

NEGOTIATED AGREEMENT
between the
BOARD OF EDUCATION OF ALLEGANY COUNTY
and the
ALLEGANY COUNTY EDUCATION ASSOCIATION
UNIT I
2026-2029

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"DEFINITIONS

Whenever the following terms are used in the Agreement, they shall refer to the following definitions unless otherwise stipulated:

BOARD

The Board of Education of Allegany County

ASSOCIATION

Allegany County Education Association (ACEA)

EDUCATORS

Any member of the negotiating unit

SUPERINTENDENT

The Superintendent of the Allegany County Public Schools

NEGOTIATION LAW

Title 6, Subtitle 4 of the *Annotated Code of Maryland*

ARTICLE I

RECOGNITION

A. BARGAINING UNIT

1. In accordance with the Title 6, Subtitle 4, of the *Annotated Code of Maryland*, the Board recognizes the Association as the exclusive representative of all certificated professional employees in Unit One which shall be comprised of all certificated employees who spend 50% or more of their time working directly with pupils as educators, counselors, librarians/media specialists, resource educators, special educators, speech language pathologists, etc.

2. The ACEA and the Board of Education agree that no fringe benefits shall be provided for any person hired or contracted to work in any grant position, whereby the grant prohibits funding for employee benefits. It is further agreed that the Board of Education may employ up to a maximum of five half-time/part-time educators at any one time, and those employees shall receive 50% of the existing employee benefit package and be obligated to pay 60% of the regular dues to ACEA.

ARTICLE II

NEGOTIATION PROCEDURES

A. OPENING NEGOTIATIONS

On or before December 1, 2028, the Board and the Association will begin collective negotiations in a good faith effort to reach a successor Agreement.

B. PROCEDURES

The times and places of the meetings of the negotiating teams shall be determined by the chief negotiators of the two (2) teams.

C. AGREEMENT

1. Every effort shall be made to conclude negotiations in a timely manner according to good-faith bargaining practices. Any tentative agreement reached on the items under negotiations shall be reduced to writing as a memorandum of understanding, signed by all members of the negotiating

teams and submitted to the Board and the Association. The total document shall be ratified or rejected by each party within fifteen (15) business days after the document is signed.

2. Should either party reject the document, negotiations shall resume April 15.

D. IMPASSE

Impasse proceedings shall be in accordance with section 6-408 of the Education Article of the Annotated Code of Maryland.

ARTICLE III

GRIEVANCE PROCEDURE

A. DEFINITIONS

A grievance is an alleged violation, misinterpretation, or misapplication of the terms of this Agreement, or the rights claimed to exist thereunder regarding salaries, wages, hours, and other working conditions.

A "grievant" shall mean an educator or group of educators or the Association filing the grievance.

B. TIME LIMITS

The term "days" when used in this Article shall mean "duty days." "Duty days" are understood to be educators' duty days: those days within the school year when the majority of educators are required to be on duty, and not exceeding 190 days per year. For the purpose of determining the time limits of grievances, the duty day following postmark dates will be used at Level II and above of the grievance procedure.

C. GENERAL PROVISIONS

1. Both parties agree that the grievance proceeding shall be kept as informal and confidential as may be appropriate. Grievances will be processed as rapidly as possible. The number of days indicated at each level is the maximum time allotted unless extended by mutual agreement of the parties.

2. If a grievance is filed on or after June 1, the parties agree to reduce the time limits set forth herein so that the grievance procedure may be exhausted prior to the end of the school year. If the grievance is not settled by June 30, it will be resolved thereafter under the terms of this Agreement and not under those of any succeeding Agreement.

3. At all levels of the grievance procedure, a representative of the Association may attend any meetings, hearings, appeals, or other proceedings upon request of the grievant. Nothing herein contained shall be construed as limiting the right of any educators having a grievance to discuss the matter informally with any appropriate members of the administrative or supervisory staff and having the grievance adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement.

4. Until final disposition of a grievance takes place, the grievant is required to conform to his original direction or instruction.

5. Failure at any level of this procedure to communicate the decision on the grievance in writing within the specified time limit shall permit the grievant to proceed to the next level.

6. Failure at any level of this procedure to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level.

7. All documents, communications, and records relating to a grievance shall be filed separately from the personnel files of the participants.

