

Columbus Staff Handbook 2020-2021



Version Control Page

Date of Change	Description	Approved By	Version Number
8-27-18	<ul style="list-style-type: none"> Unused Personal Days from \$50 to \$100 Labor Management will survey staff for holiday preferences Added Section 12 TSS money – no language change Added Section 13 Duty Roster Language – language changed to pay district \$40 for incomplete duties. 	School Board	2.0
7-17-19	<p>Section 10, Part B, Lines 235-237 Currently Written: Employees who anticipate advancement on the salary schedule for the following year must file the Advancement of the Salary Schedule form by March 31 of the year preceding the anticipated move.</p> <p>Change to: Employees who anticipate advancement on the salary schedule for the following year must file the Advancement of the Salary Schedule form by the last working day of December of the year preceding the anticipated move.</p> <p>Rationale: Allows both CEA and the district to better plan for use of new money during negotiations.</p> <p>Section 10, Part B, Lines 241-244 Currently Written: Credit will be given for up to eight (8) years of previous experience if within the last ten (10) years, providing it is the type and field that would be approved by the administration. Nurses who have obtained a BSN shall be placed on Salary Schedule A. Nurses hired to the district who have earned the status of Registered Nurse (RN.) shall be placed on Salary Schedule B.</p> <p>Delete paragraph and change to: Credit will be given for previous experience, providing it is the type and field that would be approved by the administration. Beginning 2019-2020 school year, nurses</p>	School Board	3.0

	<p>hired to the district who possess a BSN shall be placed on Salary Schedule A. Nurses hired to the district who possess an RN shall be placed on Salary Schedule B.”</p> <p>Section 13, Lines 294-298</p> <p>Currently Written: All certified/non-certified staff are required to work three activity/athletic events. In the event an activity is cancelled, it is the employee’s responsibility to find a replacement event. The athletic director has the right to move people around so that everyone can complete three events. An employee who does not work any or all three duties, the employee will owe the district for each event not worked at the rate of \$40 per event.</p> <p>Delete and change to: All certified/non-certified staff are required to work three activity/athletic events. In the event an activity is cancelled, it is the employee’s responsibility to find a replacement event. The athletic director has the right to move people around so that everyone can complete three events. Employees who fail to work three (3) events specifically authorize the District to deduct from their regular paycheck an amount of \$40.00 per event for each event the employee fails to work less than the required minimum three (3) events. Therefore, if an employee works no events, the employee authorizes the District to deduct from their regular paycheck \$120.00; if an employee works one (1) event, the employee authorizes the District to deduct from their regular paycheck \$80.00; if an employee works two (2) events, the employee authorizes the District to deduct from their regular paycheck \$40.00.</p> <p>Please see attached Employee Acknowledgement Form</p> <p>Section 13 Safety Language Working on</p>		
7-27-20	<p>Contract Duration July 1, 2020 – June 30, 2021</p> <p>Schedule A will be changed to reflect the \$450 stipend</p> <p>Schedule C base wage will be changed to \$30,500</p> <p>Addendum A will be added for 2020-2021 school year – “Return-to-Learn Plan”</p>	School Board	4.0

SECTION 1 INTRODUCTION

A. Applicability

This Employee Handbook shall apply to all teachers, counselors, librarians, nurses, and all others employed in a professional capacity, except it does not apply to the superintendent, principals, non-professional employees, or any substitute employees.

B. Effect of Employee Handbook

This Employee Handbook is not intended to imply any contract of employment or any contractual rights. This Employee Handbook manual does not represent a contractual obligation on the part of the Columbus Community School District or its duly authorized representatives. It is each employee's responsibility to become familiar with the policies and procedures of this organization.

This Employee Handbook shall be maintained solely by the District. The Board of Directors of the Columbus Community School District and/or the District's administration has the ability to interpret and imply provisions of the Employee Handbook.

C. Effective Dates

This Employee Handbook shall be effective upon being approved or accepted by the Board of Directors of the Columbus Community School District or its duly authorized representatives. It shall be in effect for the duration of the school year in which it was approved, unless it is modified using appropriate procedures, including providing notice to all employees covered by this Employee Handbook.

D. Savings Clause

Should any section or language of this Employee Handbook be declared illegal by a court of competent jurisdiction, then that section or language shall be deleted from this Employee Handbook to the extent that it violates the law. The remaining sections and language shall remain in full force and effect.

