

**A G R E E M E N T**  
**between the**  
**SCHOOL BOARD OF BREVARD COUNTY**



**and the**

**THE BREVARD FEDERATION OF TEACHERS, Local 2098**  
**Florida Education Association, AFL-CIO, INC.,**  
**American Federation of Teachers, National Education**  
**Association**



**2025-2028**

## TABLE OF CONTENTS

AGREEMENT .....	1
ARTICLE I - RECOGNITION.....	2
ARTICLE II - DEFINITIONS.....	2
ARTICLE III – FAIR PRACTICES .....	3
ARTICLE IV - GRIEVANCE PROCEDURE .....	4
ARTICLE V - UNION RIGHTS .....	7
ARTICLE VI - GENERAL CONDITIONS OF EMPLOYMENT .....	12
Section A - Fair Employment Practices / Discipline .....	12
Section B – Calendar .....	13
Section C - School Day / Workweek .....	16
Section D - Teaching Assignments and Duties.....	21
Section E - Vacancies and Promotional Vacancies .....	25
Section F - Annual Contract Reappointment .....	26
Section G - Assignments and Transfers.....	27
Section H - Teacher Evaluations.....	29
Section I - Personnel Files .....	31
Section J - Faculty Meetings.....	32
Section K - Class Interruptions .....	32
Section L - Parent Conferences.....	32
Section M - Teacher Facilities .....	33
Section N – Miscellaneous.....	34
Section O - Teacher Mileage .....	35
ARTICLE VII - TEACHER PROTECTION .....	36
ARTICLE VIII - JROTC (TYPE “G” EMPLOYEES).....	39
ARTICLE IX - STUDENT/INTERN ASSIGNMENTS .....	41
ARTICLE X – PHYSICAL/OCCUPATIONAL THERAPIST ASSISTANTS.....	41
POTA SALARY SCHEDULES 2025-2028.....	41
ARTICLE XI - SAFETY AND HEALTH .....	42
ARTICLE XII - POLITICAL ACTIVITY .....	43
ARTICLE XIII - EMERGENCY SCHOOL CLOSING .....	43
ARTICLE XIV - PERSONAL/ACADEMIC FREEDOM.....	44
ARTICLE XV - LEAVES OF ABSENCE.....	44
Section A - Rules Governing .....	44
Section B - Paid Leaves .....	44
Section C - Military Leave of Absence.....	48
Section D - Unpaid Leaves .....	49
ARTICLE XVI - REDUCTION IN FORCE .....	50
ARTICLE XVII - WELFARE .....	51
ARTICLE XVIII – SALARY.....	54
Brevard Public Schools.....	55
Instructional Placement Schedule 2025 – 2028 .....	55
ARTICLE XIX - DIFFERENTIATED PAY PLAN .....	58
ARTICLE XX – NONDISCRIMINATION.....	65
ARTICLE XXI - AVAILABILITY OF AGREEMENT .....	65
ARTICLE XXII - CONFORMITY TO LAW AND SAVINGS CLAUSE .....	65
ARTICLE XXIII – MATTERS NOT PREVIOUSLY COVERED .....	65
ARTICLE XXIV- RIGHTS OF THE BOARD .....	66
ARTICLE XXV - DURATION OF AGREEMENT .....	66
ARTICLE XXVI - SUMMER EMPLOYMENT .....	67

APPENDIX A.....68  
APPENDIX B.....72  
EXECUTION OF AGREEMENT .....73  
BARGAINING TEAM MEMBERS .....74  
NON-DISCRIMINATION NOTICE.....75

## **AGREEMENT**

This Agreement is made and entered into effective as of midnight October 28, 2025, by and between the School Board of Brevard County, Florida, hereinafter referred to as the "Board" and the Brevard Federation of Teachers, Local 2098, Florida Education Association, AFL-CIO, Inc., American Federation of Teachers, National Education Association, hereinafter referred to as the "Union."

## ARTICLE I - RECOGNITION

The Board hereby recognizes the Union as the sole and exclusive bargaining representative for all Type “E,” “J”, (full and part-time) and “G” employees of the Board, whether under contract or on leave, and such other employees as may be hereafter prescribed by law includes but not limited to:

Adult Education Resource Teachers	Lead Teachers (Exceptional Education)
Area Counselors	Learn Spec Adult Ed
Audiologists	Learning Strategies
Certified Behavior Analysts	Mathematics SR
Child Find Specialists	Media Specialists
Classroom Teachers (full and parttime)	Occupational Specialists
Content Specialist	Occupational Therapist Assistants
Coordinating Teacher Units	Physical Therapist Assistants
Driver Education Coordinators	Resource Teachers
English Middle	School Psychologist
Exceptional Education Teachers	Senior and Lead Teachers
Exceptional Student Education Specialist	Teacher on Assign – SP Pop Trans
Guidance Counselors (Elementary and Secondary)	Teacher Planners
JROTC Instructors	Title I Learning Specialist
	VE-SLD

## ARTICLE II - DEFINITIONS

- A. The term **AGREEMENT** shall mean the full and complete agreements between the Union and the Board, duly ratified, and signed as set forth in the document.
- B. **ASSAULT AND BATTERY**
1. An “*assault*” is an intentional, unlawful offer of corporal injury to another by force, or exertion of force directed toward another under such circumstances as to create a reasonable fear of imminent peril. The assault must be premised on affirmative act.
  2. A “*battery*” consists of the intentional infliction of a harmful or offensive contact on the person of another.
- C. The term **BOARD** shall refer to the School Board of Brevard County and all duly authorized representatives thereof.
- D. The term **COMPENSATORY TIME** shall mean an equivalent amount of time for work required beyond the forty (40) hour workweek, or except as set forth in this document.
- E. The term **DISTRICT** shall refer to the School District of Brevard County.
- F. The term **FISCAL YEAR** shall mean July 1 to June 30, or as otherwise determined by the Florida State Department of Education or higher authority.
- G. The term **FULL-TIME TEACHER** shall mean a teacher who is appointed to work forty (40) hours per week.

- H. The term **PART-TIME TEACHER** shall mean a teacher who is appointed by the School Board to work less than the normal teacher workweek for twenty (20) or more workdays.
- I. The term **PHYSICAL OCCUPATIONAL THERAPIST ASSISTANT** shall mean those employees who are appointed to work forty (40) hour per week and assist licensed physical or occupational therapists in the student's treatment plan.
- J. The term **POSTPLANNING** shall mean those days designated as teacher planning days scheduled after the last day for students as prescribed by the calendar as adopted by the Board.
- K. The term **PREPLANNING** shall mean those days designated as teacher planning days scheduled prior to the first school day for students as prescribed by the calendar as adopted by the Board.
- L. The term **PRINCIPAL** shall mean the head of any school to which teachers are regularly assigned, or his/her designee.
- M. The term **SCHOOL** shall mean buildings at a work location to which teachers are regularly assigned.
- N. The term **SCHOOL DAY** shall mean the period of time during which teachers are assigned to be at the school site.
- O. The term **SCHOOL SITE** shall mean buildings and grounds to which teachers are regularly assigned.
- P. The term **SCHOOL YEAR** shall mean the period of time beginning with the first workday for teachers and ending with their last workday, inclusive, as prescribed by the calendar as adopted by the Board.
- Q. The term **SHORT-TERM TEACHER** shall mean a teacher who is appointed to work by the School Board to work in replacement for a regular contract teacher for more than twenty (20) days but less than 99 days in any given school year.
- R. The term **STUDENT DAY** shall mean the hours of the day when the majority of students are required to attend their assigned schools.
- S. The term **SUPERINTENDENT** shall refer to the Superintendent of Schools of the School Board of Brevard County or his/her designee.
- T. The term **TEACHER** shall mean those employees listed in Article I.
- U. The term **UNION** shall refer to the Brevard Federation of Teachers and its duly authorized representatives.
- V. The term **UNION REPRESENTATIVE** shall mean any person so designated by the Union president.

### **ARTICLE III – FAIR PRACTICES**

- A. The Board hereby agrees that every teacher shall have the right to organize, join, and support the Union. The Board agrees that it shall not directly or indirectly discourage, deprive, or coerce any teacher in the enjoyment of any rights conferred by this Agreement. The Board agrees that it will not discriminate against any teacher with respect to wages, hours, or any terms or conditions of employment by reason

of membership in the Union, participation in any activities of the Union, negotiations with the Board, or institution of any grievance, complaint, or proceeding under this Agreement.

- B. The Board agrees that employment application forms and oral interview procedures for teachers shall continue to omit any required reference to the applicant's membership in any employee organization which seeks collective bargaining status.
- C. The Board agrees not to require any teacher to complete an oath of loyalty unless otherwise required by law.

## **ARTICLE IV - GRIEVANCE PROCEDURE**

### **Section A – Definitions**

1. A grievance is an allegation, by a teacher(s) and/or the Union that there has been a violation, misinterpretation, or misapplication of any specific term(s) and provisions(s) of this agreement or an established policy(ies) or practice(s) has been applied unfairly or inequitably.
2. As used in this Article, the term “teacher” shall mean either an individual, a group of teachers having the same grievance, or the Brevard Federation of Teachers.
3. For purposes of this Article, the term “principal” shall mean the administrative head or designee of the work site at which the teacher is regularly assigned.
4. As used in this Article, the term “day” shall mean a regular teacher employment day except during the period of time outside the regular contract year when the term “day” shall mean Monday through Friday.

### **Section B – Steps**

#### **1. Step I (Informal)**

Within ten (10) days of an event giving rise to an alleged grievance, the teacher, and if the teacher desires, a Union representative, shall request a Step I meeting to discuss informally the grievance with his/her principal. The principal shall grant the meeting within three (3) days of the request. A written agenda is not required before a Step I meeting is scheduled. The Union, when requesting a meeting to discuss an alleged grievance, will identify that the meeting is to discuss an alleged grievance and will identify the specific article, section, paragraph, and subparagraph, if applicable, of the collective bargaining agreement that allegedly has been violated. Within three (3) days of the Step I meeting, the administrator shall inform the teacher and Union of his/her decision.

#### **2. Step II (Formal)**

If not satisfied with the resolution of the grievance at Step 1, the teacher may submit the complete grievance to the Director of Professional Standards / Labor Relations. The filing of the grievance at Step II must be within five (5) workdays of the Step I decision. Within five (5) days of the receipt of the Step II filing, the Director of Professional Standards / Labor Relations and the teacher shall meet in an effort to resolve the dispute. The teacher and the Director of Professional Standards / Labor Relations may mutually agree to waive the necessity to conduct the Step II meeting and allow the grievance to proceed forward to Step III. The Director of Professional Standards / Labor Relations submit his/her written decision to the teacher, with a copy to the Union, within seven (7) days of the Step II meeting, or if no Step II meeting is held, within five (5) days of the execution of the waiver described herein.

### **3. Step III (Formal)**

Within seven (7) days of the receipt of the Step II decision, the teacher, if not satisfied with the resolution of the grievance at Step II, may submit the completed grievance form to the Assistant Superintendent of Human Resources. Within seven (7) days of receipt of the Step III filing, the Assistant Superintendent of Human Resources and the teacher shall meet in an effort to resolve the grievance. The Assistant Superintendent of Human Resources shall submit his/her written decision to the teacher, with a copy to the union, within seven (7) days of the Step III meeting.

### **4. Step IV (Formal Arbitration)**

- a. Within sixteen (16) calendar days of the receipt of the Step III response, the union, if not satisfied with the resolution at Step III, may submit a written demand for arbitration to the American Arbitration Association. The superintendent shall be concurrently notified of such demand. The parties agree that the postmark date shall be used to determine the date submitted. In the event the superintendent's notification is provided in a manner other than U.S. Mail, such notification shall be received in the Office of Professional Standards / Labor Relations as per the sixteen (16) calendar day timeline provided herein. The American Arbitration Association shall furnish one or more panels of arbitrators pursuant to its procedures. The parties agree to subscribe to the then prevailing practices of the American Arbitration Association.
- b. The arbitrator shall schedule a hearing as promptly as possible. He/She shall seek agreement of the parties as to the date of hearing, but such shall be scheduled within thirty (30) calendar days except as otherwise provided herein. The arbitrator shall issue his/her decision not later than thirty (30) calendar days from the date the hearing is concluded. Such decision shall be in writing and shall set forth the arbitrator's opinion and conclusions on the issues submitted. The decision shall be final and binding on the parties.
- c. The arbitrator shall be without power or authority to make any decision contrary to or inconsistent with, or modify or vary in any way, the terms of this Agreement. He/She shall have no power to add to, delete from, or modify in any way any of the provisions of this Agreement. The arbitrator's award may include such remedy as shall be authorized by law.
- d. The board and the Union shall equally share fees and expenses of the arbitrator.
- e. The right to proceed to the arbitration step of this procedure shall be limited to the Union. Except for mutual written agreement to the contrary, the Union's demand for arbitration shall be submitted so as to limit the scope of each such demand to only one (1) grievance. The parties agree that only subject to all of the conditions listed below, one (1) or more grievance(s) may be concurrently considered in dispute at the arbitration level only of the grievance procedure:
  1. All such grievances shall have the same grievant.
  2. All such grievances shall have the same date of event giving rise to the grievance.
  3. All such grievances must have been processed through Step III as provided herein.

### **Section C – General Provisions**

1. A representative of the Union shall have the right to be present and present his/her views at any formal meeting held pursuant to this Article. If the Union is not the grievant, it shall be notified of the time and place of such formal meeting concurrently with the transmission of notice to the

teacher. In the processing of grievances, the teacher shall have the right at his/her option to represent himself/herself at his/her own expense, or at his/her own expense to be represented by some other person of his/her choosing at any formal meeting held pursuant to this Article. The outcome of a grievance in which BFT did not participate shall not create precedent.

2. When a grievance meeting requires the attendance of a particular individual teacher, the time, date, and place for such meeting shall be set by the appropriate administrator provided that if such meeting is held before or after the affected teachers' workday, the times shall be by mutual agreement between the parties.
3. If the grievant(s) fail to meet the specified time restrictions provided herein, the grievance shall be deemed to be withdrawn.
4. If the decision to be given by a teacher's principal or the superintendent is not given within the respective times by said provisions specified, the teacher shall have the right to proceed with his/her appeal to the next step by giving notice of appeal or request for arbitration within the same time to the same parties and in the same manner as he/she would be required if a decision adverse to him/her had been rendered on the outside date prescribed above for rendering decisions.
5. Time limits may be extended beyond those specified only upon actual written agreement between the parties. Whenever illness or other incapacity prohibits either party from attending a grievance meeting, the time limits shall be extended until the affected party(ies) can be present.
6. Any written notice to be given under Section B by the teacher to his/her principal or to the superintendent may be given by hand by the teacher or his/her representative or by mailing it by certified mail, return receipt requested, addressed to the principal or the superintendent at their respective offices. Any notice or decision to be given to the teacher may be given to the teacher by hand by the principal or superintendent or their representative or by mailing by certified mail, return receipt requested, addressed to the teacher at his/her home address as shown in the Board's records. Any notice or decision to be given to the Union may be given to the President of the Union, or by mailing it by certified mail, return receipt requested, addressed to the Union at its offices. Any notice or decision given by hand will be verified by written receipt if requested. If a notice or decision under this Article is provided to either party by certified mail, the time limit required for response to such notice or decision shall be extended to the receiving party by two (2) days.
7. When hearings are held during school hours, persons necessary to be present shall be excused without loss of pay or accumulated leave, provided that the Step IV hearing arrangements shall also be made to permit the appearance of witnesses without loss of pay or accumulated leave, whom the arbitrator shall deem necessary.
8. If a grievance arises as a result of a condition which the immediate supervisor is without the jurisdiction to resolve, the teacher may file the grievance at Step III (superintendent level) and proceed through the grievance procedure from Step III forward.
9. Nothing in this Agreement shall be construed as compelling the Union to submit a grievance to arbitration.
10. No reprisals of any kind shall be taken against any participant in the grievance procedure by reason of such participation.

11. Grievance files shall be filed separately from other files of the teacher.
12. Necessary forms for the filing of grievances shall be mutually agreed to by the Union and the Board. Costs incurred in the printing, supply, and required distribution of such forms shall be shared equally by the Union and the Board.
13. Any claim or grievance arising under the Agreement while said Agreement is in force shall be processed through the grievance procedure until its resolution.

## **ARTICLE V - UNION RIGHTS**

### **Section A - Leave for Union Service**

Leave of absence without pay shall be granted to teacher(s) for the purpose of participating in Union activities. No more than forty (40) workdays per school year shall be used for such purpose under the following conditions:

1. No less than one (1) workday may be taken at any one time.
2. No more than two (2) teachers shall be absent from any single worksite at the same time.
3. The Union shall bear all substitute costs.
4. No more than four (4) days' notice shall be required for such leave application.
5. No more than seven (7) days of such leave shall be taken by any one teacher during any given school year. No more than five (5) of such days may be taken consecutively.
6. In the event the district and union enter into a grant to promote the needs of the district, leave days used by teachers in the fulfillment of the grant shall not be charged towards the forty (40) days described above, or the seven-day maximum for an individual teacher.

### **Section B – Leave to serve as officer of Union**

1. Leave of absence without pay shall be granted by the Board for the purpose of serving as an officer of the Brevard Federation of Teachers [limited to four (4)] and the Florida Education Association. Request for leave shall be made upon written application of such teacher to the Superintendent at least twenty-five (25) calendar days prior to the onset of the semester in which the leave is to begin. Such leave shall not be for less than one (1) school year. Such leave shall not be renewable for any longer than the duration of this Agreement. Upon completion of three (3) consecutive years, an annual contract teacher shall be eligible for union leave to serve as a union officer as long as he or she meets the conditions for reappointment as stated in Article VI, Section F. Upon finishing his or her term, such annual contract teacher shall be reappointed to an annual contract.
2. Union officers described above, other Union officers who are also active teachers with the district who are not on leave, and teachers whose leave days are charged to the forty (40) leave days as provided in this section, shall be allowed to participate in Board approved benefit plans, Florida Retirement, and Social Security plans which are available to other district teachers. Such participation shall be at no additional cost to the Board other than the cost the Board already incurs for its employees. Written procedures shall be developed which are mutually acceptable to the Board

and the Union. Mutual agreement or the lack of same shall not be subject to the grievance procedure of this Agreement.

### **Section C - Negotiations on School Time**

If negotiations are conducted during the regular teacher workday, leave of absence without loss of pay or accumulated leave shall be granted up to twelve (12) members of the Union bargaining team. If substitute teachers are needed to provide for the above leave, the actual cost of the substitutes during such leave shall be borne by the Union.

If other activities directly related to this Agreement and mandated by law or this Agreement are conducted during the regular teacher workday, leave of absence sufficient to conduct such necessary activities shall be granted to the affected teachers without loss of pay or accumulated leave.

### **Section D - Bulletin Boards**

1. The Board shall make available for exclusive use by the Union one (1) bulletin board located in the main faculty lounge or easily accessible in proximity of teachers' mailboxes at each school for posting of official Union material properly identified as such.
2. Concurrently, a courtesy copy of such material shall be provided to the principal and sent via Union courier, fax, or U.S. Mail to the Director of Professional Standards / Labor Relations or designee.
3. Campaign literature of a candidate for public office shall not be distributed through the Board's courier service, posted on a Union bulletin board, or placed in a teacher's mailbox.
4. The Union shall provide the principal with the name in writing of the bargaining unit member who is designated by the Union as having the responsibility to post such material. A district-wide master list of teachers so designated shall be delivered to the Director of Professional Standards / Labor Relations upon request in writing two (2) times per year. Such list shall contain the name and work location of each person designated.

### **Section E - Union Meetings**

The Union shall have the right to use school buildings for meetings with members of the bargaining unit, provided notice of such meetings shall be submitted to the principal no less than two (2) workdays prior to the date of the requested meeting. The use of such building shall be without charge except for additional costs which may be incurred in connection therewith. Such additional costs shall be stated on the approved building use permit. This paragraph shall not be applicable to any use by the Union for fundraising or any meeting or activity involving more than twenty (20) persons where less than ninety percent (90%) of those in attendance are employees of the Board. The Union shall be responsible for any damage which may be incurred in connection with such usage. The use of such facilities hereunder shall also be contingent upon such causing no interference with the instructional matters of the school district.

A meeting hereunder which has been scheduled shall not be cancelled by the principal unless no other course of action is reasonably available to effectuate the needs of the school. Provided one such meeting per month may be held during the teacher's workday, but outside the normal student day. Such meetings held during the teacher workday shall be scheduled by the principal and BFT building representative at a mutually agreed upon time. Under no circumstances shall this language be interpreted so that the Union shall not have the right to such meetings.

## **Section F - Distribution of Literature**

1. The Union shall have the right to place material dealing with Union business in the teachers' mailboxes provided that the following conditions for using such mailboxes are met:
  - a. Union materials shall be designated as Union matter and dated where possible to show date of publication.
  - b. Union material in bulk shall only be placed in or near the mailboxes.
  - c. Concurrently, a courtesy copy of such material shall be provided to the principal and sent via courier or U.S. Mail to the Director of Professional Standards / Labor Relations or designee.
2. The Acceptable Use Agreement for the use of the School Board of Brevard County's electronic mail system by the Union shall be:

The Brevard Federation of Teachers, hereinafter referred to as "BFT," may have the use of the School Board of Brevard County, hereinafter referred to as "SBBC," electronic mail system for the purpose of informing members of the bargaining unit of scheduled meetings and implementing the collective bargaining agreement. Should any employee, whether a member or a non-member, request the BFT cease sending them electronic mail communications, BFT shall immediately remove that employee's name from the distribution list and shall not send the employee any further electronic communications. BFT shall comply with all applicable federal, state, and local laws and SBBC policies regarding the use of such systems. All communications shall be during non-instructional time. The electronic mail system shall not be used for the distribution of information that is political, slanderous, defamatory, libelous, or in any way critical of SBBC, the Superintendent or any administrator or other employee of the School Board. It shall not be used for solicitation of non-members or for materials related to internal election of BFT officers. Should BFT or its representative, acting on behalf of BFT, violate the terms of the agreement, the Superintendent shall have authority to suspend the right to use the electronic system.

## **Section G - Superintendent - Union Conferences**

The superintendent shall meet at a mutually agreeable time in his/her office with the president of the Union or designee and either a Union vice president or a representative of the Florida Education Association or the American Federation of Teachers for a limit of two (2) Union representatives in any one meeting to discuss matters relating to the implementation of this Agreement, provided (except by mutual consent) such meetings shall not occur more often than once each calendar month, and provided further that at least seven (7) calendar days written notice shall be given for the request of such meeting and the request shall include the suggested agenda for such meeting.

## **Section H - School Visitation by Union Representatives**

Authorized Union representatives shall be allowed to visit schools where teachers are assigned to conduct Union business under the following conditions:

1. The Union shall provide the Director of Professional Standards and Labor Relations the names in writing of the persons who are authorized by the Union to participate in such visits provided that the Union shall only alter the list three (3) times each school year.
2. Immediately upon arrival at the school site, the Union representative shall report to the reception area of the administrative offices and shall indicate to the principal the purpose for such visit.

3. Such visitation shall in no way disrupt or interfere with educational procedures or programs.
4. No more than three (3) Union representatives, not to include the Union building representative, shall be present in any single work location at any one time.
5. Such visitations shall not be used for tax sheltered annuity presentations or partisan political activity.
6. The parties agree to make financial information available to teachers which will aid in their personal financial planning. The intent of such information is to provide financial planning information to employees rather than promote any company or individual's business opportunity.

### **Section I – Union Representation at Board Meetings**

1. The Union shall have the right to request to be placed on the Board agenda at all regular Board meetings. All Board materials are available to Brevard Federation of Teachers through the online portal. A copy of the minutes of the Board shall be made available on the district website.
2. The Board shall post on the district website a summary agenda of regular Board meetings.