D. PROCEDURE AND STEPS

Within twenty (20) days following occurrence or first knowledge of the act or condition which is the basis of the complaint, the grievant may file a grievance under Level One of this procedure or such grievance shall be deemed to be waived.

1. Level One

An educator with a grievance shall first discuss it with her/his principal and/or appropriate supervisor, to resolve the matter informally. If the educator is not satisfied with the informal disposition, she/he may file a written grievance with her/his principal within five (5) days thereafter. The principal and/or supervisor shall give her/his written decision to the grievant within five (5) days thereafter.

2. Level Two

Within five (5) days after receipt of the principal's and/or supervisor's decision, the grievant may submit a written appeal to the appropriate assistant superintendent and/or her/his designee. The appeal shall include a copy of the decision rendered by the principal and/or supervisor. Written notice of the time and place of a hearing before the assistant superintendent and/or her/his designee shall be given to the grievant at least three (3) days before the hearing which shall be held within seven (7) days after the assistant superintendent and/or her/his designee receives the appeal. Within five (5) days after the hearing, the assistant superintendent and/or her/his designee shall render her/his written decision to the grievant.

E. ARBITRATION PROCEDURE

Any grievance concerning the alleged violation, misinterpretation or misapplication of any provision of this Agreement that has been properly processed through Levels One and Two of the grievance procedure as set forth above and has not been settled or waived, may be appealed to arbitration by the Association by serving written notice to the Board within twenty (20) days after the assistant superintendent's answer at Level Two of the said grievance procedure.

If the Association fails to serve such notice of its intention to arbitrate within this time limitation, it shall be deemed to have waived the arbitration and the grievance shall be considered settled.

F. OTHER PROVISIONS

1. Selection of Arbitrator

If the Association and the Board are unable to agree upon the selection of an arbitrator within seven (7) days after the Association's notice of appeal to arbitration, either party (upon written notice to the other party) may request the American Arbitration Association to furnish a list of not less than five (5) arbitrators, one of whom shall be designated by the parties as the arbitrator of the grievance. Selection shall be made by the parties alternately striking any name from the list until only one name remains. The final name remaining who is available to serve shall be the arbitrator of the grievance.

2. Jurisdiction of Arbitration

The jurisdiction and authority of the arbitrator of the grievance and her/his opinion and award shall be confined to the provision or provisions of this Agreement at issue between the Association and the Board.

She/he shall have no authority to add to, alter, amend or modify any provisions of this Agreement.

The arbitrator's authority shall include the authority initially to determine any issue raised regarding her/his jurisdiction, subject only to judicial stay or intervention. The arbitrator shall not hear or decide more than one grievance without the mutual consent of the Board and the Association. The award in writing of the arbitrator, except if set aside by a court of competent jurisdiction, shall be final and binding on the aggrieved employee or employees, the Association and the Board.

3. Arbitration Expenses

The Association and the Board shall each bear its own expenses in these arbitration proceedings, except that they shall share equally the fee and other expenses of the arbitrator in connection with the grievance submitted to him.

4. Released Time

Educators shall be granted release time when it is necessary to participate in a grievance or arbitration proceeding at the request of the ACEA President.

ARTICLE IV WORKING CONDITIONS

A. HOURS

1. The regular duty day for educators shall be 7 1/2 hours, including the lunch period, scheduled preparation periods, and the pre-school day and post-school day time. On a day immediately prior to a weekend or holiday period, and on the last employment day of the school year, educators may leave after completing all obligations and checking out with the building administrator.

2. Educators whose required arrival time is earlier than the regular duty day shall have a correspondingly earlier departure.

3. Educators' attendance at faculty meetings, department meetings, in-service meetings, and other professional meetings shall be during the regular workday, whenever possible.

Occasionally these meetings may extend the regular workday or occur outside of the 190-day duty year as prescribed in Article IV.L.1 and as negotiated per the Blueprint in 2024, not to exceed total equivalent of 13 hours. The majority of these hours can be used for virtual trainings and/or virtual professional development opportunities, of which the content will be discussed between the appropriate Board of Education representative(s) and representative(s) of ACEA.

