Included:

Article 2	**Definitions**
Article 9A	**Range Assignment and Re-Classification**
Article 12	**Resignation**
Article 13	**Reduction in Force**
Article 16	**Salary Schedule**
Article 17	**Payment Conditions**
Article 17B	**Cell Phone Reimbursement**
Article 19	**Holidays**
Article 20	**Personal Leave**
Article 21	**Association Leave**
Article 25	**Sick Leave**
Article 25A	**Donations of Sick Leave**
Article 25B	**Sick Leave Bank**
Article 25C	**Use Of Sick Leave For Bereavement**
Article 27	**Healthcare**
Article 28	**Life Insurance**
Article 33	**Career Development Program**
Article 35	**Contract Dissemination**
Article 36	**Contract Conditions, Term, and Savings Clause**
Article 37	**Extracurricular Programs**
Appendix A	**Salary Range Assignments Schedule**
Appendix B	**Extra-Curricular Nominal Fees and Range Assignments**
Appendix C	**District Forms**

Changed

ARTICLE 2 DEFINITIONS

Assignment: Refers to Job Classification and/or location(s).

Association: Is the Kenai Peninsula Educational Support Association**, also referred to as KPESA**

Association Representative: President of KPESA or designee(s) including but not limited to officers**,** ~~and~~ executive ~~council~~ **board** members**, elected or appointed members who represent the Association at the various work sites throughout the District, and affiliated association staff**.

Bargaining Unit: All educational support employees who fill positions in various job classifications, as established in ARTICLE 1.

Bargaining Unit work: Work that normally is, or could be, performed by bargaining unit members

Board: School Board of the Kenai Peninsula Borough School District.

~~**Building/Association Representative:** A duly elected or appointed employee who represents the Association at the various work sites throughout the District.~~

Day: For the purposes of this Agreement, shall mean workday, except for those instances where it is specified as "calendar" day.

District: Kenai Peninsula Borough School District.

Domestic Partner: refers to people who live together in a committed relationship intending to be emotionally and financially responsible for each other but are not legally married and **shall include fiancé and fiancée**.

Employee: When used hereinafter in the Agreement shall refer to all support employees represented by the Kenai Peninsula Educational Support Association.

Forms Page: The page on the District website that contains all referenced forms, which can be found at this URL: **https://www.kpbsd.k12.ak.us/forms.aspx**

Grant Funded Employee: An employee hired in a grant funded position working twenty (20) hours or more per week is eligible for all benefits described in this agreement with the exception of health insurance for those working less than 30 hours per week, and Article 13.

Immediate Supervisor: The lowest level of management personnel not in the bargaining unit, having evaluative responsibilities over any one employee or group of employees.

Interim Employee: An employee hired to replace a permanent employee on an approved leave. This person shall be eligible for all benefits as described in this agreement.

~~**KPESA:** When used hereinafter in the Agreement shall refer to the Kenai Peninsula Educational Support Association.~~

Part-Time Grant Funded Employee: An employee hired in a grant funded position working less than twenty (20) hours per week is eligible for all benefits described in this agreement with the exception of health and life insurance, and Article 13.

Per Diem: This refers to an employee's daily rate of pay as calculated by their range and step placement and the hours in their regularly scheduled workday, and is used for the purposes of paying for extra days of work or for calculating the value of accrued leave.

Permanent Employee: An employee who holds a budgeted position. This person shall be eligible for all benefits as described in this agreement.

Permanent Part-Time Employee: An employee who is employed less than twenty (20) hours per week in a budgeted position. This person shall be eligible for all benefits as described in this agreement with the exception of health and life insurance.

Personnel Action Form: A form issued upon employment which does not constitute a contract but is advisory to the employee concerning date of employment, pay range and step, special terms of employment where applicable, job site, job classification, **and** date of hire~~, and date of last physical exam~~.

Probationary Period: Upon hire an employee~~'s~~ **shall be subject to a** probationary period **as described in Article 9, which** shall continue for ninety (90) working days. ~~During the probationary period, an employee may be dismissed for lack of job skills or other just cause.~~

Resignation: A voluntary ~~action~~ **statement in writing** by an employee to sever employment with the ~~School~~ District.

Subcontract: Assignment of bargaining unit work, in whole or in part, to vendors, volunteers, individuals outside the bargaining unit, or members of other bargaining units.

Substitute: An employee not on a permanent contract, that is not a member of the bargaining unit, hired to temporarily carry out duties of an employee when a bargaining unit member is unavailable.

Superintendent: Superintendent of Schools or designee.

Termination: Discharge or any other action involuntarily severing employment with the School District.

Transfer: Refers to a change in Job Classification and/or location(s).

Workweek: A workweek shall be defined five (5) consecutive days unless mutually agreed upon by the supervisor and the employee.

Year: For the purposes of this Agreement, shall mean July 1 through June 30, unless otherwise specified.

KPESA proposal 4/17/25

ARTICLE 9A RANGE ASSIGNMENT AND RE-CLASSIFICATION

Range assignments for each position are listed in Appendix A. A~~n advisory~~ classification committee will consist of ~~a committee of support personnel~~ **employees** and administrators. The Association shall select five (5) ~~support personnel~~ **employees** within different job classifications to serve on the committee. In addition to the ~~support personnel~~ **employees**, two (2) or more representatives should be appointed by the Superintendent. The number of administrators shall not exceed the number of ~~support personnel~~ **employees**.