### **Section J - Union Representation on Board Committees**

If the Board shall determine to appoint a district-wide committee, which shall include more than five (5) teachers thereon who shall not be entitled to additional financial compensation excluding mileage for such committee participation and which shall be charged to review and/or report on curricular matter(s) directly affecting the working conditions of teachers, the Union President shall be invited to submit to the superintendent the name of at least one (1) teacher who shall be named to the committee. In the instance of a committee to deal with curriculum matters as described above, the names of the anticipated appointees shall be submitted in writing to the Union president or his/her designee who may select one teacher from such list as a Union representative. Such selection by the Union President shall be within seven (7) calendar days of his/her receipt of such list. If the Union President wishes to select a teacher who is not on the anticipated committee list, he/she may do so, and that teacher will be added to the committee as the Union representative. Such Union selected teacher shall meet the district requirements for committee participation prior to such appointment as the Union representative. The district will provide a list of all committees and members and publish it on the district website (Professional Standards and Labor Relations webpage). The list will be updated when a new committee is formed, or a current committee is disbanded.

### **Section K - Teacher Directory**

Upon the written request of the Union President or designee, the Board shall provide ten (10) times each year, without cost a listing of teachers by school which shall include their full names, full home mailing addresses, and their major grade or subject assignment.

### **Section L - Union Dues Deduction**

Although currently prohibited by law, if the law changes or there is a court order nullifying the law, this provision will immediately take effect.

The Board agrees to deduct Union dues from the paychecks of teachers provided that each of the following conditions and/or requirements are met:

1. The teacher submits a written dues deduction authorization, which is received in the Board finance office no later than the first day of the month in which deductions are to begin.

2. Such authorization is submitted on a form that is mutually acceptable to the Board and the Union and supplied by the Union at no cost to the Board.
3. The Union shall certify in writing to the Board the amount to be deducted from each check for each payroll period provided that such dues shall not be changed more than one (1) time during the fiscal year. Notice of such change shall be received in the Board finance office no later than forty-five (45) calendar days prior to the payroll date on which such change is to become effective.
4. The authorization for deduction shall remain in effect until a written revocation from the teacher is received by the Board and the Union at least thirty (30) calendar days in advance of the payroll date on which the deductions are to cease. Termination of employment shall constitute a revocation.
5. All dues collected in this matter shall be remitted to a designated Union official or designee within ten (10) workdays following such deduction. Costs incurred by the Board in making such deductions shall be borne by the Board. The Union agrees to indemnify and hold harmless the School Board and its members, all of its agents and employees against any and all loss arising from any claims, suits, demands, or other actions arising from any action taken hereunder.

### **Section M - Other Deductions**

Although currently prohibited by law, if the law changes or there is a court order nullifying the law, this provision will immediately take effect.

The Board agrees to deduct a uniform deduction and/or assessment for Union insurance programs from the paycheck, provided such deduction shall be authorized in writing by the teacher and the amount authorized shall remain uniform for the entire school year. All of the other provisions of Section K of this Article shall also be applicable to this deduction, except that the amount deducted for an individual insurance program shall not vary during the fiscal year. The amount deducted shall be transmitted to the Union along with the Union dues. The Union shall be responsible for the disbursement of such funds. The amount of such deduction shall be added to the amount of dues deducted pursuant to Section K and the total reflected on the payroll stub, under the category of Union dues, provided that should a separate additional slot become available on such payroll stub, the Board shall report such deduction(s) pursuant to this Section separately as soon as procedures necessary for such change can be accomplished.

### **Section N - Time on Agenda of Faculty Meetings**

A Union building representative shall be allowed to announce at faculty meetings the time and place of Union meetings provided that the following conditions are met:

1. The place in the meeting at which such announcements shall be given shall be scheduled by the principal.
2. Sufficient time shall be allowed for announcements limited to official Union business.
3. The principal shall provide a teacher with the opportunity to complete Union bargaining and/or calendar surveys and/or to view presentations on Educational Research and Dissemination (ER&D) programs and other programs, which are endorsed by the district. Such programs must have a direct application to the role of the teacher, and the presenter will be a person who is trained in such programs. Teacher attendance at such presentations shall be voluntary unless such programs are a required part of the regular faculty meeting.

### **Section O - Use of School Supplies and Equipment**

Authorized building representatives of the Union shall have the right to use designated duplicating, audiovisual, and typewriting equipment located in the school to which the building representative is regularly assigned. Such use shall be subject to the following conditions:

1. The Union shall reimburse the Board the cost of all materials used, and any per-copy cost incurred by the Board.
2. The Union shall assume full responsibility for any damage to such equipment.
3. The use of such equipment or materials shall not interfere with the instructional nor administrative needs of the school.
4. The amount of such use of materials and supplies shall be promptly reported to the principal in writing.
5. Equipment may not be removed from the site without the prior approval of the principal.

### **Section P - Orientation Meeting for Incoming Teachers**

If the Board shall conduct area-wide or district-wide meetings, gatherings, and/or receptions for newly employed teachers for the purpose of providing general employment information, the Union President shall be advised of such meeting(s) and given the opportunity thereat to briefly welcome the teachers to the district. The School Board is cordially invited to attend the Union's area-wide or district-wide meetings, gatherings, and receptions for newly employed teachers for the purpose of providing general employment information.

### **Section Q – Exclusivity Rights**

Except as otherwise provided by law, rights granted to the Brevard Federation of Teachers in Article V of this Agreement shall not be granted to any other union of employee organization which is organized for the purpose of representing teachers in collective bargaining.

### **Section R – Union and Board Workshops**

A minimum of one (1) workshop annually (per year) for topics of discussion to be mutually determined by the Board Chair and Union President.

### **Section S – Contracted Services**

The Board shall notify the union semesterly of contracted services being used to provide services that are within the scope of services provided under job descriptions of members of the bargaining unit.

## **ARTICLE VI - GENERAL CONDITIONS OF EMPLOYMENT**

### **Section A - Fair Employment Practices / Discipline**

1. If the superintendent shall recommend the dismissal or non-renewal of any teacher, the teacher shall be given written notice thereof with reason(s) prior to final School Board action on such recommendation.
2. Upon receipt of the notice described in the preceding subsection, or upon being advised that the superintendent intends to make such recommendation for dismissal or non-renewal, the teacher shall, upon written request filed with the superintendent no later than five (5) calendar days

following receipt of such recommendation or advice of intention to recommend, have the right to a meeting with the superintendent at which the teacher may advance reasons why such dismissal or non-renewal should not be recommended to the School Board.

3. Teachers who are no longer employed by the Board shall retain the right to grieve alleged violations of this Agreement, which occurred during their employment or concurrent to their involuntary termination, subject only to the provisions of Article IV.
4. If any teacher shall be disciplined, i.e., demoted, suspended, terminated, or suffer loss of pay, such discipline shall be for just cause and may be challenged pursuant to the provisions of Article IV of this Agreement.  
As used herein, “demoted” shall not be construed to include a determination of the Board to change any differentiated pay position assignment or extracurricular duty assignment.
5. If it shall be ascertained that the disciplinary action taken against a teacher resulted in loss of salary or other benefits without justification, the teacher shall be restored such salary or other benefits to the extent feasible. Such restoration shall include placement on the salary schedule so that the teacher’s salary shall be no less than the amount that he/she was scheduled to receive prior to disciplinary action.
6. Any disciplinary action taken against a teacher based on a complaint by a parent or student shall be limited to informal action unless the matter is first reported to the teacher in writing. Formal disciplinary action resulting from such complaint shall be limited to those matters which have been reported to the teacher in writing.
7. No reprimand or discipline shall be discussed by the administrator(s) or the teacher or representative involved in the presence of students, parents, or employees not involved in the events giving rise to such reprimand or discipline, provided this shall not preclude such discussion as is necessary to establish the facts or to process such reprimand or discipline to the School Board, and provided such shall not preclude the teacher and/or representative discussing the same with appropriate Union officials.
8. A teacher shall be entitled to have present a representative when being reprimanded or disciplined. Reassignments out of the teacher's classroom following an alleged incident upon investigation shall be grounds for the presence of a representative of the teacher's choice. In an emergency, such meeting shall be held within one work week of the reassignment. When a request for such representation has been made, no investigatory action involving the questioning of the teacher or having the teacher make written statements will be taken with respect to the teacher until such representative shall have a reasonable opportunity to be present.
9. In the event a teacher is placed on Administrative Leave by the District, at such time as being put on Administrative Leave, the teacher shall be informed of the specific incident which led to such leave, unless doing so jeopardizes student safety or the integrity of the investigation.

## **Section B – Calendar**

1. The regular school year of all Type “E,” “J” (full and part-time) and “G” employees covered by this Agreement shall consist of no more than one hundred eighty (180) student days and calendar days based on the days of service calendar inclusive of paid holidays. The maximum number of days of service shall be:

255 – 12 Month Teachers\*

245 - 12 Month ROTC

218 – 11 Month Teachers and ROTC

196 – 10 Month Teachers, Physical/Occupational Therapy Assistants

\*12 month teacher calendar may fluctuate between 254 and 256 based on calendar days.

2. No more than two (2) required evening events shall be scheduled per semester. Any subsequent events shall be clearly understood to be voluntary participation, and compensatory time shall be offered.
3. On any day that teachers are required or have mutually agreed with the principal to return to school for evening activities, teachers shall be released as soon as the student day has ended, and student supervisory duties have been completed. Neither open houses nor parent-teacher conferences will be scheduled on the 2nd or 4th Tuesday of any month to avoid regularly scheduled school board meetings.

If the Governor declares a state of emergency for hurricanes or tropical storms for counties that include Brevard County, teachers shall be released as soon as the student day has ended, and student supervisory duties have been completed.

4. The length of the normal teacher workweek shall be forty (40) hours. During the ten (10) days totaling eighty (80) hours reflected on the Board-adopted school calendar as student non-attendance days, the Superintendent and/or Principal shall schedule forty (40) hours of teacher work assignments providing a forty (40) hour balance which shall be designated as teacher planning/preparation time. Counselors who may otherwise be prohibited from planning time shall be granted a minimum of eight (8) hours to plan/prepare on their own prior to preplanning. These hours are in addition to any hours previously allocated and will be paid at the teacher's hourly rate. The principal shall give to teachers on the first day of pre-planning a written schedule of the year's non-student days, specifying which hours are to be administratively designated and which hours are to be used as teacher planning/preparation time. Except in an emergency, the principal shall not adjust the schedule. In such case, the adjusted schedule shall be provided in writing with details of the emergency.
5. The following days shall be designated as paid teacher holidays.
  - a. Labor Day
  - b. Veterans Day
  - c. Thanksgiving Day
  - d. Day After Thanksgiving Day
  - e. New Year's Day
  - f. Martin Luther King Day
  - g. Teachers who are scheduled to work on religious holidays may request, in writing, and shall be granted up to one (1) flex day based on notification of their principal. The employee will make up the time as determined by the administration.
6. The early release program shall be implemented in a manner that ensures compliance with Florida Statutes in regard to instructional time.

- a. Early release shall begin the second Friday of the school year and continue each Friday thereafter, excluding the three (3) shortened student days at the end of each semester as outlined in paragraph 7 below. Students at each site shall be released a minimum of sixty (60) minutes earlier than the typical dismissal time for the site. No more than eight (8) early release Fridays shall be used for site-based professional development at the discretion of the principal with no more than four (4) per semester. The principal shall establish a professional development calendar during pre-planning. Teachers may not utilize Compensatory Time on early release days designated during pre-planning as professional development. A first-line supervisor will have the flexibility to approve the release, following student dismissal, of members of the bargaining unit under his/her supervision, on early release Fridays where the member has no supervisory responsibilities, and no professional development scheduled (members of the unit assigned to the district may be released 60 minutes early). Teachers who have been pre-approved for a full-day absence on a day which first-line supervisors approve release, will not have their leave adjusted.
  - b. Instructional staff are required to complete the regular school day on early release days and may not shorten their day except when the administrator has provided approved leave for a specific purpose.
7. It is the intent that the three (3) shortened student days at the end of each semester be utilized for those activities required to complete the student evaluation process. The teacher workday between semesters shall be for the purpose of uninterrupted teacher planning and preparation.
  8. The post-planning day will be at the teacher's discretion as long as all responsibilities, including check-out procedures, have been completed. The day between the first and second grading periods will also be at the teacher's discretion for the entire duration Paragraph 11 (below) remains in the contract. The day between the third and fourth grading periods will also be at the teacher's discretion.
  9. Except for reporting at the end of the first semester and the end of the last semester, provided that grades are not due before the end of the workday, teachers shall have no less than two (2) workdays after the end of the grading period to prepare grades before turning in such grades to the administration and/or school office. If the electronic gradebook is unavailable due to the district server being down, for three (3) or more hours at the end of a grading period, the deadline for grades being due may be extended the amount of time that was unavailable to teachers.
  10. A principal shall inform teachers of their end of the school year checkout obligations no later than two weeks prior to the last scheduled student day.
  11. Beginning with the 2018-2019 school year, one non-student day shall be planned for the end of the first quarter and end of the third quarter, within the period of time when grades are due. To comply with the parties' intent and while maintaining the rights of both parties contained in the Agreement, the parties agree that the teacher workday/ student holiday day between the first and second semester after the holiday break in January may be moved to the day between the first and second quarter. The day in January may now become a non-workday for teachers. As long as this day is still a workday for 12-month employees, teachers will be permitted to come on campus (unpaid) if they choose. This change is to remain in perpetuity unless the parties negotiate otherwise.

12. On days of both the primary and general elections, teachers shall be released as soon as the student day has ended, and student supervisory duties have been completed.

## **Section C - School Day / Workweek**

### **1. Duty Free Lunch**

A teacher shall be entitled to a daily duty-free lunch period of no less than thirty (30) minutes. Teachers assigned to self-contained exceptional education classes shall be entitled to such duty-free lunch when feasible. The forty (40) hour workweek shall be inclusive of the daily lunch period. It is not the intent of the Board herein to preclude reasonable duty-free lunch time not provided herein, where such may be reasonably provided nor to preclude a principal from implementing an alternative method of providing such duty-free lunch to a teacher for whom duty-free lunch is not provided herein. All schedules for teachers' lunch shall reflect the thirty (30) minutes provided for duty-free lunch.

- a. The principal is encouraged to consider the availability of all non-bargaining unit personnel when assigning supervisory lunchroom duties.
- b. Teachers of resource exceptional education classes shall not be required to serve lunchroom supervision longer than a time equal to the length of time allotted for individual students' lunch periods.
- c. If a principal decides to close the school library in order for the Media Specialist to serve lunchroom supervision, the principal is encouraged to seek alternative procedures which will allow the media center to remain open during such lunch serving time.
- d. In cases where a self-contained exceptional education teacher does not receive his or her lunch due to documented concerns regarding student safety and supervision, the teacher will receive compensatory time by submitting a request within two (2) workdays.

### **2. Planning time**

Except as provided herein, teachers who are assigned to teach in elementary schools, middle schools, junior high schools, or high schools shall be scheduled for a period of uninterrupted preparation time.

- a. The use of such preparation time shall normally be for the purpose of teacher preparation, student staffing, individual parent conferences, department meetings, evaluation conferences, and the like. It is not the intent of the parties for planning time to be used for those purposes, which could be better accomplished by utilizing a school-wide faculty meeting.
- b. The length of preparation time for teachers in middle schools, junior high schools, and high schools shall normally be equal to the length of the students' class period on the day preparation time is granted. Except for schools with block scheduling, preparation time for part-time teachers shall be scheduled pro rata.
- c. Teachers in elementary schools shall be scheduled for no less than two hundred sixty (260) minutes of preparation time during each full five (5) day workweek. Sixty (60) of the two hundred sixty (260) minutes may be outside the normal student day. If the workweek is less than five (5) days, such preparation time shall be reduced pro-rata fifty-two (52) minutes per day for each day students are not scheduled to attend full time. It is the intent of the parties that the

allowance to schedule sixty (60) minutes of planning time as provided herein should not be used to lower the amount of planning that has normally been scheduled during the student day.

- d. The principal will provide an additional thirty-five (35) minutes of protected planning time once a week. The day of the week will be at the principal discretion.
- e. Except as otherwise provided herein, preparation time as provided herein shall be scheduled within the six and one-half (6 1/2) hour period of time immediately following the beginning of the normal student day.
- f. Classroom teachers assigned to teach in elementary schools shall have three (3) of their five (5) forty (40) minute weekly preparation times as “No meeting zones” for uninterrupted preparation time. Each school will determine which days each week will be so designated. Except in an emergency, the principal shall not adjust the schedule. Classroom teachers assigned to teach in secondary school shall have at least three (3) of their weekly preparation times without any scheduled meetings, except in an emergency. A third (3) day of the five (5) weekly preparation times will be considered “no meeting zones” with the exception of meetings mandated by state or federal law including, but not limited to, IEP, 504, and LEP or meetings scheduled at the teachers’ request.
- g. Vocational Teachers with multi-period blocks of classes and/or other teachers not normally assigned to class groups shall not be entitled to preparation time as described herein. This latter group includes, but is not limited to, counselors, occupational specialists, alternative education teachers, area counselors, resource teachers, and media specialists not assigned a full class load. Multi-period blocks of classes as used herein shall mean only those instances in which a teacher’s classes are scheduled in multi-period blocks for the entire student day, e.g., three (3) classes of two (2) period blocks in a six (6) period day. Provided that in the event of an emergency, planning time as provided herein for an exceptional education teacher may not be provided. All members of the bargaining unit who are not entitled to preparation time shall be allowed office hours for up to forty (40) minutes per day. The scope of work done by these members of the bargaining unit during office hours shall be at their discretion. This language is not intended to provide members of the bargaining unit both planning time and office hours.
- h. It is not the intent of the Board herein to preclude reasonable preparation time for teachers not covered herein, where such preparation time may reasonably be provided.
- i. A teacher who is not assigned to the extended day program and has more than one (1) non-teaching period per day can be assigned to perform other duties as required during the workday up to two (2) of these periods per teacher work week. Teachers who only have one planning period shall not be assigned any additional supervision duties during the student day.
- j. Elementary schools may develop through the School Advisory Committee, for submission through the district waiver process, a plan for an amount of time during the teacher workweek where teachers and parents may confer, and teachers may plan together or individually. The waiver process and form will be made available to the chairperson of the School Advisory Committee and the Union office.
- k. Members of the bargaining unit will be compensated \$45 for each class covered during their planning time (\$90 if a school is on block schedule). Teachers who provide coverage because

an absent teacher's class is split or reassigned, shall have \$135 divided equally amongst them for 4 hours or less or \$270 divided equally amongst them for more than 4 hours. This provision applies to any school-based teacher.

The responsibility for supervising students shall be rotated as equitably as possible among teachers if it is not reasonably possible to obtain a substitute teacher or some other voluntary solution cannot be found. At the start of each quarter, principals shall provide their school's Director the school's teacher sub rotation. BFT shall have access to these documents as needed.

If an Exceptional Student Education (ESE) teacher or service provider is required to cover a vacancy for a period exceeding two (2) consecutive weeks – either by combining classes or through an increased caseload – a joint meeting shall be convened upon request of the employee or the Union. The meeting shall include representatives from Human Resources, Student Services, and the Union for the purpose of addressing issues related to the increased workload and exploring potential remedies, including but not limited to additional compensation and/or compensatory time.

### **3. Signing out**

A teacher may leave the school site during his/her scheduled planning period or lunch after signing out on an approved district electronic method form designed for such purposes indicating the date, name, personal/work related (if work related – where) and time of departure. The teacher must sign in if he/she returns to the school site prior to the end of the day. If less than the time allowed for his/her planning period or lunch, this time away from the site shall not be charged against the teachers' sick, personal, or compensatory time. This procedure is not meant to provide approval for the teacher with first period planning to regularly arrive late or last period planning to regularly leave the building early.

### **4. Forty (40) hour week**

The normal teacher work week shall not exceed forty (40) hours inclusive of a daily thirty (30) minute lunch period except in an emergency and/or compensatory time. The regular workweek is forty (40) hours. The principal will establish the eight-hour workday. All scheduled meetings shall be scheduled within the eight-hour workday. It shall not be established practice to regularly schedule a workday longer than eight hours.

- a. If the teacher workweek shall be less than five (5) days as a consequence of an official school recess or holiday, the normal workweek shall be reduced pro-rata from paragraph 4 above.
- b. In addition to the eight-hour day, a principal shall create at least one alternate eight-hour daily schedule. Teachers will be given the opportunity to opt into this schedule during pre-planning, or at time of hire. Teachers who opt into the alternative schedule are still responsible to attend required meetings, even if this extends their workday beyond eight hours. This language does not prevent a principal and teacher from mutually agreeing to change work hours on an individual basis.
- c. As used herein, the normal teacher workweek shall not include time devoted to performance of duties for which compensation is received pursuant to The Schedule of Differentiated Pay for Extracurricular and Differentiated Pay Compensation. If such assignment is not included in the Schedule of Differentiated Pay, the amount paid for such assignment shall be as determined by the Board.

- d. With at least twenty-four hours' notice, teachers shall be allowed to flexibly schedule up to an hour per week of non-student time. Such time would be added to the beginning or end of a workday to make up for the time missed at the beginning or end of a workday of the same week. Such flex time is not intended to coincide with meetings, supervisory duties, scheduled professional development, or early release days.
- e. In the spring of each year, teachers will be informed if their school will have an additional hour the following year. Upon learning of that decision, the district will inform teachers of the open transfer process. Teachers who are not able to work at a school with additional time and who have not secured a position through the open transfer or internal transfer process, will be placed at another school following the summer deadline for internal transfers.

## **5. Compensatory Time Accrual**

Adjustments to the workweek shall be allowed only when the length of the work assignment(s) does not cumulatively exceed thirty (30) minutes in a normal workweek. Assignments beyond the thirty (30) minutes in such workweek are subject to the compensatory time provisions of this Agreement. In the event a teacher is assigned to work beyond the normal forty (40) hour workweek, then. The rules for accrual of compensatory time shall be as follows:

- a. If a teacher meets with a parent of an assigned students regular forty (40) hour workweek, time spent at the parent conference shall be subject to compensatory time provided there is mutual agreement between the principal and the teacher. This applies to parent conferences beyond those scheduled on the school calendar as adopted by the Board. The principal can establish a building policy to meet the requirement of "prior mutual agreement."
- b. Time spent at parent-teacher conferences shall be accruable subject to the compensatory time provisions of this Agreement. In the event a principal assigns a teacher to perform duties which require him/her to return to school for evening functions (e.g., open houses, individual parent conferences, other such functions), time spent at such assignments shall be accruable to compensatory time. This does not preclude a teacher from applying for compensatory time accrual for other duties beyond the forty (40) hour workweek. Time spent at these functions is not subject to additional financial compensation.
- c. In the event a principal assigns a teacher to the class or classes of an absent teacher and/or the teacher loses his/her preparation time as a result of the assignment, members of the bargaining unit will be compensated according to Article VI, Section C, Paragraph 2, Subsection k.
- d. Compensatory time shall automatically be accrued for required supervisory responsibilities at assemblies, test proctoring, pre- and post- hurricane preparation for teachers in schools that serve as emergency shelters, or other activities that eliminate a teacher's planning time.
- e. Requests to accrue compensatory time shall be submitted within seven (7) workdays of the event and the principal shall act on the request within four (4) workdays of submission by returning the signed form. In the event the principal does not act on any request for accrual of compensatory time within the specified time frame the request shall be considered approved.
- f. In the event a teacher transfers during the school year from one school to another, any unused compensatory time shall transfer with the teacher subject to the following condition: Written

verification of accrued compensatory time shall be provided from the sending principal to the receiving principal at the time of the transfer.

- g. Compensatory time shall only be accrued during the school year in which it is earned.
- h. In the event double data entry is necessary due to the district-wide failure of ESE reporting system during grade reporting periods, compensatory time shall be accrued for additional work required by teachers outside of the school day.