- Safe Schools Vector Training will occur outside of the 190-day school year as set by past practices, for a total of seven (7) hours of training.
- A maximum of four (4) hours of the thirteen (13) hours may be utilized for in-person meetings outside of the school day, which will be scheduled by school-based administration.
- Two additional hours will be utilized for additional training and other professional development as required or directed by MSDE and/or ACPS.

ACEA and the Board of Education recognize that attendance at school activities, such as PTA/open house/parent orientation activities/etc. promotes positive interaction and cooperation between parents and educators and is in the best interest of both the school and school employees. Thus, ACEA and the Board of Education request that each faculty and principal meet during the first three weeks of school and agree upon the activities that would be most advantageous for members of the faculty to attend. Both faculty

members and principals are encouraged to make all reasonable efforts to attend these events.

4. Conference with parents shall be at a time acceptable to the parties involved.

5. Educators shall initial the Bi-Weekly Payroll Time Sheet on arrival at school, indicating presence for duty. The appropriate code is placed below the date for absences. When clarification for an absence code is necessary, the information is placed in the box entitled "Notes." The educator signs and dates the Time Sheet at the end of the bi-weekly period and submits it to the appropriate administrator for approval.

6. Educators are encouraged to attend school community-related functions scheduled after the regular workday.

B. LUNCH PERIOD

1. Educators shall have at least a thirty-minute, duty-free lunch period each full working day.

2. Educators may leave the building during their lunch period with permission of the principal and signing in and out at the front office.

C. EDUCATOR ABSENCE

1. When unable to be present for duty, an educator shall notify her/his appropriate administrator or supervisor by direct contact with the administration prior to logging the absence management system used by ACPS.

2. An educator shall not be required to obtain substitute educators.

3. An educator shall not be required to substitute for another educator during her/his preparation time except in an emergency.

D. EXTENDED EMPLOYMENT

1. Educators regularly employed by the Board shall be given priority consideration in the staffing of any program established in addition to the regular school program, for which they are qualified to perform the duties of the position. Any educator who is serving as head athletic coach when moved to Unit II may continue to serve in the coaching capacity for the remainder of the current school year, and up to two additional years, if a suitable replacement cannot be found from within the regularly employed county teaching staff.

2. Participation in such program shall be on a voluntary basis.

E. FACILITIES

1. Provision shall be made at each school for:

a. facilities in each classroom or work area in which educators may store instructional materials and supplies.

b. serviceable chair, desk, and filing cabinet for the educators' use in each classroom or work area.

c. an adequate portion of the parking lot at each school reserved for educators' parking - the appropriate administrator and faculty of each school affected to implement this provision.

d. a separate partitioned dining area for the exclusive use of school staff in each school where a

majority of educators so request.

- e. adequate space in each classroom or work area for the assigned children.
 - f. well-lighted and clean educators rest rooms where separate facilities are now available.
 - g. an appropriately furnished and maintained faculty lounge for the exclusive use of educators during the working day where such facilities now exist.
 - h. maintenance and custodial care of all facilities.
2. Provision shall be made at each school as funds become available for:
- a. an educator's work area containing adequate equipment and supplies to aid in the preparation of instructional materials.
 - b. an appropriately furnished and maintained room for the exclusive use of educators as a faculty lounge.
 - c. adequate lighting facilities and sufficient electrical receptacles for audiovisual equipment in each classroom
 - d. adequate classroom and storage space for resource educators in each school.
 - e. off-street parking facilities at schools which do not have parking areas on school grounds.

F. CLASSROOM DISCIPLINE

Recognizing that student discipline is the joint responsibility of the classroom educators, the principal and the appropriate administrator, the parties agree as follows:

1. Each school shall have written guidelines on student discipline that are developed with faculty participation in accordance with COMAR, the Maryland Guidelines for a State Code of Discipline, and the ACPS local Code of Conduct. Said policy will be made available to all members of the school faculty.
2. Adequate referral procedures, conferences, and guidelines shall be included in such policy to provide appropriate actions to assist in the resolution of disciplinary problems.
3. The central office staff shall continue to support and assist in the implementation of the established discipline policy. Any student discipline decision made at the central office level will be communicated in a timely manner to any unit member that has supervisory responsibility for the student in question provided such communication is not a violation of the law, privacy requirements or ACPS policy.
4. Educators shall be notified of the action taken in response to the referral. Such notification shall occur prior to a student's readmission to the classroom except when unusual circumstances do not permit such prior notification. Wherever possible, administration will communicate with any unit member that has supervisory responsibility what the disposition of the referred student is.
5. Educators shall use the established referral procedures.
6. Each school's discipline policy shall be reviewed each year, upon request.
7. A district workgroup that is comprised of school-based administrators, central office staff, and a representative from the Association will develop a Local Code of Conduct that meets the requirements of COMAR and the Maryland Guidelines for Code of Discipline.