E. Definitions

1. The term "Board", as used in this handbook, shall mean the Board of Directors of the Columbus Community School District or its duly authorized representatives.
2. The term "District", as used in this handbook, shall mean the Columbus Community School District.
3. The term "employee", as used in this handbook, shall mean all teachers, counselors, librarians, nurses, and all others employed in a professional capacity. The term shall not mean the superintendent, principals, non-professional employees, or any substitute employees.

36 SECTION 2 MANAGEMENT RIGHTS

37 All functions, rights, powers or authority of the administration of the District and the Board, as
38 set forth and established by constitutional provisions, ordinance, charter or special act are
39 retained by the Board.

40 SECTION 3 ASSOCIATION RIGHTS

41 The Association shall have the right to hold a reasonable number of meetings on District
42 property after regular school hours provided such meetings in no way interfere with any aspect
43 of the instructional program. Any out-of-pocket expenses to the District resulting from such
44 meetings will be borne by the Association. As appropriate, such meetings will be scheduled with
45 the District office.

46 The Association shall have the right to use faculty mailboxes, school telephone and e- mail at no
47 cost to the District, for the reasonable volume of appropriate announcements relating to the
48 conduct of Association business on behalf of employees.

49 The Association shall be provided with bulletin board space in each school. Only authorized
50 representatives of the Association will use bulletin board space for Association announcements
51 and all materials posted will relate only to the Association's official business.

52 SECTION 4 GRIEVANCE PROCEDURE

53 A. Definition

54 A grievance is a claim by an employee, a group of employees, or the Association that there has
55 been a violation, misinterpretation, or misapplication of any provision of this handbook.

56 A formal written grievance must be filed with the principal within twenty (20) contract days
57 from the time of the occurrence of the event being grieved.

58 Every employee covered by this handbook shall have the right to present grievances in
59 accordance with these procedures.

60 It is agreed that any investigation, or other handling or processing of any grievance by the
61 employee, shall be conducted after school hours so as to result in no interference with or
62 interruption whatsoever of the instructional program and related work activities of the employee
63 or of other employees, unless mutually agreed upon by the employee and the Superintendent or
64 designee.

65 B. Procedure Steps

66 First Step. An attempt shall be made to resolve any grievance in informal verbal discussion
67 between the employee and the employee's principal.

Second Step. If the grievance cannot be resolved informally, the employee shall file the grievance in writing and, at a mutually agreeable time, discuss the matter with the principal. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the grievance, and shall state the remedy requested. The filing of the formal written grievance at the second step must be within twenty (20) contract days from the date of occurrence of the event giving rise to the grievance. The principal shall make a decision on the grievance and communicate it in writing to the employee and the Superintendent within ten (10) contract days after receipt of the grievance.

Third Step. In the event a grievance has not been satisfactorily resolved at the second step, the employee shall file, within five (5) contract days of the principal's written decision at the second step, a copy of the grievance with the Superintendent. Within ten (10) contract days after such written grievance is filed, the employee and the Superintendent or the Superintendent's designee shall meet to resolve the grievance. The Superintendent or the Superintendent's designee shall file an answer within ten (10) contract days of the third step grievance meeting and communicate it in writing to the employee and the principal.

Fourth Step - If the grievance is not resolved satisfactorily at step three, there shall be available a fourth step of presentation to the board. The employee may submit, in writing, a request on behalf of the employee to the Superintendent within twenty (20) contract days from receipt of the step three answer to present the employee's grievance to the Board. The employee and the administration shall present their arguments to the board for a decision. The decision of the Board will be final.

SECTION 5 EMPLOYEE WORK YEAR, HOURS AND HOLIDAYS

- A. In addition to the State required days of instruction, there shall be five (5) work or in-service days.
- B. The arrival and departure times for all employees shall be so that they are ready for duty in the building they are assigned at the starting and ending time of the day. Roundy Elementary employee starting and ending times are 7:45 a.m. to 3:45 p.m. and Secondary Building employee starting and ending times 7:30 a.m. to 3:30 p.m. In the case of an employee who is split between buildings, the building principal shall designate which building time the employee will follow. Faculty meetings, in-service or scheduled duties may require a reasonable amount of extra time but may not exceed one hour after the building ending times.
- C. Employees with co-curricular and extra duty roster responsibilities, with the building principal's permission, may leave their building prior to the end of the employee's contract day.
- D. Employees with building principal's permission may attend District activities prior to the end of the employee's contract day.
- E. On days preceding holiday breaks, the employee day shall end at the close of the students' day, if all responsibilities have been fulfilled.
- F. The Labor Management Team will survey employees to help determine the holidays and vacations on which school will be closed.

