

Provo City School District

2023-2024 NEGOTIATED AGREEMENT between

The Provo City School District Board of Education
and
The Provo City School District Education Association

Effective July 1, 2023 through June 30, 2024

On June 14, 2022, representatives of the Provo City School District Board of Education (Board) and the Provo Education Association (PEA) collaboratively agreed to a multi-year agreement on salary with the shared goal of increasing salaries to be competitive with neighboring school districts. The specific salary portion of the three-year agreements, calculations and formulas have been agreed upon by all parties in good faith and will be revisited during the 2024-2025 school year. The following outlines the amounts agreed upon based on the calculations and formulas for the 2023-2024 year:

I. Compensation

Salary, Contract Days and Hours: The Board will fund compensation as follows: An increase on the enhanced salary schedule of 5.5% on the base. The overall package for the employee group is equivalent to 14% on the base and one level advancement for a total package of 15.9% to the certified group.

Enhanced Employees:

- Fund the following on the enhanced salary schedule:
 - One level increase for all certified employees
 - The amount of \$4,200 will be added to each existing level on the FY24 salary schedule based on House Bill 215. The salary schedule will also indicate that An Educator Salary Adjustment (\$8,400) is included as part of the Base Contract and is dependent upon continued legislative funding.
 - Entry level salary shall remain level B of the salary schedule and be set at \$55,315.
 - The increment amount between levels will remain \$925.
 - The first step of the Hourly Teacher Schedule and Curriculum Rate will be calculated as 70% of the entry level salary of the Enhanced Salary Schedule. The legislative increase is not a part of the base. The remaining steps of the Hourly Teacher Schedule will be calculated based on a ratio related to the first step and Curriculum Rate. This rate will receive the increases yearly connected to the Enhanced Salary Schedule.
 - Teachers will be able to find their individual updated salary compensation on the Employee Service Portal beginning August 1, 2023. The increase will be effective for payroll of the new contract starting in September.
- Maintain a 186 day contract calendar:
 - The use of time for professional development days on the calendar prior to the school year are outlined in section III below.
 - The Board will amend the school year calendar to provide a no work day January 12, 2024 and a no work day on March 15, 2024. These two days will not be counted in the 180/990 count and will be days off for teachers and students.
 - Effective July 1st, 2023 Provo City School Board will provide pay for additional professional hours based on HB 396 and the revisions made in House Bill 489. Teachers shall review a

06/13/2023

plan created from a menu of choices with their supervisor of the additional hours they will complete. Teachers will provide updates to the supervisor on completion of the hours from the plan. The District will pay the complete amount in either December or May.

- Professional Learning Community (PLC) time will be outlined as follows to clarify expectations:
 - Collaboration is expected to be 90 minutes each week on the designated day.
 - Educators will meet with their grade level/subject area team at school (district wide teams as needed).
 - Collaboration time will be focused on data, instructional goals and PLC chosen professional development.
 - If a term is scheduled to end on the day the PLC time is scheduled to be held, that day will be used to complete end of term grading and progress reports.

Grandfathered Employees:

- Fund the following on the Grandfathered Salary Schedule:
 - Fund a one-time 11% increase. (This amount will be equally divided monthly over the contract period.)
 - Fund a level (step) increase for any employee with level change remaining.
 - Fund an increase to the Hourly Teacher Schedule and Curriculum rate based on a formula agreed upon by PEA and the School Board.
- Maintain a 186 day contract calendar:
 - The use of time for professional development days on the calendar prior to the school year are outlined in section III below.
 - The Board will amend the school year calendar to provide a no work day January 12, 2024 and a no work day on March 15, 2024. These two days will not be counted in the 180/990 count and will be days off for teachers and students.
 - Effective 7-1-2023 Provo City School Board will provide pay for additional professional hours based on HB 396 and the revisions made in House Bill 489. Teachers shall review a plan created from a menu of choices with their supervisor of the additional hours they will complete. Teachers will provide updates to the supervisor on completion of the hours from the plan. The District will pay the complete amount in either December or May.
 - Professional Learning Community (PLC) time will be outlined as follows to clarify expectations:
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II. Benefits

Retirement: The Board will:

- Fund the annual contribution rate to the Utah State Retirement System for eligible licensed employees.