G. EDUCATORS PROTECTION AND PERSONAL INJURY

1. Educators shall report in writing immediately, any cases of property destroyed, damaged, or lost, or cases of assault in connection with their employment. The Board shall act in appropriate ways as a liaison between the educators and the appropriate agency for redress.

2. An educator absent from work as a result of personal injury occurring in the course of her/his employment should apply for Workers Compensation. During the period in which temporary total disability benefits are payable, such absence shall not be charged to her/his sick leave and the Board shall pay the educators an amount equal to the difference between such benefits and up to seventy percent (70%) of the gross salary she/he would have earned during the period of such disability, but not to exceed the equivalent of the educator's total gross salary when combined with Workers Compensation. Employees are required to report any injury to the Human Resources Office sustained during work hours in writing using the appropriate form within twenty-four hours of sustaining the injury. In addition, employees should follow up and report in writing to HR if any additional medical attention or treatment is required or administered.

3. No such absence due to assault occurring during the course of employment shall be chargeable to sick leave, and the educator shall suffer no loss of salary during such absences.

4. In cases of assault, in accordance with section 6-111 of the Education Article to the Annotated Code of Maryland, if the claim is compensable, the employee will be compensated at full salary for the period of such absence without the loss of personal sick leave.

5. Whenever possible, Unit members responsible for implementing discipline plans, behaviors plans or IEPs will be afforded the opportunity to provide input on those plans prior to them being developed.

The responsibility to take and communicate input may go through a SEF, team leader, etc. who may be a member of the unit, as classroom educators may not have the opportunity to attend these meetings in person.

H. PREPARATION TIME

1. Middle and senior high school unit members shall be provided a minimum of five (5) preparation periods per week to complete activities specific to their instructional demands, including lesson planning, grading, parent communications, virtual learning classroom/platform upkeep, instructional data collection, committee preparation, and student behavior tracking. Collaborative planning and instructional team meetings should occur within the team planning structures as determined by individual school schedules. Both of these provisions may be adjusted when unusual circumstances do not permit such scheduling.

2. a. Every elementary unit member shall be provided a minimum of two hundred and thirty (230) minutes of preparation/planning time per week to complete activities specific to their instructional demands, such as lesson planning, grading, parent communications, virtual learning classroom/platform upkeep, instructional data collection, committee preparation, and student behavior tracking.

b. In all elementary schools, this minimum time shall be scheduled for each educator in blocks of not less than thirty (30) minutes where possible per day and shall be free from student responsibility within the educator's duty day.

Regularly scheduled planning, team planning and educator planning meetings may be interrupted only in unusual circumstances; however, if this occurs on a regular basis the school schedule may be reviewed.

c. When an elementary class is scheduled with a resource educator, the classroom educators shall consider this time as preparation/planning time. However, preparation/planning time for elementary classroom educators shall not be diminished by any absence of the scheduled resource educators regularly

assigned to that classroom responsibility.

d. Classes taught by resource educators shall be so scheduled that preparation time shall be available to them within their workday, and a five (5) minute interval between classes shall be provided.

3. Individual School Improvement Teams may request the superintendent to approve up to three half days of school per year with the afternoons to be used for staff development, as well as interactive educators planning.

4. Provided that half days free from student supervision are adopted by the ACBOE near the end of the marking period, those days may be for the purpose of individual unit member preparation time.

5. Provided that appropriate special education grant funding is available to cover the cost, special educators may be provided one workday per quarter for the purpose of individual preparation and work time.

B. EXTRACURRICULAR ACTIVITIES

1. Participation in extracurricular activities shall be on a voluntary basis. If volunteers are not available and assignment is necessary, an educator's qualifications and interests shall be considered.