The committee shall meet once a year in January to consider any classification requests. All requests must be submitted in writing to Human Resources before December 15.

After the committee has met and reached consensus on classification recommendations, the committee will meet with the Superintendent prior to the end of the school year to present its recommendation(s). Any changes **recommended by the committee and** approved by the Superintendent shall become effective July 1 of the coming **fiscal** year **and be incorporated into Appendix A**. **Approval shall not be unreasonably denied.** All decisions by the Superintendent are final. ~~This Article is~~ **Recommendations made by this committee are** not subject to the grievance procedure.

KPESA initial proposal 2/13/25

ARTICLE 12 RESIGNATION

A. ~~A resignation is a voluntary statement in writing on the part of an employee that the employee desires to sever employment with the District.~~

B. The employee shall give the District two (2) weeks' notice before leaving ~~her/his~~ employment. Employees leaving without two (2) weeks' notice may not be eligible for re- hire.

C. This notice period may be shortened through mutual agreement beforehand between the District and the employee.

D. ~~Upon resignation after twenty (20) school years of service with the District or upon retirement from the District through PERS, an educational support employee shall be paid sixty-seven percent (67%) of the employee's normal hourly rate for unused sick leave.~~

E. If the State grants credit for unused sick leave under PERS, the employee shall be allowed to apply for retirement credit all or a portion of accrued sick leave.

F. ~~Upon resignation, employees with at least fifteen (15) years, but less than twenty (20) years of service, may donate twenty-five percent (25%) of their accumulated, unused sick leave to the sick leave bank.~~

KPESA supposal 5/12/25 with Article 17

ARTICLE 13 REDUCTION IN FORCE

A. Layoff *

A reduction in force includes elimination of a position or a reduction in hours below eligibility for health benefits. Whenever possible, layoff will be accomplished through normal attrition. Further, the District shall attempt to lessen the impact and extent of a layoff through voluntary transfers, encouragement of unpaid leaves, and early retirement when available. The District shall consider seniority transfer requests of qualified employees at affected sites in lessening the RIF impact. Should a layoff be determined necessary by the District for a reason not prohibited by law, the following procedure will apply:

1. All employees shall have a seniority date, established as the date of hire.

2. All employees shall be assigned to one (1) of three (3) major geographic zones: Homer, Central Peninsula, and Seward.

3. The District shall prepare and maintain the seniority list. The initial seniority list shall be prepared and distributed to the Association each year within thirty (30) days of the first day of school. The list will be updated each January.

4. The Seniority list shall indicate an employee's seniority, job classification, **school assignment,** and range.

5. ~~In the event of a necessary reduction in work force, t~~ **T**he District shall first lay off the least senior employees within the job classification and geographic area affected.

6. In the event of more than one (1) individual employee having the same seniority ranking, all employees so affected shall participate in a drawing by lot to determine position on the seniority list. The Association and affected employees shall be notified of the drawing in writing and shall have the opportunity to be present.

Should RIF be necessary for ~~*Excluded from participation in the above RIF provision shall be~~ employees and positions at**:** Port Graham, Nanwalek**,** Hope**,** Seldovia, ~~and~~ **or** Tyonek~~. Should RIF be necessary at these sites~~, the least senior employee **at the site** shall be laid off.

B. Rehire

1. Laid off employees shall be recalled in reverse order of layoff to any position for which they are qualified. If the new position is more than twenty-five (25) miles from the previous work site, the employee may refuse to take the offered position and still retain all rehire rights. The employee must accept the offer of position within ~~three (3)~~ **five (5)** working days of notification by certified letter, or forfeit rehire rights.

2. Laid off employees shall remain on a rehire list eighteen (18) months following the layoff. It is the laid off employee's responsibility to inform the District of the current address and phone number of contact. ~~If the District attempts to contact the employee at the last known address and/or phone number and cannot because of invalid information, the employee will be removed from the rehire list.~~

3. It is the responsibility of the laid off employee to inform the School District of interest in and availability for rehire, before March 15 annually, in order to retain rehire rights. Failure to inform the District will result in loss of rights to preferential hire.

C. Definitions

Qualified for the purposes of this ~~procedure~~ **section** shall mean the ~~educational support personnel~~ **employee** has previous satisfactory District experience in job classification and/or demonstrates skills required for the position.

Seniority shall be defined as length of continuous service part-time or full-time, or a combination of both, measured from most recent date of employment. District-approved professional, educational, sabbatical, health or military leave shall not be considered as interruption of service and time on such leaves shall be counted toward seniority.

KPESA initial proposal 2/13/25

ARTICLE 16 SALARY SCHEDULE

Salary ranges and schedules are found in Appendix A.

~~**KPESA Salary Schedules:**~~

~~Salary schedule for FY22 effective July 1, 2021 will remain the same as the FY21 salary schedule. In FY22 a one-time payment of fifteen hundred dollars ($1,500) prorated per FTE will be paid for those employed on date of ratification.~~

~~Salary schedule increases in the amount of one percent (1.0%) in FY23 effective July 1, 2022.~~

~~Salary schedule increases in the amount of two percent (2.0%) in FY24 effective July 1, 2023.~~

KPESA supposal 5/12/25, with Article 13, changed

ARTICLE 17 PAYMENT CONDITIONS

A. Shift Differential

The District shall pay a shift differential of ~~forty (40) cents per hour~~ **a 3.75% increase over their basic hourly wage** to all employees assigned to work the swing shift, and ~~sixty (60) cents per hour~~ **a 7.5% increase over their basic hourly wage** to all employees assigned to work the graveyard shift.