## **6. Compensatory Time Utilization**

The Brevard Federation of Teachers and Brevard Public Schools will create a jointly agreed upon presentation to be provided to all supervisors and members of the bargaining unit prior to the first (1<sup>st</sup>) day of school annually on Compensation Time Utilization. The rules governing the utilization of compensatory time shall be as follows:

- a. Except as otherwise provided herein, compensatory time shall only be utilized during the school year in which it is earned. Teachers shall be given the opportunity to utilize their compensatory time, as provided herein, and compensatory time shall not be carried forward from one school year to another except as provided.
- b. Teachers shall submit a written request to the principal for utilization. The principal must receive the written request no earlier than forty (40) calendar days prior to and no later than two (2) school days prior to the date compensatory time, if approved, is to be utilized.
- c. The principal shall act on requests for the utilization of compensatory time within one (1) school day, if submitted two (2) school days prior to the utilization. Other requests shall be acted upon within two (2) school days of the request. In the event the principal does not act on any request for the utilization of compensatory time within the specified time frames, the request shall be considered approved. In circumstances where the requesting teacher is not assigned to the same worksite as his/her principal, such responses shall be extended to three (3) school days. When a teacher applies for compensatory time two (2) or more school days prior to the day compensatory time is requested to be utilized, the teacher cannot be required to supply his/her own substitute as a condition of approval for such compensatory time request.
- d. Time limits may be waived by the principal without precedent and at his/her discretion.
- e. Failure of a teacher to utilize approved compensatory time may result, at the principal's discretion, in the reduction of such time from the teacher's accrued compensatory time balance.
- f. Up to forty (40) hours of unused compensatory time shall be carried forward to the next school year.
- g. Up to forty (40) hours of accrued compensatory time shall be made available to that teacher for utilization during the normal student day. Nothing contained herein shall preclude a principal from approving utilization of compensatory time during the student day beyond the minimum guaranteed amount forty (40) hours.

- h. Nothing contained herein shall be construed as precluding a principal from allowing the utilization of compensatory time on a nonstudent attendance day as reflected on the school calendar as adopted by the Board.
- i. Notwithstanding any other provision contained herein, compensatory time will not be approved for utilization on an in-service day as scheduled on the school calendar as adopted by the Board. A teacher has the right to use, at his/her option, personal leave charged to sick for these days, if available.
- j. In the event a teacher chooses to utilize compensatory time in lieu of sick/personal leave as provided herein, such teacher shall be given a verification of such time being so charged to his/her compensatory time balance.
- k. The utilization of accrued compensatory time for a documented medical emergency shall be permitted. Documentation shall be submitted upon return to duty.
- l. On a day in which a teacher uses sick leave for a portion of a day, utilization of time before instructional hours or after instructional hours shall be allowed.
- m. Compensatory time utilization for a full-work day (40 hours total) shall not be denied if a teacher abides by provision 6(b) and no more than 8% of the teachers in a school with more than sixty (60) full-time teachers or 10% of the teachers in a school of fewer than fifty-nine (59) full-time teachers are on personal leave exclusive of Fridays prior to Monday holidays, the week of Thanksgiving, and the Fridays prior to spring break and winter holiday. In calculating the percentage of teachers on personal leave, any partial teacher unit shall equal a whole teacher.

Compensatory time may be used in lieu of at least one day of sick leave each school year.

- 7. Attendance of teachers at PTA or PTO meetings shall be voluntary.
- 8. The use of time clocks for checking in and out shall be prohibited.
- 9. Teachers shall not be required to open their classrooms to students more than fifteen (15) minutes before the published start of the student day. Exceptions will be allowed for inclement weather or other emergencies.

#### **Section D - Teaching Assignments and Duties**

- 1. Pursuant to state law, the Board may hire, degreed, non-certificated personnel for positions designated "critical shortage". The Union will be notified seven (7) calendar days prior to the publication of the Board agenda item concerning the Board designating such "critical shortage" teaching areas. The Union may provide input for the Board's consideration. All other teachers must qualify for a valid Florida teaching certificate.
- 2. Teachers shall be assigned to a grade level and/or subject for which they are qualified. If teachers are assigned to a grade level and/or subject beyond the scope of their certificate they shall be reassigned as promptly as circumstances permit within the scope of their certificate. The foregoing shall not preclude agreement of teachers to continue to teach outside the scope of their certificate while working for the acquisition of proper certification.

3. In assigning teachers for the upcoming school year, every effort shall be made not to move a teacher from a primary to an intermediate assignment or from an intermediate assignment to a primary assignment or more than two grade levels from his or her current assignment without the consent of the teacher. Every effort shall be made not to move a secondary teacher more than two grade levels, or out of or into specialized programs without the consent of the teacher. Every effort shall be made not to give a secondary teacher a third preparation. Every effort will be made so that teacher assignments, preparations, and rooms will not change. In the event a teacher assignment change may be necessary, student data, performance evaluation, certification, teacher input, and overall instructional needs of the school will be considered.
4. No later than one week before the voluntary transfer period begins, the principal shall make available, upon request of the teacher, his/her anticipated teaching and room assignment for the following school year. Further, after December 1, the principal shall make available upon request of the teacher, his/her anticipated teaching assignment for the forthcoming school semester.
5. If teachers are required to teach at more than one school, one school shall be designated as his/her home base. Except as otherwise provided herein, teachers who are assigned to teach in more than one school and such assignment results in his/her traveling between such schools during the student day, such teacher shall suffer no loss of the rights conferred by this Agreement, including loss of planning time and/or duty-free lunch as contained herein.
6. Teacher participation in school activities beyond the normal teacher workweek shall be voluntary wherever possible. If a situation arises where such assignment must be made where no volunteers are available, priority consideration will be given to the teacher's prior personal commitments. All assignments beyond the teacher workweek will be compensated pursuant to Article XVIII of this Agreement, or if such assignment is not included within Article XVIII, such amount as may be determined to be appropriate by the Board.
7. Secondary teachers are eligible for an optional class differential if electing to teach a seventh (7th) period. This assignment is on a voluntary regular daily basis and is limited to the circumstances listed below:
  - a. A teacher may volunteer to teach a class during his/her planning period on a regular daily basis.
  - b. A teacher assigned to teach six periods may volunteer to teach an optional seventh period.
  - c. Each principal shall notify all teachers from his/her faculty of the availability of scheduled optional classes.
  - d. Teachers desiring to work an optional class period must notify the principal in writing of his/her desire to participate in such assignment.
  - e. All applicants who express a desire to teach an optional class period shall be notified of the principal's decision as soon as possible.
  - f. Among the factors to be considered in the selection of teachers for such optional class assignments shall be the following:
    - 1) area(s) of certification

- 2) current and prior teaching experience
- 3) differentiated pay position(s) held

g. Such teachers shall be compensated pursuant to Article XVIII, Section H, Schedule of Differentiated Pay.

8. Lesson Plans are required and should reflect the standards and essential elements:

- a. Targeted state-adopted standards
- b. Evidence of learning/assessments that will demonstrate students' mastery of the state-adopted standards.
- c. Daily learning activities.

The format for plans shall be decided by the teacher for the purpose of working with his/her students and shall include sufficient information for substitutes and evaluators. Teachers are expected to show necessary documentation for the student with IEP's, 504 plans, ESOL requirements and other accommodations. The documentation does not have to be in weekly lesson plans. There shall be no requirement that teacher's lesson plans are for more than one week at a time. Teachers leaving the district or transferring to another school shall turn in their lesson plan books and/or gradebooks to the principal as part of the checkout procedure. Routine submission of lesson plans shall not be required except in the following instance: when the performance of the teacher has been less than satisfactory. In this event, format and content may be part of an assistance plan. Lesson plan restrictions shall be waived for all "DA," "D" and "F" schools until they have regained at least "C" status.

9. The parties agree that the provision for student supervision is primarily the responsibility of the professional employee in order to ensure a safe school environment. Supervisory duty shall be reviewed to ensure adequate supervision and equitable distribution of assignments. Exceptional Student Education Service Providers (ESE) will be limited to a maximum of two (2) supervisory duties not totaling more than sixty (60) minutes per day, except for the initial two (2) weeks of the school year. Activities such as exam proctoring, class transitions, assemblies, and similar responsibilities are not considered supervisory duties. These examples are not exhaustive. The school district and union shall collaboratively review the distribution of supervisory duties for all members of the bargaining unit on a regular basis to ensure that duties are fairly allocated and to address any concerns that may arise. During pre-planning, the principal will provide a schedule of supervisory duties to members of the bargaining unit.

10. A Steering Committee composed of a school's faculty may be established in each school at the discretion of the faculty. The Steering Committee may request and shall be granted a meeting with the principal at least quarterly during the school year on a mutually agreeable date and time. The purpose of the Steering Committee is to offer input from the faculty to the principal concerning any matters pertaining to the operation or the educational program of the school. However, pending grievances or an individual teacher's issue may not be discussed. Recommendations of the Steering Committee will be given full consideration by the principal.

Each school shall have three (3) to seven (7) members on its Steering Committee, with one membership reserved for a BFT building representative or designee. Other members shall be

selected by the faculty. It is not the responsibility of the principal to organize the Steering Committee.

The Steering Committee is responsible for submitting a written agenda to the principal no less than three (3) workdays before the meeting with the principal. The Steering Committee will prepare minutes of the meeting and submit those minutes to the principal for review. Upon approval of the minutes by both parties, the Steering Committee will make available to the school faculty minutes of the meeting.

11. The requirements and procedures for teacher attendance at Board-adopted district in-service days as reflected on the Board-adopted district calendar shall be as follows: Teachers shall attend in-service programs held on in-service days except as provided below.
  - a. When district records show that a teacher has had, within the three (3) previous years, a specific in-service experience, which is being required, the teacher may attend at his/her option.
  - b. Upon a review of the in-service programs offered on a specific in-service day, the teacher and his/her principal mutually agree that the programs offered on that day do not contain activities which do not pertain to the job duties of the member of the bargaining unit or the teacher has renewed his/her certificate for that school year, the teacher shall be allowed to remain at his/her school or at another school board cost center, as assigned by the principal or request compensatory time.
  - c. A teacher is granted an approved leave of absence for that day(s).
12. When a teacher receives a significant reassignment after the start of the school year, the principal shall provide non-student time for planning and preparation.
13. Teachers serving in differentiated pay positions at other than their home school may, at the discretion of the principals involved, with reasons given when denied, leave at the end of the school's student day to fulfill those differential responsibilities.
14. The Brevard Public Schools (BPS) electronic system shall be used in lieu of paper grade books. The teacher of record will input grades and content weekly for parents to review. At the teacher's discretion, a monthly calendar is adequate in lieu of weekly content updates in the electronic system. The grades should reflect how students are doing on an on-going basis. Grades reported in the areas of Art, Music, Physical Education, or specialized programs may vary. On-going training shall be made available to teachers.
15. The parties agree that with growing use of technology, there is a reduced need for paperwork. Every effort shall be made to eliminate the need for multiple entry of data.
16. No teacher shall be required to apply for an award, or retaliated against for not applying for an award, for his/her school(s) or department(s), for which they are ineligible.
17. In order to maintain employment, instructional staff are required to hold teacher certification issued by the Florida Bureau of Educator Certification or the District as a term of employment will be required to be certified, qualified and highly qualified to teach core content courses or certified and qualified to teach non-core content courses in the areas for which they are re-employed. If a teacher

removes a certification for which they were employed, re-employed, or reappointed to teach, the district has no further obligation to continue his/her employment.

18. Semester exams, if required for submission for review by administration shall not be required for submission more than two (2) weeks in advance of the administration of the exam.
19. Every reasonable effort will be made to provide teachers the same notice provided to parents/legal guardians for IEP/ESE meetings. Best practice is ten (10) calendar days' notice although there are exceptions based on extenuating circumstances, such as for those that necessitate an expedited meeting.
20. Teachers coming to IEP and/or 504 meetings, provided they were notified of the meeting in a timely manner (i.e., at least 72 hours' notice) are expected to bring appropriate documentation and to be prepared to identify and answer questions about documentation, IEP goal data, accommodation data, provisions of special education and related services.
21. There shall be no expectation that an IEP be written more than a week before the IEP conference except in cases involving attorneys, advocates or litigation which will require IEPs to be written two (2) weeks prior to the meeting or IEP conference provided the writer of the IEP is given notice one week prior.
  - a. If an individual teacher feels a class has an excessive number of students, he/she may request a meeting with the administrator who will discuss the issue with the teacher and attempt to resolve it within two weeks.
  - b. If the teacher is not satisfied with the resolution at the school level, it shall be referred by the administrator to the Chief of Schools who will, within two weeks, assess the situation and make a final decision as to whether an adjustment in class size should be made. Said decision will be final and will be communicated to the teacher stating the reasons.
22. Members of the bargaining unit who do not have dedicated rooms shall be provided, when available, a space that allows the private delivery of services to engage in confidential conversations with students. The site principal will actively work to identify and provide such space when possible.

#### **Section E - Vacancies and Promotional Vacancies**

1. A notice of all promotional vacancies shall be posted in each school at least five (5) workdays prior to the closing of the application period.
2. The Assistant Superintendent of Human Resources or designee shall post on the district website a listing of all current teacher and promotional vacancies.
3. No promotional vacancy for which a pool exists, except vacancies which exist at the level of superintendent's staff, shall be permanently filled until all teachers who have properly submitted applications and who meet the qualifications as reflected on the posted notice and have highly effective or effective evaluations have been considered for an interview. If the applicant applies for at least five (5) positions and is not granted an opportunity to interview, he/she has the right to meet with the appropriate superintendent or designee along with a union representative.

4. For the Purpose of Promotion:
  - a. A notice of promotional vacancy shall set forth the qualifications, primary requirements, duties, and other pertinent information and the date by which the applicant must file the application. Such notice shall also include information indicating the salary range for the position and procedures for application.
  - b. Promotional vacancies shall be positions on the Administrative and Support Salary Schedule as adopted by the Board.
  - c. A notice of promotional vacancy shall reflect the anticipated location of the vacancy if known.
5. A notice of instructional task forces and workshops to be appointed shall be posted in a designated spot on the district website at least fifteen (15) calendar days prior to the closing of the application period for appointment thereto. Such notice shall include the criteria pertinent to the appointment. In filling such positions consideration shall be given to the prior opportunity of teachers to serve on such similar task forces and workshops so that they may be shared equitably among qualified teachers with highly effective or effective evaluations seeking such appointments.

#### **Section F - Annual Contract Reappointment**

The parties agree that it is in the best interest of the district to reappoint Highly Effective and Effective Annual Contract (AC) teachers as soon as possible. To meet that goal, principals will recommend to the Superintendent for reappointment any Annual Contract (AC) teacher who meets the following criteria:

- a. An overall rating of not less than “Proficient” for the current years’ Summative Part 1: professional Practices” Instructional Personnel Performance Appraisal System (IPPAS) annual evaluation; and
- b. No less than an “Effective” final evaluation rating in the prior year in Brevard County; and
- c. No actions that rose to the level of discipline concerning interactions with children during the school year. If such interactions with children take place subsequent to reappointment and the end of the school year, the reappointment may no longer be in effect.

It is at the principal’s discretion to recommend teachers for reappointment if they do not satisfy the criteria above. Such recommendation may occur up to two (2) weeks before the district begins any voluntary or involuntary transfer period. Based on the needs of the District, the Superintendent will recommend for assignment such Highly Effective and Effective Annual Contract (AC) teachers to either their current school, provided that a position exists at his/her school and said employee meets all necessary eligibility requirements related to certification, High Qualified statutes, ESOL status, and program needs, prior the final student day of the school year, or to an Annual Contract Teacher Pool. An employee in this Pool shall be eligible for reappointment should a position in the district become available as long as he/she meets all necessary eligibility requirements related to certification, Highly Qualified status, ESOL status, and program needs. In cases where more than one individual in the Annual Contract Teacher Pool qualifies for a vacant position, the principal shall interview from the eligible candidates. All teachers placed in the Pool will be assigned to positions in their certification areas before an external candidate with the same certification is hired. An eligible annual contract teacher who refuses a position offered through these procedures shall forfeit his/her placement in the Annual Contract Teacher Pool. The District’s Human Resources Department shall compile and maintain a list of employees in the Pool who meet the aforementioned requirements but for whom no position is available in the district. This language shall not

be applicable to program areas identified by the district for workforce reduction for the ensuing school year. Procedures for placement in the Annual Contract Teacher Pool shall be made known, in writing, to any teacher being placed in the Pool prior to the last day of the school year. The entire process defined by this language ends at the close of the six-day count process. At that time, the Annual Contract Teacher Pool is dissolved.

Notwithstanding any provisions in this Article, Annual Contract employees, irrespective of evaluation process or rating, shall remain subject to non-reappointment by the Superintendent.

## **Section G - Assignments and Transfers**

### **1. Transfer from School to School**

- a. All members of the bargaining unit may transfer once per school year if offered a position at a different worksite.
- b. After the six (6) day count staffing plan is complete, any member of the bargaining unit affected by declining enrollment will be placed. Job postings will be available to current members of the bargaining unit at least twenty-four (24) hours prior to the posting being open for external candidates.
- c. By the end of the third (3<sup>rd</sup>) quarter, all members of the bargaining unit will be informed of declining enrollment at their worksite.
- d. No earlier than March, but no later than May of each year, schools will compile a list of anticipated vacancies for the next school year. The list will be assembled at the district and then placed on the district's electronic job vacancy system or other internal electronic means. This will allow a consecutive two (2) week opportunity to interview for possible transfers, known as the spring transfer period. No position shall be permanently filled until at least fifty (50) percent of teachers who have properly submitted applications and who meet the qualifications as reflected on the posted notice and have a highly effective or effective annual evaluation have been interviewed.
  - i. All involuntary transfer candidates will have priority over voluntary transfer candidates.
  - ii. All involuntary transfer candidates will be placed in a position without an interview if they are certified for the position. If more than one involuntary transfer candidate applies for a position, an interview will be conducted, and the evaluation of the candidate will be considered.
- e. Two teachers may voluntarily change positions or schools with the approval of the Superintendent or designee.

### **2. Reassignments Within a School**

- a. A teacher shall have the right to request reassignment within the same school to which he/she is assigned.
- b. Teachers may voluntarily change positions with other teachers within a school with approval of the principal.

### 3. Involuntary Transfer

In the event a decline in student enrollment necessitates the Board reducing continuing contract and professional services contract teachers within a school, the following procedures shall be followed:

- a. The principal shall inform the faculty of the necessity to reduce continuing contract and professional services contract teachers and provide the faculty with the opportunity to request transfer to fill a vacancy at another school.
- b. Prior to the reappointment of any annual contract teachers, all continuing contract and professional services contract teachers in the district shall be assigned to a position if no position is secured during the spring transfer period. Provided that in the event there is no continuing contract teacher or professional services contract teacher certified in a field in which there is a vacant position, an annual contract teacher may be appointed to fill such position.
- c. In the event such transfer request is denied, the teacher shall have the right to meet with the superintendent and advance reasons why such voluntary transfer should be granted. A request for such meeting shall be in writing and shall be filed no later than five (5) workdays after notification of the denial of the transfer request is provided to the teacher.
- d. If the Board effectuates a reduction of continuing contract and professional services contract teachers by involuntary transfer, the following procedures shall be followed:
  - 1) If within five (5) workdays after faculty notification as provided in paragraph 1 herein, there remains the necessity to reduce continuing contract or professional services contract teachers, the Board shall give written notification to the selected teacher of the Board's intent to involuntarily transfer him/her. Within five (5) workdays of such notification, a teacher so selected shall be granted an interview in the same manner and within the same guidelines as provided to teachers who have volunteered for transfer as provided herein.
  - 2) A teacher so selected shall have the right to meet with the Superintendent and advance reasons why such involuntary transfer should not occur. A request for such meeting shall be filed no later than five (5) workdays after notification of such involuntary transfer.
  - 3) A teacher whose involuntary transfer becomes effective at the beginning of the next school year shall have the option to return to the school from which he/she was involuntarily transferred provided the position from which he/she was transferred becomes vacant prior to Labor Day. The term "position" as used herein shall mean the same or substantially the same teaching assignment from which the teacher was involuntarily transferred.
- e. In the event the Board determines to transfer a teacher for reasons other than declining enrollment, the following procedures shall apply:
  - 1) Upon notification, the teacher will be given the opportunity to voluntarily transfer fifteen (15) days prior to the date of the transfer provided the teacher receives a complete list of available positions at the beginning of the fifteen (15) day window.
  - 2) The teacher who volunteers will be given priority over new hires in the affected teacher's field of certification in those schools at which the teacher has sought an interview.

- f. In the event the teacher does not choose to volunteer, the following procedures will apply:
- 1) The teacher shall receive written notification as soon as the final decision to effectuate such transfer is made.
  - 2) The reason(s) for such transfer shall be contained in such notification.
  - 3) The teacher shall be given the opportunity to meet with the Superintendent for the purpose of advancing his/her reasons why such transfer should not take place.
4. In the event the Board decides to close a school for the following school year, Continuing Contract (CC)/Professional Services Contract (PSC) teachers at the affected school shall have a separate transfer period that shall end no later than the beginning of the first voluntary transfer period as described in Article VI, Section F. 1. (f). Before such transfer period, it shall be determined to which school(s) students from the closing school will transfer. Teachers shall be allowed to interview at the school(s) that are to receive students from the closing school. Every reasonable effort shall be made to place CC/PSC teachers at the receiving schools, as long as there are positions available that match certifications. Teachers may then participate in voluntary transfer periods.

### **Section H - Teacher Evaluations**

1. A teacher shall be apprised of the Board's formal evaluation procedures. Such appraisal shall be scheduled during preplanning provided that a teacher who is employed after the preplanning period shall be similarly apprised prior to the implementation of such procedures relative to the evaluation of such teacher. Appraisal as required in this paragraph shall include the teacher appraisal system, as well as any checklist type of form that an individual principal may determine to use in a particular school.
  - a. An IPPAS focus group shall be assembled once a year, in the spring semester, to discuss successes and issues of the evaluation system. The focus group shall be jointly chaired by the President of BFT, or designee, and the Superintendent, or designee. Recommendations may be made by this focus group for changes in the IPPAS to which may be implemented the following year.
  - b. No teacher shall be required to formally evaluate any other teacher, except for the purpose of assessing individual collaborative mutual accountability within school teams as required in the District's Instructional Personnel Performance Appraisal System (IPPAS). There shall be no requirement that peer observations be reported to administration.
2. Observations of a teacher's performance for the purpose of formal evaluation shall be conducted either singularly or in combination by a school administrator(s), district level administrator(s), or other qualified persons, who may be specifically requested by the Board to assist in such observation(s). If an evaluator is used who is not regularly assigned to work in the same school as the teacher being evaluated, such evaluator shall be identified to the teacher prior to such evaluation. A teacher may decline to accept input from a teacher, except a peer mentor teacher, that will ultimately be used as part of his or her evaluation.
  - a. A teacher may decline to be observed by a specific teacher or teachers except for a peer mentor teacher.

