

AGREEMENT

BETWEEN

THE SCHOOL BOARD OF HIGHLANDS  
COUNTY AND

THE HIGHLANDS COUNTY  
EDUCATIONAL ASSOCIATION

~~2021 – 2024~~

**2022-2025**

Extend CBA by 1 year

**APPROVED SBHC**

January 12, 2021

HCEA RATIFIED

1/21/2022

TA6/3/22

  
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## ARTICLE VI: GRIEVANCE PROCEDURE

### C. TIMELINES **move MOU into contract**

Timelines for all levels shall continue through the summer for days the district is open. Timelines shall not continue through breaks around holidays nor during spring break.

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## ARTICLE XIII: INSURANCE

### D. **INSURANCE COMMITTEE**

The purpose of the insurance committee shall be to review, approve and recommend to the School Board of Highlands County all benefits including, but not limited to changes and/or premium increases.

Any committee approvals require 80% of the quorum to approve or the issue goes to the bargaining table.

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The approved recommendation of the Insurance Committee shall be forwarded to the School Board and the Association President. Representation on the current Board insurance committee shall include three (3) members appointed by the HCEA President.

A quorum shall include at least one voting member of the Association being present, however no meeting shall be rescheduled more than once. It will be the responsibility of the President to give proxy votes to be used at the rescheduled meeting where action may be taken.

The committee shall meet on a quarterly basis or more often as needed. Committee meetings shall take place during normal working hours. Any proposed benefit changes shall be submitted in writing to each Employee at least ten (10) school days prior to Board consideration.

## ARTICLE XVIII: EMPLOYMENT AND ASSIGNMENTS

### C. ADDITIONAL ASSIGNMENTS

**ISSUE: Unfair assignments**

**Rationale: seniority should not be the tie breaker but a selection criteria**

1. Any summer assignment, including driver education and summer school courses, shall not be obligatory but shall be with the consent of the Employee. Selection of summer school personnel shall be based on certification, preparation commensurate with current school improvement goals, recency of experience in the grade level or subject area, seniority, teacher performance and evaluation. Other qualifications which may be required shall be announced to the faculty. When all of the above criteria are equal, the deciding factor in selection will be seniority within the district. Special summer projects or programs shall be exempt from the above-stated language.

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### ARTICLE XXVI: COMPLIANCE AND DURATION

#### E. DURATION PERIOD

1. This Agreement, shall be effective as of the date of adoption by the School Board, except for the salaries appearing in Schedule I and II which shall be retroactive as of July 1, 2021-2022 and shall continue in effect until June 30, 2024-2025 with the exception of the reopeners noted below. TA

TA 6-3-22

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### C. SUPPLEMENTS add \$1000/\$500TA

The following salary supplement schedule will be in effect for the school year ~~2021-2022~~. 2022-2023. All position supplements must be justified by the administrator, recommended by the Superintendent, and approved by the School Board.

SUPPLEMENT  
AMOUNT  
IN-HOUSE  
\$35,000.00-\$36,000TA

SUPPLEMENT  
AMOUNT  
PUBLIC  
\$34,000.00 \$34,500TA

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## MOU

**For the 2022-23 Academic School year:**

**Select worksites shall add an additionally 30-minute teacher planning period to each day. (150 minutes/5-day week)**

**This shall be paid at each teachers' hourly per diem rate of pay.**

**It is agreed that no more than one additional planning time may be used for up to a 50-minute PLC**

**Scheduling shall not be done that takes away all the teacher planning time on any single day.**

**Additional funds may be allocated to non-participatory school to meet the planning and professional development needs**

### **3. PREPARATION TIME**

- a. The primary purpose of this time period is for individual planning and no more than one Professional Learning Community per 5-day week, scheduled at least a week in advance; the administrator will make every effort to protect these times.
  1. A PLC is intended to be an ongoing educator led process in which educators work collaboratively in recurring cycles of collective inquiry and action research to achieve better results for the students they serve.
  2. It is not intended to be administration led but driven by student data and teacher needs, as defined by the data.

**Highlands County Education Association**

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**Chairman  
Negotiations Committee  
HCEA**

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**President**

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**Executive Board Member**

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**Executive Board Member**

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**Executive Board Member**

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**Negotiations Committee**

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**Negotiations Committee**

**Highlands County School Board**

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**Chairman  
Negotiations Committee  
Highlands County School Board**

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**Superintendent,  
As Secretary to the Board**

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**Chairman**

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**Vice – Chairman**

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**Board Member**

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**Board Member**

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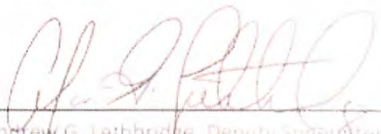
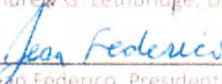
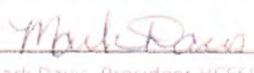
**Board Member**

MEMORANDUM OF UNDERSTANDING  
Summer School Positions  
April 28, 2022

This Memorandum is for all School Board of Highland County instructional and non-instructional employees who are assisting in providing coverage for our students from June 1 - July 30, 2022.

Position	Incentive Amounts
Teachers	\$1000.00
Non-Instructional	\$ 500.00
Employees assigned to schools hosting Summer School	\$ 500.00

\*To receive the Summer School incentive, you must have worked at least 80% of your Summer School assignment.

	6/20/22
Andrew G. Lethbridge, Deputy Superintendent	Date
	6-20-22
Jean Federico, President HCEA	Date
	6-20-22
Mark Davis, President HCESPA	Date

## ARTICLE XIII: INSURANCE

### A. MEDICAL INSURANCE

The Board will provide a (health)insurance policy for bargaining unit members: In accordance with the Plan recommended by the Insurance Committee and approved by the Board, including hospitalization, employee health center, and surgical care.