G. Each employee shall have at least a daily 30-minute duty-free lunch. In addition to a duty-free lunch time and to any time free from assigned duties before and after the pupil's day, employees shall have at least 200 minutes of duty-free preparation time each week. During the employee's lunch period, upon notification of the building principal or the building principal's designee, the employee is permitted to leave the building.

H. If an employee substitutes during the employee's prep time, the employee will receive compensation for that time beyond regular pay. The school day will be divided into eight (8) segments. The compensation will be in segments of 1/8 of that year's base pay per diem.

SECTION 6 LEAVES

A. Sick Leave

A full-time employee shall be entitled to sick leave, granted in minimum units of one-half (1/2) day, in the following graduated scale:

1st year of employment	12 days
2nd year of employment	13 days
3rd year of employment	14 days
Beyond 3 years of employment	15 days

The above amount applies only to consecutive years of employment in the District and unused portions may be accumulated only to a maximum total of one hundred twenty (120) days. Nine (9) of those sick leave days may be used for the illness of a spouse, child, parent, parent-in-law, son-in-law, daughter-in-law, grandparents, grandchildren, grandparent-in-law, brother, sister, brother-in-law, sister-in-law, or dependents living in the employee's home.

If an employee leaves the employment of the District and later returns as an employee of the District, accumulated sick leave of the first employment shall not be transferred to the

second employment, unless the employee has been granted a leave of absence or has been subject to staff reduction.

Sick leave shall be paid where doctor appointment or illness or injury results in an inability to work to the extent of the unused, accumulated sick leave of the employee. The Superintendent or his/her designee may require such proof as the Superintendent deems best.

Employees of the District are entitled to unpaid family and medical leaves to the same extent and subject to the same terms and conditions as set forth in the Family and Medical Leave Act of 1993.

B. Bereavement Leave

Five (5) school days of bereavement leave will be allowed for the funeral of the following relatives of the employee (not cumulative): husband or wife; child; parent; other relative living in

144 same house as employee; parental-in-law, son-in-law daughter-in-law; niece or nephew;
145 grandparents, grandchildren, grandparent-in-law; brother, sister, brother-in-law, sister-in-law;
146 other relatives standing in loco parentis, provided the leave is approved by the Superintendent;
147 and aunt or uncle.

148 C. Personal Leave

149 A full-time employee shall be granted three (3) days of personal leave yearly. Employees will
150 have one (1) unused personal leave day automatically rolled over to the following year. This
151 accumulation cannot exceed four (4) personal leave days in anyone year. Any personal days
152 remaining beyond one (1) will be purchased back by the district at rate of \$100 per day (full days
153 only).

154 D. Miscellaneous Leave

155 Employees may be granted other leaves of absence for good reason with pay or without pay upon
156 making a written request to the Superintendent.

157 E. Jury Duty

158 Any employee called for jury duty during school hours may be released with pay. However, any
159 payment received for jury duty, other than reimbursed mileage, shall be paid to the District.

160 F. Absence Not Covered By Leave

161 One per diem shall be deducted for any day of absence not covered by leave.

162 G. Maternity Leave

163 Pregnancy related disability or adoption of a child is entitled to sick leave in the same manner
164 and to the same extent as any other disability. A leave of absence beyond the time of
165 medical confinement for pregnancy and childbirth may be granted without salary or sick leave
166 benefits for a period not to exceed one year.

167 SECTION 7 EMPLOYEE EVALUATION

168 The evaluation process of employees involves placing employees in one of three different tiers.
169 Each tier has a specific purpose and reason. Within four (4) weeks of the beginning of each
170 school year, employees shall be notified by a member of the administrative staff of their tier
171 placement. Specifics of the process and the forms used in the process are located in the Staff
172 Handbook, on the district's web site, and with the Association and Administration.

173 The tiers are:

174 Tier 1. For those employees who have not yet achieved their standard license (license beyond the
175 initial license). This tier normally last for two years (with a possible third year), after which the
176 employee moves to Tier 2 upon demonstration of all the Iowa Teaching Standards and Criteria.

