

2023-2024
MASTER AGREEMENT
BETWEEN
HANOVER ORGANIZATION OF
PROFESSIONAL EDUCATORS

AND

HANOVER COMMUNITY
SCHOOL CORPORATION

JULY 1, 2023 TO JUNE 30, 2024

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SECTION I -- RECOGNITION

- A. The Board of School Trustees of the Hanover Community School Corporation ("Board") recognizes the Hanover Organization of Professional Educators ("Organization") as the exclusive representative of certificated employees.
- B. The bargaining unit shall consist of all certificated employees of the corporation except the Superintendent, Principals, Assistant Principals, Technology Coordinator, and Athletic Director.
- C. The Board agrees not to negotiate with any teacher organization, other than the Organization, for the duration of this agreement.

SECTION II -- GRIEVANCE PROCEDURE

A. Generally

- 1. GRIEVANCE - A claim by a teacher or the Organization that there has been an alleged violation of a specific section of this master agreement.
- 2. GROUP GRIEVANCE - If, in the judgment of the Organization, a grievance affects a group or class of teachers, the Organization may submit such grievance in writing to the Superintendent or his designee directly and the processing of such grievance shall be commenced at Step Two of the grievance procedure.
- 3. DAYS - A "day" for the purposes of this grievance procedure shall during the period of time covered by the official school calendar mean the actual days the teachers are in session. During the period of time not covered by the official school calendar, a day shall mean a weekday and shall exclude Saturdays, Sundays, and legal holidays.
- 4. Any formal written grievance submitted to Step Two of this grievance procedure shall have the signature of the Organization. Only the Organization shall have the right to submit a grievance to arbitration.
- 5. All time limits contained herein shall be strictly adhered to unless the Board and the Organization agree in writing to an extension of time limits. If the grievant or the Organization fails to act within the time limits set forth herein, the grievance shall be deemed waived.
- 6. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
- 7. At any step of this grievance procedure, if the Board or arbitrator schedules a meeting or hearing during the working hours of the teacher or Organization representative(s) and their presence or testimony is necessary to the presentation of the grievance, the teacher and Organization representative(s) shall suffer no loss of pay.
- 8. All meetings and hearings under this procedure shall be closed to the public and shall include only the interested parties, representatives and any necessary witnesses except by agreement of the parties.
- 9. In any claim for back pay the school employer shall not be required to pay back wages for more than the agreement year in which the grievance is filed.

B. Procedure

STEP ONE

In the event that a teacher believes that there is a basis for a grievance, he/she shall, within ten (10) days of the alleged violation or within ten (10) days after he/she knew of or had reason to know of the violation, request of his/her principal a meeting at which time an informal presentation of the grievance shall take place. The meeting request shall be in writing and submitted directly to the principal. The principal shall acknowledge the meeting request in writing and shall meet with the grievant/Organization at the earliest mutually agreeable time. Any aggrieved teacher may elect to be accompanied and represented at Step One of the grievance process by a representative(s) of the Organization. The principal shall have a maximum of five (5) days following the date of the meeting during which he/she may attempt to resolve the grievance.

STEP TWO

If the grievance is not resolved to the satisfaction of the Organization at Step One, the Organization may submit the formal written grievance to the Superintendent or his/her designee. The formal written grievance must be submitted within ten (10) days after receipt of the principal's disposition at Step One. The formal written grievance shall cite the section(s) of the Agreement alleged to have been violated and state the remedy sought. The Superintendent or his/her designee shall meet with the Organization and/or grievant for the purpose of attempting to resolve the grievance. He/she shall indicate his/her disposition of the grievance, in writing, within five (5) days of the meeting. A copy of the written disposition shall be furnished to the grievant and the Organization.

STEP THREE

If the Organization is not satisfied with the disposition of the grievance by the Superintendent or his/her designee, the Organization may submit the grievance to arbitration. The Organization shall submit the grievance to arbitration by giving notice in writing to the Federal Mediation and Conciliation Service (FMCS) with a copy to the Superintendent within ten (10) days after receipt of the Superintendent's written disposition.

Either party may request, no less than twenty (20) days prior to the arbitration hearing, a conference which shall be scheduled by agreement of the parties not less than ten (10) days prior to the arbitration hearing, the purpose of which shall be:

- a. To stipulate to as many facts as possible;
- b. To identify which facts and/or issues, theories and contentions remain unresolved;
- c. To exchange lists of witnesses, the nature of their testimony and exhibits; and,
- d. To resolve the grievance if possible, at this conference.

Neither party shall be permitted to assert in the arbitration hearing any grounds or to argue any theory or contention, or to introduce into evidence any testimony or exhibits, not previously disclosed to the other party.

C. Arbitration Provisions

1. The decision of the arbitrator shall be binding on both parties.
2. The arbitrator shall have no power to substitute his/her judgment for that of the school employer as to the reasonableness of any practice, policy, rule, or action taken by the school employer not in violation of this agreement.
3. The arbitrator shall have no power to make any decision or recommendations inconsistent with the law or the terms and conditions of this Agreement.
4. The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement.
5. The fee and expenses of the arbitrator shall be shared equally by the parties. Each party shall assume the cost of presenting his/her case before the arbitrator.
6. STEP THREE of the grievance process does not apply to teacher discipline or dismissal proceedings.