- b. Where a school has more than one (1) administrator assigned, a teacher may request one of the administrators not be assigned to do the teachers' evaluation.
3. All formal observations shall be conducted with the knowledge of the teacher.
4. Every teacher will have no less than one (1) consecutive twenty (20)-minute administrative observation as part of a formal annual evaluation and no longer than the period of time that the particular class or activity is in session and shall be reduced to writing. Any other observations of a teacher's performance by administration which are to be utilized in the evaluation of such teacher's performance shall be in writing and provided to the teacher within five (5) working days.
5. Formal observations shall be discussed with the teacher within ten (10) workdays following the observations. The purpose for such discussion shall be for the evaluator and teacher to examine the teacher's strengths and weaknesses and possible assistance to be given and means for improvement of those strengths and weaknesses. Such evaluation shall not be discussed with nor displayed in front of students or parents, provided this paragraph shall not be applicable to any Board meeting. The teacher shall be provided with a signed copy of the formal evaluation within twenty-four (24) hours of the discussion.
6. Teachers shall be provided with a copy of all written observation records and shall be given the opportunity to submit written comments regarding such records for attachment thereto, provided such comments are submitted within fifteen (15) workdays of the receipt by the teacher of the observation record.
7. A planned practice of using the intercommunications system in a school for the purpose of gathering information to be used in the evaluation of that teacher shall not be allowed.
8. In the event the Board shall desire to alter the contents of the teacher evaluation instrument in use as of the effective date of this agreement, prior to such alteration the Union shall be provided written notification of the Board's intent to affect such alteration. The Union, upon receipt of such notification shall be allowed seven (7) calendar days within which to respond regarding such changes.
9. Whenever the principal schedules a conference with a teacher for the purpose of discussing his/her formal evaluation, such teacher shall be given prior notice of the purpose of such conference.
10. Teachers teaching a dual enrollment class may be observed by an agent of the institution governing the program. This observation shall not be used by any formal or informal BPS evaluation of the teacher.
11. Parent and/or student complaint(s) shall be reported to the teacher prior to the inclusion of such complaints in the formal evaluation of the teacher. The teacher shall have the opportunity within fifteen (15) workdays to resolve and/or respond to the complaint(s). The failure of a teacher to respond as provided herein shall not prohibit the inclusion of such material in the teacher's formal evaluation.
12. The quantity of discipline referrals and number of student failures shall not be considered in isolation but should be considered in conjunction with other factors such as severity of discipline referral offenses, level of classes, number of preparations, and grouping patterns.

13. When assigning evaluation scores for individual elements in Dimensions 1 through 4 of the Instructional Practices pieces of IPPAS, a rating of “U”, or Unsatisfactory, shall not be assigned after March 1 unless one or more of the following conditions exist:
  - a. There is supporting evidence of a “U” being assigned at least once to an Informal or Formal observation prior to March 1; and/or
  - b. The employee is on a Professional Development Action Plan for that dimension initiated before March 1; and/or
  - c. The employee has engaged in conduct with rises to the level of discipline either before or after March 1.
14. Artifacts submitted to an evaluator before a final observation shall be reviewed by, evaluating administrator, and given due consideration in final evaluation.
15. During a pre-observation conference, a teacher shall have the opportunity to discuss the anticipated lesson to be observed. If an evaluator cannot observe the lesson and needs to reschedule the observation, the teacher shall have the right to another pre-observation conference, if requested.
16. All teacher evaluations must be completed by April 1.
  - a. An information observation and meeting must be held prior to a formal observation.
  - b. Mid-year evaluations must be completed by the start of the second semester.
    - i. Prior to the end of the first semester all teachers will receive an informal observation; first year teachers will receive their first formal prior to the end of the first quarter and first formal observation by the end of the first semester provided they are hired prior to September 1.
    - ii. All first-year teachers, second informal observation must be completed before the final formal observation and by the end of the third quarter.

### **Section I - Personnel Files**

1. No complaints or evaluative material shall be placed in the files of a teacher unless the teacher has had an opportunity to read the material. The teacher shall acknowledge that he/she has read such material by affixing his/her signature and date on the actual copy to be filed, with the understanding that such signature merely signifies that he/she has read the material to be filed and does not necessarily indicate agreement with the content. Upon request, and at his/her expense, the teacher shall receive a copy of said material at the time he/she affixes his/her signature to the material.
2. The teacher shall have the right to submit written response to such complaint or evaluative materials and such response shall be placed in the personnel file of the teacher, provided such response shall be within fifteen (15) workdays of the date on which the complaint or evaluative material was made known to the teacher. Such response shall be attached to all file copies of the complaint or evaluative material.
3. A teacher may place in his/her personnel file a reference to, or a summary of, honors, awards, and official commendations, which relate directly to the teacher’s duties.

4. Anonymous information shall not be placed in a teacher's personnel file.
5. A teacher shall have the right to review his/her personnel file during normal business hours and when the teacher is not otherwise assigned, provided such review shall be conducted in the presence of the administrator or designee in charge of such file. The teacher may be accompanied by a representative for such review. A teacher shall not permanently remove any item from his/her file. A teacher shall have the right to reproduce any material in his/her personnel file.
6. Except as provided by law, a teacher's personnel file shall be open to inspection only by the School Board, the superintendent, the principal, the individual teacher to whom the file applies and a representative who may accompany the teacher during such inspection.
7. This section shall not be applicable to recommendations or appraisals from other employers, universities or colleges or other references.
8. In the event the Board is required by law to develop changes in the Board's procedures regarding teacher personnel files, the Board agrees to notify the Union of such changes as may be necessitated by such law.

### **Section J - Faculty Meetings**

1. Except as circumstances otherwise clearly require, faculty meetings at each school shall be held during the regular teacher workweek.
2. Except in an emergency, notification of each faculty meeting shall be given at least two (2) calendar days prior to the meeting.
3. In the event a scheduled faculty meeting date is changed, notification of such change shall be provided as promptly as the need for such change is determined by the principal.
4. There shall be no more than two (2) administratively assigned meetings per week. Individual meetings between administrators and teachers will not count towards the two (2) meetings. No teacher shall be disciplined for failure to complete assignments for a PLC/PLT meeting, or any other meetings.

### **Section K - Class Interruptions**

Announcements over intercommunication systems shall be made only if necessary. Regularly scheduled announcements should be adhered to during the time built into the daily schedule. The parties agree that it is the intent that any use of the intercommunication system shall result in a minimum of disruption to the educational process.

### **Section L - Parent Conferences**

The parties agree that periodic individual parent conferences are desirable and can be beneficial to the student, the teacher, and/or the parent(s). If the principal shall schedule such a conference, he/she shall discuss an appropriate time for such conference with the teacher(s) involved. When the principal determines a date, time and place for the conference, the teacher shall be so notified. Prior to such conference the teacher(s) shall be informed of the purpose(s) for the conference to the extent that it is known by the principal.

## **Section M - Teacher Facilities**

1. During the normal work week, a teacher shall be provided free of charge with an off-street area for parking at the school to which he/she is regularly assigned. This shall not be construed as requiring the expenditure of any additional funds by the Board.
2. Teachers at each school site shall have access to a lounge area provided a place for teachers to plan, work, and eat when not otherwise assigned.
3. A telephone at each school shall be made available for teachers' use for local or collect calls. For all schools under construction, and schools in the planning stages, teachers shall be included in the planning, including but not limited to providing phones in private locations for conferring with parents.
4. The Board shall make restroom facilities available at each school for exclusive use by non-students.
5. The Board shall make available a room or portion of a room for exclusive use by teachers and non-students during the lunch period.
6. The Board shall make available in each school word processing, printing, and copying equipment for use by a teacher who is regularly assigned to that school. Such use shall be for the purpose of assisting the teacher in preparation of instructional materials to be used in that particular school or in any other school in which that teacher has instructional duties.
7. The Board shall make available at each school a private area for parent-teacher conferences.
8. Classrooms
  - a. The Board agrees to make available to all teachers' appropriate physical facilities where applicable, such as a desk, a chalkboard/whiteboard and storage space, consistent with the other needs and financial resources of the district.
  - b. No persons other than school administrative/supervisory personnel shall be authorized to enter a classroom for the purpose of evaluating and/or observing a teacher without the consent of the principal and prior notification has been given to the teacher.
  - c. Each teacher may, at his/her option, submit to the principal his/her recommended guidelines for persons other than school district employees to visit his/her classroom. If approved by the principal, the teacher's plan shall be implemented.
    - 1) The teacher shall have a 48-hour notice prior to the scheduled visit.
    - 2) The teacher shall have the option of waiving the 48-hour notice.
9. Teachers shall not be required to provide textbooks, audiovisual equipment, or similar facilities.
10. When school is not in session, teachers may be given access to the building by arranging such access with the principal.

11. When a teacher is assigned to teach at more than one school or in two (2) or more classrooms, such teacher shall have available to him/her a place to store his/her working materials. Such storage area shall be secure from access from unauthorized persons and shall include a desk and locking storage. The teacher and administrator shall be responsible for following reasonable and prudent measures to assist in such security. A means for moving materials will be made available to teachers assigned to teach in two (2) or more classrooms. The Board shall make every reasonable effort to ensure that such teacher is able to teach in the same room each day.
12. Except as the needs of the students clearly require, no teacher shall be required to “rove” more than two (2) consecutive years in any four (4) year period. The principal shall seek and utilize volunteers prior to designating a teacher to rove. The term “rove” shall be construed to mean an assignment when a teacher is scheduled to teach in more than two (2) locations within the school.
13. When the principal becomes aware of the necessity to vacate a classroom for renovation or maintenance, the principal shall notify the affected teacher as soon as such situation becomes known to the principal.

### **Section N – Miscellaneous**

1. No teacher shall be required to transport students.
2. Any medical examination (other than an examination required concurrent with initial employment) required by the Board shall be performed by a licensed physician of the Board’s choice. All costs thereof shall be borne by the Board.
3. A teacher plus one (1) additional person who may accompany the teacher shall be permitted to attend school activities without charge subject to the following conditions. Each teacher shall be provided proper identification by his/her principal, which shall be in such form as to be reasonably convenient for carrying and presentation as required, i.e., card size identification.
  - a. The teacher presents proper identification for admittance.
  - b. The school to which the teacher is regularly assigned is a participant in the activity. When the activity does not involve the teacher’s regularly assigned school, or a school within the assigned feeder chain, the teacher shall only be admitted without charge.
  - c. Activities which are not controlled by the district, such as athletic playoff games and the like, are not applicable to this section.
4. A teacher shall use the district’s electronic substitute management system to notify the assigned supervisor of an absence and make arrangements for a substitute, if needed. If an emergency arises that will result in an absence, one hour or less before the start of school day, the teacher shall call the designated site substitute coordinator.
5. The Board shall make every reasonable effort to employ substitute teachers whenever a teacher is to be charged with paid or unpaid leave.
6. The classes of an absent teacher shall not be divided up and placed into other teachers’ regular classes except in an emergency. This paragraph shall not apply to students assigned to independent study. The term “teachers” as used in this paragraph shall mean only those teachers who are normally assigned class groups. Teachers who meet with students on a resource-type basis, e.g.,

media specialists, counselors, Title I, PREP, and the like are excluded from the term “teachers” for the purposes of this paragraph.

7. If it is not reasonably possible to obtain a substitute teacher, and some other voluntary solution cannot be found, the responsibility for supervising the students assigned to the absent teacher shall be rotated as equitably as possible among the remaining teachers.
8. No vacancy shall be filled by a person or persons for more than thirty (30) teacher employment days except in an emergency situation unless they hold a valid Florida teaching certificate.
9. In the scheduling of in-service for exceptional education teachers, the Board agrees to make every reasonable effort to provide such in-service at a time when all appropriate exceptional education teachers can be made available for such in-service.
10. Teachers, if being moved to a new room, shall not be required to move any items other than personal materials.
11. Teachers shall not carry weapons of any kind, either lethal or non-lethal.
12. There shall be no expectation of a same day email reply or action taken from a non-emergency email request sent during instructional time, lunch time, meeting time or change of class. In cases where protected planning time is provided between the end of the student day and the end of the workday and in the event of announced emergencies, the teacher shall take reasonable action.
13. Training for ESOL/META endorsement shall be the district’s responsibility. For each person who qualifies for the ESOL endorsement through the 300-hour district ESOL Add-On Certification Program, the District will fund the \$75.00 application cost to the Department of Education. This payment is not retroactive.
15. District Career and Technical Education district staff shall work with Career and Technical Education teachers for procurement of quotes, processing of purchase orders for services, supplies, and equipment when using CAPE money.
17. Career and Technical Education district staff shall assist Career and Technical Education teachers concerning maintenance and repairs of related program equipment and facilities.
18. Career and Technical Education district staff shall assist Career and Technical Education teachers with fulfilling the duties of student internships.

### **Section O - Teacher Mileage**

1. Itinerant teachers who are required to travel among various schools and other locations in the county to perform their official duties are eligible for reimbursement after the first stop of the workday. Travel is not reimbursed from the itinerant teacher’s home to the first site visited or from the last site visited to home unless the mileage driven exceeds the itinerant teacher’s commuting mileage. The reimbursement rate shall be no less than the rate allowed by federal law.
  - a. Employees who regularly travel among the various schools and other location in the county to perform their official duties will be eligible for reimbursement beginning with the first stop of the workday unless the first stop is farther from their home than their established work site.

- b. If the first stop of the day is farther from the employee's home than the established work site, the employee will be eligible for mileage reimbursement for the difference between the work site and the first stop of the day.
  - c. From the first stop of the day, the employee will be eligible for reimbursement for mileage to other sites for official business during the day.
  - d. The employee shall be reimbursed for mileage between the last stop of the day and return to the established work site or to the employee's home, whichever shall be the lesser, which could result in the employee being reimbursed for returning home from work.
  - e. Since reimbursement for returning home is made for personal, not business, miles traveled, it will result in taxable income to the employee and will be reported on the employee's W-2.
  - f. The reimbursement rate shall be no less than the rate allowed by law.
2. In the event that a teacher is required by the Board to travel within the district but beyond the administrative area (North, Central, South) in which he/she is normally assigned, the teacher shall be entitled to mileage either to and from his/her normal worksite to the out-of-area worksite, or to and from his/her home to the out-of-area worksite, whichever shall be the lesser. This out-of-area provision is intended to entitle a teacher to reimbursement for travel to and from an assignment for which he/she received specific direction by the Board to attend, and which also requires a teacher to travel from one administrative area to another.

## **ARTICLE VII - TEACHER PROTECTION**

- A. The Board acknowledges the desirability of giving reasonable support and assistance to teachers with respect to proper maintenance of control and discipline in the classroom. Individual school procedures and policies for handling student discipline shall be reviewed by each school's School Advisory Council and revised or developed as needed so as to ensure that the referring teacher has the opportunity to input his/her feelings regarding the disposition of the referral. Discipline procedures shall stress the importance of uniform application. When the offense is serious enough to warrant suspension of the student in accordance with the School Board policy and/or the School Discipline Plan, such referred student will not be returned to the teacher's class the same period (or 30 minutes in elementary school) from which the student was referred unless he/she is escorted by an administrator or a written explanation from same stating his/her reasons for the student's return accompanies the student.

Except as otherwise provided herein, when a student(s) is referred to the administrator for disciplinary reasons, the teacher shall be informed of the conditions, if any, which have been imposed on the student before he/she reenters the class. Whenever the circumstances do not permit the administrator to address a particular student referral, the administrator may return the student to the referring teacher's class and recall the student at a later time. The referring teacher shall be notified of the necessity of such return and recall. If a serious situation exists, the teacher may return the student to the principal.

Before the student is returned to class, serious consideration should be given to the effect such return would have on the learning environment for the other students in the class. If the consequence of a discipline referral is a conference with administration, the teacher shall be allowed to attend that conference if he or she requests. If a teacher requests a conference with an administrator or acting

administrator about a referred non-ESE student, the teacher has the right to deny the entry of the referred student into his or her classroom for up to forty-five (45) minutes from the time of the incident. If the teacher invokes this clause, an administrator or acting administrator must have a conference with the teacher within three (3) days.

- B. The teacher shall have the right and responsibility to impose classroom discipline where necessary and may use reasonable force to protect himself/herself from attack, or to prevent injury to a student where intervention is a prudent course of action.
- C. A teacher shall have the right to temporarily exclude a student from class when the misbehavior or disruptive effect of the behavior makes the continued presence of the student in the classroom intolerable. In such cases, the teacher shall furnish the principal or designated representative as promptly as teacher obligations will allow, with full particulars on the problem or incident in writing. The Board shall be responsible for notifying the teacher of the disposition of the case as promptly as administrative obligations will allow.
- D. School authorities will endeavor to achieve correction of student misbehavior through counseling, interviews, and conferences.
- E. The Board and the Union agree to review the classroom management training of the beginning teacher in order to determine what changes, if any, should be made in order to better equip beginning teachers to handle student discipline. On a voluntary basis, Educational Research and Dissemination programs on classroom management for the beginning teachers shall be made available to teachers during the afternoon of the preplanning period. The voluntary nature of such ER&D programs shall not prohibit the principal from providing compensatory time for such attendance, provided that up to four (4) ER&D instructors shall be granted compensatory time for time spent in instructing the ER&D Program described above.
- F. Any case of assault upon a teacher while in the performance of his/her assigned duties shall be promptly reported to the appropriate representative of the Board. The Board shall render reasonable assistance to the teacher in connection with handling of the incident by law enforcement authorities. In the case of battery including battery due to the manifestation of a disability, the teacher shall not be required to submit to a second drug test within twenty-one (21) days of the first drug test, which is required upon the teacher's self-declaration of being injured, unless there was reasonable suspicion that the teacher was impaired.
- G. Time lost by a teacher in connection with any assault on a teacher or as a consequence of the negligence of the Board shall be handled as follows, provided the teacher was at all times acting within the scope of his/her employment and pursuant to Board policy and applicable law:
  - 1. Time for required appearances before a judicial body or legal authority shall result in no loss of salary or reduction in accumulated leave.
  - 2. In case of disability the teacher's wages shall continue in full without reduction in accumulated leave until Worker's Compensation payments begin. Thereafter the Board shall pay to the teacher the difference between the compensation payment and the contractual salary of the employee without reduction of accumulated leave until the teacher is able to return to employment or is eligible for retirement, but in no event more than one hundred ninety-six (196)

teacher employment days after the occurrence of the event giving rise to the application of this section.

3. Where a teacher is finally adjudged guilty of a criminal charge or has judgment entered against him/her in a civil case as related to the incident, the Board has no further responsibility for pay or loss of accumulated leave.
- H. If any teacher is sued in a civil action as a result of any action taken by the teacher in the proper exercise of his/her responsibilities, the Board will provide for the defense thereof.
  - I. Teacher's desks and lockers shall not be entered or searched except in an emergency or when it shall be necessary to locate a teacher's plan book or other materials to assist the instructional process. If such entrance or search shall occur, the teacher shall be made aware of such action and the reason therefore upon his/her return to work.
  - J. The Board shall continue to provide liability insurance coverage for all teachers no less comprehensive than that in effect on the effective date of this Agreement.
  - K. A written statement by the Board governing use of corporal punishment of students shall be made available on the district website. The Board agrees to indemnify teachers against any civil damages and provide for the defense of any act authorized by such written statement of the Board.
  - L. No teacher shall be disciplined for refusing to check for head lice and/or perform non-emergency medical procedures on students. It is not the intent of the Board that scheduled routine medical procedures be construed as emergencies.
- M. School Volunteers
1. Prior to the principal assigning a volunteer to work with a classroom teacher, the teacher shall be given a reasonable amount of time during which he/she may interview the volunteer and/or let his/her views be known regarding the volunteer's assignment to the classroom. The parties agree that the best interests of all parties are served when volunteer assignments are made in an atmosphere of mutual consideration.
  2. If a conflict arises after placement of a volunteer in a teacher's classroom, the teacher shall request, in writing, a change of volunteers. If such request is denied, the principal's reasons for such a refusal shall be stated in writing by the principal with copies to the teacher, the volunteer, the Union president, and the Superintendent or designee.
- N. When the principal determines to change a student's placement, the affected teacher(s) shall have been given notice of the change.
  - O. The Board agrees that whenever a parent complaint is brought to the attention of administration, the parent shall first be referred to the member of the bargaining unit to address the matter directly unless the police or the Department of Children and Families determines that the nature of the complaint raises concerns for student safety. In such cases the administration may proceed without referring the parent to the member and may withhold notification to the member if deemed necessary to protect student safety. The administration shall notify the member of the parent contact.

- P. A copy of anything a teacher is requested to sign shall be provided to the teacher by the end of the next business day.
- Q. It shall be clearly stated in the heading of a Summary of Conference letter that the letter is not a disciplinary action.
- R. No teacher shall be required to change a student report card grade, except in a case of miscalculation.
- S. The use of cellphone apps or any other form of a software program that can be installed on a teacher's personal device shall be used on a voluntary basis only. If a teacher chooses to install an app or software program on a personal device that has the ability to initiate contact with emergency responders or school personnel, the teacher shall not be subject to discipline or negative input on his or her evaluation if he or she selects another means to initiate communication with emergency responders or appropriate school personnel. If any app a teacher chooses to install on a personal device for the purposes of his or her employment has the ability to track actively or passively his or her location, that data cannot be used for evaluative or disciplinary purposes. No teacher shall be disciplined if he or she accidentally activates an app or software program that initiates contact with emergency responders or school personnel or if the app is activated when the personal device is outside of the teacher's possession.
- T. Teachers shall not be required to complete home visits, unless it is shown that it is a federal or state requirement for a grant or statute or if it is contained within the job description for the position. If applicable, teachers are authorized to meet at a site other than the home. In accordance with the Department of Health and Human Services Administration for Children and Families Head Start Program Standards, visits may take place at a program site or another safe location that affords privacy at the parent's request, or if a visit to the home presents significant safety hazards for staff. Additionally, upon request, the administrator will designate personnel to accompany the teacher on home visits.
- U. The employee shall be given notice of the district's intent to file a legally sufficient complaint with the Department of Education when statute or law allows the district to do so.
- V. If it is deemed necessary to place a camera in an area identified by the district as a mass congregation area, every effort shall be made not to place a video and/or recording device with direct view of a teacher desk; exceptions may be made for safety if there is no other possible location for the device to fully cover an area.

#### **ARTICLE VIII - JROTC (TYPE "G" EMPLOYEES)**

- A. There are three types "G" employees. Each of the three types follow a specific Days of Service Calendar.
  - 1. "GA" – 10-month employee, follows the teacher calendar and incorporates 196 paid days defined as 190 workdays and 6 holiday/annual leave days.
  - 2. "G7" – 11-month employee – A G7 employee begins their work year ten (10) workdays prior to the beginning of preplanning and ends their work year ten (10) workdays after the last day of post planning. Anything in this Agreement to the contrary notwithstanding, the Days of Service

calendar for eleven (11) month employees shall be the calendar G7 employees follow. This calendar includes 218 paid days defined as 211 workdays and 7 holiday/annual leave days.

3. "GL" – 12-month employees. This calendar includes 245 (or 246 depending upon the year) paid days defined as 238 (or 239) workdays and 7 holiday/annual leave days.
- B. The contract year for Type "G" employees shall be July 1 through June 30. Workdays are specified in the annual days of service calendar for each group.
- C. Salary – The Board shall pay Type "G" employees the difference between their active duty pay (including allowances which are an appropriate part thereof as designated by the branch of the employee's military service) and their retirement pay from the military, provided the Board is reimbursed one-half (1/2) the cost of the same from the military.
1. Type "G" employees shall receive rank differentials as provided in Article XVII. In the event a JROTC teacher's active duty pay would be less than the amount he/she would receive as a Type E employee, the JROTC teacher shall receive the higher amount.
  2. Minimum Instructor Pay (MIPS) for all branches of service is calculated from information provided from instructor's branch of service. Adjustments will be made to base salary each year after the Defense Finance and Accounting Services (DFAS) has supplied the district with pay increase information.
    - a. Overpayments and/or underpayments made due to miscalculations or errors in information provided by Defense Finance and Accounting Services will require adjustments to affected instructor's base salary. District will be held harmless for errors made by Defense Finance and Accounting Services.
- D. In the event a Type G employee is paid from the teacher salary schedule, his/her workweek shall increase from thirty-seven and one-half (37-1/2) to forty (40) hours.
- E. Type "G" employees shall earn no administrative leave.
- F. Specific to the JROTC branch of the Air Force, upon separation from the district of a current eleven (11) month "G7" airman/airwoman, the newly hired airman/airwoman will serve in a ten (10) month "GA" position.
- G. Specific to the JROTC branch of the Army, upon separation from the district of a current twelve (12) month "GL" Army soldier, the newly hired soldier will serve in a ten "GA" (10) month "GA" position.
- H. Effective July 1 of each year, Type "GL" employees shall be credited with paid vacation leave at an accrual rate of two and one-half (2-1/2) days for each calendar month the teacher is regularly employed.
1. Vacation days shall not be used on those days designated as workdays as provided herein.
  2. Type "G" employees shall receive no reimbursement for such loss of accrued vacation leave.