Tier 2. For those employees who have their standard license and have shown competences in the Iowa Teaching Standards and Criteria. Career Development Plans with goals based on identified building goals are the focus over a three-year cycle with a formal observation occurring in the second year of the cycle. This tier has an awareness phase for those employees who are in possible jeopardy of being placed in Tier 3.

Tier 3. For those identified Tier 2 employees who do not show competency in one or more of the Iowa Teaching Standards and Criteria. This tier is the intensive assistance phase.

All formal evaluations, having been preceded by a pre-conference, shall be conducted openly and with the full knowledge of the employee. Employees will also be informally evaluated inside and outside the classroom setting.

SECTION 8 REDUCTION IN FORCE

The Board will examine seniority, (to be computed from the date the District Administrative Office receives the signed initial contract), certification, qualifications, evaluations, curriculum, and other pertinent information such as extra duty assignments in making its decision.

Employees who are reduced in force will be notified in writing by the Board through its official agent of the Superintendent or designated administrator pursuant to law.

Certified full or part-time employees whose salary is federally funded or funded by a special grant, will have their job security dependent upon the continued funding of the federal funds or special grant.

An employee laid off because of staff reduction shall have recall rights for one (1) year. The Board will examine seniority, (to be computed from the date the District Administrative Office receives the signed initial contract), certification, qualifications, evaluations, curriculum and other pertinent information such as extra duty assignments when making the decision of possible reemployment.

SECTION 9 TRANSFERS

A. Voluntary Transfers

Employees who desire to change in grade and/or subject assignment or who desire to transfer to another building may file a written statement of such desire with the Superintendent. Such statement shall include the grade and/or subject to which the employee desires to be transferred, in order of preference. Such requests for transfers for the following year shall be submitted not later than April 1, or November 1 for the second semester, and shall be given due consideration. No application from outside the District shall be solicited until applications from current employees have been processed and the employee is notified in writing of the disposition of the application.

B. Involuntary Transfers

212 An involuntary transfer or reassignment shall be made only after a meeting between the
213 employee, building principal and the Superintendent. Written reasons for the transfer or
214 reassignment shall be given to the employee before or at this meeting.

215 SECTION 10 SALARY SCHEDULE

216 A. Salary Schedules (See Appendix A, B and C)

217 The salary schedules for employees are set out in Appendix A, B, and C in this handbook. When
218 a horizontal move is made by an employee, the employee will move straight across and down
219 one step only if available. The Board has the right to declare a moratorium on the salary of any
220 employee and to pay above the schedule for any employee in short supply, if deemed necessary.

221 B. Moving Across the Salary Schedule

222 Any employee who desires course work from an accredited college or university to apply toward
223 an educational lane change on the salary schedule must file a written notification form with the
224 Superintendent for approval prior to taking the class. Only graduate courses from recognized
225 colleges or universities, and in the field in which the employee is currently teaching, will be
226 approved by the Superintendent. The Superintendent may grant prior approval to special cases.
227 Following completion of a graduate level course, the employee must submit an official grade
228 reporting notice from the college or university to the personnel director at the Superintendent's
229 Office. The employee will receive an update on credit status each time the employee submits a
230 new transcript or proof of completion indicating that the credit has been earned and received.
231 When an employee wishes to move from one educational lane to another, an official
232 transcript/transcripts of all classes taken that qualify for the lane change is required. To move to
233 the master's lane, the submitted transcript must have the degree conferred and posted on the
234 transcript.

235 Employees who anticipate advancement on the salary schedule for the following year must file
236 the Advancement of the Salary Schedule form by the last working day of December of the year
237 preceding the anticipated move. All verification of course work must be received by September
238 10 of the same calendar year. Temporary advancement will occur based upon grade reports
239 received by September 10. Advancement is not permanent until an official transcript is received.
240 Official transcripts must be provided by October 10 of the same calendar year.

241 Credit will be given for previous experience, providing it is the type and field that would be
242 approved by the administration. Beginning 2019-2020 school year, nurses hired to the district
243 who possess a BSN shall be placed on Salary Schedule A. Nurses hired to the district who
244 have possess an RN shall be placed on Salary Schedule B.

245 C. Other Information

246 If a secondary employee is needed to teach an overload class that eliminates the employee's
247 preparation time (teaching more than seven (7) periods per day under an eight (8) period system),
248 the employee will be compensated 12.5% of the current base per semester for that year.