SECTION III -- TIME BEYOND THE ESTABLISHED DAY

A. Regular School Year

Teachers may be required to attend events, meetings, etc. that extend beyond their normal agreement day. The first six (6) hours of extended work time shall be paid at the rate of \$0.00 per hour. All time beyond the first six (6) hours shall be compensated at the teacher's individual daily rate of pay.

B. Summer School

A teacher of summer school shall be issued a Supplemental Service Teacher's Contract and shall be paid according to I.C. 20-28-6-7

SECTION IV -- COMPENSATION

- A. Teachers shall be paid on alternating Friday's over twenty-six (26) equal pays distributed over the entire calendar year. The first pay under this agreement will occur on September 3, 2023.

B. Professional Compensation

- a. The base salary range for 2022-2023 was \$47,000.00 to \$73,500.00.
- b. After salary increases are awarded the base salary range for 2023-2024 is \$47,000.00 to \$78,619.00.
- c. Base Salary – The Superintendent will evaluate the experience, training, degrees and effectiveness of the teacher and the Superintendent shall have the sole discretion to determine where the teacher will be placed within the salary range at the time of the initial hiring of the teacher. (The Organization President will be notified of a base salary decision different from the salary schedule grid in Appendix A.)
- d. This paragraph is for informational purposes only and was not bargained for between the parties: When a teacher agrees to a regular teaching assignment during a preparation period they will be compensated as follows:
 1. A teacher will receive a stipend of \$30.00 to cover a traditional class period.
 2. A teacher will receive a stipend of \$60.00 to cover a “block schedule” period (90) minutes.

See attached Teacher Compensation Plan (Appendix A) incorporated herein by reference.

- C. A teacher, who dies, retires or who resigns from employment during the school year will receive their remaining pay, and if eligible, their severance pay in the pay check for the pay period immediately following the pay period in which the teacher died or had their last paid day. Any teacher whose agreement is not renewed or cancelled upon the end of the school year, their election continues without revocation. Payment may be made to the remaining spouse, or if there be no remaining spouse, then to the individual’s estate, in accordance with Indiana law, rulings and regulations.

It is intended that the foregoing provisions will comply with the provisions of 409A so as to prevent the inclusion in gross income of any benefit accrued hereunder in a taxable year that is prior to the taxable year in which such amount would otherwise be actually distributed or made available to the teacher.

- D. Teachers who are compensated on the Additional Duties Pay Schedule shall be paid as follows:
1. Those receiving more than ~~\$2,600~~ **\$3,500** shall receive their compensation divided equally over the bi-weekly checks commencing within two pays of the beginning of the assignment.
 2. Those receiving ~~\$2,600~~ **\$3,500** and less shall receive their compensation in a lump sum within two pays of the conclusion of their assignment.

See attached Additional Duties Pay Schedule (Appendix B) incorporated herein by reference.

SECTION V -- LEAVES

- A. Sick and family illness leave-Each teacher shall be entitled to be absent from work on account of personal or family illness or quarantine for a total of ten (10) days the first year of employment and ten (10) days in each succeeding year without loss of compensation. Sick and family illness leave shall be cumulative to an unlimited total.

If a teacher with accumulated sick leave days earned in another public school corporation in Indiana signs an agreement with this school corporation, he/she is entitled to the ten (10) days sick leave for the first year of employment. For each year employed thereafter in this school system, he/she is entitled to the ten (10) days plus three (3) of the days accumulated in the former school until all such accumulated leave is exhausted.

Other leave shall be in compliance with the Family Medical Leave Act of 1993 and revisions that follow as well as Board Policy 3430.01.

- B. Personal Leave - A teacher shall be granted up to three (3) days leave per school year for personal reasons. Unused personal leave days can be accumulated separately up to six (6) days and all additional days will accumulate as sick days. The parties agree that such days should not be used for the purpose of extending school vacations or holidays or for the last days of school.
- C. Jury Duty - A teacher serving on jury duty or subpoenaed as a witness at a trial will receive the regular earnings less the amount received for serving as a juror or witness.
- D. Religious Observance Day - One day of leave per year shall be granted upon request to a teacher (who is a member of a nationally recognized body) for the celebration of a religious holiday when the ritual or observance is required of all its members by a nationally recognized body and such observance requires time during the regular school day.
- E. Maternity Leave - A teacher who is pregnant shall be entitled upon request to a leave to begin at any time between

the commencement of her pregnancy and one year after a child is born. Said teacher shall notify the Superintendent in writing of her desire to take such leave, and except in case of emergency, shall give such notice at least thirty (30) days prior to the date on which her leave is to begin. She shall include with such notice either a physician's statement certifying her pregnancy or a copy of the birth certificate of her child, whichever is applicable. A pregnant teacher may continue in her contracted capacity as long as permitted by her physician.