B. Pay Step

One (1) work year with the District will qualify an employee for one (1) step on the salary schedule. New employees hired prior to January 1 who complete their Personnel Action Form will qualify for one (1) step on the salary schedule.

C. Rate of Holiday Compensation

Holidays shall be paid for at a straight time rate if not worked. Employees required to work on any of the holidays named in Article 19 shall be paid two (2) times their basic rate of pay.

An employee on unpaid status either the workday before or after a holiday shall not receive holiday pay.

D. Initial Pay Schedule Placement

All previous KPBSD **and up to five (5) years of verifiable and relevant industry, clinical, professional, and/or school** experience will be recognized for initial placement on the salary schedule. ~~The District reserves the right to start an employee at other than the Initial Step of the Pay Schedule.~~

Current employees that did not previously receive credit for verifiable years of experience shall have all not-previously-credited years of service credited, up to five (5) years, and shall be moved to the appropriate step on the salary schedule. When employees submit verification of years of service, the step change shall be applicable retroactively to the start of the school year.

A temporary hire or substitute who becomes a permanent employee, in the same position without a break in service, shall be placed appropriately. This employee shall also receive back pay for the difference between the rate of their initial placement and the substitute or temporary rate they were paid, for all hours worked in that position while in temporary or substitute status.

E. Nurses

All school nurses hired by the School District shall be a ~~RN~~ **Registered Nurse** (Non-BSN or a**n** RN-BSN).

F. Longevity

All employees not receiving a step increase will receive a longevity increase of two percent

(2.0%) in ~~FY22, FY23, and FY24~~ **FY26** based on the same year's salary in that row and column. A one hundred dollar ($100) flat payment will be paid per year for each year the employee remained at longevity.

G. National Board Certification of School Nurses

The district shall add two thousand dollars ($2,000) to the salary of each nurse who holds a current and valid national board certification. The district shall reimburse each nurse who is pursuing an initial national board certification or renewal of a national board certification for the costs they have paid to a nationally recognized board in pursuing or renewing the certification, including the costs of course materials, registration, and testing. "National board certification" means individual achievement of national professional, teaching, or educational job-role standards as certified by a nationally recognized board and shall include National Board for Certification of School Nurses (NBCSN) and all other similar national certifications.

Changed

ARTICLE 17B CELL PHONE REIMBURSEMENT

~~The Head Custodian III position~~ **Microcomputer Technician II, Truck Driver/Warehouse, Custodian I/Head, Custodian II/Head, Custodian III/Head, any other Custodian who is the sole Custodian for a site, any itinerant employee in Food Service transporting food between sites, and itinerant Nurses serving two or more schools** may be required to be available in times of emergency **or reachable when they are not near a district phone**. Personal contact information, such as home telephone or cell phone numbers is shared with building Administration and District Office and distributed only to those who need information in the course of District business. ~~A payment~~ **Reimbursement** of up to ~~$500~~ **seven hundred and fifty dollars ($750) annually** will be provided to ~~Head Custodian III's~~ **employees in these positions** to assist them with their individual cell phone plan costs. Reimbursement will be made once documentation has been provided to Accounts Payable.

Changed

ARTICLE 19 HOLIDAYS

All employees will receive the following paid holidays if included in their work year: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and the day after Thanksgiving, the day before Christmas and Christmas Day. An employee on unpaid status either the workday before or after a holiday shall not receive holiday pay.

~~**Holidays Falling on Weekend -**~~ If any of the above holidays fall on Sunday, the following Monday shall be considered the legal holiday. When any of the above holidays fall on Saturday, the Friday immediately preceding the holiday shall be considered to be the holiday.

Changed

ARTICLE 20 PERSONAL LEAVE

A. All employees may earn five (5) of their assigned workdays as personal leave each year cumulative to ~~ten (10)~~ **fifteen (15)** working days.

B. Except in the case of extreme emergency or situation in which the administrator involved and the District Superintendent shall consider as particularly extenuating, personal leave will not be granted for the first or last day of school. Personal leave ~~may~~ **will** be granted on the day before and/or the day after school vacation or holiday.

C. Prior approval is required before **three (3) or more** personal leave days are taken **consecutively**.

D. Unused personal leave may be cashed in by submitting **an** application no later than May 31 per the following guidelines:

1. No more than ~~four (4)~~ **ten (10)** days per year may be cashed in.
2. The value of each day will be equivalent to the employee's per diem.
3. The cash out provision is available ~~only at the end of the school year~~ **throughout the year when timesheets are submitted**.

E. Personal leave shall be used in a minimum of one (1) hour increments.

An employee working a 215- or 216-day work calendar where at least one day falls in each calendar month shall receive one (1) additional day of personal leave. This day may not accumulate or have cash value.