3. Vacation day accrual resets to zero (0) July 1 of each fiscal year. A “GL” instructor whose contract year ends June 30, and who’s last workday is June 30 or prior, but whose retirement date is July 31, receives his/her respective accrued vacation pay for that fiscal year ending June 30.
4. Twelve (12) month, Type “GL” employees may be eligible for vacation pay on their last year of service based on the month of separation.
5. The daily rate of pay for Type “G” employees shall be computed at one two hundred and forty-fifth (1/245) (or one two hundred and forty-sixth (1/246) of their applicable annual salary.
6. Advanced degree supplements will be paid in compliance with Florida Statutes.

**ARTICLE IX - STUDENT/INTERN ASSIGNMENTS**

- A. Teacher acceptance of student teacher or teacher intern assignments shall be voluntary.
- B. Money or other similar consideration earmarked for the teacher as a result of student teacher or teacher intern assignments which has been received by the Board shall be transmitted to said teacher.
- C. The Professional Development Council (PDC) shall review the feasibility of awarding in-service credit to a teacher completing a student teacher or student intern assignment. The maximum in-service credit allowed by the then current district Master Inservice Plan shall be awarded to a teacher for and upon completion of a student teacher or teacher intern assignment.

**ARTICLE X – PHYSICAL/OCCUPATIONAL THERAPIST ASSISTANTS**

- A. Physical and Occupational Therapist Assistants shall be placed as follows:

**POTA SALARY SCHEDULES 2025-2028**

Unit	SCH	GRD	1	2	3	4	5	6	7	8	9
BFT	<12M	HR	21.50	21.82	22.15	22.48	22.82	23.16	23.51	23.86	24.22

Unit	SCH	GRD	10	11	12	13	14	15	16	17	18
BFT	<12M	HR	24.58	24.95	25.32	25.70	26.09	26.48	26.88	27.28	27.69

1. This salary schedule shall be used for this initial placement of new employees. All current Physical/Occupational Therapist Assistants shall receive the same percentage raise as received by teachers each year.
- B. Physical and Occupational Therapist Assistants shall be evaluated in accordance with the Board’s established procedures for the evaluation of hourly employees.
- C. Physical and Occupational Therapist Assistants who work an 8-hour day shall be scheduled for two (2) ten minute paid breaks and (1) thirty minute paid lunch.
- D. A Physical and Occupational Therapist Assistants who has completed ninety (90) calendar days of continuous service shall not thereafter be discharged except for just cause.

## ARTICLE XI - SAFETY AND HEALTH

- A. No teacher shall be disciplined for failure to work in an unsafe or hazardous situation where there is an imminent danger to the teacher's health, safety, or well-being, provided this shall not be applicable in any circumstances where the health and safety of students otherwise clearly require teacher intervention.
- B. In the event the principal becomes aware of a situation as described in the preceding paragraph, the principal shall notify the affected teachers as soon as such situation becomes known to the principal.
- C. The Board agrees to provide the Union with a written description of the district's plan, which addresses the maintenance of the classroom environment.
- D. Drug Free Workplace
  - 1. Brevard Public Schools maintains a drug free workplace through its implementation of Board Policy 3124 and ap3124 Drug Free Workplace Technical Guide. This policy is guided by F.S. 440 on Workers' Compensation, 20 U.S.C. Omnibus Transportation Testing Act of 1991, 20 U.S.C. 701-706 Rehabilitative Act 1973 and 41 U.S.C. 701 et seq., Drug Free Workplace Act of 1988 among other Federal and State requirements for public school districts. Violations of Board Policy 3124 may result in termination according to the policy. If termination occurs, Brevard Federation of Teachers may utilize the terms in Article IV of this agreement to grieve the termination.
  - 2. A teacher who reports a workplace accident/incident will declare whether or not he/she was injured while making the report. Teachers not claiming injury will not be sent for post-accident drug/alcohol screening. Should the teacher self-determine an injury that occurred after the initial report has been made, the drug/alcohol post-accident screening will take place at that time.
  - 3. Disciplinary action may be instituted against employees who have violated standards of conduct cited in this guide, and who the Board believes will not be assisted by rehabilitation or who the Board believes will have or have had a negative impact on students and/or staff, pursuant to Board policy, applicable Florida statutes, or State Board of Education rules. Disciplinary sanctions, if appropriate, will be implemented as articulated in Board policy, applicable Florida statutes, State Board of Education Rules, and 34 C.F.R. 86.201(b). The Board may not discharge, discipline, discriminate against, or request or require rehabilitation of an employee on the sole basis of a positive drug test, excluding breathalyzer testing, which is not verified by a confirmation test. Nothing will preclude the Board from seeking prosecution of the Drug-Free Workplace policy where the Board deems appropriate. Board employees who self-report substance abuse problems, prior to any incident requiring the employee's drug testing, will be afforded employee assistance with the District Employee Assistance Program. Depending upon the substance involved, this may necessitate the employee requesting a leave from his/her position while he/she is in treatment. This leave will be charged to the employee's accrued time.
- E. School administration will solicit assistance with operating or supporting the weapons detection system as needed. If school administration must assign instructional staff members due to lack of volunteers to fulfill the needs of the system, assignments will be equally distributed amongst teachers. The primary purpose of instructional staff who are assisting with the weapons detection system during the start of the school day shall be to direct and facilitate student traffic as well as

provide supervision of students; school administrators shall be the ones monitoring the alarm and determining when the sensor detects metal. An administrator must supervise the entrance procedure every day. If there are separate locations for metal detectors, a school administrator must be present at each one. The searching of students will remain the sole responsibility of school administration. Members of the bargaining unit will be involved in operating or supporting the weapons detection system as needed and will not search students or their belongings. Those covered under the collective bargaining unit will not be pulled during their planning period to assist with the weapons detection system during the school day. Those covered under the collective bargaining unit that assist with the weapons detection system at the beginning of the school day and during events unrelated to necessary operations of the school outside the normal teacher workweek and which generate funds-will be compensated according to Article XVIII, Section E and I, Schedule of Differentiated Pay of the collective bargaining agreement. The primary purpose of those who assist will be to direct and facilitate traffic. School administrators shall be the ones monitoring the alarm and determining when the sensor detects metal. Those who assist will not search students, parents, and/or community members or their belongings.

## **ARTICLE XII - POLITICAL ACTIVITY**

- A. The political life of a teacher is not an appropriate concern of the Board except as it impacts upon the teacher's employment or as otherwise provided by law.
- B. The right of a teacher to work and vote for the political party and/or candidate(s) of his/her choice shall not be an appropriate concern of the Board except as it impacts upon the teacher's employment or as otherwise provided by law.

## **ARTICLE XIII - EMERGENCY SCHOOL CLOSING**

- A. All schools in the school system will be open on all regularly scheduled days unless closed by the Superintendent because of an emergency.
  - 1. When an emergency confronts the schools, notification of the closing of schools will be released for broadcast over local radio and television stations as soon as possible.
  - 2. When the schools are officially closed by the superintendent, the workday may be rescheduled. If a teacher had previously arranged leave day(s) during the closure, such leave shall be rescinded, day for day, as the teacher works scheduled make-up day(s), or the day is waived.
  - 3. When schools are officially closed by the superintendent as a result of an emergency, teachers shall not be required to make up day(s) which are not scheduled for make up by students to the extent allowable by law, regulation, or regulatory agency.
  - 4. The Union shall be notified by the superintendent when an emergency exists which may necessitate the closing of a school(s).
- B. If reporting to work would present an immediate safety hazard to a teacher, he/she shall be entitled to utilize appropriate accumulated leave.

## **ARTICLE XIV - PERSONAL/ACADEMIC FREEDOM**

### **Section A - Personal**

The personal life of a teacher is not an appropriate concern of the Board except as it impacts upon the teacher's employment or as otherwise provided by law.

### **Section B - Academic**

It is the intent of the parties that teachers shall enjoy academic freedom in the district. Academic freedom shall mean that teachers are free to present instructional materials which are pertinent to the subject and level taught, within the outlines of appropriate course content, within the planned instructional program as determined by normal instructional and/or administrative procedures as previously approved by the Board, and that meets Florida Statute and/or Florida Administrative Code for required instruction. Academic freedom shall also mean that teachers shall be entitled to freedom of discussion in the classroom on matters which are relevant to the subject matter under study and within their area of professional competence, assuming that all facts concerning controversial issues shall be presented in a scholarly and objective manner and assuming that all discussion shall be maintained within the outlines of appropriate course content, be educationally justifiable, and be subject to standards of good taste.

## **ARTICLE XV - LEAVES OF ABSENCE**

### **Section A - Rules Governing**

1. While on approved paid leave of absence, a teacher shall continue to receive the benefits of group fringe benefit plans, which are provided by the Board for teachers who are not on leave of absence. A teacher on unpaid leave of absence may, with the consent of the insurance carrier, continue benefits under an insurance policy by paying all of the required premiums on a timely basis as prescribed by the Board provided all the conditions of such leave are met by the teacher.
2. Upon the expiration of any approved leave of absence, and if all the conditions of such leave have been met by the teacher, the Board shall continue to employ such teacher under the same circumstances and subject to such conditions as though such teacher had not been on leave. Except as otherwise provided herein, all unpaid leaves of absence shall not be counted as experience, which warrants any advancement on the salary schedule.
3. Except as otherwise provided herein, all leave applications other than in emergency situations, shall be submitted at least ten (10) workdays in advance of the date the leave, if approved, would begin. Such ten (10) days advance submission requirement shall be waived in instances of sick leave, which preclude such notice. In emergency and other unforeseeable circumstances, leave of absence request will be submitted with appropriate documentation within ten (10) workdays after the date of such event.

### **Section B - Paid Leaves**

1. Sick Leave
  - a. Accrual
    - 1) Each full-time teacher shall be credited with four (4) days of sick leave as of the first day of employment of each contract year. Thereafter, each full-time teacher shall be credited with one (1) day of sick leave for each month of employment to be credited by the end of each month, provided that such leave shall not be used prior to the time it is earned and credited. Full-time teachers shall be entitled to earn no more than one (1) day of sick leave times the number of months of employment during the year of employment.

- 2) Unused sick leave shall accumulate from year to year without limit.
- 3) Sick leave may be transferred into the school district from other public-school systems in Florida without limit as to the number of days of sick leave accrued except that at least one-half (1/2) of this accumulated leave must be earned within this school district at any given time.
- 4) For purposes of this section only, "full-time teacher" shall apply to any teacher who is regularly employed more than one-half (1/2) time.

b. Usage

- 1) Sick leave shall be used only for personal illness (including the illness or disablement related to or disablement due to pregnancy or the birth of a child, provided the matters described within these parentheses shall not be applicable to any teacher on maternity leave) of the teacher or for the illness or death of a spouse, son, daughter, mother, father, brother, sister, grandparent, father-in-law, mother-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, grandchild, son-in-law, daughter-in-law, step-parents, step-children, or a person residing in the same household as the teacher.
- 2) Sick leave days shall be granted for absences during the regularly scheduled workday to the extent of the total number of sick days the teacher has accumulated.
- 3) Sick leave will not be charged if an employee needs to attend a scheduled appointment at an employee well-care center or a virtual appointment. The time allotted for this shall not exceed three (3) hours per year per employee. Absences under this section must be approved twenty-four (24) hours in advance and with receipt of verification of completion of appointment, sick time will not be charged to the employee. Administration will work with Marathon Health Clinics to reserve slots for teacher appointments between the hours of 3:00 p.m. and close each day.

c. Sick Leave Bank

The Board agrees to establish a Sick Leave Bank for employees. A committee of six (6) employees shall be appointed by the superintendent for the purpose of developing recommendations to the superintendent regarding guidelines, procedures, and rules for such bank. The Union president shall be invited to submit the names of two (2) employees who shall be appointed to the committee.

d. Sick Leave Transfer

A teacher may transfer up to eight (8) hours of sick leave to another teacher who has exhausted his or her sick leave. The recipient must need at least five (5) sick days to participate and provide documentation, by the treating physician, of the illness, accident, or injury. Sick leave will be transferred as needed on a first in, first out basis. The authorizing employee must have a minimum of five (5) sick days in order to participate.

2. Personal Leave

A teacher shall be granted up to six (6) days of accumulated sick leave each school year for personal reasons as provided herein.

- a. Written application for such leave shall be submitted to the school principal no less than two (2) workdays prior to the beginning of the leave except in cases of emergency.
- b. Each application for such leave shall reflect as the reason for the leave request the following disclaimer: The purpose for which this leave is taken is not a violation of the provisions of the Collective Bargaining Agreement.
- c. Personal leave shall not accumulate from school year to school year.
- d. Personal leave shall be granted subject to the following conditions:
  - 1) The length of such leave shall be no less than one-half (1/2) of the teacher assigned workday unless otherwise allowed by the principal.
  - 2) No more than eight percent (8%) of the teachers in any given school or one (1) teacher, whichever is greater, shall be absent on such leave from any given school at any time, provided such limitation of eight percent (8%) may be waived by the Board in its discretion and without precedent.
  - 3) Such leave shall not be granted under any of the following conditions:
    - a) Activities which could result in taxable income to the employee.
    - b) Any form of work stoppage.
  - 4) In the event of emergency, the nature of which is so serious as to necessitate the presence of as many employees as possible, all requests for personal leave may be denied for the duration of the emergency.
  - 5) Such leave shall not be granted for purposes for which any other type of paid leave is available.

### 3. Illness/Injury-in-the-line-of-duty Leave

- a. A teacher shall be entitled to illness-in-the-line-of-duty leave up to ten (10) workdays per school year when he/she has to be absent from duty because of personal injury received in the discharge of duty or because of illness from any contagious or infectious disease or school building environmentally induced sickness contracted in schoolwork.
- b. Such leave or the balance thereof may accumulate from a school year to the next school year in the event of a continuation or recurrence of a specific injury sustained during the previous school year only.
- c. The term "injury" as used in Article XV, Section B, paragraph 3, is defined as the result of an event which causes the teacher to suffer an initial injury or a re-injury or re-aggravation of an injury for which the teacher had previously been granted injury-in-the-line-of-duty leave. The term "event" as used herein shall mean an unforeseen, unexpected, or sudden happening, the nature of which is such that the injury sustained can logically be expected to result.

#### 4. Professional Leave

Professional leave not to exceed thirty (30) calendar days may be granted to teachers when the experience shall be deemed to be of substantial benefit to the school district and shall have an immediate application to the current role of the teacher.

- a. Professional leave with pay may be granted for a teacher to attend curriculum meetings or to observe instructional techniques.
- b. Professional leave with pay may be granted during preplanning and post planning under the following conditions:
  - 1) A teacher shall be granted no more than five (5) days of such leave in any one (1) school year whether such leave is taken during preplanning, post-planning, or both.
  - 2) Such leave application shall be submitted no later than June 1 and shall be accompanied by the registration deadline from the institution if the reason for the request is to attend school.
  - 3) A teacher must have been employed by the Board as a teacher for at least one (1) school year and must be returning to the district as a teacher before such leave may be granted.
  - 4) A teacher shall be either enrolled in a master's or higher-level degree program at an accredited, approved institution and/or be attending school or institute in order to add subject area(s) to his/her certificate and/or to improve the instructional program of the school.
- c. Professional leave with pay may be granted to permit teachers to attend meetings of professional organizations (not including groups who have sought recognition to represent employees in negotiations, or groups affiliated with organizations who have sought such recognition.)
- d. Teachers participating in certification through National Board for Professional Teaching Standards (NBPTS) shall have two (2) leave days for the purpose of portfolio completion. One (1) day shall be the teacher's personal leave day, matched by one (1) professional leave day granted by the district. The scheduling of the professional day only shall be mutually agreed to by the principal and teacher.

#### 5. Jury Duty or Duty as the Result of a Subpoena

- a. A teacher absent from duty because he/she has been required by summons or subpoena to appear before a court or regulatory agency shall submit leave application for such absence.
- b. Such time away from duty shall not be charged against any accumulated earned leave.
- c. This language shall apply to summons, subpoena, or subpoenas received by a teacher's dependent minor when the circumstances make it necessary for the teacher to accompany his/her minor dependent to the court proceedings.
- d. Personal litigation not related to a teacher's employment and litigation filed by the teacher against the district are excluded from this provision.

#### 6. Bereavement Leave

Up to five (5) days of Bereavement Leave shall be granted to a teacher at the time of the death of a family member.

## 7. Parental Leave

Parental Leave - Up to fifteen (15) days of parental leave shall be granted to any teacher within 30 (thirty) days of the date of delivery or adoption of a child.

- a. Such leave shall only be available during school year.
- b. This leave cannot be banked or sold.
- c. An application for leave accompanied by a written statement from a licensed medical physician verifying the pregnancy and setting forth the estimated date of birth shall be submitted to the principal no later than five (5) calendar weeks prior to estimated date of the child's birth. In the case of adoption, a written application for such leave shall be submitted to the principal within two (2) calendar weeks after approval for adoption by the recognized agency or source.

## Section C - Military Leave of Absence

1. Military leave shall be granted for up to a maximum of seventeen (17) days within any fiscal year without loss of time, pay, or efficiency rating to members who are required to serve in the Armed Forces of the United States or the state of Florida in fulfillment of training obligations incurred under selective service laws or because of membership in reserves of the armed forces or National Guard. Service members in the National Guard or a reserve component of the Armed Force of the United States who are called for active duty for other than training purposes, shall be granted, a paid leave of absence for the first thirty (30) days of such leave without loss of time, pay, or efficiency rating. In the case of national emergency, members who are required to serve in the Armed Forces of the United States or of this State shall be granted military leave and shall be paid the difference in pay, if the military pay is less than the employee's normal rate of pay for a period not to exceed one (1) calendar year. Members granted such leave for military service shall, upon completion of the tour of duty, be returned to employment without prejudice, provided application for reemployment is filed within six (6) months following the date of discharge or release from active duty; and provided further that the Board shall have a reasonable time, not to exceed six (6) months, to reassign the employee to duty in the school system. Military leave shall not be counted as years of service toward the continuing contract or professional services contract.
2. Military leave for voluntary reserve and National Guard duty shall not be granted except under the following conditions:
  - a. If the member must attend summer school to correct certification deficiencies.
  - b. If the military certifies that special training is needed to maintain status and is not available during summer vacations.
3. Military leave with pay will be granted in accordance with applicable state and federal laws without loss of time, pay or efficiency rating.
4. A leave request and copy of the military orders shall be received by the Board sixty (60) days in advance of the beginning date of the leave, whenever possible. In cases of emergency deployment, the sixty (60) day advance notice will be waived.

## Section D - Unpaid Leaves

### 1. Maternity Leave

- a. Any teacher shall be granted maternity leave without pay as provided below.
- b. An application for leave accompanied by a written statement from a licensed medical physician verifying the pregnancy and setting forth the estimated date of confinement shall be submitted to the principal no later than five (5) calendar weeks prior to estimated date of confinement if the teacher plans to take maternity leave.
- c. Such leave, if taken, shall commence on a date prior to the final estimated date of delivery of the child, such to be determined by the teacher.
- d. The length of such leave shall be no longer than the balance of the school year in which the leave began.
- e. Upon return from maternity leave the teacher shall furnish a certification by her doctor that she is medically able to perform her duties. This statement and all others to be furnished by the teacher's doctor shall be provided at the sole expense of the teacher.
- f. A teacher who has been granted maternity leave may apply for an extension of such leave for child rearing. Upon approval such extension shall begin immediately following the expiration of maternity leave and be for a period of time not to exceed one (1) school year.

### 2. Extended Personal Leave

- a. A teacher who has fathered a child may apply for child rearing leave for a period not to exceed the balance of the school year in which the child is born, and upon proper reapplication, one (1) succeeding school year. Such leave shall be considered as personal leave without pay.
- b. A teacher who has adopted a child may apply for adoption leave for a period not to exceed the balance of the school year in which such adoption shall occur, and upon proper reapplication, the next succeeding year. Written application for such leave shall be submitted to the principal within two (2) calendar weeks after approval for adoption by the recognized agency or source.
- c. A teacher who has given birth to a child who was not on maternity leave for such birth may apply for a child rearing leave for a period not to exceed the balance of the school year in which the child is born and, upon proper reapplication, one (1) succeeding school year. Such leave shall be considered personal leave without pay.

### 3. Advanced Study or Education Service Leave

- a. A leave of absence without pay not to exceed one (1) year may be granted at the discretion of the Board to a continuing contract or professional services contract teacher upon proper written application for the purpose of participating in the following:
  - 1) Exchange teaching program.
  - 2) Military teaching program.
  - 3) Full-time participation in the Peace Corps, Teacher Corps, or Job Corps.

As a condition of such leave, the teacher shall include in the written application an intention to return to the district for a minimum of two (2) years. Upon return from such leave, the teacher shall be credited with the equivalent teaching experience outside the district.

- b. Leave without pay may be granted at the discretion of the Board to teachers on continuing contract or professional services contract for a maximum of one (1) year for the purpose of engaging in study related to the teachers' professional responsibility at an accredited institution of higher learning. Such leave shall commence only at the start of the school year.
- c. Such leave may be renewed for no less than one (1) school year per renewal and shall not be so renewed more than twice. Such renewal shall be limited to the year(s) immediately following the first year in which such leave originally began.

Authorized leave shall not be considered a break in continuity for continuous service increments for continuing contract or professional services contract teachers. All leave granted by the Board shall expire on June 30 of each contract year unless otherwise specified.

#### 4. Public Service

A leave of absence without pay not to exceed one (1) year shall be granted to any teacher for the purpose of serving any city, county, state, or national elected public office provided such leave shall be in units of not less than one (1) year. Upon proper reapplication, such leave shall be renewed each year for the number of renewals necessary to allow the teacher to be granted such leave for the duration of the term of the public office as described herein.

#### 5. Personal or Exhausted Sick Leave

- a. Personal leave without pay may be granted to teachers for up to one (1) school year at the Board's discretion. Beginning with the 2021-2022 school year, annual contract teachers who take such leave shall be offered a district binder prior to a district binder being offered to any potential new hire in the Spring/Summer of that year in his/her area of certification.
- b. Should a teacher exhaust all of his/her accumulated sick leave and he/she continues to be sick or disabled, the teacher may apply for exhausted sick leave provided such application is received by the principal no less than ten (10) calendar days subsequent to the date on which the affected teacher's accrued sick leave shall be exhausted. Provided that the Board may waive the ten (10) day requirement when conditions surrounding the illness do not permit the application for said leave. Such leave shall be for no longer than the balance of the school year in which the teacher's accumulated sick leave was exhausted.

### **ARTICLE XVI - REDUCTION IN FORCE**

- A. If, in the exclusive judgment of the Board, it is determined to reduce the number of teachers on continuing contract or professional services contract, the Board shall attempt to accomplish such reduction by attrition. Prior to reducing the number of continuing contract/professional services contract teachers as provided herein, the Union shall be given the opportunity to express its views regarding such reduction. If such reduction of teachers on continuing contract cannot be accomplished by attrition, the following procedures shall be utilized:

1. Annual contract reappointments for the identified grade(s)/subject(s)/special area(s) shall not happen until the Reduction in Force is completed.
  2. The Board shall identify the instructional assignment(s) [grade(s)/subject(s)/special area(s)], to be reduced across the district. In excluding teachers from reappointment, the district shall first non-reappoint teachers whose most recent evaluation is Unsatisfactory. Next the district shall non-reappoint those teachers whose most recent evaluation is Needs Improvement. Next the district shall non-reappoint those teachers who most recent evaluation is Effective. In any cases of a tie among teachers of the same evaluation rating, the next determinant to be used shall be the area of certification then the years of continuous, creditable years of teaching experience, in which teachers with the most years of experience being the last to be identified for reduction in force.
  3. No continuing contract or professional services contract teacher who is subject to reduction pursuant to this Article shall be reduced while an annual contract teacher is employed in a position for which the continuing contract or professional services contract teacher is certified, as provided by law.
- B. In the event it is determined a reduction in teachers shall occur, the Union President shall be given the opportunity to discuss the reduction with the Superintendent.
- C. If the Board shall determine to employ teacher(s) at any time during the seventeen (17) calendar months next following such reduction in staff, such positions shall be offered in writing to the last highly effective or effective continuing contract or professional services contract teacher in such instructional assignment terminated in the inverse order of lay-off, provided such teacher holds the required certification and is deemed by the Board to be qualified to fulfill the educational requirements of the district. Such offer, delivered in person or by certified mail, shall be to the most current address of the teacher as reflected in the records of the Board.
- D. Nothing herein shall prohibit teachers who have been reduced pursuant to this Article from seeking and/or accepting gainful employment elsewhere.
- E. Nothing in this Article shall be construed as to prevent the Board from providing staff balances to comply with mandated programs or to preclude or overcome any form of illegal discrimination.