The statement from the physician, as to how long she may work, shall be filed in the office of the Superintendent prior to the beginning of the sixth month of pregnancy.

All or any portion of a leave taken by a teacher because of a medical disability connected with or resulting from her pregnancy may, at the teacher's option, be charged to her available sick leave.

Other leave shall be in compliance with the Family Medical Leave Act of 1993 and revisions that follow as well as Board Policy 3430.01.

F. Family Illness

A leave of absence without pay of up to one (1) year shall be granted for the purpose of caring for a sick member of the teacher's family. "Family" shall be interpreted the same as "immediate family" as described under bereavement.

G. Paternity Leave- Upon the birth of a child, the father is entitled to five consecutive days of paternity leave. Said teacher shall notify the Superintendent in writing of his desire to take such leave, and except in case of emergency, shall give such notice at least thirty (30) days prior to the date on which his leave is to begin. All or any portion of a leave taken by the teacher may, at the teacher's option, be charged to his available sick leave.

Other leave shall be in compliance with the Family Medical Leave Act of 1993 and revisions that follow as well as Board Policy 3430.01.

H. Bereavement - In case of death within his/her immediate family, the teacher shall receive full compensation for a period extending not more than five (5) school days beyond the date of the death. Immediate family shall be interpreted as spouse, child, sister, brother, mother, father, parent-in-law, sister-in-law, brother-in-law, child-in-law, grandchild, grandparent, grandparent-in-law, and/or any person living in the same household no matter what degree of relationship. If the funeral or memorial service is not held within the five (5) consecutive school day period, two (2) of the bereavement days may be utilized to attend the funeral or memorial service and must be used before the end of the school year. In the case of death within his/her immediate family, teachers teaching summer school shall be entitled to one (1) bereavement day which must be used during the summer school session.

Under the following conditions and stipulations, each teacher shall be entitled to one day of bereavement leave each school year for the day of the funeral for someone other than the immediate family.

1. Written notice, when possible must be submitted to the building principal at least 24 hours prior to the day the leave is to occur.
2. Bereavement leave for other than the immediate family is to be deducted from sick leave.

I. Each teacher shall be notified in writing of the number of sick/personal leave days accumulated as of September 1 of each year.

J. Organization Business Leave - The Organization president and/or his designee shall be entitled to three (3) days per school year for Organization business without loss of compensation. Additional leave days up to seven (7) will be granted if the Organization pays the cost of the substitute teacher.

K. Professional Leave - Teachers authorized by the Superintendent to represent the school system at educational meetings and conferences and on State Department of Education committees will be allowed mileage and/or expenses as finances allow.

Employees other than those selected as official representatives may be allowed by the Superintendent to attend recognized educational meetings and conferences with no loss of salary but without allowance for expense.

L. General Leave Provisions

1. Insurance premiums shall be continued during the teacher's approved compensable leave. When a teacher is on an approved unpaid leave, he/she may continue membership in the group and pay the total premium individually on an advanced monthly basis
2. All leaves must be used in full day or half-day allotments.

SECTION VI -- INSURANCE

- A. The Board shall provide life insurance for each active teacher in the amount of \$50,000 through age 65. The life insurance policy value for active teachers will reduce by 25% at age 66, 50% at age 67, and 75% at age 68.
- B. The Board shall pay eighty percent (80%) of the total premium for the teacher-chosen Porter County School Employees' Insurance Trust plan for a family membership or single membership in the corporation's group health and dental insurance program.
- C. The Board shall pay one hundred percent (100%) of the premium for the teacher-chosen single or family membership in the corporation's group vision insurance program.
- D. Any reductions, within the control of the Board, in policy benefits, plans or procedures shall be made only through the voluntary, mutual consent of both parties to this agreement.
- E. Each contracted teacher shall be covered by a long term disability insurance program paid for by the Board that provides for a minimum benefit of 66 2/3% of the teacher's present salary to age 65 for the first 5 continuing years of disability and 90% of salary thereafter to age 65.
- F. The Board's contributions for teachers who teach less than full time shall be on a pro-rata basis.
- G. Health, dental, and vision insurance is provided to teachers on a fiscal year that runs from October 1 to September 30. The Board shall provide to teachers that have completed their annual teacher contribution to the plan and whose employment is terminated after the conclusion of the school year, the teacher's health insurance to September 30.
- H. Teachers are eligible to enroll in the Porter County School Employees Insurance Trust within 30 days of their start date. Insurance coverage becomes effective the first day of the month 30 days after their start date. After that time, entry into the plan cannot occur unless the teacher/dependent incurs a HIPAA Special Enrollment event. If a HIPAA Special Enrollment event occurs, coverage will be effective on the event date as long as the enrollment form is received within 30 days of the event.

SECTION VII --RETIREMENT SEVERANCE BENEFIT

An individual who was employed prior to June 30, 2004 and is a bargaining unit member at the time of retirement will be eligible for the following retirement benefits provided the teacher has otherwise satisfied the requirements and conditions described below.

