

Negotiations Summary 2014

Canyons School District and Canyons Education Association

Signed agreements as follows:

Ground Rules

Memorandum of Understanding on JPAS for 2014-15

Scope of Negotiations for the 2014-15 year

Salary Schedule COLA of .25%

Steps and Lane for 2014-15

No Insurance Premium increase unless loss ratio is at 105%

Sick Leave Accumulation Sell back in place for 2014-15

Increase in Sub pay for secondary teachers subbing during preparation time

Social Security Numbers removed from personnel forms

Wellness Incentive with two sick days converted for personal leave day. Established criteria by Insurance Committee by November 1, 2014.

February or on request Negotiations Study Session between CSD and CEA prior to commencing the formal Negotiations process.

Agreements on Work Day Schedule

Revised Calendar which includes two days in lieu of COLA for licensed educators (184 days schedule now 186 days)

Definition on Collaboration Time

Voting Process for before or after school time based on transportation

Educator before/after/recess duties

SB 103 Days adjusted calendar for October 3, 2014 and May 22, 2015 designated as principal director/report card preparation.

Changes to GCLA—Hours of Work NEG policy to reflect changes in the calendar

Canyons Education Association
Canyons School District
2013-14 Negotiations

Canyons Education Association's Negotiations Team

Laura Black	Jordan UniServ Director
Jen Buttars	Teacher—Bell View Elementary
Dan Rozanas	Teacher—Alta High School

Canyons School District Board of Education's Negotiations Team

Dr. Ginger Rhode	Interim Superintendent
Leon Wilcox	Business Administrator
Charles Evans	Director for Government Relations

Canyons School District Board of Education

Sherrill H. Taylor	President—District 6
Steven Wrigley	1 st Vice President—District 5
Nancy Tingey	2 nd Vice President—District 3
Tracy S. Cowdell	District 4
Robert Green	District 1
Kim Horiuchi	District 2
Chad Iverson	District 7

**Proposed Ground Rules
2014-15**

In keeping with its belief that established ground rules assist the cooperative and productive progress of negotiations, CEA proposes the following:

1. The parties will schedule bargaining sessions on a regular basis as long as productive negotiations are continuing.
2. The District will pay the cost of substitute teachers during negotiations.
3. During the first meeting, arrangements for locations for future sessions will mutually be agreed upon by the Canyons Education Association and Canyons School District.
4. When the District and CEA reach consensus on issues, they shall be written and signed by both parties as tentative agreements.
5. Agreements formalized during negotiations shall be considered tentative until final agreement has been reached on the entire package. Tentative agreements will be signed and dated.
6. The complete negotiations package must be ratified by the CEA membership and the Board of Education in order to be considered a final agreement. The provisions of such agreements shall not be released to the press until they have been so ratified, at which time a joint press release might be considered.

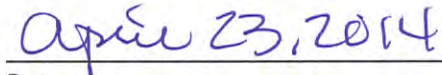
7. All press releases during negotiations will be joint releases unless impasse is declared by either party. CEA and the Board of Education will regularly communicate with their membership regarding the negotiations process.
8. If impasse is declared, the procedures outlined in Canyons District Policy HC and the Utah Dispute Resolution Act shall be followed.
9. Minutes will be taken by either or both parties. However, minutes are working notes for the teams' purposes only and not an official record of negotiations sessions.
10. Negotiated agreements will be posted online within ten (10) working days of the ratification of the Board of Education.



For Canyons School District



For Canyons Education Association



Date



Memorandum of Understanding (2014-2015)

Proposal

Canyons District Administration and CEA propose the continued use of JPAS for the 2014-15 school year for Career Educators whose last JPAS evaluation total score was in the "ineffective" or "minimally effective" range or is currently on probation with identified performance concerns. Once the Career Educator has attained "effective" or "highly effective" status in all subcategories of JPAS, the employee will be transitioned to Canyons School District's new evaluation system. The JPAS evaluation must be conducted by a certified JPAS evaluator.

Rationale

As the new evaluation system is piloted, normed and validated, it is important that we complete the remediation process using the same valid and reliable tool, JPAS, which identified the deficiencies.

MEMORANDUM OF UNDERSTANDING

Between

Canyons School District

&

Canyons Education Association

Date: Jan 30, 2014

For Canyons School District

Ginger Rhode

For Canyons Education Association

Jana Blaw

Negotiations

Contract Year 2014-15

Proposal

CEA proposes that Canyons District Policy HCB Scope of Negotiations will remain in effect for the 2014-15 contract year.

