

Memorandum of Agreement  
Certified Leave Accruals 6 units to 7 units

This Memorandum of Agreement is entered into between Kalispell Public Schools, Kalispell, Montana (hereinafter referred to as the "District") and Kalispell Education Association (hereinafter referred to as "Association") for a clarification in moving to a 7 unit leave accrual calculation when accounting for leave balances.

This change is to support the Leave accounting system that records leave and substitute activity.

The District and Association mutually agree to:

- a. Begin using a 7 unit instead of a 6 unit calculation when accruing leave.
- b. All existing leave balances will be converted from a 6 units per day calculation to a 7 units per day calculation so that no employee is adversely affected.

Further, the District and Association agree that:

- a. For the purposes of satisfying the 2 day flexible PIR requirement, a six hour day will continue to be used.
- b. This will not change the calculations for additional employment found in section 8.4 of the negotiated agreement.
- c. The language related to compensatory time found in section 8.4.2 of the negotiated agreement will reflect the adjustments noted below:
  - i. *Certified staff members on personal prep time may substitute for other certified staff members and will be given an equivalent increment of compensatory time as compensation. This arrangement must be initiated and approved by the building principal or his/her designee. No more than 2 days of compensatory time can be used in any school year. Compensatory time accruals of 3 units or less "rollover" to the next school year. Any compensatory time must be used in no less than three unit increments and must be used by June 1st of that school year. All compensatory time earned after June 1st will be rolled over.*
- d. The language related to sick day for personal day trade found in section 12.3.2 of the negotiated agreement will reflect the adjustments noted below:
  - i. *A staff member who has a minimum of 81 accumulated unused sick days may trade five sick days once during the current year for one personal day. Any use of sick days during the year that causes the accumulated total to fall below 75 days will invalidate this transaction.*

- e. The calculation of hourly pay for substitute teachers ( $75/6 = 12.50$ ) will not change with this agreement.

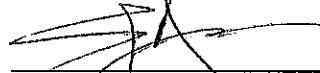
Date: Jan. 20, 2015

Kalispell Education Association:



Mike Thiel, President

Kalispell Public Schools



Tracy Scott, Human Resource Director