A. Insurance

1. Group Health Insurance

Immediately following retirement, the teacher and his/her spouse, if any, shall have the option of participating in the Board's current group health, dental and vision insurance plans, hereinafter referred to as group health plan, if all of the following conditions are met as of the date of retirement and thereafter:

- a. While the retired teacher and spouse, if any, are enrolled in the group health plan, the retired teacher and spouse shall pay the entire insurance premium to the school corporation applicable to the insurance coverage, with the annual payment to be made on or before the 1st day of October for the succeeding year or make arrangements for monthly payment of the premium; and
- b. Within ninety (90) days of the retirement severance date, the teacher has provided a written request to the school corporation for participation in the group health plan coverage for the teacher and spouse, if any.

When a retired teacher first becomes eligible for full Medicare, the teacher's eligibility to continue to participate in the Board's group health plan shall terminate, if not earlier terminated according to applicable law. (The same termination of eligibility shall also apply when a retired teacher's spouse first becomes eligible for Medicare.) It is acknowledged that the parties intend these provisions to comply with applicable federal and state laws that establish an eligible teacher's right to continue health insurance for the teacher and spouse, including if otherwise applicable, Indiana Code 5-10-8-2.6. Therefore, this right to extended coverage shall not override any rights to continuing health care coverage as required by COBRA.

2. Term Life Insurance

If an individual was employed as a Hanover Community School Corporation bargaining unit member for at least fifteen (15) consecutive years at the time of retirement, and the retired teacher otherwise qualifies under the eligible class for retirement as defined by the school corporation's term life insurance carrier, the retired teacher may continue to participate in the school corporation's term life insurance

coverage program until age 65. To continue this coverage, the retired teacher must pay the entire insurance premium applicable to the term life insurance coverage. Such premium payment shall be made annually on or before the 1st day of May each year.

B. Buy Out of Retirement Benefits

1. Entitlement to Retirement Benefits and Vesting Requirements

Upon retirement from the Hanover Community School Corporation, a teacher who was employed prior to June 30, 2004, shall be fully vested in the retirement severance benefits described in this Section if the retiring teacher has satisfied the following requirements:

- a. The teacher was last employed prior to June 30, 2004.
- b. The teacher will attain the age of fifty-five (55) before the first day of the next agreement year.
- c. The teacher has been employed for at least fifteen (15) years in the Hanover Community School Corporation.
- d. The retiring teacher must notify the Superintendent in writing prior to May 1 of the year when retirement is to begin. However, in the event a teacher is unable to give the required notice because of an accident, ill health, or for another unforeseen reason, the teacher may appeal to the Board and the Board may accept the teacher's late letter of resignation.

2. Buy Out Contributions.

a. VEBA. The Board contributed to a voluntary employees' beneficiary association ("VEBA") as described in section 501(c)(9) of the Internal Revenue Code, an amount representing the present value of the group health insurance benefits and term life insurance as calculated for all teachers under subsection B of this section. The vendor administering the VEBA has been mutually determined by the Organization and the Board and serves as the single investment vendor for the VEBA. The terms and conditions for the administration and operations of the VEBA shall be as follows:

- i. The amount calculated for each teacher has been invested in a separate account. There will be no commingling of accounts and each teacher may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.
- ii. Until such time that a teacher has retired and satisfied the eligibility requirements set forth in subsection B of this section, the teacher shall have no access to the assets held in his or her separate VEBA account. At no time may a participant borrow from his or her VEBA plan account.
- iii. Following retirement and the satisfaction of the requirements set forth in subsection B of this section, a retired teacher may use the amounts held in his/her separate VEBA account to pay health insurance premiums, term life insurance premiums, and to be reimbursed for unreimbursed medical expenses of the teacher, spouse, and dependents. Furthermore, following the death of a teacher who had otherwise satisfied the requirements of subsection B of this section, any amounts remaining in the deceased teacher's VEBA account may continue to be used to pay these premiums and expenses of the teacher's spouse and dependents.

b. 401(a) Plan

- i. Until such time that an teacher has retired and satisfied the eligibility requirements set forth in subsection B of this section, the teacher shall have no access to the assets held in his or her separate 401(a) plan account. At no time may a participant borrow from his or her 401(a) plan account.
- ii. If a teacher retires or otherwise terminates employment before satisfaction of the requirements set forth in subsection B of this section, the terminated teacher's 401(a) plan account shall be forfeited.
- iii. The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate 401(a) plan accounts in a manner similar to that used in initially determining the present value calculations. Therefore, the 401(a) plan accounts of the following teachers will not share in the reallocation of a forfeiture of a 401(a) plan account:

- a) Employees who forfeited their 401(a) plan accounts in the same year;
- b) Employees who previously forfeited their 401(a) plan accounts; and

- c) Employees who have attained age of sixty (60) and terminated employment in or before the year of the reallocated forfeiture.

Furthermore, 401(a) plan accounts of teachers who have attained the age of sixty (60), but have not terminated employment may share in the reallocated forfeiture, but on a reduced basis.