Rationale

The current arrangement on these policies continues to be effective.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: Apr. 23, 2014

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jen Jacobs

SECTION H: POLICY—HCB—SCOPE OF NEGOTIATIONS - POLICIES (LICENSED)

<i>DISTRICT CODE:</i> HCB	<i>ADOPTED:</i> 8.30.11 (NEG)
<i>RESCINDS:</i>	<i>ADOPTED:</i>

BOARD POLICY

The Board of Education has statutory authority over all issues relating to the effective and efficient operation of the school district (Utah Code Title 53A Chapter 03). Locally elected Board of Education members should retain the right to operate the school district without undue influence or control from outside groups, individuals, organizations, associations, political parties, or special interests.

The Board authorizes the Superintendent and District Administration to develop administrative regulations consistent with this policy.

<i>DISTRICT CODE:</i> HCB-R	<i>APPROVED:</i> 8.30.11
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ADMINISTRATIVE REGULATION—HCB—R:

The Board of Education recognizes the need to negotiate with recognized employee association concerning wages, hours, and working conditions. Effective immediately, only the following policies remain as negotiated policies for the contract year ~~2013-14~~ 2014-15:

Policy Code	Policy Title	Negotiated	Former Policy Codes
iBKD	School Advisory	6.12.07	AA422 NEG
iBGBA	Personal Security and Safety (Assault)	6.26.90	DP347 NEG
iBGBB	Personal Security and Safety (Protection Employees)	6.22.04	DP353 NEG
iBK	Concerns/Complaints/Grievances Instructional Staff (Licensed)	8.30.11	DP315 NEG
iBKB	District Advisory	8.30.11	A3 NEG
iCB	Salary Guidelines	6.10.08	DP309 NEG
iCBDA	Fringe Benefits Instructional Staff (Licensed)	8.30.11	DP354 NEG
iCC	Sick Leave Instructional Staff (Licensed)	8.30.11	DP324 NEG

ICAB	Personal Leave Instructional Staff (Licensed)	8.30.11	DP335 NEG; DP337NEG
ICAG	Release Time for Licensed Employee Agent Group President	8.30.11	A5 NEG
ICAH	Alternative Leave Day (Licensed)	6.12.07	DP370 NEG
ICAM	Leave of Absence (1 Year) Instructional Staff (Licensed)	6.12.07	DP336 NEG
ICJA	Provisional Status of Instructional Staff (Licensed)	7.10.07	DP313
ICK	Assignments and Transfers Professional Staff	8.30.11	DP304 NEG
ICLA	Hours of Work Instructional Staff (Licensed)	6.1.10; 9.1.76	DP342; AA426
ICQA	Reduction in Force Instructional Staff (Licensed)	8.30.11	DP348 and DP349 NEG
ICQE	District Post-Retirement Benefits	10.16.07; 3.21.06; 3.21.06	DP373, DP319, DP321
ICQFA	Termination of Employment Instructional Staff (Licensed)*	8.30.11	DP316 NEG
ICCAI	Bereavement Leave Instructional Staff (Licensed)	6.19.01	DP330 NEG
IC	Scope of Negotiations	6.12.07	A6 NEG
ICB	Scope of Negotiations – Policies (Licensed)	8.30.11	New

This policy will be reviewed and revised during the 2011-2012 school year by the Policy Advisory group.

DTE: Any other policies or specific aspects of certain policies where negotiation with employee groups is mandated or required by state or federal law.

EXHIBITS

None

REFERENCES

POLICY—HCB—SCOPE OF NEGOTIATIONS - POLICIES (Licensed)

[Policy-HCB-Scope_of_Negotiations-Policies_Licensed_2011.8.30.pdf](#)

This online presentation is an electronic representation of the Canyons School District’s currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent located at 9150 South 500 West Sandy, UT 84070.

- Tuesday, 30 August 2011

- **Posted in:** [SECTION H](#)
- **Tags:** [Board Approved 2011-2012](#), [Negotiations](#)

Negotiations

Contract Year 2014-15

Proposal

CEA proposes that the 2014-15 Salary Schedule receive a 0.25% Cost of Living Adjustment (COLA).

Rationale

CEA recognizes and appreciates the efforts of the Board and District to increase educator compensation over the past few years. Those efforts have helped educators mitigate the effects of the downturn in the economy and loss of monies (PD days) from the state revenue. We believe that prioritizing this COLA for employees will help continue to build morale in the District and reduce educator turnover.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 2, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jen Jacobs

Negotiations

Contract Year 2014-15

Proposal

The District shall fund steps and lanes for the 2014-15 school year.

