Boys' Soccer	\$4,218
JV Boys' Soccer	\$2,953
Varsity Cheering - Winter	\$4,218
Varsity Baseball	\$4,218
JV Baseball	\$2,953
Varsity Softball	\$4,218
JV Softball	\$2,953
Head Indoor Track	\$4,218

Assistant Indoor Track	\$2,953
Assistant Indoor Track	\$2,953
Head Outdoor Track	\$4,218
Assistant Outdoor Track	\$2,953
Assistant Outdoor Track	\$2,953
Assistant Outdoor Track	\$2,953
Boys Lacrosse Assistant	\$2,953
Girls Lacrosse Assistant	\$2,953

Tier III

Head Cross Country	\$3,245
Assistant Cross Country	\$2,271
Golf	\$3,245
Cheering - Fall	\$3,245
Faculty Manager - Fall	\$1,514
Faculty Manager - Winter	\$1,514
Faculty Manager - Spring	\$1,190



BWMS Extra Curricular Stipends	Stipend Amount
---------------------------------------	-----------------------

Tier I

Boys Basketball	\$2,423
Boys Basketball	\$2,423
Girls Basketball	\$2,423
Girls Basketball	\$2,423
Drama	\$1,240

Tier II

Field Hockey	\$1,903
Field Hockey	\$1,903
Girls Soccer	\$1,903
Girls Soccer	\$1,903
Boys Soccer	\$1,903
Boys Soccer	\$1,903
Baseball	\$1,903
Baseball	\$1,903
Softball	\$1,903
Softball	\$1,903
Girls Lacrosse	\$1,903
Boys Lacrosse	\$1,903

Head Outdoor Track	\$1,903
Assistant Outdoor Track	\$1,060
Math Team	\$938

Tier III

Cross Country	\$1,514
Assistant Cross Country	\$865
Head Indoor Track	\$1,514
Assistant Indoor Track	\$1,060
Game Manager - Fall	\$865
Game Manager - Winter	\$865
Game Manager - Spring	\$865
9-10 Team Leader	\$515
9-10 Team Leader	\$515
National Honor Society	\$1,236

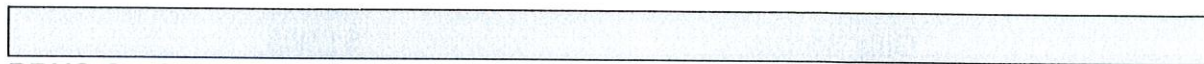
District Wide

Chemical Hygiene Officer	\$824
National Board Certification	\$1,000
District Nurse	\$2,060
District Certification Chair	\$1,236
K-8 Special Olympics	\$2,001
Special Education/Speech Teacher	
Paperwork Stipend*	\$515
District Assessment Coordinator	\$258
Dean of Students Behavioral	\$5,150

*Certification Mentor numbers are dependent on how many new teachers a school has

*Ferry Beach numbers are dependent on how many teachers a school has

*Special Education Teacher Paperwork numbers are dependent on how many teachers a school has



PRHS Co-Curricular Stipends

Stipend Amount

Tier I

Theatre Three Act Director	\$2,001
Theatre Musical Director	\$2,001
Theatre Musical Assistant Director	\$1,028
Theatre One Act Director	\$1,028
Instrumental Music Groups	\$3,785
Choral Groups	\$3,785

Yearbook	\$3,785
Speech & Debate	\$3,785
Tier II	
Special Olympics	\$2,001
WPRH	\$2,001
Committee Chair SRB	\$2,001
Class Advisor - 12	\$2,001
Fitness Room - Fall	\$1,408
Fitness Room - Winter	\$1,408
Fitness Room - Spring	\$1,408
Civil Rights	\$2,001
Math Team	\$2,001
Newspaper	\$2,001
Tier III	
School Store	\$1,514
SET	\$1,514
Class Advisor - 9	\$1,514
Class Advisor - 10	\$1,514
Class Advisor - 11	\$1,514
Community Service Club	\$1,514
Musical Choral Director	\$1,514
Theater Tech Director	\$1,514
Tier IV	
Maine Street Mentors	\$1,028
Ocean Science Club	\$1,028
Downhill Club	\$1,028
Musical Accompanist	\$1,028
Bates Girls Group	\$1,028
Tier V	
Science Club	\$735
Art Club	\$735
World Language Club	\$735
Book Club	\$735
High School Mentor Advisor	\$735

**APPENDIX C
REDUCTION IN FORCE**

Name: _____

Seniority / Completed Years of Teaching

_____pts.

0 – 3 years = 0 pts.

4 – 7 years = 1 pt.

8 – 11 years = 2 pts.

12 – 15 years = 3 pts.

16 – 19 years = 4 pts.

20 + years = 5 pts.

Certification / Endorsements

_____pts.

Not yet Professional = 0 pts.

Professional = 2 pts.

Each additional certification / endorsement (includes but not limited to APclasses and National Board Certification) = 1 pt. Each

Degrees / Education / Training

_____pts.

BS / BA = 0 pts.

MS / MA /Ph.D./CAS (In field of assignment) = 1 pts.

Significant professional development related to assignment (current or past 2 years; teacher's own initiative, time, and expense) = ½ pt.

Evaluations*

_____pts.

Currently on performance improvement plan = – 4 pts.

One performance improvement plan in the last three years = – 4 pts.

Ineffective = 0 pts

Developing = 1 pts

Effective = 2 pts

Distinguished = 3 pts

Identifiable Contributions**

_____ pts.

None = 0 pts.

1 = 1pt.

2 = 2pts.

3 – 4 = 3 pts.

5 or more = 4 pts.

Total _____ pts.

* Most recent TPEG Final Evaluation Rating Form shall be utilized. If evaluations are not available for all members of the impact area, this criterion will not be used.

** An identifiable contribution includes an approved stipend or non-stipend co-curricular position, a leadership position, or other significant contribution to the school or district in developing / implementing educational programs or professional development activities in the current year or prior two years. Points will be awarded for each identifiable contribution per year

Edited: Stipends due to clerical errors

Dated: 10/19/23

RSU 16 Board of Directors By: Mary Monte

Title: 10/23/23

RSU 16 Education Association

For the Educational Support Unit By: Michelle Smith

Title: 10/19/23