Upon death of the employee, one hundred percent (100%) of the employee's unused personal leave shall be paid to the employee's estate based on the employee's per diem rate.

changed

ARTICLE 21 ASSOCIATION LEAVE

The Board shall provide the Association sixty (60) days per year for Association Leave for Association business. All Association leave shall have prior approval of the KPESA president, building administrator, and Human Resources. Days beyond the sixty (60) if approved, shall be done so with the understanding that the Association will pay the substitute costs, if any. The unused leave will be allowed to accumulate from year to year to facilitate negotiation years.

A maximum of fourteen (14) days, to be used for official NEA State or National business, at District expense, shall be approved for employees elected to State or National NEA office. **Days beyond the fourteen (14) if approved, shall be done so with the understanding that the Association will pay the substitute costs, if any.**

Whenever any representative of the Association or any support employee is mutually scheduled by the School Board or the Administration and the Association to participate during the working hours for grievance proceedings, conferences or meetings, the employee shall suffer no loss in pay, nor shall there be any leave charged to the employee or the Association.

Association President

The District agrees to grant a ~~leave~~ **release** time request**, for up to 259 workdays, as determined by KPESA,** for the President of the Kenai Peninsula Education Support Association for each year of the current contract, if requested. The President's release time shall be granted by the District, provided that the following conditions are met:

(a) the Association shall ~~pay~~ **reimburse the District** the salary and benefits equal to the amount of release time;

(b) the President shall not be released until the District has found an acceptable substitute who can perform the President's professional duties and responsibilities;

(c) the request must be made in writing prior to April 15 of each year for the following school year;

(d) should the Association choose to have .50 or more release time for the President, the Association will bear one hundred percent (100%) of the annual benefit package for the President.

The employee shall continue to accrue credit for service toward salary increases and retirement while serving in this position.

At the conclusion of President's release, the employee shall be returned to the employee's building position held prior to the leave.

Should KPESA vote to change the terms of the President's schedule, release from their former position, or other similar conditions, this section will be opened to negotiate the impacts of that change.

**Note: KPESA is still waiting on some research and communication from DRB, which may affect this position's eligibility for participation in PERS, and KPESA may still bring forth additional proposals to address the retirement eligibility specifically.*

Changed

ARTICLE 25 SICK LEAVE

A. **Employees shall be credited, at the beginning of their employment year or upon hire, with sick leave equal to the amount that would accrue over the course of the remaining fiscal year, calculated at the following rates:**

B. Each permanent eight (8) hour employee shall accrue sick leave from the date of employment at the rate of one and one-third (1 1/3) days per month, per pay period according to an employee's personnel action form with unlimited accumulation, regardless of status. A minimum of one (1) hour will be used for each absence. Absences that exceed one (1) hour will be recorded in 15-minute increments.

1. Each employee working less than eight (8) hours shall accrue sick leave from the date of employment on a prorated basis per month with unlimited accumulation. A minimum of one hour will be used for each absence. Absences that exceed one (1) hour will be recorded in 15-minute increments.

C. An employee may use accrued sick leave **to see to their own illness or welfare.** ~~for leave due to illness, accidents, or medical, dental, or optical appointments~~.

D. Employees will be eligible for sick leave due to personal disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery in the same manner as all other disabilities.

E. A maximum of ten (10) days of sick leave shall be granted to an employee, ~~in the event of~~ **to see to the illness or welfare of a person in their immediate family** ~~serious illness, accident, hospitalization or temporary confinement in the employee's immediate family.~~

F. Employees may be eligible to use additional leave under ~~Provision I of Article 25~~ **the federal Family and Medical Leave Act, the Alaska Family Leave Act, or short-term disability insurance**, and should contact Human Resources for more information.

G. For leave of more than five (5) days, the District ~~shall~~ **may** require ~~a written statement from a licensed physician or practitioner~~ proof that the leave was used for approved purpose(s).

H. A maximum of ~~three (3)~~ **fourteen (14)** days of sick leave may be used for parental purposes within the first (1st) ~~week~~ **month** of the birth or adoption of a child. Employees may be eligible to use additional leave under ~~Provision I of Article 25~~ **the federal Family and Medical Leave Act, the Alaska Family Leave Act, or short-term disability insurance**, and should contact Human Resources for more information.

I. ~~All leaves contained in this section shall be subtracted from the employee's sick leave allowance.~~

J. For purposes of this section, members of the immediate family include ~~husband, wife,~~ **spouse, domestic partner,** ~~father, mother,~~ **parent,** ~~son, daughter,~~ **child,** parent-in-law, ~~son-in-law, daughter-in-law,~~ **child-in-law,** grandparent, grandchild, ~~brother, sister,~~ **sibling,** guardian, and ward.

K. Due to extenuating circumstances, exceptions to any of the provisions contained in this section may be granted at the discretion of the Superintendent.

L. ~~The District and the Association agree that employees in the bargaining unit are allowed to choose provisions of the Federal or Alaska Family Medical Leave Acts, notwithstanding language in the Leave section of the Agreement.~~

M. **Unused sick leave may be cashed in by submitting an application no later than May 31 per the following guidelines:**

a **All unused sick leave may be cashed in, donated to another employee, or donated to the sick leave bank.**

b **The value of each day will be equivalent to the employee's per diem.**

c **This provision is only available at the end of the school year.**

N. The employee's estate shall receive the monetary value of ~~sixty-seven percent (67%)~~ **one hundred percent (100%)** of the deceased's unused sick leave balance **at their per diem rate** upon the death of the employee.