2. Activities and non-teaching duties shall be assigned equitably among all faculty members.

3. An educator who receives compensation for extracurricular activities shall consider time devoted to the activity as an addition to the regular workday and shall carry her/his share of all duties assumed by the other faculty members.

C. HEALTH AND SAFETY

Educators shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health or safety.

1. Any physical assault upon a unit member by a student may result in suspension of said student based on an investigation of the incident conducted by the school administrator. Administration will follow established school system discipline guidelines. Except in cases involving students with disabilities, no student shall be returned to class without conferring with the unit member.
2. In the event of threats made against staff members, or if a student has planned to cause serious injury or death to a unit member, the administrator will review and explain the school behavior threat assessment process with the affected staff member. Throughout the process, the affected employee will be provided access to available resources within the system to address emotional well-being. At the conclusion of the investigation, the employee will be informed of the outcome as appropriate without violating confidentiality.
3. No visitor shall be permitted to enter a classroom without the approval of the administrator. A unit member will be notified 24 hours in advance, either orally or in writing, by a school administrator. The unit member may request that the visit be rescheduled based on the instructional needs and the best interests of the students. Visits will not exceed forty-five (45) minutes in length, and administrative staff will accompany the visitor to the classroom.

D. HEALTH CERTIFICATES

The legal requirement of evidence that an educator is free from communicable tuberculosis may be

met by a doctor's certificate, x-ray report, or other evidence approved by the health officer.

E. DUTY YEAR

1. The duty year for educators shall not exceed 190 days including days for professional activities.
2. On delayed opening and/or early dismissal days because of inclement weather, the duty day for the educators will correspond with the announced delay or dismissal. Provided that educators may be required to remain for the full duty day when students are dismissed for heat, if a suitable work area is available. If in the case of a regional delay, any educator who has been scheduled to participate in a professional activity other than her/his regular teaching assignment, will report to the assigned activity at the scheduled time.
3. Educators shall not be required to report for duty on days when all schools are closed because of inclement weather, and those educators on leave shall not suffer loss in pay or benefits as set forth in this Agreement.

F. WORKLOAD AND PREPARATION TIME COMMITTEE

The Board and the Association will establish a Workload and Preparation Time Committee. This committee will examine issues related to workload and preparation time and make recommendations to the superintendent. The committee will be comprised of an equal number of members appointed by the Association and the superintendent. The recommendations of the committee will be made available to the superintendent and the Association no later than February. The recommendations are not to be considered binding on any party. The work of the committee may be extended beyond February upon the mutual agreement of the Association and the superintendent.

ARTICLE V

ASSIGNMENT AND TRANSFER

A. EDUCATOR ASSIGNMENT

1. All new educators will be placed on the proper step of the salary schedule according to their certification, experience, and education, as determined by the human resources administrator. A year's experience shall be granted for a minimum of one-half the total annual duty days worked under a regular contract in the same position. No substitute experience shall be counted.

Following the most recent hire date, a year's experience credit shall be granted if the educator completes a minimum of one-half the total regular full-time (7 ½ hour day) annual duty days of a regular full-time assignment in the Allegany County school system. Less than full-time members of the bargaining unit must complete two (2) years of service to receive one (1) year of incremental credit.

2. An educator's assignment shall be based on the needs of the system as determined by the superintendent of schools.
3. An educator shall be given notification of her/his salary, school assignment, and tentative class and/or subject schedule for the forthcoming year not later than June 15. Such assignment notice shall indicate insurance enrollment plans and emergency personal leave days to the educators credit. This is subject to provisions in the educators' contract allowing for notice of resignation on or before July 15. The

official notice of assignment will be available by August of the upcoming school year.

4. An educator shall be notified promptly if any change including an involuntary change in her/his assignment is proposed. The change shall be reviewed with the appropriate administrator upon request. The educators may be accompanied by her/his representative.

8. VOLUNTARY TRANSFERS

1. An educator who desires a change in grade and/or subject assignment shall make a request to her/his principal. Educators may apply for available transfer opportunities using the online transfer process.

2. Requests for transfer shall be reviewed when there is an opening.

3. An educator assigned outside her/his area shall be given consideration for transfer to a subsequent vacancy in her/his area of certification.