249 D. Sick Day Leave Buy Back

250 Available to employees who have completed at least fifteen (15) years of continuous service to
251 the District and who are leaving the District

- 252 1. Fifteen (15) to nineteen (19) years in District. Buy back rate of 25% of current substitute
253 rate based on the number of unused sick leave days accumulated up to 120 days.
254 2. Twenty (20) years or more in District. Buy back rate of 50% of current substitute rate
255 based on the number of unused sick leave days accumulated up to 120 days.

256 The sick day leave buy back option will not be available to any employee who is discharged.

257 SECTION 11 INSURANCE

258 A. HEALTH INSURANCE

259 The District agrees to provide full-time employees insurance protection. Health payments
260 of 80%/20% are extended to employees as outlined in the "Group Plan - Columbus
261 Community Schools". Deductibles are \$750/\$1,500 for all employees. Employees are
262 also entitled to a drug card set at \$10/\$30. An Rx deductible of \$50 single/\$100 family
263 applies to purchase of brand name prescriptions. Reference the insurance policy for
264 details.

265 Employees will make the following contribution to their monthly insurance costs:

266 Single plan - \$5.00 (regardless of when hired) Two-person plan - \$50.00
267 Family plan - \$100.00

268 All employees hired for the 2002-2003 school year, and those hired thereafter shall
269 receive up to \$600.00 per month toward monthly premium.

270 B. LIFE INSURANCE

271 All employees shall be covered by a \$30,000 life insurance policy. Employees may
272 purchase additional life insurance, if allowed by the carrier.

273 C. WORKERS COMPENSATION

274 Each employee shall be covered by Workmen's Compensation, paid for by the District.
275 The amounts payable under sick leave shall be reduced by amounts payable under
276 Workmen's Compensation.

277 D. LIABILITY INSURANCE

278 All employees shall be covered by a school financed liability insurance covering job-
279 related performance of duties.

280 E. DENTAL INSURANCE

281 Dental coverage for the individual employee as outlined in Group Plan I. Disability
282 insurance for the individual employee is set at a rate of 66-2/3%.

283 F. FLEXIBLE BENEFIT PLAN

284 The District will provide a Flexible Benefit Plan subject to IRS regulations and plan
285 documents.

286 SECTION 12 TSS

287 The Teacher Salary Supplement (TSS) will be indexed. TSS payments will be paid over twelve
288 (12) months. Five percent (5%) of the TSS Aid and Levy amount will be held by the District to
289 ensure sufficient funding for possible changes in staff from year to year. The District share of
290 payroll taxes will be deducted before indexing. Payroll will need to be finished in order to figure
291 any additional TSS amount to be paid. Any additional TSS amount will then be indexed and
292 distributed in the final paycheck.

293 SECTION 13 DUTY ROSTER

294 All certified/non-certified staff are required to work three activity/athletic events. In the event an
295 activity is cancelled, it is the employee's responsibility to find a replacement event. The athletic
296 director has the right to move people around so that everyone can complete three events.
297 Employees who fail to work three (3) events specifically authorize the District to deduct from
298 their regular paycheck an amount of \$40.00 per event for each event the employee fails to work
299 less than the required minimum three (3) events. Therefore, if an employee works no events, the
300 employee authorizes the District to deduct from their regular paycheck \$120.00; if an employee
301 works one (1) event, the employee authorizes the District to deduct from their regular paycheck
302 \$80.00; if an employee works two (2) events, the employee authorizes the District to deduct from
303 their regular paycheck \$40.00.

304 **SECTION 14 SAFETY LANGUAGE (This section will be developed throughout the year)**

305 The district and the association agree to continue to work towards safety language for the 2020-
306 2021 School Year.