- iv. Following retirement and the satisfaction of the requirements set forth in subsection B of this section, a retired teacher may elect to commence distributions from his 401(a) plan account. If a teacher dies after having satisfied the requirements of subsection B of this section, the deceased teacher's 401(a) plan account shall be distributable to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made. At no time may a participant borrow from his 401(a) plan account.

SECTION VIII - DEFERRED COMPENSATION MATCHING PLAN

The Hanover Community School Corporation shall match 1% of a voluntary teacher contribution of 1%.

SECTION IX -- ANNUAL SICK DAY BUYOUT

A. This Section applies to all teachers who were employed by Hanover Community School Corporation before November 1, 2007, and who have remained continuously employed at Hanover. Any teacher hired after November 1, 2007, shall not be eligible for the annual sick day buyout.

B. During the term of this contract for each school year beginning with the 2021-2022 school year when a teacher is employed as of June 30th and has accumulated more than 105 sick leave days, the School Corporation will buyout accumulated unused sick leave days above the 105-day limit under the following conditions:

1. The teacher chooses to be compensated for days above 105 sick leave days.
2. A limit of thirty (30) unused sick days per school year shall be available for buyout.
3. The buyout shall be at a rate of \$40.00 per day.
4. The buyout will be paid out in the first pay period after June 30th.
5. The sick days bought out by Hanover shall reduce the number of sick days of the teacher and will not be available for use as sick days.

SECTION X – PUBLIC HEARING/PUBLIC MEETING

On September 12, 2023, at 6:15 p.m. a public hearing as described in I.C. 20-29-6-1(b) was held at the Hanover Community School Corporation Administration Building.

On November 9, 2023, at 5:00 p.m. a public meeting as described in I.C. 20-29-6-19 was held at the Hanover Community School Corporation Administration Building.

During the public hearing held on September 12, 2023, governing body members were not allowed to participate in the public hearing by means of electronic communication. During the public hearing held on September 12, 2023, at members of the public were not allowed to participate in the public hearing by means of electronic communication.

During the public meeting held on November 9, 2023, at 6:30 p.m., governing body members were not allowed to participate in the public hearing by means of electronic communication. During the public meeting held on November 9, 2023, at 6:30 p.m., members of the public were not allowed to participate in the public hearing by means of electronic communication.

The terms and conditions of this agreement shall become effective on July 1, 2023, and shall continue in effect through June 30, 2024, with all issues having been considered and agreed upon.

Therefore, this agreement is made and entered into this 14th day of November, 2023, by and between the Board and the Association, as defined herein, and is attested to by the representatives whose signatures appear below. The Board

ratified the CBA on November 14, 2023, and the Association ratified the CBA on November 2, 2023, and is attested to by the respective representatives whose signatures appear below.

Section X is attested to by the Board and Association representatives whose signatures appear below.

SECTION XI -- TERM OF AGREEMENT

This agreement shall be effective as of July 1, 2023, and shall continue in effect through June 30, 2024.

SECTION XII - SIGNATURES

This Agreement is made and entered into on the dates set-forth below at Cedar Lake, Indiana, by and between the Hanover Community School Corporation, Lake County, Indiana referred to as the "Board" and the Hanover Organization of Professional Educators referred to as the "Organization", an affiliate of the Indiana State Teachers Organization and the National Education Organization.

The agreement is so attested to by the parties whose officers' signatures appear below.

Hanover Organization of Professional Educators

Board of School Trustees

Hanover Community School Corporation

President

President

Co-President

Vice President

Vice President

Secretary

Secretary

Date: _____

Date: _____

Appendix A

2023-2024 Compensation Plan

Eligibility to receive any increase in compensation (base salary or stipend) a teacher must have been rated Highly Effective or Effective and worked at least 120-days of contractual service in the 2021-2022 school year, except for a teacher who is in the first two (2) full school years that the teacher provides instruction pursuant to I.C. 20-28-9-1.5(f).

2023-2024 Compensation

A. Teacher Evaluation rating (80 point maximum)	
a. Highly Effective	80 points
b. Effective	80 points
c. Needs improvement	0 points
d. Ineffective (or not evaluated)	0 points
 B. Experience rating (20 point maximum)	
Experience shall be defined as	
Working at least 120 days of	
Contractual service	20 points
 Total available points per teacher	 100 points

For the 2023-2024 school year teachers who receive 100 points as defined in the statutory factors above shall receive the following base salary increases in each school year:

For the 2023-2024 school year teachers shall receive a \$2,000 salary increase.

Redistribution

Based on anticipated evaluation results, the parties believe that all funds will be distributed and that no redistribution will be necessary. However, in the event that there are funds that were otherwise allocated for teachers rated ineffective or improvement necessary, those funds will be redistributed to all eligible teachers in the form of a stipend.