Rationale

While we recognize the cost associated with this proposal, we believe that Canyons School District can fund these for the 2014-15 school year. We support CSD'd expectation that lanes and steps will be funded each year.

We also believe the funding of the Lanes and Steps helps mitigate and reduce teacher turn-over. While the turn-over savings may not be as high as in past years, there continues to be some savings.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: Apr. 23, 2014

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jan Jacobs

Negotiations

Contract Year 2014-15

Proposal

Based on feedback and recommendations from the District Insurance Advisory Committee, CEA proposes no health insurance premium or plan changes for the 2015 plan year. CEA acknowledges that insurance plan and premium decisions are typically finalized in the fall for the upcoming plan year CEA is supportive of the insurance committee's decision to evaluate the need for mid-2015 premium increases based on rolling 12 month (minus the two most recent months) loss ratio of 105%. Plan or premium changes for the 2015 insurance year and/or any mid-2015 premium increases will be agreed upon during interim negotiation meetings.

Rationale

There is a healthy fund balance in our self-insured health plan. In addition, premiums are keeping pace with claims and claims are on a downward trend since the change in insurance carriers.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: Apr. 23, 2014

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jan Jacobs

Negotiations

Contract Year 2014-15

Proposal

Allow teachers who have accrued the maximum number of days of sick leave per the Sick Leave Allowance Schedule – Licensed to redeem up to five unused days maximum at the end of the school year for a payout of \$100 per unused day (\$500 per year). Teachers qualifying for the payout must elect to receive it no later than the last of the 2014-15 school year and will receive the payout as soon as practical thereafter from the District's Payroll Department

Rationale

Roughly 25% of teachers are no longer eligible for step increases. This is one way for them to earn a financial incentive for their continued service to Canyons School District. The number of days eligible for redemption would be less than the number of days accrued annually, providing a cap on the incentive for the district.

This proposal is the second year offering. We have not had a full year to evaluate this proposal and would like to have in place for a second year prior to making proposed changes in the appropriate policy.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: Apr. 23, 2014

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jan Jacobs

Negotiations
Contract Year 2014-15

Proposal

Increase substitute pay for secondary teachers who are asked to substitute during their prep period to the following:

- \$35 Coverage during conference period on a Four (4) period A/B Block Schedule
- \$30 Coverage during conference period on a Five (5) period Trimester Schedule
- \$25 Coverage during conference period on a Six (6) period A/B Block Schedule

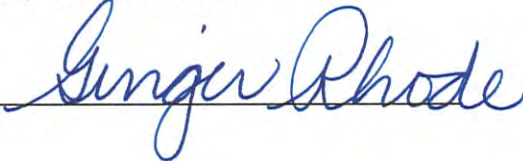
Rationale

Creates more of an incentive for teachers who may be available to substitute in these emergency situations.

**Tentative Agreement
Between
Canyons School District
&
Canyons Education Association**

Date:

For Canyons School District:



For Canyons Education Association



Negotiations
Contract Year 2014-15

Proposal

Remove Social Security Numbers from all personnel forms, *except as required by law.*

Rationale

All teachers have unique CACTUS numbers which can be used in place of Social Security Numbers without the risk of identity fraud.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *Apr. 23, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jen Jacobs

Negotiations

Contract Year 2014-15

Proposal

By November 1, 2014 the District's Insurance Advisory Committee will establish Wellness Guidelines. Employees who meet requirements established in the Guidelines may convert two sick days to one personal day. The requirements will be retroactive to July 1st. Employees will maintain usage of up to 5 personal leave days per year if accumulated.

Rationale

Would help the employee transition into a District sponsored wellness model under the health insurance. Would increase the probability of reductions in health insurance premiums as well as employees who were working to toward fitness goals.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 2, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Gene Jacobs

Negotiations
Contract Year 2014-15

Proposal

Schedule a February or on request a negotiations study session with the District Superintendent/CSD Negotiations team to review, evaluate, and discuss interim concerns along with progress on negotiated items.

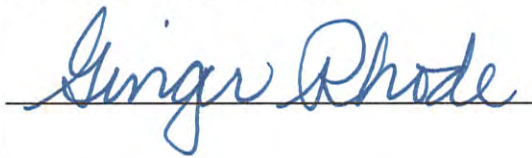
Rationale

To allow for continued issues based bargaining as well as problem solve issues in a more timely manner.