307 Appendix A – Salary Schedule A

COMBINED SALARY SCHEDULE FOR NEGOTIATIONS 2019-2020

4,129 Teacher Salary Supplement Multiplier

29,594 BA Base

Step	LANE					
	BA		BA+15		MA	MA+15
1	1.00		1.10		1.20	1.30
	29,594		32,553		36,013	38,472
	4,129		4,542		5,455	5,368
	33,723		37,095		41,468	43,840
2	1.04		1.14		1.24	1.34
	30,778		34,237		36,697	39,656
	4,294		4,707		5,120	5,533
	35,072		38,944		41,817	45,189
3	1.08		1.18		1.28	1.38
	31,962		35,121		37,880	40,840
	4,459		4,872		5,285	5,698
	36,421		39,993		43,165	46,538
4	1.12		1.22		1.32	1.42
	33,145		36,105		39,564	42,023
	4,624		5,037		5,450	5,863
	37,770		41,142		45,014	47,887
5	1.16		1.26		1.36	1.46
	34,829		37,288		40,248	43,207
	4,790		5,203		5,615	6,028
	39,619		42,491		45,863	49,236
6	1.20		1.30		1.40	1.50
	35,513		38,472		41,932	44,391
	4,955		5,368		5,781	6,194
	40,468		43,840		47,712	50,585
7	1.24		1.34		1.44	1.54
	37,197		39,656		42,615	45,575
	5,120		5,533		5,946	6,359
	42,317		45,189		48,561	51,933
8	1.28		1.38		1.48	1.58
	37,880		40,840		44,299	46,759
	5,285		5,698		6,111	6,524
	43,165		46,538		50,410	53,282
9	1.32		1.42		1.52	1.62
	39,064		42,023		44,983	47,942
	5,450		5,863		6,276	6,689
	44,514		47,887		51,259	54,631
10	1.36		1.46		1.56	1.66
	40,248		43,707		46,167	49,126
	5,615		6,028		6,441	6,854
	45,863		49,736		52,608	55,980
11	1.40		1.50		1.60	1.70
	41,932		44,891		47,350	50,810
	5,781		6,194		6,606	7,019
	47,712		51,085		53,957	57,829
	1.41		1.54		1.64	1.74
	42,228		46,075		48,534	51,494

12	5,822		6,359		6,772		7,184
	48,049		52,433		55,306		58,678
13	1.42		1.58		1.68		1.78
	42,023		46,759		49,718		52,677
	5,863		6,524		6,937		7,350
	47,887		53,282		56,655		60,027
14	1.43		1.62		1.72		1.82
	42,319		47,942		51,402		53,861
	5,904		6,689		7,102		7,515
	48,224		54,631		58,504		61,376
15	1.44		1.63		1.76		1.86
	42,615		48,238		52,585		55,045
	5,946		6,730		7,267		7,680
	48,561		54,968		59,852		62,725
16	1.45		1.64		1.80		1.90
	42,911		48,534		53,269		56,729
	5,987		6,772		7,432		7,845
	48,898		55,306		60,701		64,574
17	1.46		1.65		1.84		1.94
	43,207		48,830		54,453		57,412
	6,028		6,813		7,597		8,010
	49,236		55,643		62,050		65,423
18	1.47		1.66		1.85		1.98
	43,503		49,626		54,749		58,596
	6,070		6,854		7,639		8,175
	49,573		56,480		62,388		66,772
19	1.48		1.67		1.86		1.99
	43,799		49,422		55,545		59,392
	6,111		6,895		7,680		8,217
	49,910		56,317		63,225		67,609
20	1.49		1.68		1.87		2.00
	44,095		50,218		55,341		59,188
	6,152		6,937		7,721		8,258
	50,247		57,155		63,062		67,446
21	1.50		1.69		1.88		2.01
	44,391		50,514		56,137		59,984
	6,194		6,978		7,763		8,299
	50,585		57,492		63,899		68,283

22	1.51		1.70		1.89		2.02
	44,687		50,310		56,433		60,280
	6,235		7,019		7,804		8,341
	50,922		57,329		64,236		68,620
23	1.52		1.71		1.90		2.03
	44,983		50,606		56,229		60,076
	6,276		7,061		7,845		8,382
	51,259		57,666		64,074		68,458
24	1.53		1.72		1.91		2.04
	45,279		51,402		57,025		60,372
	6,317		7,102		7,886		8,423
	51,596		58,504		64,911		68,795