O. **If the state grants credit for unused sick leave under PERS, the employee shall be allowed to apply for retirement credit for all or a portion of sick leave.**

P. ~~Upon request by the District, the employee will submit proof that the leave was used for approved purpose(s).~~

changed

ARTICLE 25A: DONATIONS OF SICK LEAVE

Members shall be allowed to donate sick leave to and receive donations of sick leave from leave eligible members subject to the following conditions:

A. Each member wishing to donate sick leave will fill out, date and sign a leave slip showing the amount of leave to be donated. The leave slip will have written along the bottom, or in the space provided, "Leave donation to (employee name)."

B. The Association will be responsible for gathering all leave donations to be forwarded to the District. Leave donations will become available during the pay period in which the Association approved donation is received by the HR department.

C. With the exception of provisions in item I, the total amount of leave credited to the recipient's donated leave account shall not exceed twenty (20) days per school year. The member must maintain a minimum of ten (10) days sick leave in their account in order to donate **except at the end of the year or upon separation**. Donated leave may not be used until all accrued sick leave and sick leave bank appropriations have been exhausted.

D. The donation cannot be withdrawn, modified or otherwise returned to the donor's leave account.

E. Coercion of members to donate sick leave to another member is prohibited.

F. Any unused leave by a member who has received donated sick leave shall be forwarded to the sick leave bank at the end of the following school year.

G. The District shall provide, on an annual basis, a donated leave report to the Association reflecting donated leave activity.

H. ~~A resigning/retiring employee is eligible to donate their sick leave balance down to zero (0) on the last day of their active KPBSD employment.~~

I. Family members have the right to donate and receive an unlimited amount of sick leave days, keeping a ten (10) day balance in their account **except at the end of the year or upon separation**, to and from family members. For purposes of this section, members of the immediate family include ~~husband, wife,~~ **spouse or** domestic partner, ~~fiancé, fiancée,~~ ~~father, mother,~~ **parent,** ~~son, daughter,~~ **child,** parent-in-law, ~~son-in-law, daughter-in-law,~~ **child-in-law,** grandparent, grandchild, ~~brother, sister,~~ **sibling,** guardian, and ward. Additions to this list may be made by the Superintendent.

Current Contract Language

ARTICLE 25B SICK LEAVE BANK

The sick leave bank will be administered as follows:

1. All employees beginning services with the District shall contribute one (1) day to the sick leave bank following the January pay period.

2. Employees shall not be requested to make further contributions unless the number of days in the bank drops below 250.

3. At such time the bank drops below 250 days, each employee shall contribute one (1) day to the sick leave bank.

4. The bank is to be administered jointly by the Superintendent and the Association.

5. Sick leave days from the bank may be granted only when the number of sick leave days accumulated by the bargaining unit member have been exhausted. Withdrawals may be made for up to twice the number of sick leave days accumulated before the employee's first (1st) scheduled workday or twenty-four (24) days, whichever is greater. The employee is not automatically entitled to the number of days for which the employee may be eligible.

Changed

ARTICLE 25C USE OF SICK LEAVE FOR BEREAVEMENT

Accrued sick leave may be used for bereavement in the event of death in the immediate family, for a maximum of ten (10) workdays; in the event of a death of a spouse, ~~fiancé, fiancée,~~ **domestic partner,** or child, a maximum of thirty (30) workdays. This leave must begin within thirty (30) calendar days of death of the immediate family member.

For purposes of this section only, immediate family is defined as (including in-law and step relationships) parent, spouse, ~~fiancé, fiancée,~~ domestic partner, ~~aunt, uncle,~~ **parent's sibling,** first cousin, child, ~~brother, sister~~, **sibling,** grandchild, grandparent, guardian, ward, and dependents living in the household.

In the event of the death of a colleague or student, the employee may use up to eight (8) hours of accrued sick leave to attend a funeral or memorial service. The employee may claim on the employee's timesheet up to four (4) hours of this leave from the sick leave bank.

Exceptions to the provisions contained in this section may be granted upon submission of the request to the Superintendent.

Upon request by the District the employee will submit proof that the leave was used for the approved purpose. For the purposes of this section, acceptable proof includes but is not limited to an obituary, a funeral program, a prayer card, or verifiable details including date of death, city of death, and relationship to the deceased.

As proposed jointly on 9/16/25

ARTICLE 27 HEALTHCARE

KPBSD Package Proposal 9/11/25, KPESA initial proposal 2/13/25

ARTICLE 28 LIFE INSURANCE

A. Life insurance coverage in an amount equal to **two (2) times** the employee's annual salary rounded to the next highest thousand will be provided by the District at no cost to all eligible employees. An employee may increase coverage to a maximum of ~~double~~ **triple** ~~her/his~~ **their** salary by paying the additional premium. In the event of accidental death, the insurance shall pay double the specified amount.

B. It is the employee's responsibility to sign and return the application card. All employees will complete and have on file in the accounting office a listing of beneficiaries.

C. Term life insurance in the amount of **ten-thousand-dollars** ($10,000) or the employee's annual salary, whichever is less, shall be provided for the spouse of the employee at no additional cost to the employee. The **ten-thousand-dollar** ($10,000) coverage does not apply when both ~~husband and wife~~ **spouses** are employees of the School District.