Open Enrollment: To obtain benefits, all eligible employees must meet all requirements and enroll during the open enrollment period as outlined in insurance carrier materials provided by the District.

Medical Insurance: The Board will:

06/13/2023

- Provide medical insurance through United Medical Resources (UMR) a UnitedHealthcare Network, including *Traditional and Health Save* plans for full-time contracted employees effective September 1, 2023 (or the first day of the month immediately following the first day of work).
- Fund the current insurance rates with no increase for 2023.
- Continue an incentivized wellness program for full-time employees, and provide an option to participate for part-time employees who do not carry District provided medical insurance.

For 2023-24 there are no changes to the plan benefits.

Premiums: The District will pay 80% and the employee will pay 20% of the total medical premium cost. Note: The District and the employee will each be responsible for their own portion of the premium. See table below with expected premiums.

Benefit Plan	Premium Per Month	District Contribution Per Month	Employee Cost Per Month	ER HSA Annual Contribution Matching
Medical - Traditional				
Employee	\$631.10	\$504.88	\$126.22	
Two-Party	\$1,353.60	\$1,082.88	\$270.72	
Family	\$1,941.00	\$1,552.80	\$388.20	
Medical - HealthSave				
Employee	\$558.30	\$446.64	\$111.66	\$1,000.00
Two-Party	\$1,197.60	\$958.08	\$239.52	\$1,750.00
Family	\$1,717.40	\$1,373.92	\$343.48	\$2,000.00
Medical - Traditional DUAL				
Employee				
Two-Party	\$2,165.80	\$1,732.64	\$433.16	
Family	\$2,807.00	\$2,245.60	\$561.40	
Dental - Advantage Plus PPO EMIA				
Employee	\$15.30	NA	\$15.30	
Two-Party	\$31.90	NA	\$31.90	
Family	\$48.60	NA	\$48.60	
Dental - Choice PPO EMIA				
Employee	\$40.80	NA	\$40.80	
Two-Party	\$84.20	NA	\$84.20	
Family	\$136.90	NA	\$136.90	
Vision - VSP Plus EMIA				
Employee	\$7.50	NA	\$7.50	
Employee + 1	\$15.40	NA	\$15.40	
Family	\$25.10	NA	\$25.10	

06/13/2023

Note: Employee paid premium is paid with pre-taxed dollars

For the 2023-24 year the District agrees to match a maximum annual contribution to the employees' Health Savings Account as follows:

	Up to	Monthly Max
Single	\$1000	\$83.33
2 Party	\$1750	\$145.83
Family	\$2000	\$166.66

District contributions will be completed on a monthly basis, contingent on the employee contributing the same amount.

Sick Leave: The Board will:

- Effective 7-1-16, provide contracted employees currently eligible for sick leave, 10 days of sick leave per year. Sick leave may be used for any personal illness as per policy. Full-time 242 day contracted employees will receive 12 days sick leave.
- Encourage sick leave eligible contracted employees to build sick leave balances by allowing eligible employees to roll the balance of unused sick leave at the end of a contract year into their sick leave bank. The amount of sick leave accrued shall be a maximum of 85 days.
- Effective 12-31-2016 provide a pay out of a portion of the employee's sick leave balance based upon years of service as per Procedure 5400 P3:
 - Less than 12 complete years 0 days, does not qualify
 - 12 -18 years 1 for every 10 days in sick bank
 - 19 -25 years 1 for every 8 days in sick bank
 - 26 + years 1 for every 6 days in sick bank

Part-Time Employee Leaves: The Board will:

- Effective 7-1-2022, contracted employees, who are less than full-time, will receive leave balances on a prorated basis. Proration is based on FTE (full-time equivalent).
- Employee leaves that were accrued before this effective date will remain in the employee leave bank.

Paid Time Off (PTO) Leave: The Board will:

- Effective 7-1-2023, contracted employees qualifying for Paid Time Off will now qualify for eight (8) days of paid time off granted each year. These days can be used for any reason and are subject to the approval needed for other leaves outlined in Policy 5400.
- Paid Time Off usage will be studied for the 2023-2024 contract year to determine possible increases to the amount allotted for each year or if there is an allowable amount that could be rolled over from year to year.