The unit member may include dependents for the same hospitalization and surgical coverage at his own expense. If both husband and wife are eligible employees, individual premiums may be jointly applied toward a family premium.

The Employee shall have the opportunity to continue all insurance for additional years at the Employee's expense subject to Federal and State laws and district policy.

### B. TERM LIFE

Upon formal application within thirty (30) days of employment, the Board will provide a term life insurance policy in the amount of twenty thousand dollars (\$20,000) for each unit member.

Provision shall be made for Employees to purchase additional life insurance at their own expense so long as additional life insurance has no impact on the Board's premium. The additional purchases must be in \$25,000 increments, up to an additional \$125,000. This additional life insurance will be subject to the rules and regulations of the life insurance company. Spouse can be 50% of employee up to \$25,000 10% for dependents.

The maximum annual premium cost for which the Board shall be responsible under this section shall be amount specified on salary schedule.

### C. DENTAL

The Board will provide a preventive dental insurance policy for unit members. The unit member may include dependents for the dental coverage at his/her own expense. In the event that both husband and wife are eligible Employees, their individual premiums may be jointly applied toward a family premium. The additional coverage will also be subject to the restriction that it shall have no impact on the Board's basic premium.

The maximum annual premium costs for which the Board shall be responsible under this section shall be amount specified on salary schedule.

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EFFECTIVE July 1, 2021  
Schedule 1

<b>MINIMUM</b> <b>(Includes Performance Pay)</b>	<b>MAXIMUM</b> <b>(Includes Performance Pay)</b>
\$45,000	\$72,963

~~ESSER 3 R&R \$4,000~~

**ARTICLE IV: HCEA RIGHTS**

**B. COMMUNICATION**

4. The HCEA has access to and will maintain a member's only conference folder in First Class. In addition, the HCEA shall have exclusive rights to post/manage notice of activities and matters of HCEA concern on a designated electronic folder. This electronic folder shall be visible on each individual unit member's First Class account.

Reinstate

1. For the 2021-2022 year only, if a classroom teacher is required by administration to give up their planning period or take on the students of any other classroom teacher due to a lack of an available substitute, each teacher involved shall be compensated:
  - a) Elementary - \$25.00 per day
  - b) Secondary - \$25.00 per hour above hourly rate

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6/28/22 OK



The chart below correlates years of experience to the appropriate salary level. It is to be used for all New Teachers hired during FY 2022-2023. After a teacher is placed on the appropriate level in their year hired, they will be compensated per that year's collective bargaining agreement.

<b>SALARY SCHEDULES FY 2022-23 PLACEMENT SCHEDULE</b>			
<b>Experience</b>	<b>Level</b>	<b>Base Salary</b>	<b>Hourly Rate</b>
0-4	A	\$48,280	\$35.19
5-8	B	\$48,780	\$35.55
9-12	C	\$48,880	\$35.63
13-15	D	\$48,980	\$36.36
16-18	E	\$49,080	\$35.77
19	F	\$49,280	\$35.92
20	G	\$51,000	\$37.17
21	H	\$52,000	\$37.90
22	I	\$55,000	\$40.09
23	J	\$58,000	\$42.27
24	K	\$60,000	\$43.73

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**A. MEMBERS OF INSTRUCTIONAL BARGAINING UNIT**

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The schedules below are the product of extensive, cooperative negotiations between the Highlands County Education Association (HCEA) and the Office of the Superintendent. It applies to all members of the bargaining unit as defined in the contract negotiated in compliance with §. Ch. 447.

These schedules list the minimum and maximum salary for members holding a valid Florida Educator’s Certificate, regardless of each individual’s contractual status.

For work extended beyond the employee’s regular contract, (may include summer school), pay will be computed in terms of the individual’s professional hourly rate. The professional hourly rate is derived by two calculations. The individual’s annual base salary plus performance pay (if eligible) plus advanced degree (if eligible) is divided by the number of contracted days divided by 7 hours/day worked. Note: Some instructional personnel hold an 8hr/day contract.

**INSTRUCTIONAL GRANDFATHER SALARY SCHEDULE**

2022-2023  
EFFECTIVE July 1, 2022  
Schedule 1

MINIMUM	MAXIMUM
\$51,100	\$68,244

**INSTRUCTIONAL PERFORMANCE SALARY SCHEDULE**

2022-2023  
EFFECTIVE July 1, 2022  
Schedule 1

MINIMUM	MAXIMUM
\$48,960	\$73,600

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**Memorandum of Understanding**

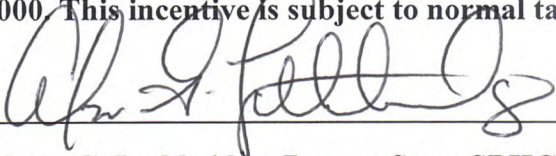
**Instructional Personnel**

**June 28, 2022**


The School Board of Highlands County and the Highlands County Educational Association recognize instructional contracted employees have an important role in continuing to assist students who were impacted by the worldwide pandemic. All instructional contracted employees in a variety of capacities are needed to assist in closing the COVID learning gaps.

**Wherefore:**

The School Board of Highlands County will pay ESSER 3 Retain and Recruitment Incentive of \$2,000 payable 8/15/2022 to all employees employed as of 8/2/2022. In addition, all other new employees contracted between 8/3/2022 and 11/30/2022 will be eligible for the \$2,000. This incentive is subject to normal taxes.

  
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Andrew G. Lethbridge, Deputy Supt. SBHC

6/28/22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jean Federico, President HCEA

6/28/22  
\_\_\_\_\_  
Date