Creighton School District
Meet and Confer

Utilizing the
Interest Based Negotiations
Process

2009 – 2010
Creighton School District
2009 – 2010

The Creighton Education Association and the Creighton Administration have reached an agreement for the 2009-2010 school year. This document contains the agreed to items.

Opening Statement
The Creighton School District Interest Based Negotiations team is dedicated to the education of our students and commits to working collaboratively and fostering mutual respect in order to meet the challenges of the future.

Standards
The Creighton Education Association (CEA) and the Creighton School District (CSD) Administration met in February 2009 and addressed issues expressed by district employees, both staff and administration. All agreement components were measured against the following standards in an interest-based problem solving process:
- Sustainable
- Economically Affordable
- Legal
- Minimal Negative Impact on Students
- Equitable
- Accountable to Public and Staff.

Governing Board Direction
The team utilized the Governing Board direction as it reviewed and accepted the proposed budget recommendations for 2009-2010.

Balance the budget with as little impact to classroom as possible.
- Cuts in funding make pay increases improbable.
Support our partnership with WestEd.
Support highly qualified staff.
Make efficiency and effectiveness everyone’s goal.
- Reassess job responsibilities to maximize efficiency.
- Gather cost savings ideas from staff and community.
- Standardize across the district.
### Budget
Projected Changes to M&O Budget for FY2010

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loss of 241.76 ADM</td>
<td>($1,064,578)</td>
</tr>
<tr>
<td>Reduction in Classroom Site Fund</td>
<td>($  773,739)</td>
</tr>
<tr>
<td>ASRS Contribution Rate Change</td>
<td>$ 12,479</td>
</tr>
<tr>
<td>Utilities Formula</td>
<td>($  684,023)</td>
</tr>
<tr>
<td>5% Utilities Rate Increase</td>
<td>($  88,121)</td>
</tr>
<tr>
<td>10.3% Health Insurance Rate Increase</td>
<td>($  252,350)</td>
</tr>
<tr>
<td>Standardized Middle School Staffing</td>
<td>($  175,000)</td>
</tr>
<tr>
<td>Legislated Reduction (worst case scenario)</td>
<td>($3,172,703)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>($6,198,032)</strong></td>
</tr>
</tbody>
</table>

Recommendations to Address Projected Changes to M&O Budget for FY2010*

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Reductions**</td>
<td>($  545,620)</td>
</tr>
<tr>
<td>Department Reductions</td>
<td>($1,749,338)</td>
</tr>
<tr>
<td>Site Reductions</td>
<td>($1,047,971)</td>
</tr>
<tr>
<td>Staff/Program Reductions</td>
<td>($1,861,633)</td>
</tr>
<tr>
<td>Available Funds</td>
<td>($  850,000)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>($6,054,562)</strong></td>
</tr>
</tbody>
</table>

*The detailed budget reduction proposal is an attachment to this document.
**Administrative Reductions are not part of the IBN process.
***The federal stimulus dollars are anticipated to make up the $143,470 difference between the “worst case scenario” FY2010 M&O budget and the reductions proposed above.

### Insurance
Aetna HMO health insurance premiums will reflect a 10.3% increase for 2009-2010. This represents no increase to employees covered by the district insurance plan and no plan design changes.
- Aetna HMO dependent coverage increases by 10.3%.
- Delta Dental no increase.
- Employers Dental Services (EDS) no increase.
- Short term disability no increase.
- Group or voluntary life insurance no increase.

### General Leave

#### Certified
- CSD will continue to educate certified staff members on general leave policy.

#### Educational Support Personnel (ESP)
- The Director of Finance/Finance Department will research options for displaying general leave allocations on ESP hourly employee checks and share information in writing with sites and departments.
Sick Leave Bank
- The Human Resources Department will review this concept for evaluation next year.

Working Conditions
Balance of Pay
- CSD and CEA will educate district staff on the pay schedule. The Director of Finance/Finance Department will develop an information sheet to assist staff members.

Communication
- CSD will utilize technology to communicate information from district committee work.
- CSD will provide opportunities for staff to review the district calendar options and provide consultative input in a timely manner.

Preparation and Planning Time
- Efforts will be made to protect teachers’ 30 minutes daily preparation time from supervision, meetings and/or duties.

Student Discipline
- School sites will establish a placement review committee within 30 days of the start of each school year.
- Director of Human Resources will work with Assistant Principals to design composition of placement review committee utilizing administration and grade level teams.

Policy Review Committee Update
The IBN team accepted the recommendations from the Policy Review Committee regarding the following policies. These proposed changes will be submitted to the Governing Board for approval separate from this agreement.
- Policy GCK and Regulation GCK-R Professional Staff Assignments and Transfers
- Policy GBECA Nonmedical Use or Abuse of Drugs or Alcohol
- Regulation IKA-R Grading/Assessment Systems

Salary Schedule Committee Update
- Survey results indicated that clarity and ease of use were the most important issues around the salary schedule.
- After reviewing current salary schedule, recommendation is to retrain employees on how to read the schedule.
- Director of Finance/Finance Department will redesign the format and information on the salary schedule into a more user friendly document.

CEA Role
This agreement affirms the role of CEA that currently exists in Creighton School District.
• CEA president and/or designee meets with the CSD superintendent and/or designee on a monthly basis.
• CEA president receives a copy of the Governing Board meeting agenda and full packet.
• CEA president has .2 FTE (8 hours/week) release time for CEA business and 5 hours/week of clerical assistance for CEA business.
• CEA may receive, upon request, financial data relevant to the IBN process.
• An Arizona Education Association (AEA) representative may be present during the IBN process as a resource.
• CEA representatives may be released for quarterly CEA meetings at 3:30 p.m.
• The CSD provides a place for CEA to maintain its materials.
• CEA ensures representation by certified and classified staff members on district committees.
• CEA may receive, upon request, a listing of names and assignments of all certified employees.
• Prior to meeting with an employee regarding a disciplinary matter, the CSD supervisor makes the employee aware of the purpose of the meeting.
• In cases of discipline, employees may request CEA representation.
• If, during the course of a meeting on a disciplinary matter an employee determines he/she wants representation, the employee may suspend the meeting and have up to three days to reschedule with representation.

Creighton School District Interest Based Negotiations Team
Linda Barnett       Susan Lugo
Alys Casperson     Susan Holt Maas
James Diaz     Jona Ritter
Jamie Entner       Jason Schnee
Sean Hannafin     Damon Twist
Meg Hartoog        Scott Walmer