Personal Leave: The Board will:

- Effective 7-1-2023, discontinue Personal Leave and any associated docs in pay associated with this leave type.

Short Term Disability: The Board will:

- Direct the District to continue to self-insure short term disability for employees currently eligible for this benefit through the 85th day after exhausting sick leave. Only contracted employees will be eligible for short term disability through the district.
- Short term disability coverage benefit applies to eligible contracted employees who have been employed in the District for a minimum of 1 year in an eligible position.

06/13/2023

- To qualify for short term disability coverage, eligible contracted employees must use their sick leave and be unable to work for 15 consecutive calendar days as a result of a qualifying condition, in accordance with the District's policy.
- Short term disability benefits approved by the district will be paid at 60% of the employee's base salary in accordance with the District policy and negotiated agreements.
- Employees approved for short term disability coverage may also use their available sick leave, to supplement short term disability and bring them to 100% of their regular base salary. (Sick leave can cover 40% of salary while on short term disability.)
- The District limits employees to a maximum of 100% of the employee's base salary while receiving short term disability benefits. Employees who have given notice or who end employment without returning to work for 30 days after short term disability may not use sick leave to supplement their salary.
- Direct Administration to continue efforts in planning future use of employee sick leave balances as "employee self-funded short term leave" at which time the District would no longer need to self-insure for short term disability.

III. Professional Development: The Board will:

- Fund the 181st day and identify it as the day before school starts. It will be designated for classroom preparation.
- Provide five (5) additional professional development days for the 2023/24 year as part of the 186 day contract. Twenty (20) hours will be District professional development. Ten (10) hours will be School based professional development, and ten (10) hours will be for class room preparation. Professional development days are defined as high impact days according to District policy. Employees who do not attend the professional development must have leave approved by their supervisor and a Director of Human Resources. Employees who do not attend will still be responsible to obtain the information presented.
- Agree to consult with PEA leadership on the following professional development activities:
 - New teacher training: PEA leadership will have a minimum of 30 minutes in a new teacher training in August to address new teachers about professional practice and PEA.
 - Mentoring: Teaching and Learning department staff will meet with PEA leadership to discuss strategies and collaboration for supporting new teachers.

IV. Committees: The Board will:

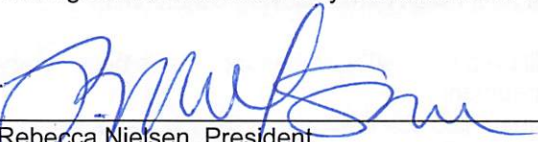
- Hold semi-annual Liaison Committee meetings during the 2023-2024 school year for the purposes of providing all groups with a "State of the District". In the event additional Liaison meetings are necessary they may be scheduled as needed.
- Continue the Insurance Committee, Wellness Committee, and Policy Committee in 2023-2024.
- Begin the following committees to study employee leaves, child care and parent teacher conferences for the 2023-2024 contract year.
- Ensure each of these committees will have a Purpose Statement to define the work and scope of the committee. These are joint committees with PESPA group.
- Continue to meet with the Teacher Evaluation Committee to review our current practice for evaluation.
- Continue the Professional Development Committee to discuss professional development needs and strategies.
- Continue the Salary Committee in 2023-2024 with the Business Administrator, Deputy Superintendent of Human Resources, the PEA President, and the Uniserv Director. Other members of the committee will be determined at a later date. This committee will begin to meet in October.
- Require that all PEA committees commence, or be scheduled to commence by September 25, 2023, unless otherwise specified.

V. Other: The Board and PEA will:

- Continue to negotiate with employee associations in good faith consistent with State law.
- Honor all non-financial agreements from previous negotiations as "on-going" until they are modified as part of a new negotiated agreement, unless it has been superseded by Board approved policy or procedure approved by the Superintendent.
- Agree to submit a joint statement regarding a summary of negotiations to all employees.


06/13/2023

This agreement has been duly authorized and agreed upon by the following individuals:



Rebecca Nielsen, President
Provo City School District Board of Education

6/13/23
Date



Lindsay Baccus, President
Provo Education Association

06/13/2023
Date

06/13/2023