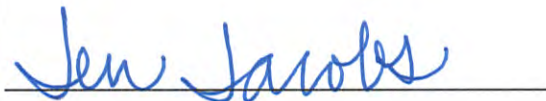
**Tentative Agreement
Between
Canyons School District
&
Canyons Education Association**

Date:

For Canyons School District:



For Canyons Education Association



Negotiations Contract Year 2014-15

Proposal

CEA and CSD agree to the following calendar for the 2014-15 school year.

Proposed 2014/15 Elementary Calendar and Changes to High School and Middle School Calendars

- All school days for students are 6:30 unless otherwise noted
- All teachers in buildings for 8 paid hours
- All PTC and Comp days remain as designated by the Calendar Committee
- All SB 103 days are directed professional development/report card days
- There are 7 early out days for elementary
- Sample daily schedule attached

- Elementary Schedule

20-Aug	First day school
1-Sep	Labor day
19-Sep	Data/PD day (paid) ½ Day
26-Sep	Student minimal day/PD Day (4.75 Hours)
3-Oct	SB 103 Directed PD/Report Card Day (paid)
Oct 16-17	Fall Recess
24-Oct	Student minimal day/PD Day (4.75 Hours)
14-Nov	Paid Directed PD/Report Card Day in lieu of COLA
Nov 26-28	Thanksgiving Recess
Dec 5	Student minimal day/PD Day (4.75 Hours)
Dec 22-Jan 2	Winter Recess
19-Jan	MLK Day
30-Jan	Student minimal day/PD Day (4.75 Hours)
5-Feb	Data/PD Day (paid) ½ Day
6-Feb	PTC Comp
16-Feb	President's Day
20-Feb	Student minimal day/PD Day (4.75 Hours)
27-Feb	Paid Directed PD/Report Card Day in lieu of COLA
27-Mar	Student minimal day/PD Day (4.75 Hours)
Apr 6-10	Spring recess
24-Apr	Student minimal day/PD Day (4.75 Hours)
22-May	SB 103 Directed PD/Report Card Day (paid)
25-May	Memorial Day
5-Jun	Last day

Middle School PD Schedule

Nov 14	Paid Directed PD/Report Card Day in lieu of COLA
Feb 27	Paid Directed PD/Report Card Day in lieu of COLA

High School PD Schedule (traditional Schedule)

Oct 27	Paid Directed PD/Report Card Day in lieu of COLA
Mar 27	Paid Directed PD/Report Card Day in lieu of COLA

High School PD Schedule (Brighton)

Nov 14	Paid Directed PD/Report Card Day in lieu of COLA
Feb 27	Paid Directed PD/Report Card Day in lieu of COLA

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 5, 2014*

For Canyons School District:

Angie Rhode

For Canyons Education Association

Jan Jacobs

PROPOSED ELEMENTARY SCHOOL SCHEDULE 2014

Sample Full Month Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 Faculty Week	15 mins 6 hrs 30 mins	15 mins Collaborative Planning 1 hr	Instructional Time	← Teacher Planning Time →	
Week 2 Regular Week	15 mins 6 hrs 30 mins 1 hr 15 mins	Collaborative Planning	Instructional Time	← Teacher Planning Time →	
Week 3 Faculty Week	15 mins 6 hrs 30 mins 1 hr 15 mins	Collaborative Planning Faculty Meeting	Instructional Time	Teacher Planning Time	
Week 4 Professional Development Week	15 mins 6 hrs 30 mins 1 hr 15 min	← Teacher Planning Time →	Instructional Time		4 hrs 45 mins Professional Development 2 hrs 45 mins

- Instructional Time
- Collaborative Planning
- Professional Development
- Teacher Planning Time
- Faculty Meeting

Negotiations

Contract Year 2014-15

Proposal

CEA and CSD agree to the following definition of "collaboration time" to be used in the implementation of the revised elementary calendar.

The purpose of planning time is to plan, review, and adjust the instruction and intervention needed for all students to be successful in core and small group instruction. Collaborative planning adds the element of teams of educators making collaborative instructional decisions based on data, curriculum, and core standards to support student learning and to collectively engage in activities that allow teachers to obtain feedback about teaching and review student work, in relation to the school's improvement goals.

**Tentative Agreement
Between
Canyons School District
&
Canyons Education Association**

Date: May 5, 2014

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Ben Jacobs

Negotiations

Contract Year 2014-15

Proposal

Taking into consideration the times that transportation can transport students to and from the school, a secret ballot vote by all teachers for whether the elementary school will have collaboration time before or after the school day will be conducted by the principal in a faculty meeting. In the same meeting, the principal shall publicly count the votes with a simple majority prevailing. In the event of a tie, the principal shall break the tie.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 2, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Jen Jacobs

Negotiations
Contract Year 2014-15

Proposal

CEA and CSD agree that in order to implement the changes in the proposed elementary calendar that the following expectations need to be met:

- No before or after school duties for educators
- No grade level recess duty for educators

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 5, 2014*

For Canyons School District:

Angie Rhode

For Canyons Education Association

Jew Jacobs

Negotiations

Contract Year 2014-15

Proposal

Using Senate Bill 103, CSD shall adjust the Elementary Calendar for "directed professional development and report card preparation" (SB 103 line 73) on October 3, 2014 and May 22, 2015.