Appendix A (continued)

New Teacher Starting Salary Scale

2023-2024

YEARS	Bachelors SALARY	Bachelors +15 SALARY	Masters or Bachelors +36 SALARY	Masters+15 or Bachelors +51 SALARY	Masters+30 or Bachelors +66 SALARY
0	\$47,000	\$48,000	\$49,500	\$50,000	\$50,500
1	\$47,250	\$48,250	\$49,750	\$50,250	\$50,750
2	\$47,500	\$48,500	\$50,000	\$50,500	\$51,000
3	\$47,750	\$48,750	\$50,500	\$51,000	\$51,500
4	\$48,000	\$49,000	\$51,500	\$52,000	\$52,500
5	\$48,250	\$49,250	\$52,500	\$53,000	\$53,500
6	\$48,500	\$49,500	\$53,500	\$54,000	\$54,500
7	\$48,750	\$49,750	\$54,500	\$55,000	\$55,500
8	\$49,000	\$50,000	\$55,500	\$56,000	\$56,500
9	\$49,250	\$50,500	\$56,500	\$57,000	\$57,500
10	\$49,500	\$51,000	\$57,500	\$58,000	\$58,500
11	\$49,750	\$51,500	\$58,500	\$59,000	\$59,500
12	\$50,000	\$52,000	\$59,500	\$60,000	\$60,500
13	\$50,250	\$52,500	\$60,500	\$61,000	\$61,500
14	\$50,500	\$53,000	\$61,500	\$62,000	\$62,500
15	\$50,750	\$53,500	\$62,500	\$63,000	\$63,500
16	\$51,000	\$54,000	\$63,500	\$64,000	\$64,500
17	\$51,500	\$54,500	\$64,500	\$65,000	\$65,500
18	\$52,000	\$55,000	\$65,500	\$66,000	\$66,500
19	\$52,500	\$55,500	\$66,500	\$67,000	\$67,500
20	\$53,000	\$56,000	\$67,500	\$68,000	\$68,500
21	\$53,500	\$56,500	\$68,500	\$69,000	\$69,500
22	\$54,000	\$57,000	\$69,500	\$70,000	\$70,500
23	\$54,500	\$57,500	\$70,500	\$71,000	\$71,500
24	\$55,000	\$58,000	\$71,500	\$72,000	\$72,500
25+	\$55,500	\$58,500	\$72,500	\$73,000	\$73,500

****This document is used exclusively to place new teachers at Hanover****

Extra-Duty Pay Schedule

Board Responsibility:

It is the sole responsibility of the Board, upon recommendation of the superintendent, to determine which positions on this schedule are to be assigned and how many of each are to be assigned. Job sharing may be allowed as approved by the Superintendent and agreed upon by the shared members. The number of extra-duty positions listed below is included for reference only and is not a subject of bargaining.

Academic Teams

HIGH SCHOOL ACADEMIC COACH

Stipend

HS Math Academic Coach	\$858
HS Science Academic Coach	\$858
HS Language Arts Academic Coach	\$858
HS Fine Arts Academic Coach	\$858
HS History Academic Coach	\$858
HS Interdisciplinary Academic Coach	\$858
HS Science Olympiad Coach	\$858
HS Debate Team Coach	\$858
HS Robotics Coach	\$858
HS Spell Bowl	\$858

MIDDLE SCHOOL ACADEMIC COACH

Stipend

MS Science Olympiad Coach	\$858
MS Robotics Coach	\$858
MS Junior Quiz Bowl Coach	\$858
MS Junior Academic Bowl Coach - Language Arts	\$858
MS Junior Academic Bowl Coach - Science	\$858
MS Junior Academic Bowl Coach - Social Studies	\$858
MS Junior Academic Bowl Coach - Math	\$858
MS Junior Academic Bowl Coach - Interdisciplinary Academic Coach	\$858
MS Spell Bowl Coach	\$775

RED CEDARS ACADEMIC COACH

Stipend

RC Math Academic Coach	\$858
RC Science Academic Olympiad Coach	\$858
RC Lego Robotics Coach	\$858
RC Spell Bowl Coach	\$775

Performing Arts

Band

Stipend

Marching Band Director	\$3,588
Marching Band Coach (4)	\$1,794
Concert Band Director (including, Pep Band)	\$3,753
Jazz Band Director	\$1,794
MS Band Director	\$2,591
MS. Asst. Band Director	\$1,153

Choral

Stipend

HS Choral Director	\$3,588
HS Spring Spectacular Director	\$973
MS Choral Director	\$2,392
MS Choir Asst.	\$932
RC Choir Director	\$932
EL. Choir Director	\$932

Drama

Stipend

HS Drama Director (per production)	\$2,212
HS Musical Production Director	\$1,463
MS Drama Director	\$2,212
RC. Drama/Musical Director (one per year)	\$2,212