D. Dependent coverage (optional): Dependent benefits shall be two thousand dollars ($2,000) per dependent. The cost to the employee shall not exceed the per month premium rate established by the carrier and shall cover all listed dependents.

E. Conversion provisions: Any employee may obtain, within thirty (30) days after termination (for any reason), an individual policy without a physical examination, subject to the provisions and rates established by the insurance carrier.

Changed

ARTICLE 33 CAREER DEVELOPMENT PROGRAM

A. A career development program shall be funded at a cost not to exceed twenty thousand dollars ($20,000) for each contract year**. Unused funds shall roll over from year to year to a maximum balance of $40,000.**

B. The Association may make program recommendations to the Superintendent for the expenditure of these funds**, up to an annual maximum of two thousand dollars ($2,000) per employee**. Upon request, a member of the Superintendent's staff will serve as an advisor to the committee.

C. **The District shall develop and maintain a program supporting employees wishing to earn an Alaska State educator certificate.**

D. ~~Upon approval by the Superintendent or designee, any work time charged for a Career Development Grant shall be considered.~~

KPESA initial proposal 2/13/25

ARTICLE 35 CONTRACT DISSEMINATION

A. All new hires, on the date of employment, shall be presented a copy of the current Agreement.

B. The district will post a copy of the Agreement on the District's Web page, within thirty (30) work days of ratification. ~~A copy of the range classification shall be posted on the District's web page along with the CBA.~~

C. The District shall provide an electronic document version of the Agreement to the KPESA President within thirty (30) work days of ratification.

KPESA initial proposal 2/13/25

ARTICLE 36 CONTRACT CONDITIONS TERM AND SAVINGS CLAUSE

The Agreement will remain in full force and effect ~~retroactive~~ from July 1, ~~2021,~~ **2025** ~~unless a later effective date is set forth in this Agreement,~~ until June 30, ~~2024~~ **2026**.

No later than January 15th of the year in which this agreement terminates, either party may give notice of its desire to open negotiations with respect to a successor agreement by delivering a written request to the other party. ~~The notification shall indicate the initial items of negotiations in which the serving party is interested and a brief description of the nature of the changes.~~

The parties will meet to negotiate on such termination, modification, or amendments no later than February 15th of the year in which this agreement terminates. Those ~~items contained in the opening notifications and any additional~~ items brought to the first bargaining session shall be the only items discussed during the negotiations sessions, unless mutually agreed.

Nothing herein will preclude the termination, modification, or amendment of this Agreement at any time by written mutual consent of the parties.

This Agreement will be governed and construed according to the Constitution and laws of the State of Alaska. If any provisions of this Agreement, or any application of this Agreement to any employee or groups of employees covered hereby be found contrary to law, such provision or application will have effect only to the extent permitted by law, and all other provisions or applications of the Agreement will continue in full force and effect.

In the event a provision(s) is/are determined to be contrary to law as stated above, such provision will be renegotiated.

The Parties agree that should there be changes in legislation, regulation, or funding during the duration of this Agreement, this agreement will be reopened for the express purpose of negotiating the affected sections.

Any provision of this Agreement which may be contrary to law at the time of making this Agreement, but becomes lawful during the life of this Agreement, will take effect upon its lawfulness.

KPESA initial proposal 2/13/25

ARTICLE 37 EXTRACURRICULAR PROGRAMS

An extracurricular program is defined as a separate volunteer position outside of the employment relationship for an activity, club, or sport. Acceptance of an extracurricular ~~contract~~ **agreement** is voluntary. Refusal to accept or willingness to ~~perform~~ **accept** an extracurricular ~~contract~~ **agreement** shall have no bearing on continued building assignment or formal evaluation.

A. The nominal fees set forth in the ~~attached~~ Nominal Fee Schedule **and Range Assignments in Appendix B** represent the amount to be paid by the School District when the activity has been approved by the Board and the employee has fulfilled the volunteer agreement.

B. No extracurricular fee will exceed or be less than the ranges specified except as provided under the terms of this agreement.

C. The following payment method shall be used for employees receiving an extracurricular volunteer agreement:

For administrative convenience, a lump sum payment will be made at the end of the activity with the regular paycheck specifying regular salary and extracurricular fee. Extracurricular fees shall not be paid early by separate check.

D. A written volunteer agreement for each extracurricular activity will be issued prior to the beginning of the activity.

E. When dividing a single activity between two or more volunteers, the nominal fee shall be prorated between/among them.

F. In the event the Board adds a new activity or program to the extracurricular agreement, or significantly redefines an existing activity, the range for this new or redefined activity will be commensurate with equal or similar activities.

G. Providing the status of an extracurricular program is known, if a volunteer of an extracurricular activity is not being offered the same extracurricular ~~contract~~ **agreement** for the subsequent year, ~~he/she~~ **they** will be notified in writing before the last day of the school term. **No volunteer in an extracurricular program shall be non-retained without just cause.**

H. ~~The schedule of activities and the corresponding ranges shall be published on the District's website as an Appendix at the same location as the Negotiated Agreement. Any change for the following school year that lowers a range assignment identified in the Appendix shall be made before the last school day of the current school year.~~

I. As positions to sponsor/coach extracurricular activities become vacant, certificated and support staff within their respective buildings who are qualified shall be given the first opportunity, with priority consideration given to academic relationships. If not filled within the building, the position will be advertised. Current employees will be guaranteed the opportunity to interview. Priority consideration will be given to KPBSD employees.