Rationale

Elementary teachers have overwhelming indicated that in order to implement the new standards based report card with fidelity requires a considerable amount of time. In order to be thorough and accurate with this information, this is the best utilization of this time.

**Tentative Agreement
Between
Canyons School District
&
Canyons Education Association**

Date: *May 5, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Ken Jacobs

Negotiations
Contract Year 2014-15

Proposal

Section G: Policy—GCLA—Hours of Work Instructional Staff—Negotiation Policy

1. Licensed personnel assigned to local schools are expected to be at schools for eight hours. Elementary schedules will vary but licensed staff are expected to be at school at least fifteen (15) minutes prior to the start or end of the adjusted schedule. Secondary licensed personnel are expected to be at school at least one-half hour before school begins and one-half hour after school is dismissed.

Rationale

Policy needs to reflect the changes to the elementary school calendar in requirements of when teachers need to be at their worksites.

Tentative Agreement
Between
Canyons School District
&
Canyons Education Association

Date: *May 5, 2014*

For Canyons School District:

Ginger Rhode

For Canyons Education Association

Laura Bevan



SECTION G: POLICY—GCLA—HOURS OF WORK INSTRUCTIONAL STAFF (LICENSED)

	DISTRICT CODE: GCLA	ADOPTED: 8.30.11 (NEG)
	RESCINDS: DP342 ; AA426 NEG	ADOPTED: 6.1.10; 9.1.76

BOARD POLICY

1. It shall be the policy of the Board to establish the length of the working day for all employees. The length of working days may vary for different categories of employees. The Board delegates to the District Administration the responsibility of determining the working hours for all employees.
2. The Board believes that all teachers should be provided a duty-free lunch period and directs the District Administration to administer the duty-free lunch regulations.

	DISTRICT CODE: GCLA-R	APPROVED: 8.30.11
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ADMINISTRATIVE REGULATION—GCLA—R (Administrative Responsibility)

The immediate supervisor or school principal shall have the responsibility of scheduling the hours of work for individual employees to conform to the requirements within each position. This will be done within the following regulations:

1. Licensed personnel assigned to the local schools are expected to be at school at least one-half hour before school begins and to remain at school at least one-half hour after school is dismissed. Licensed personnel working in team-teaching schools with compressed schedules shall be at the school a comparable number of hours as those assigned to other schools.
2. Licensed personnel working on a part-time basis will have their hours determined by the school principal or immediate supervisor in cooperation with the Director of Human Resources and approved by the Superintendent.
3. Itinerant Licensed personnel assigned to the various local schools shall work a number of hours comparable to other Licensed personnel.
4. Licensed personnel may not perform work for or receive compensation from another employer during contract time with Canyons School District.
5. Hours of work that job share and part-time employees are required to spend on assignments such as parent/teacher conferences, committee work, faculty meetings, etc. shall be prorated by the percentage of a full-time contract.
6. Principals retain the authorization to require staff to attend a reasonable number of events without compensation (no more than two assignments annually).

*Revised
as outlined*

	DISTRICT CODE: GCLA-R-2	APPROVED: 8.30.11
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ADMINISTRATIVE REGULATION—GCLA—R-2: (Duty Free Lunch)

1. A thirty (30)-minute duty-free lunch period should be provided for each elementary teacher, and any schedule developed for adequate inside supervision should be designed with this point in mind.
2. Teachers shall be scheduled for student supervision as little as possible when meeting local needs. However, schedules to provide adequate supervision of students when inclement weather necessitates keeping them inside during lunch, shall be designed and implemented by each school administration and staff.
3. Rotational duties shall be equitable among all certificated personnel.
4. Teachers shall not be assigned outside duty during the noon hour. Such duties will continue to be handled by the aides.
5. Teachers without a duty assignment during their lunch period may leave the school site for that period of time after notifying the principal.

EXHIBITS

None

REFERENCES

None

FORMS

None

CANYONS BOARD OF EDUCATION

This online presentation is an electronic representation of the Canyons School District's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent located at 9150 South 500 West Sandy, UT 84070.