25	1.54		1.73		1.92		2.05
	45,575		51,698		56,820		60,668
	6,359		7,143		7,928		8,464
	51,933		58,841		64,748		69,132
26	1.55		1.74		1.93		2.06
	45,871		51,994		57,116		61,464
	6,400		7,184		7,969		8,506
	52,271		59,178		65,085		69,969
27	1.56		1.75		1.94		2.07
	46,167		51,790		57,412		61,260
	6,441		7,226		8,010		8,547
	52,608		59,015		65,423		69,807
28	1.57		1.76		1.95		2.08
	46,463		52,085		57,708		61,556
	6,483		7,267		8,052		8,588
	52,945		59,352		65,760		70,144
29	1.58		1.77		1.96		2.09
	46,759		52,381		58,504		61,851
	6,524		7,308		8,093		8,630
	53,282		59,690		66,597		70,481
30	1.59		1.78		1.97		2.10
	47,054		52,677		58,800		62,147
	6,565		7,350		8,134		8,671
	53,620		60,027		66,934		70,818
31	1.60		1.79		1.98		2.11
	47,350		52,973		58,596		62,443
	6,606		7,391		8,175		8,712
	53,957		60,364		66,772		71,156
32	1.61		1.80		1.99		2.12
	47,646		53,269		58,892		62,739
	6,648		7,432		8,217		8,753
	54,294		60,701		67,109		71,493

33	1.62		1.81		2.00		2.13
	47,942		53,565		59,688		63,535
	6,689		7,473		8,258		8,795
	54,631		61,039		67,946		72,330
34	1.63		1.82		2.01		2.14
	48,238		53,861		59,484		63,331
	6,730		7,515		8,299		8,836
	54,968		61,376		67,783		72,167
35	1.64		1.83		2.02		2.15
	48,534		54,157		59,780		63,627
	6,772		7,556		8,341		8,877
	55,306		61,713		68,120		72,504

312 Appendix B – Salary Schedule

SALARY SCHEDULE - NURSE COLUMBUS COMMUNITY SCHOOL DISTRICT					
The following scale is adopted as the salary schedule for the Columbus Community Schools for the 2019-2020 school year. Steps indicate years of nursing experience.					
The following scale is adopted as the salary schedule for the Columbus Community Schools for the 2019-2020 school year, based on an \$29,594 BA base, are as follows:					
2019-2020 school year. Steps indicate years of nursing experience.				BASE	29,594
Step	1	0.90	26,635		
Step	2	0.94	27,818		
Step	3	0.98	29,002		
Step	4	1.02	30,186		
Step	5	1.06	31,370		
Step	6	1.10	32,553		
Step	7	1.14	33,737		
Step	8	1.18	34,921		
Step	9	1.22	36,105		
Step	10	1.23	36,401		
Step	11	1.24	36,697		
Step	12	1.25	36,993		
Step	13	1.26	37,288		
Step	14	1.27	37,584		
Step	15	1.28	37,880		
Step	16	1.29	38,176		
Step	17	1.30	38,472		
Step	18	1.31	38,768		
Step	19	1.32	39,064		
Step	20	1.33	39,360		
Step	21	1.34	39,656		
Step	22	1.35	39,952		
Step	23	1.36	40,248		
Step	24	1.37	40,544		
Step	25	1.38	40,840		
Step	26	1.39	41,136		
Step	27	1.40	41,432		
Step	28	1.41	41,728		
Step	29	1.42	42,023		
Step	30	1.43	42,319		
Step	31	1.44	42,615		
Step	32	1.45	42,911		
Step	33	1.46	43,207		
Step	34	1.47	43,503		
Step	35	1.48	43,799		

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315 Appendix C – Salary Schedule C

