

MADRID COMMUNITY SCHOOL DISTRICT

CERTIFIED STAFF HANDBOOK

2018-19

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ARTICLE 1

STAFF REDUCTION PROCEDURE

- A. In the event that the Employer finds for declining enrollment, for financial restrictions or limitations, or for other reasons may determine that it is necessary to have a reduction in staff, the Employer shall attempt to accomplish such by attrition. In the event that a choice must be made between two or more Employees who are judged by the Employer, to have equal, comparable skill, ability, competence and qualifications, and in consideration of District needs, such layoff or failure to renew contracts will affect the Employee(s) with lessor seniority within the following areas: K-6, 7-12 (within subject areas), and federal or state programs funded by earmarked monies, e.g., Chapter I.

Seniority means an Employee's length of continuous service with the Employer. Seniority shall be frozen while on paid or unpaid leaves of absence or layoff.

Once the decision regarding staff reduction is made, the parties shall follow Chapter 279 of the Iowa Code.

B. Notification

1. The Employer shall provide written notice immediately following the Employer's decision to the affected unit Employee(s) of such possible reductions of staff that may become effective the following year.
2. The above notice shall be given to potentially affected personnel and the Association as soon as practical or by April 30 of each year.
3. Should personnel designated by the Employer for termination fail to give their written resignation by April 10 of each year, the Employer shall provide for termination under the applicable provisions of the Code of Iowa.

C. Recall

Any Employee terminated pursuant to need for reduction of staff position shall be recalled in the reverse order of layoff, provided the Employee is qualified for the vacancy. The Employee shall be eligible for recall for a period of one (1) year. It shall be the Employee's responsibility to keep the Employer informed of said Employee's current address.

An Employee who is recalled and returns to work would be placed one (1) step higher on the salary schedule than he/she was at the time of layoff.

ARTICLE 2

EVALUATION PROCEDURE

The classroom teaching performance of regular full-time and half-time first and second year classroom Employees shall be formally evaluated by the appropriate principal or supervisor a minimum of two

ARTICLE 4

INSURANCE

A. Hospital and Major Medical Insurance

1. The Employer's contribution for the 2018-19 school year shall not exceed six hundred thirty eight dollars and sixteen cents (\$638.16) per month toward the premium for individual coverage for each full-time Employee who qualifies. If the monthly premium is less than \$638.16 the cash difference should be applied toward family insurance or paid to the employee.
2. The Hospital and Major Medical Insurance coverage will be comparable in benefits to the coverage provided during the previous school year.
3. The Employer shall select the insurance carrier and reserves the right to change carriers at its discretion.

B. Life and Accidental Death and Dismemberment

1. Each regular full-time Employee shall be covered by a thirty thousand dollars (\$30,000.00) term life insurance policy paid for by the Employer.
2. The Employer shall select the insurance carrier and reserves the right to change carriers at its discretion.

C. Disability

1. Each regular full-time Employee shall be covered by a long-term accident and sickness disability insurance policy paid for by the Employer.
2. The maximum monthly income benefit will be per insurance policy.

Maximum Benefit Period (For Sickness or Injury): The Insured Person's Social Security Normal Retirement Age, or the Maximum Benefit Period shown below (whichever is later).

<u>Age at Disability</u>	<u>Maximum Benefit Period</u>
Less than Age 60	To Age 65
60	60 months
61	48 months
62	42 months
63	36 months
64	30 months
65	24 months
66	21 months
67	18 months
68	15 months
69 and Over	12 months

3. A three (3) consecutive month qualifying period must be completed before any disability payments are made, or the expiration of sick leave, which ever comes later.

APPENDIX C

3/12/2018

Madrid Community School District
Supplemental Pay Schedule
2018-19

BASE SALARY:		33,510				
	<u>Level I</u>	<u>Level II</u>	<u>Level III</u>	<u>Level IV</u>	<u>Level V</u>	
% of Base	12.00%	8.00%	6.00%	5.50%	5.00%	
Step Increase	100	50	50	50	25	
STEP						
1	4,021	2,681	2,011	1,843	1,676	
2	4,121	2,731	2,061	1,893	1,701	
3	4,221	2,781	2,111	1,943	1,726	
4	4,321	2,831	2,161	1,993	1,751	
5	4,421	2,881	2,211	2,043	1,776	
6	4,521	2,931	2,261	2,093	1,801	
7	4,621	2,981	2,311	2,143	1,826	
8	4,721	3,031	2,361	2,193	1,851	
9	4,821	3,081	2,411	2,243	1,876	
10	4,921	3,131	2,461	2,293		
11	5,021	3,181	2,511	2,343		
12	5,121	3,231	2,561	2,393		
13	5,221	3,281	2,611	2,443		
14	5,321	3,331	2,661	2,493		

Level I

Head HS Football Coach
Head HS Basketball
Head HS Track Coach
Head HS Baseball Coach
Head HS Softball Coach
Head HS Volleyball
K-12 Vocal Director
5-12 Band Director
Head Cross Country Coach

Level II

Ass't HS Football Coach
Ass't HS Basketball Coach
Ass't HS Volleyball Coach
Ass't HS Track Coach
Ass't HS Baseball Coach
Ass't HS Softball Coach
Director HS Drama (2 Productions)
Director 5-12 Summer Band (6 weeks)
HS Golf Coach
Ass't Cross Country Coach

Level III

Head JH Volleyball Coach
Head JH Football Coach
Head JH Basketball Coach
Head JH Track Coach
Head JH Baseball Coach
Head JH Softball Coach

Level IV

HS Speech Coach (1 Large & 1 Small Group Contest)
Yearbook
Ass't JH Coach
HS Cheerleading Sponsor - Attend Ath Events

Level V

Level VI

HS FCCLA	525	575	625
HS National Honor Society	300	325	350
HS Student Council	600	650	700
JH Student Council	250	275	300
JH Cheerleading Sponsor	350	375	400
Elem. BAT (to be allocated by team)		550	
HS Girls Basketball Chaperone		300	
JH Basketball Chaperone		100	
Drill Team		100	
Prom Coordinator		300	
Junior Class Sponsor (3 sponsors @100 each)		300	
HS Color Guard Director (outside school time)		100	
Scorekeeper (away & home games)		20.00	
Ticket Sellers/Takers		20.00	
Running Clock		20.00	
Pass Gate		20.00	

PLACEMENT

- Any person assuming any of the above positions may transfer in at least three (3) years experience from a previous comparable position or is reassigned to a position once held.
- An assistant coach that moves into the head coaching position in the same sport shall be paid the closest higher amount in salary in the head coaching scale for that sport.
- All designated amount will be paid only if there is an established program. Programs may be dropped if participation is not adequate.