EL. Drama/Musical Director (one per year)	\$2,212
<i>Art</i>	<i>Stipend</i>
HS Art Show Sponsor (2 per year)	\$657/show
MS Art Show Sponsor (2 per year)	\$504/show
RC Art Show Sponsor (2 per year)	\$504/show
EL. Art Show Sponsor (2 per year)	\$504/show
<i>Clubs</i>	
<i>HIGH SCHOOL CLUBS</i>	
	<i>Stipend</i>
HS Class Sponsor - 9th	\$869
HS Class Sponsor - 10th	\$869
HS Class Sponsor - 11th	\$1,450
HS Class Sponsor - 12th	\$1,450
HS Honor Society Sponsor	\$657
HS Student Council Sponsor	\$1,436
HS Yearbook Sponsor	\$2,534
HS Gay/Straight Alliance Sponsor	\$657
HS Spanish Club Sponsor	\$657
HS Art Club Sponsor	\$657
HS Environmental/Garden Club Sponsor	\$657
HS Key Club Sponsor	\$657
HS Drama Club Sponsor	\$657
HS DECA Club Sponsor	\$657
HS FCCLA Club Sponsor	\$657
HS Operation Snowball Sponsor	\$657
HS E-Sports Sponsor	\$657
HS Club Sponsor	\$657
HS Sports Marketing Club Sponsor	\$657
HS Book Club Sponsor	\$657
HS Girls Who Code Sponsor	\$657
<i>MIDDLE SCHOOL CLUBS</i>	
	<i>Stipend</i>
MS Class Sponsor - 6th	\$504
MS Class Sponsor - 7th	\$504
MS Class Sponsor - 8th	\$657
MS Junior National Honor Society Sponsor	\$657
MS Art Club Sponsor	\$657
MS Builders Club Sponsor	\$657
MS Yearbook Sponsor	\$657
MS Student Council Sponsor	\$718
MS Chess Club Sponsor	\$657
MS Game and Card Sponsor	\$657
MS Science Club Sponsor	\$657
MS Environmental/Recycling Club	\$657
MS STAND Sponsor	\$657
MS E-Sports Sponsor	\$657
MS Operation Snowball Sponsor	\$657
MS Club Sponsor	\$657
MS Publication Sponsor	\$719
MS Dungeon and Dragons Club Sponsor	\$657
<i>RED CEDARS SCHOOL CLUBS</i>	
	<i>Stipend</i>
RC Student Council Sponsor	\$359/per teacher
RC Yearbook Sponsor	\$657
RC Science Seekers Sponsor	\$675/season
RC Environmental/Recycling Club	\$657

RC Art Club Sponsor	\$657
RC Operation Snowball Sponsor	\$657
RC Club Sponsor	\$657
RC Intramurals	\$657/activity/season
RC Improv Club Sponsor	\$657
RC Running Club Sponsor	\$657
RC ASL Club Sponsor	\$657
RC Girls on the Run Club Sponsor	\$657
<i>ELEMENTARY SCHOOL CLUBS</i>	
	Stipend
EL Art Club Sponsor	\$657
EL Tree Huggers /Recycling Club	\$657
EL Intramurals	\$657/activity/season
EL Student Council	\$359/per teacher
EL Club Sponsor	\$657
EL Yearbook Sponsor	\$657
<i>Athletic Clubs</i>	
<i>Cheerleading</i>	
	Stipend
HS Varsity Coach (Fall)	\$3,100
HS Varsity Coach (Winter)	\$3,100
HS JV Coach (Fall)	\$1,560
HS JV Coach (Winter)	\$1,560
MS Head Coach (Fall)	\$1,800
MS Head Coach (Winter)	\$1,800
<i>Poms/Pons Dance</i>	
	Stipend
HS Varsity Coach (Fall)	\$2,566
HS Varsity Coach (Winter)	\$2,566
HS JV Coach (Fall)	\$1,800
HS JV Coach (Winter)	\$1,800
MS Head Coach (Fall)	\$1,644
MS Head Coach (Winter)	\$1,644
<i>Trap and Skeet</i>	
	Stipend
Head Coach (Fall)	\$1,644
Asst Coach (Fall)	\$1,213
Head Coach (Spring)	\$1,644
Asst. Coach (Spring)	\$1,213
<i>Professional Extra Duty</i>	
<i>DISTRICT WIDE</i>	Stipend
HS Department Chairperson (9): Fine Arts, Business, CTE, English, Foreign Language, Health/PE, Math, Science, Social Studies	\$144.30/per teacher
MS Department Chairperson	\$598
MS Team Leader	\$598
Grade Level Chairperson	\$144.30 per teacher
Mentoring for beginning teacher	\$520 per teacher/max. of 2
AP Coordinator	\$520
Dual Credit Stipend	\$312
Before and After School Detention	\$14.39/hr.
Homebound Teaching	\$47.06/hr
Textbook adoption w/ Department Chair	\$52
Award Ceremony Coordinator	\$82
Secondary Bus Duty (PM)	\$635
EL. Bus Duty (maximum of 4) PM Only the number of bus duty positions is for informational purposes and not bargained between parties	\$635