## **ARTICLE XVII - WELFARE**

### **Section A – Health Insurance**

Effective January 1, 2025, the Board agrees to contribute to the district benefits plan for teachers electing the Brevard Public Schools Health Plan.

1. Effective January 1, 2025, the in-network deductible will be as follows:
  - a. If eligible employees and their covered spouse complete a Health Risk Assessment and an annual physical, at no cost to them, the in-network health plan deductible will be \$1,000.00/individual and \$2,000.00/family on the Silver Plan and \$2,000.00/individual and \$4,000.00/family on the Gold Plan.

- b. If eligible employees and their covered spouse do not complete both a Health Risk Assessment and an annual physical, at no cost to them, the in-network deductible will be \$2,000.00/individual and \$4,000.00/family on the Silver Plan and \$5,000.00/individual and \$6,000.00/family on the Gold Plan.

The Union shall be invited to submit to the Board written recommendations as to the content of bid specifications for the district hospitalization/medical options and benefit plans as provided herein. The Union shall be provided with a copy of such final bid specifications prior to such being recommended to the School Board for approval. For calendar year 2025, the Board will offer a medical plan option.

### **Section B - Vision Insurance**

A vision insurance plan in which each teacher may choose to participate as a payroll deduction will be offered. Such plan shall include the option of dependent coverage which each teacher may choose to take as a payroll deduction.

### **Section C - Dental Insurance**

Dental insurance option(s) which each teacher may choose to take as a payroll deduction will be offered. Such plan shall include both single and dependent coverage.

### **Section D - Life Insurance**

The Board shall provide to each teacher, without cost to the teacher, group term life insurance in an amount equal to the annual salary of the teacher as reflected in the salary schedule of this Agreement. Such amount to be computed to the nearest one thousand dollars (\$1,000). Each teacher may, at his/her own cost, purchase an additional amount equal to three (3) times his/her annual salary by giving written authorization for payroll deductions thereof as prescribed by the Board. The amount that such insurance coverage can be increased in any one insurance plan year shall be limited to one (1) time the annual salary of the teacher.

### **Section E - Disability Insurance**

The Board shall continue to make available to each teacher at his/her own cost through payroll deduction short and long-term disability insurance coverage provided responsible bids for the same can be obtained and the teacher qualifies.

### **Section F - Insurance Committee**

The Superintendent, district advisors and the Union President or designee will meet at least quarterly to discuss major changes to employee benefits as an opportunity for input from members of the bargaining unit. When requested, the union will have the right to access any information surrounding plan usage, financial reports, and programs

### **Section G - Tax Deferred Annuity Program**

The Board shall continue to make available, through payroll deduction, tax deferred annuity programs to all teachers in accordance with the policies in effect on the effective date of this Agreement. The Board and Union agree to jointly study the feasibility of providing teachers with the option of concurrently participating in more than one district provided annuity program.

### **Section H - Retired Teachers**

The Board shall provide a teacher at the time of his/her normal retirement with the option of participating, at his/her own expense, in the Board's medical insurance program as long as the retiring teacher is not eligible for Medicare. If Medicare eligible, the Florida School Retiree Benefits Consortium (FSRBC) is an option.

### **Section I - Benefits Eligibility**

1. For benefits eligibility purposes only, a REGULAR FULL-TIME TEACHER shall mean a teacher who is appointed to work a minimum of thirty-two (32) hours per week.
2. Teachers working twenty-five or fewer hours each week, part-time, substitute and short-term contract teachers shall not be eligible for employee benefits including, but not limited to, health care, dental and vision coverage.
3. Benefits eligibility for substitute, part-time and short-term contract teachers as well as those who work twenty-five (25) or fewer hours each week, and are subsequently hired to a regular, full-time position may enroll in employee benefits within the first ten (10) days of their hire as a regular full-time teacher. Employee benefits for these full-time teachers that enroll within the first ten (10) days of their initial hire as a full-time teacher will be in effect starting on the teacher's fifteenth (15th) day of employment as a regular full-time teacher.

### **Section J - Extended Sick Leave Benefits**

The Board shall continue to provide full insurance benefits as provided herein to a teacher who has exhausted all accumulated sick leave and who continues to be sick or disabled provided that such continuation of benefits shall be limited to the sixty (60) calendar days immediately following the depletion of his/her accumulated sick leave balance. Such teacher shall submit application for such leave as prescribed by the Board. If the affected teacher is a member of the sick leave bank this section shall become effective after the bank benefits are exhausted.

### **Section K - Retirement Incentive Committee**

In the event the superintendent should decide to offer a Retirement Incentive Program to employees, there shall be formed a district committee for the purpose of developing a report to the Superintendent regarding a District Retirement Incentive Plan. The composition of such committee shall be: Three (3) appointed by the Brevard Federation of Teachers, three (3) appointed by Local Union 1010, three (3) administrators appointed by the superintendent, three (3) other non-unit classified employees appointed by the superintendent. The charge of the committee shall be developed and mutually agreed to by the Superintendent and the Brevard Federation of Teachers.

### **Section L - Personal Property**

The Board shall reimburse a teacher for the loss of his/her personal property under the terms of the Board-provided policy for such loss. The terms of the policy shall include, but not be limited to, the following conditions under which the teacher may claim adjustment for such losses.

1. The property is physically located within the physical plant to which the teacher is normally assigned.
2. The teacher has received written approval from the school principal for the teacher to place the property at his/her worksite.
3. The teacher has provided the principal with written documentation as to the current market value of the property.
4. The teacher has taken reasonable precautionary measures to protect the property against damage, theft, loss, or other covered perils.

5. The maximum claim limit for each loss shall be \$300 per item.
6. The teacher shall pay the first \$50 per item as his/her deductible amount.
7. Procedures, forms, and information necessary for the processing of claims shall be developed by the District and the Union and provided to each school.
8. The approval or rejection of a claim filed under this coverage shall not be subject to the grievance procedure of this Agreement.

**Section M - Child Care**

A fifty percent (50%) discount will be offered to school board teachers on the district program rates for school board operated child-care at school board facilities.

**Section N - Retroactivity of Contribution (Premium) Collections**

Payroll deductions for employee contributions (premiums) for insurance benefits shall be retroactive to January 1 of each insurance plan year should the Union and Board fail to approve and ratify agreement as to those contributions (premiums) prior to January 1 of each calendar year.

**ARTICLE XVIII – SALARY**

- A. The base salaries for all Type "E" and Type "J" employees shall be as set forth in this Article. The base salaries of all Type "G" teachers shall be set forth in Article VIII of this Agreement. Below is the grandfathered Salary Schedule for 2024-25 and the Pay-for-Performance Model:

**2025-2028 SALARY SCHEDULES**

<b>Grandfathered Ranges</b>			<b>Pay for Performance Ranges</b>	
AA	38940	51388	50450	50450
BB	38604	51388	51388	51388
CC	39121	51388	51388	51388
DD	39743	51388	51388	51388
EE	40467	55682	51388	51388
FF	41399	57314	51388	51388
GG	42538	58493	51388	51388
HH	43884	59886	51388	51388
II	45333	61386	51388	51388
JJ	46990	63101	51388	60782
KK	48854	65030	51570	63032
LL	50925	67174	51661	65077
MM	53202	69530	53938	67532
NN	55584	71903	56320	69997
OO	59145	75681	59881	73683
	Value of E	\$99	Value of E	\$100
	Value of HE	\$50	Value of HE	\$50

In cases were a teacher takes an approved medical leave during the year from which the Summative Part 2 score is derived but works the equivalent of two (2) nine-week grading periods (99 days or more)

for that school year and received a full Summative Part 1 and Summative Part 2 evaluation, the teacher will be eligible for pay for Performance.

To be eligible for the salary increase, members of the bargaining unit must be employed with the district at time of payout.

**Brevard Public Schools**  
**Instructional Placement Schedule 2025 – 2028**

Initial placement based on 196 Days, 8.0-hour workday.

Teachers entering Brevard Public Schools with previous years of experience will be credited with no more than twenty (20) years' experience for compensation purposes.

Years zero (0) to twenty (20) in the placement schedule is minimum base salary.

During the 2010-2011 Legislative session, the Student Success Act (SB 736) was passed and one of the provisions of this bill addressed advanced degrees. The language states: "A District school board may not use advanced degrees in setting a salary schedule for instructional personnel or school administrators hired after July 1, 2011, unless the advanced degree is held in an individual's area of certification and is only a salary supplement".

The district has adopted a Pay-for-Performance Salary Schedule as set forth in Florida Statute 1012.22 that provides annual salary adjustments for instructional personnel based upon performance determined under Florida Statute 1012.34, rather than on years of experience. The placement schedule above reflects initial placement only.

The 2015-2016 amended salary schedule will become known as the "Grandfathered" salary schedule.

New teachers hired after the effective date of this contract will be placed on the salary schedule commensurate with Brevard Public School teachers' years of experience.

Teachers shall accrue annual leave consistent with board policies for all other 12-month employees.

Movement of employees on the Instructional Salary Schedule is accomplished only through negotiations between the Union and the Board subject to the provisions of Chapter 447, F.S. It is further understood that upon expiration of the Agreement, incremental steps on the salary schedule are subject to renegotiations and are not automatically payable until such time as a new salary schedule has been ratified.

Except as otherwise provided herein, a teacher who is assigned to work in an instructional capacity involving direct contact with students, e.g., elementary school foreign language programs, and when such assignments are during the teacher's normal work year and beyond the normal teacher forty (40) hour workweek, time spent on such assignments shall be paid at the affected teacher's hourly rate. For each one hour of work time, the teacher shall be scheduled for no less than fifteen (15) minutes of preparation time.

A teacher must have worked a minimum of two consecutive nine-week grading periods in the same school with the same students to be eligible for the district's state-approved Pay for Performance Program.

- B. Two (2) years of credit for purposes of placement on the salary schedule shall be given for military service completed since January 1, 1940. A year of experience shall be granted for twelve (12) months of active-duty service. A partial year shall be counted if the active military service is within thirty (30) days of being a full year. Additional credit shall not be allowed for teaching assignments while in military service.
- C. Ninety-nine (99) or more days of full-time teaching, to include paid leave, in any single year shall be considered as one (1) full year of experience. If a full-time Brevard Public School (BPS) teacher works no less than one (1) full semester and such full semester has fewer than ninety-nine (99) days, one year of experience will be granted for pay purposes.
- D. Bargaining unit members hired before July 1, 2011, or members hired on or after July 1, 2011, who had an advanced degree used to determine their salary will be grandfathered and continue receiving a supplement for their highest earned degree.

Effective August 1, 2025, all bargaining unit members with an advanced degree will be eligible for an advanced degree supplement, regardless of certification area. To qualify, official transcripts confirming the conferred degree must be on file with Human Resources. Advanced degrees will no longer be used to set base salary. Instead, compensation for eligible advanced degrees will be provided exclusively through a supplement.

DEGREE	AMOUNT
Masters	\$2,730
Specialist	\$4,056
Doctorate	\$5,408

- E. The Board shall provide terminal pay to any teacher upon the teacher's retirement or to his/her estate or beneficiary if service is terminated by death. However, such terminal pay shall not exceed the amount shown as follows:
  1. During the first three (3) years of district service, the daily rate of pay multiplied by thirty-five percent (35%) times the number of days of accumulated sick leave.
  2. During the next three (3) years of district service, the daily rate of pay multiplied by forty percent (40%) times the number of days of accumulated sick leave.
  3. During the next three (3) years of district service, the daily rate of pay multiplied by forty-five percent (45%) times the number of days of accumulated sick leave.
  4. During the next three (3) years of district service, the daily rate of pay multiplied by fifty percent (50%) times the number of days of accumulated sick leave.
  5. During and after the thirteenth (13th) year of district service, the daily rate of pay multiplied by one hundred percent (100%) times the number of days of accumulated sick leave.

6. The four (4) days of sick leave credited to each teacher shall be treated as four (4) days of entitlement upon the teacher's retirement or to his/her estate or beneficiary if service is terminated by death.
  7. Payment for terminal pay as described above will be paid sixty (60) days after the date of normal retirement.
- F. To calculate a teacher's daily rate of pay, the base salary shall be divided by one hundred ninety-six (196). To calculate an eleven (11) or twelve (12) month teaching contract salary, the ten (10) month base salary shall be divided by one hundred ninety-six (196) days and multiplied by the actual number of contract days.
  - G. Salaries shall be paid twice a month in twenty-four (24) pays.
  - H. A teacher whose employment is terminated for any reason shall receive his/her terminal pay, if any, and all salary earned prior to the date of said termination less any deductions sixty (60) days after the termination date, provided all obligations to the Board have been completed.
  - I. Upon written authorization of the teacher, the Board shall forward for deposit into the teacher's bank account, all, or a specified amount of the teacher's net salary.
  - J. Teachers employed by the Board shall receive appropriate substitute pay until such time as the Board officially ratifies their employment. Upon official School Board ratification, the teacher shall receive the balance of monies which insures full salary as a teacher retroactive to the date of the appointment by the School Board in his/her next scheduled paycheck.
  - K. Any teacher required by the Board to provide his/her personal transportation shall be reimbursed by the Board at no less than the rate allowed by law. Such requirement shall not include routine travel to and from the teacher's home and the school to which it is assigned.
  - L. The Board shall provide a teacher with the option of an annual payment for sick leave days accumulated during the school year provided such payment is subject to the teacher's exemplary attendance for the school year as reflected in the district payroll records. A teacher who is absent for more than five (5) workdays during the school year shall not be eligible for annual payment as provided herein. Provided that absences on approved professional leave and/or line-of-duty leave, two (2) days of personal leave charged to sick leave used for the purpose of religious observance, personal leave used for NBPTS, paid military leave, and jury-duty leave shall not adversely affect such record of exemplary attendance. Any other absences from duty, including illness or injury in-line-of-duty shall act as a bar to the benefit provided in this paragraph. Payment for such exemplary attendance shall be calculated at eighty percent (80%) of the affected teacher's daily rate times ten (10) days. Days for which such payment is received shall be deducted from the accumulated sick leave balance. Payment as provided herein shall be made as soon as payroll procedures may reasonably permit, but no later than July 1, of the year in which the application is made.
  - M. Compensation for adult education teaching and/or summer school teaching shall be as determined by the Board except as provided in Article XXV.
  - N. Effective July 1, with the 2002-03 school year, the following language shall be implemented. The salary of a continuing contract or professional services contract teacher as reflected in Section A of this Article shall remain the same dollar amount under the following conditions:

1. The teacher receives an overall "needs to improve" on his/her annual evaluation. The teacher's movement on the salary schedule shall be frozen for the subsequent school year(s) until that teacher demonstrates "effective" performance.
  2. The teacher receives an overall "unsatisfactory" on his/her annual evaluation. The teacher's movement on the salary schedule shall be frozen for the subsequent school year(s) until that teacher demonstrates "effective" performance.
- O. Effective July 1 with the 2004-2005 school year the following language shall be implemented. The salary of a teacher as reflected in Section A of this Article shall remain the same dollar amount under the following conditions:

A teacher who is involved in an egregious incident, as determined by the superintendent, shall have his/her salary frozen for the subsequent school year. Upon completion of the subsequent school year with the demonstration of "effective" performance on his/her annual evaluation, vertical movement on the salary schedule shall be restored to the proper level where the employee would have been if the increment had not been frozen. The teacher shall have the right to appeal to the superintendent within fifteen (15) days of the date of the notification of the decision.

- P. Starting in SY 2020, teachers beginning their 12<sup>th</sup> year of service with Brevard Public Schools began receiving a recurring supplement of \$1,200. Effective July 1, 2022, teachers on the performance salary schedule at the start of the 11th year as a teacher with Brevard Public Schools will receive this \$1,200 recurring supplement that is eligible for the Florida Retirement System. The supplement will be divided equally amongst a teacher's paychecks. This supplement earned by teachers prior to June 30, 2022, has been and will continue to be included in base pay.

This language is not intended to provide a second supplement to any teacher relative to the above paragraph. For those receiving it in school years 2020, 2021 and 2022 it is part of their base pay.

#### **ARTICLE XIX - DIFFERENTIATED PAY PLAN**

- A. The Board shall make an effort to find teacher volunteers for all positions pursuant to this Article. Part of such effort shall include e-mailing all teachers. The principal shall establish minimum qualifications for differentiated pay positions within a school and shall review all applicants who meet the minimum qualifications and make his/her determination as to who should fill the position. When other factors are judged to be equal, it is the intent of the district that teacher applicant(s) from the school with the vacant position shall be chosen.
- B. For all athletic positions, the Board may advertise internally and externally concurrently with teachers at the school. Teachers at the school will receive an additional ten (10) percent on the scoring rubric.
- C. Paid extracurricular duty and differentiated pay positions shall be those set forth in this Article.
- D. No compensation for any differentiated pay positions shall be paid from cost center internal accounts unless expressly provided herein.
- E. Teachers participating in supervisory duties of events unrelated to the necessary operation of the schools outside the normal teacher workweek and which generate funds, including but not limited to athletic

events, dances, and other social functions, shall be compensated at fifteen dollars and zero cents (\$15.00) per hour.

- F. Nothing shall be construed as to require the filling of any position listed herein, nor to preclude payment of any amount to a teacher for the performance of duties not prescribed herein which occurs outside the normal teacher workweek.
- G. Payments for differentials which are not paid on a monthly basis shall be included in the teacher's regular paycheck upon completion of the sponsored activity.
- H. In the event an elementary teacher plans to engage in an activity which he/she views as qualifying for a special Elementary Program differential, the teacher may submit a written request for such differential to his/her principal. Such request shall contain the anticipated number of hours beyond the normal teacher forty (40) hour workweek. Upon review of the material, the principal shall submit the request in a timely fashion along with his/her recommendation for final determination, including his/her reasons for such recommendation.
- I. Schedule of Differentiated Pay

***\*\*Differentiated Pay schedule contingencies/change identified as the millage portion will only be valid until June 2027 based on the Brevard County Additional Compensation Program millage tax roll revenue for the School Board of Brevard County voter referendum approved by tax payers on November 8, 2022, over a four (4) year period of time.***

Professional		Less 6 Years		6+ Years	
Code	Description	Supplement	Total w/Millage	Supplement	Total w/Millage
H9021	DIFFICULT SCHOOL ASSIGNMENT (ALC/DJJ/GARDENDALE SITES)	1,100	1,430	N/A	N/A
H8648	AUDITORIUM MANAGER	550	715	N/A	N/A
H8648	CERTIFIED BEHAVIOR ANALYSTS	1,000	6,200	N/A	N/A
H8603	IDENTIFIED ESF CONTENT SPECIALISTS, ESE SUPPORT SPECIALISTS & OTHERS w/DISTRICT IMPACT	2,500	3,250	N/A	N/A
H8609	COORDINATING UNIT-STA 10M	2,962	3,851	N/A	N/A
H8623	DEPARTMENT HEAD SR	1,279	1,663	1,407	1,829
H8625	DEPARTMENT HEAD MIDDLE	889	1,156	977	1,270
H8624	DEPARTMENT HEAD 7-12	1,778	2,311	1,956	2,543
H8607	ESE SUPPORT SPECIALIST GRANDFATHERED	5,500	7,150	N/A	N/A
	ESE SUPPORT SPECIALIST	2,500	3,250	N/A	N/A
PML	LEAD MENTOR TEACHER	1,000	1,300	N/A	N/A
H8630	MEDIA SPECIALISTS	770	1,000	N/A	N/A
H8631	OCCUPATIONAL/PHYSICAL THERAPISTS	1,000	6,200	N/A	N/A
H867X	OPTIONAL CLASS	3,509	N/A	N/A	N/A
H8989	PARTNERS IN EDUCATION (PIE)	300	390	N/A	N/A
H8617	LANGUAGE DIAGNOSTICIAN	5,500	7,150	N/A	N/A
H8605	RESOURCE TEACHER (N/A TO ADULT ED)	5,500	7,150	N/A	N/A
SCC	SELF CONTAINED: PARTICIPATORY, SUPPORTED, EBD, ETC.	2,500	3,250	N/A	N/A
H8604	SCHOOL SOCIAL WORKER LEAD TEACHER	5,000	6,500	N/A	N/A
H8681	SCHOOL PSYCHOLOGIST	1,000	6,200	N/A	N/A
AHS	SPEECH & LANGUAGE PATHOLOGISTS	1,000	6,200	N/A	N/A
AH2	SPEECH & LANGUAGE PATHOLOGISTS (NON-CC'S)	N/A	2,600	N/A	N/A
H8618	TEACHER ASST TECH SPECIAL	2,500	3,250	N/A	N/A
PMT	TEACHER MENTOR – 1 NEW	500	650	N/A	N/A
PM2	TEACHER MENTOR – 2 NEW	750	975	N/A	N/A
H8626	TEAM LEADER MIDDLE	889	1,156	977	1,270
H8627	TEAM LEADER/DEPARTMENT HEAD COMBO (VIRTUAL ONLY)	1,023	1,330	1,125	1,463

H8665	UNIQUE SUPPLEMENT (FUNDED BY INTERNAL ACCOUNTS)	807	N/A	889	N/A
H8960	VOCATIONAL PROGRAMS (APPROVED PROGRAMS) *	500	650	N/A	N/A

Extra-Curricular		Less 6 Years		6+ Years	
Code	Description	Supplement	Total w/Millage	Supplement	Total w/Millage
H8984	BEST BUDDIES	500	650	550	715
H8961	BETA/KEY CLUB (SERVICE CLUB)	500	650	550	715
H8956	CLASS SPONSOR SENIOR	1,000	1,300	1,100	1,430
H8957	CLASS SPONSOR JUNIOR	1,000	1,300	1,100	1,430
H8948	DANCE CORPS	807	1,049	889	1,156
H8839	E-SPORTS (SECONDARY)	500	650	550	715
H8959	FORENSICS (SPEECH & DEBATE) (SENIOR)	1,346	1,750	1,481	1,926
H8958	FORENSICS (SPEECH & DEBATE) (MIDDLE)	1,023	1,330	1,125	1,463
H8962	FUTURE EDUCATORS CLUB	500	650	550	715
H8974	FUTURE PROBLEM SOLVING (2 PER SCHOOL)	528	686	581	756
H8955	HONOR SOCIETY (HIGH)	500	650	550	715
H8954	HONOR SOCIETY (MIDDLE)	500	650	550	715
H8987	LEGO ROBOTICS (ELEMENTARY)	500	650	550	715
H8970	LITERARY MAGAZINE (SENIOR)	500	650	550	715
H8973	MEMORY MATCH (QUIZ BOWL)	1,023	1,330	1,125	1,463
H8702	NEWSPAPER (HIGH)	1,266	1,646	1,393	1,811
H8769	NEWSPAPER (MIDDLE)	1,023	1,330	1,125	1,463
H8969	ODYSSEY OF THE MIND (3 PER SCHOOL)	500	650	550	715
H8709	REGIONAL SCIENCE FAIR COORDINATOR	1,562	2,031	1,718	2,234
H8988	ROBOTICS (MIDDLE/HIGH) (2 PER SCHOOL)	900	1,170	990	1,287
H8939	SCHOOL SAFETY PATROL	807	1,049	889	1,156
H8976	SECME OR MATH COUNTS	500	650	550	715
H8979	SOCIAL MEDIA	300	390	N/A	N/A
H8980	SOURCES OF STRENGTH	500	650	550	715
H8949	STUDENT GOVERNMENT (HIGH)	943	1,226	1,036	1,347
H8950	STUDENT GOVERNMENT (MIDDLE)	807	1,049	889	1,156
H8770	SUBJECT AREA HONOR SOCIETY (3 PER SCHOOL HIGH)	500	650	550	715
H8771	SUBJECT AREA HONOR SOCIETY (3 PER SCHOOL MIDDLE)	500	650	550	715
H8953	SPECIAL PROGRAMS: ELEMENTARY (UP TO 10) MIDDLE (UP TO 5) HIGH (UP TO 5)	500	650	N/A	N/A
H8952	DISTRICT MEMORY MATCH LEAGUE (SENIOR)	673	875	740	962