J. **In addition to the regularly scheduled program of extracurricular activities, building administrators may be empowered to seek volunteers among existing employees for a**

“supplemental extracurricular supervisory” role on an hourly basis. The fee for this role shall be twenty-five dollars ($25) per hour and hourly employees shall only be eligible for this role for up to a combined total of forty (40) hours per week with their regularly assigned duties. The administrator shall give written advanced approval for this role and it is the responsibility of the employee to ensure that this role does not cause them to exceed the combined maximum total hours weekly.

K. If a lawsuit or administrative action under the Federal Fair Labor Standards Act is filed challenging the legality of this Article, this Article shall immediately and automatically become null and void, as will all extracurricular ~~contract~~ **agreement**s issued pursuant to this Article.

~~**Extracurricular Nominal Fee Schedule**~~

~~Range~~	~~Amount~~
~~1 $388.40 2~~	~~$484.40~~
3	~~$775.71~~
4	~~$969.91~~
5	~~$1,454.32 6 $1,939.82~~
7	~~$2,424.22~~
8	~~$2,909.73~~
9	~~$3,394.14~~
10	~~$3,879.65 11 $4,364.05~~
~~12~~	~~$4,848.46~~

Changed

APPENDIX A: SALARY RANGE ASSIGNMENTS AND SCHEDULES

Range	Position(s)
1	
2	FS Cashier/Kitchen Assistant FS Itinerant Substitute
3	FS Manager I-FV FS Manager I-S
4	Aide/Instructional Aide/Library Aide/Title VI Custodian I FS Manager I-P
5	FS Manager II Secretary I Student Success Advocate
6	Custodian I/Head Custodian I/Pool
7	Aide/Instructional - ELL Aide/SpEd - Speech Aide/SpEd - Emotional Disabilities Aide/SpEd - Intensive Needs Aide/SpEd - Preschool Aide/SpEd – Resource Aide/SpEd - Vision Bookkeeper Guidance/Career Assistant Secretary I/Administrative Secretary II Student Allocation Specialist Transportation Router
8	Secretary II/Administrative Storekeeper Truck Driver/Warehouse

Range	Position(s)
9	Custodian II/Head Homeless & At-Risk Student Support Specialist SNS Specialist Student Success Liaison Supply Buyer Theater Technician Tutor/ELL Tutor/Instructional Tutor/Migrant Tutor/Title I Tutor/Title VI
10	FS Manager III Secretary II/Head
11	Custodian III/Head Pool Manager Secretary III Secretary III/Administrative
12	Grants Specialist Head Supply Buyer
13	Educational Sign Language Interpreter Homeless Liaison Microcomputer Technician II SLPA-Speech Language Pathology Assistant Specialist/Pupil Services Tech
14	
15	
16	
17	Programmer/DP
18	
Nurse 1	Nurse (AAS)
19	Homeless Liaison Coordinator
Nurse 2	Nurse (BSN)

Changed

2025-2026 SALARY SCHEDULE

STEP → RANGE	Initial	A	B	C	D	E	F	G	H	Longevity
1	$19.53	$20.26	$20.98	$21.95	$22.69	$23.59	$24.53	$25.50	$26.01	$26.52
2	$20.55	$21.36	$22.17	$23.19	$24.01	$24.94	$25.92	$26.98	$27.52	$28.07
3	$21.00	$21.82	$22.64	$23.67	$24.53	$25.44	$26.48	$27.53	$28.08	$28.64
4	$21.76	$22.62	$23.52	$24.60	$25.48	$26.46	$27.51	$28.64	$29.21	$29.80
5	$22.49	$23.38	$24.29	$25.43	$26.35	$27.35	$28.45	$29.59	$30.19	$30.79
6	$23.23	$24.12	$25.12	$26.30	$27.24	$28.29	$29.42	$30.63	$31.24	$31.87
7	$24.00	$24.99	$26.00	$27.22	$28.20	$29.28	$30.48	$31.70	$32.32	$32.97
8	$24.83	$25.88	$26.97	$28.26	$29.28	$30.40	$31.64	$32.90	$33.56	$34.23
9	$25.77	$26.87	$27.99	$29.32	$30.38	$31.56	$32.83	$34.16	$34.85	$35.55
10	$26.75	$27.89	$29.14	$30.51	$31.64	$32.85	$34.19	$35.54	$36.26	$36.98
11	$27.83	$29.03	$30.33	$31.74	$32.92	$34.20	$35.58	$37.02	$37.77	$38.52
12	$28.99	$30.22	$31.59	$33.12	$34.34	$35.68	$37.13	$38.62	$39.39	$40.18
13	$30.15	$31.54	$32.94	$34.54	$35.86	$37.25	$38.74	$40.32	$41.13	$41.95
14	$31.50	$32.93	$34.46	$36.17	$37.51	$38.98	$40.52	$42.17	$43.02	$43.88
15	$32.92	$34.43	$36.07	$37.81	$39.23	$40.78	$42.41	$44.11	$44.99	$45.89
16	$31.50	$32.93	$34.46	$36.04	$37.26	$38.70	$40.26	$41.90	$42.74	$43.59
17	$32.99	$34.52	$36.08	$37.66	$38.94	$40.44	$42.09	$43.76	$44.64	$45.53
18	$34.48	$36.13	$37.80	$40.10	$42.06	$43.69	$45.45	$47.27	$48.22	$49.18
Nurse 1	$37.23	$38.65	$40.19	$41.76	$42.98	$44.42	$45.99	$47.63	$48.46	$49.43
19	$38.77	$40.46	$42.25	$44.25	$45.79	$47.48	$49.27	$51.16	$52.17	$53.22
Nurse 2	$44.50	$46.18	$47.97	$49.97	$51.52	$53.20	$54.99	$56.88	$57.90	$59.05