4. In considering transfer requests, there shall be taken into account the availability of appropriate openings, the certification for the position requested and the professional competence of the applicant in terms of the needs of the school system and the particular school or schools involved. In considering transfer requests, there shall be taken into account the availability of appropriate openings, the certification for the position requested and the professional competence of the applicant in terms of the needs of the school system and the particular school or schools involved.

Displaced, non-grant-funded and regular education employees will be interviewed first and may be offered an open position prior to new hires. Once a displaced educator declines an interview or offer of a position, they are viewed as voluntary transfers for the remainder of the process.

5. If an educator's request for a voluntary transfer has been granted, the Board need not consider a subsequent request by said educators for three (3) years from this date of transfer.

6. An educator whose request for transfer has been denied shall have the prerogative of discussing it with the appropriate administrator.

C. INVOLUNTARY TRANSFER AND REASSIGNMENT

1. An educator involuntarily transferred or assigned to a position outside her/his area of certification shall receive the same compensation as if she/he were teaching in her/his area of certification. This does not apply to the reassignment of an educator to the position she/he accepted voluntarily in the previous year.

2. Except in emergencies, an educator involuntarily transferred shall be notified in advance of the intended transfer and afforded the opportunity to discuss such transfer. The affected educators shall be notified of the reasons for such involuntary transfer.

D. VACANCIES AND NEW POSITIONS

1. Announcements of all vacancies of the Allegany County Public School System in administration, supervision, special projects, and programs funded by the state and federal government, shall be posted promptly in each Allegany County Public School at least ten (10) school days before the application deadline. Each notice shall list the qualifications, duties, and rate of compensation.

2. During the summer months, such announcements shall be posted in the central office and on the application website.

3. If an educator is interested and meets the qualifications, she/he shall submit her/his application

within the time limits specified. Applications shall be acknowledged.

4. Announcement of appointments shall be made through appropriate Board communications.

5. All vacant coaching positions or coaching positions filled by non-certified employees shall be posted by June 1.

E. TERMINATION OF CONTRACT

1. An educator's contract may be terminated at the end of the first, second, or third school year or on the first, second, or third anniversary date of employment in regard to educators hired after January 1 following the commencement of a school year by giving notice in writing, as of the following dates:

a. in the case of educators employed before January 1 following the commencement of a school year, not later than May 1;

b. in the case of educators employed on or after January 1 following the commencement of a school year, not later than June 15, or not later than sixty (60) days prior to the first, second or third anniversary date at the discretion of the Board of Education.

Paragraph (a) to the contrary notwithstanding, in the case in which the Board of Education must effect a reduction in force because a position must be abolished as a result of budgetary action by the County Commissioners on or after May 1, notice must be given to the educators within 15 days following final action by the County Commissioners or June 30, whichever is earlier.

2. Non-renewal of an educator's contract may be discussed with the appropriate administrator with the educator having the opportunity to be accompanied by her/his representative.

3. An educator with tenure may be suspended for cause or recommended for dismissal only in accordance with Title 6, Subtitle 202, of the *Annotated Code of Maryland* with appeal procedures provided therein.

4. If the number of educators were reduced due to redistricting or a consolidation, those within a particular certification area would be affected in reverse order of seniority.

ARTICLE VI

PERSONNEL FILES

A. REVIEW OF FILE

1. An educator shall have the right upon written request and appointment, to review the contents of her/his personnel files and to receive a copy of any material contained therein.

2. An educator shall be entitled to have her/his representative accompany her/him during such review.

3. Letters of reference shall not be considered a part of the personnel file that may be reviewed.

B. REPORTS

1. An educator shall be given a copy of any written report prepared by the administration relative to her/his teaching competence. Such report shall be discussed with the educators prior to placement in her/his personnel file.

2. The educators shall sign such a report. Signature of the educators on such a report shall indicate only that the educators has reviewed the report. The report shall have a notation to this effect.

3. The educator shall have the right to submit a written response, and it shall be attached to the original document.

C. OTHER MATERIAL

1. Material originating after the hiring of an educator that is derogatory to her/his conduct, service, or character shall not be placed in her/his file until the educator is given the opportunity to review it.

2. An educator shall sign such material, indicating she/he has reviewed it. The signature in no way implies endorsement of the contents therein.