Extended Counselor Time	summer rate
Outdoor Lab (Lincoln)	\$1,560
HS Strength and Conditioning Coach (Fall)	\$1,040
HS Strength and Conditioning Coach (Winter)	\$1,040
HS Strength and Conditioning Coach (Spring)	\$1,040
HS Strength and Conditioning Coach (Summer)	\$1,040
Dean of Students	\$6,240
<i>Informational Purposes Only</i>	
<i>Grant Funded Program</i>	Stipend
Summer School Teaching Position	\$40.00/hr
Curriculum Writing	\$25.58/hr
School Remediation	\$45.25/hr
Programming	\$25.58/hr
<i>Athletics</i>	
All coaches will be expected to coordinate off-season conditioning and skill development.	
<i>Baseball</i>	
	Stipend
HS Varsity	\$5,464
HS Varsity Asst. Coach	\$2,846
HS JV Coach	\$2,846
HS JV Asst. Coach	\$2,846
HS Freshman Coach	\$2,846
MS Head Coach	\$1,213
MS Asst. Coach	\$655
<i>Basketball</i>	
	Stipend
HS Varsity Head Coach (B/G)	\$7,584
HS Varsity Asst. Coach (B/G)	\$4,497
HS JV Coach (B/G)	\$4,497
HS Freshman Coach (B/G)	\$4,497
8th Grade Head Coach (B/G)	\$2,849
8th Grade Assistant (B/G)	\$1,635
7th Grade Head Coach (B/G)	\$2,849
7th Grade Assistant (B/G)	\$1,635
6th Grade Head Coach (B/G)	\$1,213
<i>Cross Country</i>	
	Stipend
HS Varsity Head Coach (B/G)	\$3,422
HS Varsity Coach (BOTH)	\$5,464
HS Varsity Asst. Coach (B/G)	\$1,213
MS Head Coach	\$1,966
MS Asst. Coach - boys	\$1,155
MS Asst. Coach - girls	\$1,155
<i>Soccer</i>	
	Stipend
HS Varsity Head Coach (B/G)	\$5,464
HS Asst. Coach (B/G)	\$2,846
HS JV. Coach (B/G)	\$2,846
MS Head Coach (B/G)	\$1,213
<i>Track</i>	
	Stipend
HS Varsity Head Coach (B/G)	\$5,464
HS Varsity Asst. Coach (4) (B/G)	\$2,846
MS Head Coach (2) (B/G)	\$2,123
MS Asst. Coach (2) (B/G)	\$1,464
<i>Golf</i>	
	Stipend
HS Varsity Head Coach (B/G)	\$3,422
<i>Softball</i>	
	Stipend

HS Varsity Head Coach	\$5,464
HS Varsity Asst. Coach	\$2,846
HS JV Coach	\$2,846
HS JV Asst. Coach	\$2,846
MS Coach	\$1,213
MS Asst. Coach	\$655
<i>Volleyball</i>	Stipend
HS Varsity Head Coach	\$5,464
HS Varsity Asst. Coach	\$2,846
HS JV Coach	\$2,846
HS Freshman Coach	\$2,846
8th Grade Coach	\$1,770
7th Grade Coach	\$1,770
6th Grade Coach	\$1,770
<i>Football</i>	Stipend
HS Varsity Head Coach	\$7,584
HS Varsity Asst. Coach (6)	\$4,497
HS Freshman Head Coach	\$4,497
MS Fall Head Coach	\$2,849
MS Fall Asst. Coach (2)	\$1,659
MS Head Spring Coach	\$1,014
MS Asst. Spring Coach (2)	\$1,014
<i>Tennis</i>	Stipend
HS Varsity Head Coach (B/G)	\$3,422
HS Asst. Coach (B/G)	\$2,046
MS Grade Coach	\$1,213
<i>Wrestling</i>	Stipend
HS Varsity Head Coach	\$5,464
HS Varsity Asst. Coach (2)	\$2,846
MS Head Coach	\$2,200
MS Asst. Coach (2)	\$1,155

<i>Ticket Sellers/Takers – Official Book/Clock-Scoreboard</i>	
<i>Informational Purposes Only</i>	
<i>Football</i>	<i>Per event</i>
Varsity	\$40
JV	\$40
MS	\$30
<i>Volleyball</i>	<i>Per event</i>
JV/Varsity	\$40
Freshman	\$30
MS	\$30
6th/7th/8th grade	\$35
<i>Soccer</i>	<i>Per event</i>
Varsity/Varsity	\$40
JV/Varsity	\$40
MS	\$30
Single game	\$25
<i>Basketball</i>	<i>Per event</i>
JV/Varsity	\$50
Freshman	\$30
MS	\$35
Frosh/JV/Varsity	\$50
Frosh/Frosh	\$40
<i>Wrestling</i>	<i>Per event</i>
JV/Varsity	\$40
MS	\$30
<i>Softball</i>	<i>Per event</i>
Varsity	\$30
JV	\$30
MS	\$20
<i>Baseball</i>	<i>Per event</i>
Varsity	\$30
JV	\$30
MS	\$20
<i>Track</i>	<i>Per event</i>
JV/Varsity	\$40
MS	\$30
Meet Manager	\$60
<i>CONCESSIONS</i>	<i>Per event</i>
High School	\$40
Varsity Football	\$50
Middle School	\$30
<i>Athletic Event Supervisor</i>	<i>Per event</i>
HS	\$50
MS	\$50
<i>*** Tournament pay may vary ***</i>	