Co-Curricular		Less 6 Years		6+ Years	
Code	Description	Supplement	Total w/Millage	Supplement	Total w/Millage
H8641	BAND SENIOR	2,662	3,461	2,800	3,640
H8640	ASST BAND SENIOR	1,551	2,016	1,718	2,234
H8652	MARCHING BAND	2,918	3,793	3,648	4,743
H8638	MARCHING BAND ASSISTANT	1,572	2,044	1,965	2,555
H8642	BAND MIDDLE	1,562	2,031	1,718	2,234
H8643	ASST BAND MIDDLE	807	1,049	889	1,156
H8644	BAND 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	1,562	2,031	1,718	2,233
H8639	ASST BAND 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	807	1,049	889	1,156
H8645	CHORAL SENIOR	2,319	3,015	2,550	3,315
H8647	CHORAL MIDDLE	1,333	1,733	1,466	1,906
H8646	CHORAL 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	1,333	1,733	1,466	1,906
H8707	DRAMA SENIOR	2,319	3,015	2,550	3,315
H8706	DRAMA ASST SENIOR (3 PER SCHOOL, EX: VOCAL/ORCHESTRA/STAGE)	1,023	1,330	1,125	1,463
H8708	DRAMA MIDDLE	1,023	1,330	1,125	1,463
H8710	DRAMA 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	1,023	1,330	1,125	1,463
H8975	ELEMENTARY MUSIC	889	1,156	978	1,271
H8649	ORCHESTRA SENIOR	2,319	3,015	2,550	3,315
H8650	ORCHESTRA MIDDLE	1,333	1,733	1,466	1,906

H8964	ROTC COLOR GUARD	673	875	740	962
H8963	ROTC DRILL TEAM	673	875	740	962
H8965	ROTC DRUM/BUGLE	673	875	740	962
H8966	ROTC RIFLE	673	875	740	962
H8601	SCIENCE RESEARCH	2,209	2,872	2,429	3,158
H8703	YEARBOOK SENIOR	1,266	1,646	1,392	1,810
H8768	YEARBOOK MIDDLE	1,023	1,330	1,125	1,463

1. Extra Duty – Transportation \$15.00 per hour  
*\*To be paid to persons on the Instructional Salary Schedule only.*
2. \*\*In Vocational Clubs with more than one sponsor in the same club, each sponsor will receive an amount equal to one-half of the designated differential rounded up to the next \$5.00
3. Foreign Language – district or higher-level competition: \$130.00 per competition
4. Extra assignments beyond the normal teacher work week within the school year (except for in-service preparation or teaching) pertaining to workshops, task force development or curriculum and/or instructional materials, and other such assignments which have district-wide or area-wide application: \$17.00 per hour
5. Inservice preparation and teaching  
(Maximum of five hours Per day) hourly rate
6. Homebound Instruction (including travel) hourly rate
7. Summer Training rate per hour hourly rate
8. Pay for Performance Supplements  
Statutory Supplements –
  - a. Title I; Critical Shortage; D or F schools \$ 165.00
  - b. Teacher Leaders – Peer Coaching (per “Professional” differentiated pay schedule) and Curriculum coach (with a commitment to provide a minimum of three site-based professional development opportunities targeting School Improvement Plan priority goals) \$ 165.00
  - c. Speech language Pathologists with the Certification of Clinic Competence issued by the American Speech-Language-Hearing Association (ASHA) \$1,000.00.
  - d. Those teachers who hold certification from the National Board for Professional Teaching Standards shall receive a yearly supplement of \$ 260.00
  - e. Certified Exceptional Student Education teachers that provide ESE services (includes those who teach students who are gifted and ESE support Specialists & ESE Support Facilitators) \$ 835.00

Grant Management Supplements are based upon Grant Award Amount and payable annually in the final teacher pay run for the fiscal year upon completion of all grant management responsibilities as verified by the principal or Superintendent or designee.

- f. Board Certified Behavior Analysts: \$1,000.00.
- g. Occupational/Physical Therapists: \$1,000.00.
- h. School Psychologists \$1,000.00

TIER	SUPPLEMENT	GRANT AMOUNT	DESCRIPTION
I	\$ 250.00	\$2,000-\$5,000	1-2 hours per month beyond the normal workweek
II	\$ 500.00	\$5,000-\$50,000	3-4 hours per month beyond the normal workweek
III	\$ 1,000.00	\$50,000 - \$1M	4-5 hours per month beyond the normal workweek
IV	\$ 1,500.00	\$1M +	5+ hours per month beyond the normal workweek

- i. A school may submit a plan for programs provided they present student activities approved by the Superintendent, with differentials paid from Internal Accounts not to exceed the amount shown. \$ 734.00

9. Professional duties related to Southern Association accreditation are specifically excluded from financial remuneration on the Schedule of Differentiated Pay.

Athletics		Less 6 Years		6+ Years	
Code	Description	Supplement	Total w/Millage	Supplement	Total w/Millage
H8701	ATHLETIC BUSINESS MANAGER SR/INC 9 <sup>TH</sup> GRADE	2,395	3,114	2,993	3,891
H8651	ATHLETIC DIRECTOR SR/INC 9 <sup>TH</sup> GRADE (9 <sup>TH</sup> – 12 <sup>TH</sup> )	6,000	7,800	6,600	8,580
H8659	ATHLETIC DIR SR/INC 9 <sup>TH</sup> ASST (HIGH SCHOOL W/1200+)	1,123	1,460	1,404	1,825
H8654	ATHLETIC DIRECTOR MIDDLE	2,350	3,055	2,585	3,361
H8653	ATHLETIC DIRECTOR 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	2,350	3,055	2,585	3,361
H8655	ATHLETIC TRAINER / 1 <sup>ST</sup> SEMESTER PT (GRANDFATHERED)	5,500	9,650	N/A	N/A
H8656	ATHLETIC TRAINER / 2 <sup>ND</sup> SEMESTER PT (GRANDFATHERED)	5,500	9,650	N/A	N/A
H8658	ATHLETIC TRAINER	5,000	6,500	N/A	N/A
H8715	BASEBALL HEAD	2,918	3,793	3,648	4,742
H8716	BASEBALL ASSISTANT	1,572	2,044	1,965	2,555
H8718	BASEBALL JV	1,572	2,044	1,965	2,555
H8713	BASKETBALL BOYS HEAD	2,918	3,793	3,648	4,742
H8744	BASKETBALL GIRLS HEAD	2,918	3,793	3,648	4,742
H8717	BASKETBALL BOYS' ASSISTANT	1,572	2,044	1,965	2,555
H8751	BASKETBALL GIRLS' ASSISTANT	1,572	2,044	1,965	2,555
H8714	BASKETBALL BOYS JV	1,541	2,003	1,926	2,504
H8745	BASKETBALL GIRLS JV	1,541	2,003	1,926	2,504
H8742	BASKETBALL BOYS 9 <sup>TH</sup> GRADE	1,497	1,946	1,871	2,432
H8809	BASKETBALL GIRLS 9 <sup>TH</sup> GRADE	1,497	1,946	1,871	2,432
H8766	BASKETBALL BOYS MIDDLE	1,497	1,946	1,871	2,432
H8767	BASKETBALL GIRLS MIDDLE	1,497	1,946	1,871	2,432
H8813	BASKETBALL BOYS 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	1,497	1,946	1,871	2,432
H8814	BASKETBALL GIRLS 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE	1,497	1,946	1,871	2,432
H8835	BEACH VOLLEYBALL	2,918	3,793	3,648	4,742
H8836	BEACH BOLLEYBALL ASSISTANT	1,572	2,044	1,965	2,555
H8730	BOWLING SR COED	1,572	2,044	1,965	2,555

H8828	CHEERLEADING COMPETITIVE	1,309	1,702	1,637	2,128
H8726	CHEERLEADING VARSITY SPONSOR (FALL)	1,309	1,702	1,637	2,128
H8732	CHEERLEADING VARSITY SPONSOR (WINTER)	1,309	1,702	1,637	2,128
H8727	CHEERLEADING JV SPONSOR (FALL)	1,197	1,556	1,497	1,946
H8733	CHEERLEADING JV SPONSOR (WINTER)	1,197	1,556	1,497	1,946
H8743	CHEERLEADING 9 <sup>TH</sup> GRADE SPONSOR (FALL)	1,123	1,460	1,404	1,825
H8747	CHEERLEADING 9 <sup>TH</sup> GRADE SPONSOR (WINTER)	1,123	1,460	1,404	1,825
H8926	CHEERLEADING MIDDLE SPONSOR	1,123	1,460	1,404	1,825
H8827	CHEERLEADING 7 <sup>TH</sup> /8 <sup>TH</sup> SPONSOR (WINTER)	1,123	1,460	1,404	1,825
H8705	CREW	1,123	1,460	1,404	1,825
H8761	CROSS COUNTRY BOYS	1,572	2,044	1,965	2,555
H8762	CROSS COUNTRY GIRLS	1,572	2,044	1,965	2,555
H8690	FLAG FOOTBALL SENIOR HEAD GIRLS	2,918	3,793	3,648	4,742
H8691	FLAG FOOTBALL SENIOR ASSISTANT GIRLS	1,572	2,044	1,965	2,555
H8711	FOOTBALL HEAD	4,800	6,240	5,280	6,864
H8712	FOOTBALL ASSISTANT (3 POSITIONS)	3,000	3,900	3,300	4,290
H8738	FOOTBALL JV HEAD SR	2,395	3,114	2,993	3,891
H8739	FOOTBALL JV ASSISTANT SR	2,208	2,870	2,760	3,588
H8741	FOOTBALL 9 <sup>TH</sup> GRADE HEAD	1,871	2,432	2,340	3,042
H8740	FOOTBALL 9 <sup>TH</sup> GRADE ASSISTANT (IF MORE 35 PART)	1,309	1,702	1,637	2,128
H8720	GOLF BOYS	1,572	2,044	1,965	2,555
H8721	GOLF GIRLS	1,572	2,044	1,965	2,555
H8931	INTRAMURAL SPORT ELEMENTARY (2 PER SCHOOL)	500	650	550	715
H8753	LACROSSE HEAD BOY/GIRL	2,918	3,793	3,648	4,742
H8754	LACROSSE ASSISTANT BOY/GIRL	1,572	2,044	1,965	2,555
H8764	LACROSSE JV BOY/GIRL	1,572	2,044	1,965	2,555
H8981	PLAYOFF COMPENSATION (FHSAA SPONSORED)	INDIVIDUAL GAME AMOUNT LISTED BELOW			
H8704	POOL MANAGER	1,572	2,044	1,965	2,555
H8944	SOCCER HEAD BOYS	2,918	3,793	3,648	4,742
H8942	SOCCER HEAD GIRLS	2,918	3,793	3,648	4,742
H8945	SOCCER ASSISTANT BOYS	1,572	2,044	1,965	2,555
H8943	SOCCER ASSISTANT GIRLS	1,572	2,044	1,965	2,555
H8736	SOCCER JV BOYS	1,572	2,044	1,965	2,555
H8737	SOCCER JV GIRLS	1,572	2,044	1,965	2,555
H8927	SOCCER MIDDLE HEAD BOYS	1,497	1,946	1,871	2,432
H8929	SOCCER MIDDLE HEAD GIRLS	1,497	1,946	1,871	2,432
H8928	SOCCER MIDDLE ASSISTANT BOYS	1,123	1,460	1,404	1,825
H8930	SOCCER MIDDLE ASSISTANT GIRLS	1,123	1,460	1,404	1,825
H8749	SOFTBALL HEAD	2,918	3,793	3,648	4,742
H8750	SOFTBALL ASSISTANT	1,572	2,044	1,965	2,555
H8748	SOFTBALL JV	1,541	2,003	1,926	2,504
H8951	SPECIAL OLYMPICS	1,572	2,044	1,965	2,554
H8724	SWIMMING HEAD	2,918	3,793	3,648	4,742
H8725	SWIMMING ASSISTANT (2 POSITIONS)	1,572	2,044	1,965	2,555
H8728	TENNIS SENIOR BOYS	1,572	2,044	1,965	2,555
H8729	TENNIS SENIOR GIRLS	1,572	2,044	1,965	2,555
H8758	TRACK HEAD SENIOR BOYS	2,918	3,793	3,648	4,742
H8752	TRACK HEAD SENIOR GIRLS	2,918	3,793	3,648	4,742
H8759	TRACK ASSISTANT SENIOR BOYS	1,572	2,044	1,965	2,555
H8760	TRACK ASSISTANT SENIOR GIRLS	1,572	2,044	1,965	2,555
H8915	TRACK MIDDLE BOYS	1,123	1,460	1,404	1,825
H8914	TRACK MIDDLE GIRLS	1,123	1,460	1,404	1,825
H8765	TRACK 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE BOYS	1,123	1,460	1,404	1,825
H8819	TRACK 7 <sup>TH</sup> /8 <sup>TH</sup> GRADE GIRLS	1,123	1,460	1,404	1,825
H8746	VOLLEYBALL VARSITY	2,918	3,793	3,648	4,742
H8755	VOLLEYBALL ASSISTANT	1,572	2,044	1,965	2,555
H8763	VOLLEYBALL JV	1,541	2,003	1,926	2,504
H8810	VOLLEYBALL 9 <sup>TH</sup> GRADE	1,497	1,946	1,871	2,432
H8831	VOLLEYBALL MIDDLE HEAD BOYS	1,497	1,946	1,871	2,432
H8833	VOLLEYBALL MIDDLE HEAD GIRLS	1,497	1,946	1,871	2,432
H8832	VOLLEYBALL MIDDLE ASSISTANT BOYS	1,123	1,460	1,404	1,825
H8834	VOLLEYBALL MIDDLE ASSISTANT GIRLS	1,123	1,460	1,404	1,825
H8722	WRESTLING HEAD BOYS	2,918	3,793	3,648	4,742

H8719	WRESTLING ASSISTANT BOYS	1,572	2,044	1,965	2,555
H8723	WRESTLING JV BOYS	1,572	2,044	1,965	2,555
H8837	WRIESTLING HEAD GIRLS	2,918	3,793	3,648	4,742
H8838	WRESTLING ASSISTANT GIRLS	1,572	2,044	1,965	2,555

Additional Competition Levels:

Coaches/sponsors of teams and other groups representing a high school in events sponsored by the Florida High Schools Athletic Association, and who, at the conclusion of the normal schedule of activities proceeds to additional levels of competition (playoffs, etc.) shall receive compensation for the additional time spent in such expanded activities. This additional compensation shall also apply to groups that are directly involved in supporting the primary competitive team such as the Cheerleader Sponsors and Band Directors.

<b>Playoff Compensation (FHSAA Sponsored)</b>			
<b>Code</b>	<b>Description</b>	<b>Supplement per Game</b>	<b>Total w/Millage</b>
H8981	ACADEMIC CLUB/TEAM COACH	86	112
H8981	BAND SENIOR	115	149
H8981	ASSISTANT BAND SENIOR	58	75
H8981	BASEBALL HEAD	143	186
H8981	BASEBALL ASSISTANT	98	127
H8981	BASKETBALL HEAD	143	186
H8981	BASKETBALL ASSISTANT	98	127
H8981	CHEERLEADING	86	112
H8981	CROSS COUNTRY	86	112
H8981	FOOTBALL HEAD	143	186
H8981	FOOTBALL ASSISTANT	98	127
H8981	GOLF	86	112
H8981	SOCCER	86	112
H8981	SOFTBALL HEAD	143	186
H8981	SOFTBALL ASSISTANT	98	127
H8981	SWIMMING	86	112
H8981	TENNIS	86	112
H8981	TRACK	86	112
H8981	VOLLEYBALL	143	186

J. Differentiated pay to teachers at schools designated by the State as an “F” school.

1. The amount of the differential for all teachers who provide direct academic instruction shall be \$1,200.00.

These teachers may include:

- a. Pre-K-6 Teachers
  - b. Title I teachers who regularly provide direct academic instruction.
  - c. Special reading, writing or math teachers who regularly provide direct academic instruction.
  - d. Exceptional Education teachers who regularly provide direct academic instruction.
2. The amount of the differentiated pay for all support teachers who do not provide regular direct academic instruction shall be: \$600.00.

- K. In order to be eligible for the differentiated pay, teachers must have taught at the site(s) for more than 99 days.

## **ARTICLE XX – NONDISCRIMINATION**

The Board agrees that it shall not illegally discriminate against any teacher with respect to wages, hours, or conditions of employment by reason of race, color, creed, national origin, sex, religion, or age. The Board further agrees that sexual harassment and actions that create a hostile work environment shall not be tolerated.

This Article shall not be construed as to preclude the Board participation in any Affirmative Action Program or to comply with mandated programs or to preclude or overcome any form of illegal discrimination.

## **ARTICLE XXI - AVAILABILITY OF AGREEMENT**

The agreement shall be made available to all teachers at the Board’s web site – [www.brevardschools.org](http://www.brevardschools.org) and the Union’s web site at <http://bftteach.org>. If the Agreement shall be printed by other than Board facilities, the Union may designate such printer and the Union shall pay all of the added cost above that which would be incurred if the Agreement were to be printed by Board facilities.

## **ARTICLE XXII - CONFORMITY TO LAW AND SAVINGS CLAUSE**

If any provision of this Agreement is or shall at any time be determined contrary to law by a court of competent jurisdiction, then such provision shall not be applicable or performed, or enforced except to the extent permitted by law; however, all other provisions of this Agreement shall continue in effect.

## **ARTICLE XXIII – MATTERS NOT PREVIOUSLY COVERED**

- A. The parties agree to negotiate in good faith.
- B. Time and place for the purpose of negotiating shall be set by mutual agreement of the parties.
- C. Neither party in any negotiations shall have any control over the selection of the bargaining representatives of the other party provided that the Union shall not select any employee of the Board who is not a teacher, and the Board shall not select any teacher. The parties mutually pledge that their representatives will be clothed with all the necessary power to make proposals, counter proposals, and to reach tentative agreement on items being negotiated.
- D. If any contract between the Board and an individual teacher contains any language inconsistent with this Agreement, this Agreement shall be controlling. Further, individual teacher contracts shall conform to this Agreement to the extent permitted by law and regulation.
- E. All personnel policies hereinafter adopted by the Board shall be made known to teachers within thirty (30) days of their adoption.
- F. All teachers who participate in the production of tapes, publications, or other produced educational material shall retain residual rights should they be copyrighted and sold by the district for a profit, provided nothing herein shall preclude any agreement between the Board and the teacher(s) regarding such rights.

- G. This Agreement constitutes the full and complete agreement between the Board and the Union. This Agreement may be altered or modified only upon the voluntary mutual consent of the parties in writing and fully executed as an amendment to this Agreement. For the life of this Agreement, each party voluntarily waives the right to negotiate over any matter during the term of this Agreement except as otherwise specifically required by the preceding section of this Article.
- H. The Union acknowledges those provisions of the Florida Statutes prohibiting work stoppages and providing penalties therefore and agrees to adhere thereto.
- I. Any previously adopted rule or regulation of the Board which is in conflict with a provision of this Agreement shall be superseded by the applicable provisions of this Agreement.
- J. The Board agrees that if, during the period of this Agreement, it shall consider the adoption or amendment of any Board policy which shall substantially affect the working conditions of teachers, the Union shall have the right to submit its views in writing on such proposed policy change prior to the Board meeting at which the policy is to be considered, or orally at said meeting.

Notification of intention to consider such policies and the Union response thereto shall be completed within the requirements of the Administrative Procedure Act. Notwithstanding the foregoing, the Board may take emergency action as permitted by the Administrative Procedure Act, and provided further, that this section shall not be construed to limit or affect the provisions of Article XXII, Section H. of this Agreement.

- K. Whenever any notice is required to be given either party to this Agreement by the other party, either shall do so by certified mail, return receipt requested, at the following addresses:

*If to the Union:*  
 1007 South Florida Avenue  
 Rockledge, FL 32955  
 (321) 636-3323

*If to the Board:*  
 2700 Judge Fran Jamieson Way  
 Viera, FL 32940-6601  
 (321) 633-1000, extension 11265

**ARTICLE XXIV- RIGHTS OF THE BOARD**

It is understood and agreed that all functions, rights, power, or authority of the administration of the school district and of the School Board which are not specifically limited by the express language of this Agreement are retained by the administration and the Board, provided however that no such right shall be exercised so as to violate any of the specific provisions of this Agreement.

**ARTICLE XXV - DURATION OF AGREEMENT**

- A. Except as otherwise provided in specific Articles, this Agreement shall be effective immediately upon ratification by the parties.

- B. This Agreement shall be effective until midnight the day immediately preceding the first day of the beginning of the 2027-2028 teacher work year. The only subject(s) of negotiations for 2026-2027 and 2027-2028 shall be benefits and compensation (including salary if triggered) and up to two (2) other Articles only by mutual consent.
- C. Negotiations for a subsequent Agreement shall commence no later than May 15th except as otherwise mutually agreed to by the parties. If any additional funds should become available for salary adjustments due to any legislative action, the parties shall immediately return to the table to negotiate all monetary issues.

#### **ARTICLE XXVI - SUMMER EMPLOYMENT**

- A. A teacher selected to teach in the district's academic summer school program shall receive the rate of pay as reflected on the previous school year's salary schedule. Each full-time teacher who is selected to teach summer school shall be credited with one (1) day of sick leave for each month of employment to be credited at the beginning of each month, provided that such leave shall not be used prior to the time it is earned and credited. A teacher who has accrued sick leave available to him/her shall be allowed to use such sick leave in order to be absent from his/her summer school teaching duties. The reasons for use of sick leave are the same as for such use during the teacher's normal work year. All summer school teaching positions shall be advertised, and preferential consideration shall be given to teachers who are certified in fields required for summer school programs. In the principal's determination as to which teachers shall be assigned to summer school, the principal shall ensure that a fair and equitable rotation of teacher applicants is established.
- B. A teacher who is assigned to teach in the adult education program shall not be entitled to any rights conferred by this Agreement. A teacher who is assigned to teach in the summer school program shall not be entitled to any rights conferred by this Agreement except as provided herein.

## APPENDIX A

### Employee Hospitalization/Medical Plan

In addition to the employee benefits otherwise contained in the Collective Bargaining Agreement between the parties, the following employee benefits and other pertinent information shall become effective upon ratification by the employees and the School Board. Upon ratification these benefit plan rates are effective for the period of January 1, 2025, to December 31, 2025. Starting January 1, 2025, the Board will offer two separate employee health plans for staff to choose from:

#### 1. SILVER PLAN premiums per month will be as follows:

<u>Type</u>	<u>Premium Amount</u>	<u>Board Contribution</u>	<u>Employee Contribution</u>
Employee	\$ 898.76	\$ 782.70	\$ 116.06
Employee / Spouse	\$ 1,982.32	\$ 1,432.36	\$ 549.96
Employee/Children	\$ 1,619.83	\$ 1,297.19	\$ 322.64
Employee/Family	\$ 2,701.96	\$ 2,028.57	\$ 673.40

Surcharge of \$250.00 per month for a Spouse eligible for medical insurance with their employer but only elects BPS Health Plan Coverage.