3. An educator shall have the right to submit a written response and have it attached to the original.

4. Although a letter of warning for illustrative purposes may allude to past incidents for which no reprimand was forthcoming, the specific incident which generated the letter of warning must have occurred no more than sixty (60) days before the date of the subject letter. Any consequent disciplinary action cannot be based on any undocumented events.

5. The inclusion of any adverse material in the educator's personnel file shall be subject to challenge by the educators. This shall not be construed to apply to the subjective evaluation of an educator's performance. Adverse material may be removed after two (2) years upon request of the educators, unless it relates to a substantiated allegation involving the abuse or sexual harassment of either a student or a fellow employee.

6. Any complaint made against an educator by any parent, student or other person which is to be used in any manner in evaluating the educator shall be promptly reported in writing to the educator and the educator shall be afforded the opportunity to answer or rebut such complaint.

D. CONFIDENTIAL MATERIALS

The Board agrees to protect the confidentiality of personal references, academic credentials, and similar documents; provided, however, that in a case where the qualifications of a person are the subject of a grievance the Association shall, upon request, be given a list of the qualifications contained in the personnel file.

ARTICLE VII

LEAVES

A. SICK LEAVE

1. During the first year of employment in Allegany County, and during each successive year thereafter, each bargaining unit member(s) shall receive fifteen (15) days of leave per year, in which the bargaining unit member(s) is entitled to the flexibility of using sick leave in the following manner; personal illness, up to ten

(10) days of family illness, and up to three (3) personal business days. Two (2) additional days may be utilized for personal business if available, providing the employee has accumulated the days from the prior year (Additional information included in Article VII B. Personal Leave.

In the event of extenuating circumstances, additional Family Illness days can be utilized, if days of sick leave are available, and permission is granted by the Office of Human Resources.

2. The Board shall provide annual notice to each employee of the amount of sick leave accumulated.

3. The Board shall pay an employee, upon her/his retirement, \$50.00 for each day of unused sick leave accumulated, not in excess of 150 days, or \$50.00 for each year of service, whichever is greater. Only those days or years earned in service to the Allegany County Public School System, less those used therein shall be counted toward such payment.

4. The Board shall pay the designated beneficiary (so identified to the teachers' retirement system or the teachers' pension system) of an employee who dies while in active service, \$50.00 for each day of her/his sick leave so earned and unused, but not in excess of 150 days, or \$50.00 for each year of service, whichever is greater.

5. The Board of Education reserves the right to have an individual off on medical leave more than fifteen (15) consecutive workdays to be examined by a physician of the Board's choosing at Board expense. If the employee's physician and the Board's physician disagree, the two physicians will select a third physician, at the Board's expense, to render an opinion to determine the final decision. Failure to submit to a requested examination is grounds for disciplinary action and will result in employee being placed in a non-pay status.

6. A doctor's note shall be required after an absence of three (3) consecutive days or more. After a ten (10) workday absence, the employee shall supply a note from a qualified medical professional confirming their absence with a projected return to work date, if possible, or a date of their next appointment.

Sick Leave Bank (SLB)

1. Effective September 1, 2000, all educators on active duty in Allegany County are eligible to participate in the Allegany County Sick Leave Bank, hereafter referred to as SLB, by donating the required number of days. However, no unit member shall be required to participate. Bargaining unit members may use these days for prolonged catastrophic, incapacitating personal illness, injury or quarantine of the educators during regular scheduled duty days.

One purpose of the SLB is intended to help an employee with a prolonged serious illness or accident which requires the usage of available personal illness days and leaves the employee without the necessary personal illness days to carry her/him over to eligibility for Long Term Disability Insurance.

2. Eligibility for Benefits:

a. SLB benefits are available only when the educator members have a severe medical hardship (catastrophic illness or serious accident).

b. Benefits can be received only after all accumulated sick leave and vacation days have been exhausted.

c. Any educators receiving Worker's Compensation or disability benefits is not eligible for SLB benefits.

d. An educator member who is on leave of absence, suspended, or terminated from the Allegany County Board of Education is not eligible for SLB benefits.

e. The form "Request For Sick Leave Bank Benefits" and physician's statements are required before the SLB Review Committee will consider a request for benefits. The physician's statement shall include a history of the illness, date the illness began, a diagnosis and prognosis, and any other related information.

f. Approval by the SLB Review Committee is required prior to the receiving of benefits.