EXTRA DUTY SCHEDULE									
Extra duty schedule for 2020-2021 negotiations, based on a BA									
base of:	30,500								
% of Base	Activity	Amount							
6.00%	Baseball 7th Grade	\$1,830	1	1,830	2.50%	Art Activity HS	\$763	1	763
8.00%	Baseball 8th Grade	\$2,440	1	2,440	11.00%	Band HS	\$3,355	1	3,355
10.00%	Baseball Asst	\$3,050	1	3,050	5.00%	Band Marching Asst (Music Accompanist)	\$1,525	1	1,525
14.00%	Baseball Head	\$4,270	1	4,270	3.25%	Band JH	\$991	1	991
6.00%	Basketball Boys 7th Grade	\$1,830	1	1,830	3.25%	Band Pep	\$991	1	991
6.00%	Basketball Boys 8th Grade	\$1,830	1	1,830	3.00%	BPA	\$915	1	915
10.00%	Basketball Boys Asst	\$3,050	1	3,050	4.00%	Cheerleading Basketball Varsity	\$1,220	1	1,220
14.00%	Basketball Boys Head	\$4,270	1	4,270	2.50%	Cheerleading Football Varsity	\$763	1	763
6.00%	Basketball Girls 7th Grade	\$1,830	1	1,830	4.00%	Cheerleading Wrestling HS	\$1,220	1	1,220
6.00%	Basketball Girls 8th Grade	\$1,830	1	1,830	14.49%	Elementary Music	\$4,291	1	4,291
10.00%	Basketball Girls Asst	\$3,050	1	3,050	0.75%	Close Up	\$229	0	-
14.00%	Basketball Girls Head	\$4,270	1	4,270	2.50%	Coordinator Communications	\$763	0	-
14.00%	Cross Country Boys & Girls	\$4,270	1	4,270	8.00%	Coordinator Music	\$2,440	0	-
10.00%	Cross Country Asst	\$3,050	1	3,050	5.00%	Drama (Play Director)	\$1,525	1	1,525
6.00%	Cross Country JH	\$1,830	1	1,830	5.00%	Rhythm Club	\$1,525	0	-
6.00%	Football 7th Grade	\$1,830	1	1,830	3.00%	FCCLA	\$915	1	915
6.00%	Football 8th Grade	\$1,830	1	1,830	3.00%	FFA	\$915	1	915
10.00%	Football Asst	\$3,050	3	9,150	1.65%	National Honor Society	\$503	1	503
14.00%	Football Head	\$4,270	1	4,270	3.25%	Newspaper	\$991	0	-
10.00%	Golf Boys	\$3,050	1	3,050	3.00%	Prom	\$915	1	915
10.00%	Golf Girls	\$3,050	1	3,050	1.25%	Quiz Bowl HS	\$381	0	-
14.00%	Soccer Boys Head	\$4,270	1	4,270	2.75%	Science & Math Club	\$839	0	-
14.00%	Soccer Girls Head	\$4,270	1	4,270	5.00%	Speech/Debate	\$1,525	1	1,525
10.00%	Soccer Girls Assistant	\$3,050	1	3,050	5.00%	4.00%	\$1,525	1	1,525
6.00%	Softball 7th Grade	\$1,830	1	1,830	1.50%	Sponsor Freshman Class	\$458	1	458
8.00%	Softball 8th Grade	\$2,440	1	2,440	1.50%	Sponsor Junior Class	\$458	1	458
10.00%	Softball Asst	\$3,050	1	3,050	0.30%	Sponsor JH	\$92	0	-
14.00%	Softball Head	\$4,270	1	4,270	2.00%	Sponsor Senior Class	\$610	1	610
6.00%	Track Boys 7th Grade	\$1,830	1	1,830	2.00%	Sponsor Sophomore Class	\$610	1	610
6.00%	Track Boys 8th Grade	\$1,830	1	1,830	1.65%	Student Council HS	\$503	1	503
10.00%	Track Boys Asst	\$3,050	1	3,050	0.75%	Student Council JH	\$229	1	229
14.00%	Track Boys Head	\$4,270	1	4,270	11.00%	Vocal HS	\$3,355	1	3,355
6.00%	Track Girls 7th Grade	\$1,830	1	1,830	3.25%	Vocal JH	\$991	1	991
6.00%	Track Girls 8th Grade	\$1,830	0	-	8.00%	Yearbook	\$2,440	0	-
10.00%	Track Girls Asst	\$3,050	1	3,050					
14.00%	Track Girls Head	\$4,270	1	4,270	2.50%	Art Activity Elem	\$763	0	-
6.00%	Volleyball 7th Grade	\$1,830	1	1,830	2.50%	Art Activity JH	\$763	0.5	381
6.00%	Volleyball 8th Grade	\$1,830	1	1,830	5.00%	Athletic Trainer	\$1,525	0	-
10.00%	Volleyball Asst	\$3,050	1	3,050					
14.00%	Volleyball Head	\$4,270	1	4,270	1.50%	Cheerleading Basketball FS	\$458	0	-
8.00%	Wrestling 7th & 8th Grade	\$2,440	1	2,440	1.50%	Cheerleading Football FS	\$458	0	-
10.00%	Wrestling Asst	\$3,050	1	3,050	1.25%	Cheerleading JH	\$381	0	-
14.00%	Wrestling Head	\$4,270	1	4,270	2.00%	Danceteam	\$610	0	-
					1.10%	Homecoming	\$336	0	-
					5.00%	WildBot Robotics	\$1,525	1	1,525

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318 ADDENDUM A

319 Return-to-Learn Plan