

**Memorandum of Understanding
between the
Jefferson Federation of Teachers and the Jefferson Parish School Board
May 6, 2015**

This Memorandum of Understanding is entered into between the Jefferson Parish School Board and the Jefferson Federation of Teachers and is subject to all policies, procedures rules and regulations of the School Board.

This Memorandum will be in effect for the 2015-2016 and the 2016-2017 school years.

Teachers who are qualified under the rules and regulations of the State Board of Elementary and Secondary Education and are appointed to a teaching position shall be paid the annual salary rate in accordance with the Jefferson Parish School Board's salary schedule attached to this Memorandum of Understanding.

The Base Salary may be increased pending the Board's adoption of the General Fund budget for the school year. The higher base salary will be reflected in an addendum to this Memorandum of Understanding and provided to the teachers, along with any supplemental stipends/salary adjustments approved by the Board. Supplemental Stipends/Salaries include, but are not necessarily limited to, National Boards, Special Education, PIP and Longevity pay. The Supplemental Stipend/Salary does not include additional pay for duties performed in addition to teaching (e.g. Department Head, Band Director, Seasonal Coaching, TAP, SIG, After-School Tutoring, Classroom coverage during Planning, etc.).

Enrollment shifts may affect school staffing. In the event that the teaching staff at a school is reduced due to enrollment shifts, the teacher's position will be regulated by State law, specifically La. R.S. 17:81.4 and Board policy regarding reductions in force.

Teachers covered by this Memorandum will faithfully and efficiently perform the duties incumbent upon them and will observe and abide by the laws of the United States, of the State of Louisiana and the rules and regulations of the State Board of Elementary and Secondary Education, State Department of Education, the School Board, the Superintendent of Schools, and the Principals of the schools, provided such rules and regulations are within the province of these authorities.

The Jefferson Parish School Board agrees that:

- a) it will not reduce the current base salary for the teachers except for those reasons stated in La. R.S. 17:418(C);
- b) it will offer benefits for teachers, including group health insurance coverage, dental coverage, vision coverage and access to other supplemental insurance plans;
- c) it will pay a minimum of twenty-five and no/100 (\$25.00) dollars per hour to attend in-services or professional development workshops, when done outside of the normal work day, payable in the pay period immediately following the in-service and/or professional development sessions;
- d) the teachers will receive an uninterrupted thirty (30) minute, duty-free lunch period each full day;
- e) the teachers will have an uninterrupted planning and preparation time each day equal to the length of a daily class period;
 - 1) The planning and preparation time should be duty free unless circumstances clearly make it unfeasible and no other alternatives exist to rectify the problem;

- 2) The planning and preparation time shall be used judiciously and appropriately and may include collaborative planning, grade level/departmental meetings, professional development and study groups as determined by the principal;
- f) the teachers will be provided with class rosters prior to the first student attendance day, which roster may be amended as the school year progresses;
- g) the teachers will be provided all reasonable and appropriate equipment and materials needed to implement the educational program at schools and/or support the academic development of the teachers' students;
- h) the teachers will be permitted to prepare their classrooms prior to the first work day of the school year;
- i) the teachers will be given advance notice of meetings or other events where their attendance is required, (This requirement may be waived by a principal or assistant principal for good cause.)
- j) the system agrees, to ensure a fair and objective resolution of complaints, that the complaining teacher has the right to appeal the violation of a policy and/or procedure affecting him/her, without fear of restraint, interference, coercion, discrimination or reprisal regarding working conditions or other employment related matters, other than discipline of the employee, including, if necessary, the right to a hearing before the superintendent or his/her designee, consistent with the complaint and appeal procedure contained in Section GAE, Complaints and Appeals, as well as all other policies set forth in the Jefferson Parish School Board's policy manual and applicable State law;
 - 1) The system acknowledges that the purpose of the procedure is to secure, at the most immediate level possible, an equitable solution to the claim of the aggrieved teacher.
 - 2) The employee may have an employee of the system of his/her choosing serve as a representative at all stages of the appeal process except for the presentation of the initial grievance or complaint to the teacher's immediate supervisor.
- k) the teachers will be afforded all leaves provided for in the policy manual and as provided by law, subject to the approval of the superintendent or his designee except for those leaves that do not require such approval.
- l) nothing in this Memorandum of Understanding shall prohibit any subsequent agreement between the parties to this Memorandum of Understanding affecting the employment of Jefferson Parish School System employees.

The Superintendent may remove a teacher for any violation of Federal, State and local laws, or the policies, procedures, rules and regulations of the Jefferson Parish School Board in the manner provided by law.

JEFFERSON FEDERATION OF TEACHERS

JEFFERSON PARISH SCHOOL BOARD

 By: Meladie Munch
 President
 Date: _____

 By: Cedric Floyd
 President
 Date: _____

 By: Isaac Joseph
 Superintendent
 Date: _____

Yrs. Ex.	Bachelor	Masters	Mast +30	Spec.	PhD/EdD
0	\$40,949	\$41,549	\$42,149	\$42,749	\$43,349
1	41,549	42,149	42,749	43,349	43,949
2	42,149	42,749	43,349	43,949	44,549
3	42,749	43,349	43,949	44,549	45,149
4	43,349	43,949	44,549	45,149	45,749
5	43,949	44,549	45,149	45,749	46,349
6	44,549	45,149	45,749	46,349	46,949
7	45,149	45,749	46,349	46,949	47,549
8	45,749	46,349	46,949	47,549	48,149
9	46,349	46,949	47,549	48,149	48,749
10	46,949	47,549	48,149	48,749	49,349
11	47,549	48,149	48,749	49,349	49,949
12	48,149	48,749	49,349	49,949	50,549
13	48,749	49,349	49,949	50,549	51,149
14	49,349	49,949	50,549	51,149	51,749
15	49,949	50,549	51,149	51,749	52,349
16	50,549	51,149	51,749	52,349	52,949
17	51,149	51,749	52,349	52,949	53,549
18	51,749	52,349	52,949	53,549	54,149
19	52,349	52,949	53,549	54,149	54,749
20	52,949	53,549	54,149	54,749	55,349
21	53,549	54,149	54,749	55,349	55,949
22	54,149	54,749	55,349	55,949	56,549
23	54,749	55,349	55,949	56,549	57,149
24	55,349	55,949	56,549	57,149	57,749
25	55,949	56,549	57,149	57,749	58,349
26	56,549	57,149	57,749	58,349	58,949