Changed

APPENDIX B: EXTRACURRICULAR NOMINAL FEES AND RANGE ASSIGNMENTS

RANGE ASSIGNMENTS				
ACTIVITY	**POSITION**	**HIGH SCHOOL**	**MIDDLE SCHOOL**	**ELEMENTARY**
SUPPLEMENTAL SUPERVISORY	**Site-specific intermittent extracurricular supervisor**	**Hourly**		
FOOTBALL	Varsity	12		
	Assistant	10		
FOOTBALL CHEERLEADING	Varsity	7		
CROSS COUNTRY	Varsity	11	6	
	Assistant	8	4	
VOLLEYBALL	Varsity or A-Team or Mix 6	12	6	
	Assistant or B-Team	10	4	
SWIMMING	Varsity	12		
	Assistant	10		
	Diving	8		
WRESTLING	Varsity or A-Team	12	6	
	Assistant or B-team	10	4	
BASKETBALL	Varsity or A-Team	12	6	
	Assistant or B-Team	10	4	
BASKETBALL CHEERLEADING	Varsity	7		
HOCKEY	Varsity	12		
	Assistant	10		
NORDIC SKI	Varsity	12	6	
	Assistant	10	4	
SOCCER	Varsity or A-Team	11	6	
	Assistant or B-Team or Co-Ed	9	4	
TRACK & FIELD	Varsity	11	6	
	Assistant	9	4	
	Unified Coach	9		
BASEBALL	Varsity	11		
	Assistant	9		
SOFTBALL	Varsity	11		
	Assistant	9		
INTRAMURAL/ CLUBS/ ACADEMIC TEAMS	Intramural- SPORTS ONLY	2	2	2
	Yearbook	7		
	Drama Debate Forensics	7		
	Forensics		1	1
	Play (2 plays per year)	7	1	
	Competitive	3	1	1
	Non-Competitive	2	1	1
	Student Council Advisor	3	1	
	National Honor Society	3		
	Junior / Senior Lead Class Sponsor	2		
Musical Theater (1/year)	Overall Director	4	3	2
	Vocal Director	3		
	Choreographer	2		
	Orchestra Director	2		
	Rehearsal Accompanist	2	1	1

RANGE ASSIGNMENTS				
ACTIVITY	**POSITION**	**HIGH SCHOOL**	**MIDDLE SCHOOL**	**ELEMENTARY**
High School Choir (**yearlong**) Rehearsals and Performances	Accompanist	4		
Performance Arts	Drill / Dance Team	10		
Music Stipends - basic out of school supervision and performance - Fall, Winter, Spring, Pops as well as Borough and State Festivals	Music		5	
Music - Small School (Not attending festivals)	Music, Band or Choir	5		
	Secondary School Combined Band/Choir	6		
Pep Band (# of After School Performances)	5 to 11	3		
	12 to 17	4		
	18 +	5		
Vocal Taping (# of tapings, outside the regular day w/instructor present) Tapes must be presented for All-Borough, All State or All Northwest	10 to 25	2		
	26 to 50	3		
	51 to 80	4		
	81 +	5		
Instrumental Taping (# of tapings, outside the regular day w/instructor present) Tapes must be presented for All- Borough, All State or All Northwest)	10 to 25	3		
	26 to 50	4		
	51 to 80	5		
	81 +	6		
Special Performances (# of performances above and beyond the standard concerts and festivals)	5 to 13	2		
	14 to 20	3		
	21 +	4		
Solo/Ensemble Festival (Outside of the school day) (# number of entrants)	5 to 15	3		
	16 to 30	4		
	31 +	5		

Range	Amount
1	~~$388.40~~ **$419.47**
2	~~$484.40~~ **$523.15**
3	~~$775.71~~ **$837.77**
4	~~$969.91~~ **$1,047.50**
5	~~$1,454.32~~ **$1,570.67**
6	~~$1,939.82~~ **$2,095.01**
7	~~$2,424.22~~ **$2,618.16**
8	~~$2,909.73~~ **$3,142.51**
9	~~$3,394.14~~ **$3,665.67**
10	~~$3,879.65~~ **$4,190.02**
11	~~$4,364.05~~ **$4,713.17**
12	~~$4,848.46~~ **$5,236.34**

APPENDIX C – FORMS

ALL DISTRICT FORMS NEEDED TO EXERCISE RIGHTS OR COMPLETE PROCESSES DEFINED IN THIS AGREEMENT – COPIES TO BE INCLUDED