Surcharge of \$50.00 per month if employee or covered spouse uses tobacco.

#### 2. GOLD PLAN premiums per month will be as follows:

<u>Type</u>	<u>Premium Amount</u>	<u>Board Contribution</u>	<u>Employee Contribution</u>
Employee	\$ 936.90	\$ 772.72	\$ 164.19
Employee / Spouse	\$ 2,099.73	\$ 1,432.66	\$ 667.07
Employee/Children	\$ 1,693.21	\$ 1,299.07	\$ 394.14
Employee/Family	\$ 2,834.05	\$ 2,017.64	\$ 816.41

Surcharge of \$250.00 per month for a Spouse eligible medical insurance with their employer but only elects BPS Health Plan Coverage.

Surcharge of \$50.00 per month if employee or covered spouse uses tobacco.

### Prescription Drug Plan

The prescription drug plan is available as part of the BPS Health Plan. Prescription drugs, limited to a thirty (30) day supply are paid at 100% at participating pharmacies, after a \$20.00 co-payment for generic; \$50.00 co-payment for preferred brand-name drugs; and \$150.00 co-payment for non-preferred brand name drugs for Schedule 1 of the Silver Plan and “In-Network” for the Gold Plan. The above co-payments will be applied to each prescription and each refill.

Retail and Mail order service for long-term maintenance prescription drugs is available, limited to a 90-day supply. Mail 90, there is a \$40.00 co-payment for generic drugs, \$100.00 co-payment for preferred brand-name drugs, and \$300.00 co-payment for non-preferred brand-name drugs for Schedule 1 of the Silver Plan and “In Network” for the Gold Plan.

Retail and Mail 90, co-payments are \$60.00 for generic drugs, \$150.00 co-payment for preferred brand-name drugs and \$450.00 co-payment for non-preferred brand-name drugs for Schedule 1 of the Silver Plan and “In Network” for the Gold Plan.

Specialty drugs will be filled by the Pharmacy Benefit Manager’s (PBM’s) Specialty Pharmacy Home Delivery Program. This change will be phased in to allow the employee to retain two specialty fills before the required switch to the PBM’s Specialty Pharmacy.

The Silver Plan and Gold Plan prescription drug plan has an in-network annual out-of-pocket maximum of \$2,200 individual / \$4,400 for two or more.

### **Mental Health Plan**

The Mental Health Plan services are provided. This plan is available through the Brevard Public BPS Health Plan.

### **Continuation of Benefits**

In the event a teacher's contract is not renewed at the end of the regular school year such teacher may elect to continue medical, dental, and vision benefits under the COBRA provisions and life insurance, should such teacher subsequently be re-employed at the beginning of the following school year, the Board will reimburse the teacher for the amount the Board would have paid for medical and vision insurance benefits and life insurance had the teacher's contract been renewed. In the event a teacher's employment is terminated with the Board, the District shall calculate the coverage such teacher is due based on his/her premium contributions and appropriate insurance coverage shall be provided by the Board.

*Should there be a discrepancy between this Appendix and the Summary Plan Description (SPD), the provisions of the SPD prevail.*

**Brevard Public Schools Health Plan  
Schedule of Benefits for Calendar Year 2026**

<b>BPS Health Plan "Gold Plan" Schedule of Benefits for Calendar Year 2026</b>			
<b>Benefit Feature</b>	<b>In-Network Employee Pays</b>		<b>Out-of-Network Employee Pays</b>
Lifetime / Annual Maximum	None		
Calendar Year Deductible (CYD) / Applies to coinsurance not to copays: <ul style="list-style-type: none"> <li>Completed Annual Physical &amp; Health Assessment (HA)</li> <li>Did Not Complete an Annual Physical and HA</li> </ul>	\$1,750 individual - \$3,500 2 or more  \$3,000 individual - \$6,000 2 or more	\$6,000 individual - \$12,000 2 or more	
Out-of-Pocket (OOP) Maximum Per Calendar Year *** (Medical) Both partners work for School Board = Married Combined Household	\$5,500 individual - \$11,000 2 or more		\$14,000 individual - \$28,000 2 or more
	<b>Copay</b>	<b>Coinsurance</b>	<b>Coinsurance</b>
In-Patient Hospital; average semi-private rate		CYD then 20% coinsurance	CYD then 50% coinsurance
In-Patient Mental Health & Substance Abuse		CYD then 20% coinsurance	CYD then 50% coinsurance
Outpatient Surgery	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Emergency Room	CYD then 20% coinsurance		
Office Visit – PCP or Mental Health	Copays: Tier I \$45; Non-Tier I \$65	\$0	CYD then 50% coinsurance
Office Visit – Specialist	Copays: Tier I \$70; Non-Tier I \$105	\$0	CYD then 50% coinsurance
Acupuncture -limited to twelve (12) visits a calendar year -PCP office	\$30 copay	\$0	CYD then 50% coinsurance
Acupuncture -limited to twelve (12) visits a calendar year -Specialist	\$50 copay	\$0	CYD then 50% coinsurance
BPS Well-Care Centers	\$0 copay		
BPS Preferred Health Centers	\$30 copay		
Urgent Care Center/Convenience Care	\$75 copay		
Preventive Care Benefits* such as:	Subject to Health Care Reform (PPACA) Preventive Care Benefits are 100% covered within Clinical Guidelines based on age and gender		
Well-Baby Exam, Well-Child Exam, Annual Well-Adult Exam			CYD then 50% coinsurance
Colonoscopy, Mammography, PAP, & PSA Screenings			CYD then 50% coinsurance
Ambulance Services	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Major Diagnostic Services (e.g., x-rays, MRI, PET etc.)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Maternity Care	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Outpatient Hospital Facility including but not limited to ambulatory surgery, diagnostic, rehabilitation	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Contracted Laboratory Services - Physician Office or Preferred Lab (Quest or LabCorp)	\$0	\$0	CYD then 50% coinsurance
Chiropractic Coverage - limited to twenty (20) visits per calendar yr	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Short-term rehabilitative Services (**PT, ST, OT, pulmonary) Limited to a combined sixty (60) visits/ calendar year	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Chemotherapy, Radiation Therapy at outpatient facility	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Skilled Nursing Facility (includes rehab hospital & sub-acute facilities - limited to 120 days per calendar year)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Home Health Care – Multiple visits can occur in one day' with a visit defined as a period of 2 hours or less to a max of 8 visits/day	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Durable Medical Equipment (includes Diabetes Supplies)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Hospice	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Cardiac Rehabilitative Services - Limited to 36 visits per calendar year	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Transplant Services -Max benefit for trans, lodging & meals \$10,000, subject to guidelines in Section IV of the plan document. (SPD)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
External Prosthetic Devices	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Penalty for failure to pre-certify listed procedures	\$0	\$0	15% reduction in allowance of benefits

\* For more information regarding the preventive care recommendations that are covered, please see the federal government website: <http://www.healthcare.gov/center/regulations/prevention/recommendations.html> \*\* PT – Physical Therapy, ST – Speech Therapy, OT – Occupational Therapy

\*\*\* Calendar Year Deductible, copay, and coinsurance all apply to the Out-of-Pocket Maximum per year. **Note:** This schedule is subject to change. This benefit summary is for informational purposes and is not to be construed as a contract or complete analysis of the coverage. The provisions of the actual policy as described in the Summary Plan Description (SPD) will prevail. The SPD can be found at [www.brevardschools.org](http://www.brevardschools.org).

## BPS Health Plan **"Silver Plan"** Schedule of Benefits for Calendar Year 2026

Benefit Feature	Schedule 1	Schedule 2	
Lifetime / Annual Maximum	None		
Calendar Year Deductible (CYD) / Applies to coinsurance not to copays: <ul style="list-style-type: none"> <li>• Completed annual physical &amp; Health Assessment (HA)</li> <li>• Did Not Complete annual physical and HA</li> </ul>	\$875 individual - \$1,750 2 or more \$2,000 individual - \$4,000 2 or more	\$6,000 individual \$12,000 2 or more	
Out-of-Pocket (OOP) Maximum Per Calendar Year *** (Medical) Both partners work for School Board = Married Combined Household	\$4,750 individual - \$9,500 2 or more		\$9,400 individual - \$18,800 2 or more
	Copay	Coinsurance	Coinsurance
In-Patient Hospital; average semi-private rate	\$600 copay	CYD then 20% coinsurance	CYD then 50% coinsurance
In-Patient Mental Health & Substance Abuse	\$600 copay	CYD then 20% coinsurance	CYD then 50% coinsurance
Outpatient Surgery	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Emergency Room	\$0 copay, CYD then 20% coinsurance		
Office Visit – PCP or Mental Health	\$30 copay	\$0	CYD then 50% coinsurance
Office Visit – Specialist	\$50 copay	\$0	CYD then 50% coinsurance
Acupuncture -limited to twelve (12) visits a calendar year -PCP office	\$30 copay	\$0	CYD then 50% coinsurance
Acupuncture -limited to twelve (12) visits a calendar year -Specialist	\$50 copay	\$0	CYD then 50% coinsurance
BPS Well-Care Centers	\$0 copay		
BPS Preferred Health Centers	\$30 copay		
Urgent Care Center/Convenience Care	\$50 copay		
Preventive Care Benefits* such as:	Subject to Health Care Reform (PPACA) Preventive Care Benefits are 100% covered within Clinical Guidelines based on age and gender		
Well-Baby Exam, Well-Child Exam, Annual Well-Adult Exam			CYD then 50% coinsurance
Colonoscopy, Mammography, PAP, & PSA Screenings			CYD then 50% coinsurance
Ambulance Services	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Major Diagnostic Services (e.g., x-rays, MRI, PET etc.)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Maternity Care	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Outpatient Hospital Facility including but not limited to ambulatory surgery, diagnostic, rehabilitation	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Contracted Laboratory Services - Physician Office or Preferred Lab (Quest or LabCorp)	\$0	\$0	CYD then 50% coinsurance
Chiropractic Coverage - limited to twenty (20) visits per calendar yr	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Short-term rehabilitative Services (**PT, ST, OT, pulmonary) Limited to a combined sixty (60) visits/ calendar year	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Chemotherapy, Radiation Therapy at outpatient facility	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Skilled Nursing Facility (includes rehab hospital & sub-acute facilities - limited to 120 days per calendar year)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Home Health Care – Multiple visits can occur in one day' with a visit defined as a period of 2 hours or less to a max of 8 visits/day	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Durable Medical Equipment (includes Diabetes Supplies)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Hospice	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Cardiac Rehabilitative Services - Limited to 36 visits per calendar year	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Transplant Services -Max benefit for trans, lodging & meals \$10,000, subject to guidelines in Section IV of the plan document. (SPD)	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
External Prosthetic Devices	\$0	CYD then 20% coinsurance	CYD then 50% coinsurance
Penalty for failure to pre-certify listed procedures	\$0	\$0	15% reduction in allowance of benefits

\* For more information regarding the preventive care recommendations that are covered, please see the federal government website: <http://www.healthcare.gov/center/regulations/prevention/recommendations.html> \*\* PT – Physical Therapy, ST – Speech Therapy, OT – Occupational Therapy  
 \*\*\* Calendar Year Deductible, copay, and coinsurance all apply to the Out-of-Pocket Maximum per year. **Note:** This schedule is subject to change. This benefit summary is for informational purposes and is not to be construed as a contract or complete analysis of the coverage. The provisions of the actual policy as described in the Summary Plan Description (SPD) will prevail. The SPD can be found at [www.brevardschools.org](http://www.brevardschools.org).

## APPENDIX B

### GRIEVANCE PROCESS

#### Step I to Step II

Event	Ten (10) Days	Three (3) Days	Three (3) Days	Five (5) Days
	File & notify	Step I Meeting Held	Response to Step I Meeting	File Step II

#### Step II to Step III

Step II Filed	Five (5) Days	Seven (7) Days	Seven (7) Days
	Step II Meeting	Response to Step II Meeting	File Step III

#### Step III to Step IV

Step III Filed	Seven (7) Days	Seven (7) Days
	Step III Meeting	Response to Step III Meeting



## **BARGAINING TEAM MEMBERS**

### *BOARD BARGAINING TEAM*

Rosemary Browning – Chief Negotiator  
Ryan Dufrain – Assistant Superintendent of Human Resources  
Heather Petitpas – Assistant Negotiator

Melissa Braun  
Jacqueline Ingratta  
Diane Lichenstein  
Lisa Schmidt for Antonia Scipio  
Jason Sherburne  
Meara Trine

### *UNION BARGAINING TEAM*

Anthony Colucci – Chief Negotiator/President  
Vanessa Skipper – Vice President

Nicole Burks  
Sandy Edwards  
Meredith Reninger  
Joe Scott  
Melissa Woods  
Matt Yount  
Kathryn Thorner

## NON-DISCRIMINATION NOTICE

The School Board of Brevard County, Florida does not discriminate on the basis of race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information or any other factor protected under applicable federal, state, or local law. The district also provides equal access to its facilities to youth groups, as required by the Boy Scouts of America Equal Access Act. The School Board of Brevard County is in compliance with the Americans with Disabilities Act of 1990 (ADA) and the Amendment Act of 2008 (ADAA), the Florida Education Equity Act of 1984, Age Discrimination Act of 1967 and Section 504 of the Rehabilitation Act of 1973, Civil Rights Act of 1964 including: Title II, Title VI, and Title VII, United States Education Amendments of 1972 - Title IX, Age Discrimination in Employment Act (ADEA), and Individuals with Disabilities Act (IDEA). If you have questions, concerns, or wish to report possible violations of any of the above, please contact the below for proper assistance and handling. For concerns involving:

**The public or students, including Title IX, IDEA, 504, and Equity and Diversity matters contact: Title IX**

**Coordinator**

**Cathleen Erdmann**

**2700 Judge Fran Jamieson Way**

**Melbourne, FL 32940**

**(321) 633-1000, Ext. 11280**

**[erdmann.cathleen@brevardschools.org](mailto:erdmann.cathleen@brevardschools.org)**



**Employees or job applicants contact:**

**Director of Professional Standards and Labor Relations**

**Rosemary Browning**

**2700 Judge Fran Jamieson Way**

**Melbourne, FL 32940**

**(321) 633-1000 Ext. 11265**

**[browning.rosemary@brevardschools.org](mailto:browning.rosemary@brevardschools.org)**

Lack of English language skills will not be a barrier to admission and participation. The district may assess each student's ability to benefit from specific programs through placement texts and counseling, and if necessary, will provide services or referrals to better prepare students for successful participation.

Reasonable accommodations are available for persons with disabilities to complete the application and/or interview process. Applicants and/or individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may contact the Director of Professional Standards and Labor Relations for assistance. Educators are required to follow the Principles of Professional Conduct of the Education Profession in Florida (State Board of Education Rule 6B-1.006, FAC). To report alleged educator misconduct, contact Rosemary Browning, Director of Professional Standards and Labor Relations at 321-633-1000, ext. 11265 or [pslr@brevardschools.org](mailto:pslr@brevardschools.org). In the event that the district is not able to resolve your concerns, consider contacting the U.S. Department of Education, Office of Civil Rights for assistance. This Publication or portions of this publication can be made available to persons with disabilities in a variety of formats, including large print or audiotape. Student requests for this information should be made to the Office of Exceptional Student Education Program Support, (321) 633-1000, ext. 11520, at least two (2) weeks prior to the time you need the publication.

## MISSION STATEMENT

*Our Mission is to serve every student with excellence as the standard*

**THE SCHOOL DISTRICT OF BREVARD COUNTY, FL AND  
THE BREVARD FEDERATION OF TEACHERS  
MEMORANDUM OF UNDERSTANDING**

**MILLAGE**

**Whereas** Brevard Public Schools is seeking a method to address employee salaries and to maintain a self-funded benefits program (among other things); and

**Whereas**, as a method for Brevard Public Schools to earn additional revenue for employee compensation and benefits is through a county-supported ballot initiative for a millage; and

**Whereas** a millage will be placed on the ballot in November 2026; and

**Whereas**, this millage, upon being voted in successfully, will provide additional revenue to use toward employee salaries and benefits.

**Therefore**, the following tenets for additional salary and benefits for Brevard Public Schools teachers will include the following:

- FRS Eligibility
- Eighty (80) percent of the millage revenue is allotted to compensation and benefits. Of that, eighty-three (83) percent is for compensation and benefits for budgeted salaries in all funds. Of the 83%, the allotment for Brevard Federation of Teachers compensation and benefits is 69% based on current calculation.
- Eighty (80) percent of the millage revenue is allotted to compensation and benefits. Of that, 10.5% is allotted to supplements.
- The millage shares will be paid on a schedule of 20 pays. If the district payroll operational system does not accept the programming configurations for 20 pays, the parties agree to return to the table to discuss and agree to the number of pays.
- If payment does not begin on August 31, 2027, it will be paid retroactively.
- The employee total count will be determined on the last day of the previous school year.
- The percentage of a share provided to teachers is identified in Appendix A.
- See Appendix B for an approximate amount of the supplement according to the 2025-2026 Tax Roll. Both parties understand the tax roll will change from year to year.
- If the amount of the funds dispersed to the BFT unit is less than the agreed upon percentage for Compensation and/or Benefits for BFT, and the underpayment is less than \$200 per person if divided equally, the funds will be used as a contribution to the Brevard Public Schools' Health Insurance Trust Fund (as a one-time infusion to strengthen the "Required Fund Balance") as supported by the Citizens Financial Oversight Committee (CFOC). If the underpayment of the funds allocated to BFT is more than \$200 per person if divided equally, the funds will be added to the next year's



**THE SCHOOL DISTRICT OF BREVARD COUNTY, FL AND  
THE BREVARD FEDERATION OF TEACHERS  
MEMORANDUM OF UNDERSTANDING**

**WHEREAS** the Brevard Federation of Teachers (BFT) is the certified bargaining agent for the School District of Brevard County, Florida; and,

**WHEREAS** the School District of Brevard County, Florida (District) is the employer and party to the Teacher Collective Bargaining Agreement (CBA) with BFT; and,

**WHEREAS** Secondary teachers are eligible for an optional class differential if electing to teach a seventh (7<sup>th</sup>) period. This assignment is on a voluntary regular daily basis with limited circumstances per the collective bargaining agreement.

**WHEREAS** it is advantageous for secondary teachers currently employed at site locations to volunteer to teach a seventh (7<sup>th</sup>) period, given their existing familiarity with the school's community, culture, and student needs, which enhances the quality of instructional and benefits student learning.

**THEREFORE**, to incentivize retention and recruitment of teachers willing to teach an optional seventh (7<sup>th</sup>) period at school site locations needed the district agrees to compensate these volunteer teachers in the amount of \$7,018 for the 2025-2026 school year as follows:

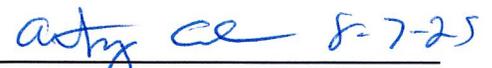
**Compensation Structure:**

- \$3,509 will be paid equally over twenty-four (24) pay periods in accordance with Article XVIII, Section H, Schedule of Differentiated Pay.
- An additional \$3,509 will be paid on June 30, 2026.

**Prorated Compensation:**

- Should a teacher volunteering to teach an optional class separate from employment with the district prior to May 28, 2026, the total compensation will be prorated based on the number of days of service completed.

BY:  8/1/25  
Rosemary Browning Date  
Director, Professional Standards & Labor Relations

BY:  8-7-25  
Anthony Colucci Date  
President

**THE SCHOOL DISTRICT OF BREVARD COUNTY, FL AND  
THE BREVARD FEDERATION OF TEACHERS  
MEMORANDUM OF UNDERSTANDING**

**WHEREAS**, the Brevard Federation of Teachers (BFT) is the certified bargaining agent for the School District of Brevard County, Florida; and,

**WHEREAS**, the School District of Brevard County, Florida (District) is the employer and party to the Teacher Collective Bargaining Agreement (CBA) with BFT; and,

**WHEREAS**, Endeavour Elementary and Golfview Elementary are designated Bureau of School Improvement (BSI) schools for 2025–2026 based on their 2024–2025 school grades and will require targeted support to improve performance in state assessments.

**THEREFORE**, all instructional personnel participating in school improvement efforts under the guidance of the Florida Bureau of School Improvement:

- **Collaborative Planning Sessions:** Scheduled collaborative planning sessions will occur outside of regular contract hours and participating teachers will be compensated at their daily rate for up to twelve (12) hours per semester. Professional Development schedule will be made available to teachers no later than August 22<sup>nd</sup>.
- **Lesson Planning Requirements:** Teachers must use approved ELA and Math templates and submit lesson plans one week in advance, due each Monday for administrative review and feedback.
- **Training and Additional Planning:** Additional training/planning sessions may be scheduled as needed to support planning, data analysis, instructional strategies, and improvement efforts, up to three (3) per week.
- **Expectations:** Teachers must post daily learning intentions and success criteria, aligned with lesson objectives, and clearly visible to students in all core subjects.
- **Implementation and Oversight:** School administration at Endeavour and Golfview will oversee implementation, scheduling, and monitoring in collaboration with district Curriculum and Instruction staff to ensure fidelity.

BY: Rosemary Browning 8/19/25  
Rosemary Browning Date  
Director, Professional Standards & Labor Relations

BY: Anthony S. Colucci 8-19-25  
Anthony Colucci Date  
President, Brevard Federation of Teachers



**THE SCHOOL DISTRICT OF BREVARD COUNTY, FL AND  
THE BREVARD FEDERATION OF TEACHERS  
MEMORANDUM OF UNDERSTANDING**

**WHEREAS** the Brevard Federation of Teachers (BFT) is the certified bargaining agent for the School District of Brevard County, Florida; and,

**WHEREAS** the School District of Brevard County, Florida (District) is the employer and party to the Teacher Collective Bargaining Agreement (CBA) with BFT; and,

**WHEREAS** Gardendale Separate Day School provides comprehensive, individualized, research based educational, and behavioral services to students identified by the Child Study Team.

**WHEREAS** it is crucial that the Gardendale Separate Day School is staffed with teachers who can meet the unique needs of these students by the start of the school year.

**THEREFORE**, to incentivize retention and longevity in service at Gardendale Separate Day School the district agrees to pay the teachers at this school a bonus of up to \$10,000 paid in the following manner:

- Benefits eligible instructional staff who have agreed to transfer to, or are hired for, or employed with Gardendale Separate Day School and are on board by August 30, 2025, and are in active status based on prorated 1.0 full time equivalent (FTE) for the 2025-2026 school year will receive supplements according to this schedule criterial:

SY 2025/26

- |   |                        |
|---|------------------------|
| ▪ New Hire to Gardendale:   | \$5,000.00 supplement  |
| ▪ Second (2 <sup>nd</sup> ) Year returning to Gardendale:         | \$6,000.00 supplement  |
| ▪ Third (3 <sup>rd</sup> ) Year returning to Gardendale:          | \$7,000.00 supplement  |
| ▪ Fourth (4 <sup>th</sup> ) Year returning to Gardendale:         | \$8,000.00 supplement  |
| ▪ Fifth (5 <sup>th</sup> ) Year returning to Gardendale (Capped): | \$10,000.00 supplement |

Non-benefit eligible teachers will receive half the amount identified above.

- Payment of supplement will begin on September 30, 2025, and divided equally among each subsequent pay periods through June 30, 2026.
- Newly hired and returning instructional staff must remain employed at Gardendale Separate Day School for the entire 2025-2026 school year to receive the full supplement listed based on their year employed at Gardendale to receive the full supplement amount. If an instructional staff member transfers, resigns, retires, or is separated from their position at Gardendale prior May 28, 2026, the supplement amount ends on the separation date from Gardendale.

BY:  8/1/25  
Rosemary Browning Date  
Director, Professional Standards & Labor Relations

BY:  8-7-25  
Anthony Colucci Date  
President