g. Normal pregnancies, childbirth, childcare, or child adoption shall not be considered as eligible reasons for SLB benefits.

h. A six-member committee, consisting of three members appointed by the president of the Association and three appointed by the superintendent of schools, shall have the responsibility of receiving requests, verifying the validity of requests and approval or denial of requests. Any approval of a request must have the support of at least four members of the committee. The committee shall provide the president of the Association and the superintendent of schools its rules and procedures by August 15 of each year if amended.

i. Once receiving a grant from the SLB, the recipient, beginning with the second full year of employment after receiving said grant, shall be required to pay back the granted days. The recipient shall pay back the days granted at the rate of four days per year until the grant is paid back or the employee resigns or retires.

3. Operation of Sick Leave Bank (SLB):

a. The following criteria shall be used by the SLB Review Committee in determining eligibility and benefits:

- Documented medical evidence of serious illness and injury
- Prior utilization of all sick leave and vacation days
- Propriety of previous sick leave
- Any other information the SLB Review Committee deems appropriate

b. When approved by the SLB Committee, a maximum of thirty (30) sick leave days will be deposited in the educator's sick leave account. The use of these days will be reviewed by the SLB Review Committee.

c. The educators receiving benefits may submit to the SLB Review Committee additional requests for a maximum of twenty (20) days per request as their present grant expires. The request application shall be accompanied by an updated physician's statement.

d. Once a educator is eligible for retirement benefits, including disability retirement from the Teacher's Retirement Board, all SLB benefits will stop.

e. The maximum number of cumulative SLB days to any individual educators shall be eighty (80) days.

f. The contribution forms for any unused days shall be returned to the Association.

g. The existence of the SLB and participation by a educators in the SLB does not eliminate any other benefits provided through law, policy, or contract.

4. Contributions shall be made between July 1 and October 1. Members returning from extended leave of absence and new employees may contribute within thirty (30) calendar days upon reassignment or employment. The contribution on the appropriate form will be authorized by the member and deducted from their accumulated sick leave. Members of the sick leave bank will not be required to contribute additional days until all days in the sick leave bank have been used. Days will not be accepted from any educators who has less than ten (10) accumulated days.

5. Representatives of the Board and the Association shall review the provisions set forth in B and C annually, or as needed.

B. PERSONAL LEAVE

1. Unit members may use three (3) days per year of the fifteen (15) days sick leave for personal business, including the observance of religious holidays. Members shall not be required to give reasons. Providing these days are not used by an employee, up to two (2) of the days will be accumulated as personal leave days, with the remaining, if any, accumulated as sick leave. The maximum number of personal leave days a member may use in one school year shall be five, providing they have accumulated two (2) personal leave days from the prior year and the prior year ending annual leave balance is at least three (3) days or greater. The use of more than three (3) consecutive personal leave days must have prior approval from the appropriate administrator.

2. A unit member may request approval for administrative leave for personal business reasons. This leave may be approved and granted for a period of up to two (2) hours by the principal or supervisor. The unit member must arrange for suitable coverage of her/his responsibilities should it be necessary; and the request for administrative leave must be made at least the day prior to the start of the leave, save in emergencies. The employee must sign out and in upon returning, if applicable, in the front office.

C. TEMPORARY LEAVE

1. Special requests from educators for released time without loss of pay to visit other schools and attend meetings or conferences of an educational or professional nature may be approved.

2. A teacher may request bereavement leave to attend the funeral of a relative or regular member of their household. Days granted shall be consecutive, starting with the next duty day after the date of death of the family member and used within 10 calendar days. Maximum days available shall be: Five (5) days for a parent, spouse, sibling, or child; three (3) days for a grandparent, grandchild, parent-in-law, or child-in-law; and one (1) day for any other relative or regular member of the employee's household.

In case of a delayed funeral service, one of the five (5) or three (3) allowed days may be postponed to correspond with the date of the service.

In the event of unusual travel, a memorial service, or personal problems in connection with the use of bereavement leave, a reconfiguration of consecutive days may be granted by the Office of Human Resources.

3. Other temporary leaves or extensions of leaves may be granted by the superintendent of schools. Educators on jury duty shall be paid their regular compensation.

D. EXTENDED LEAVE

1. One tenured educator, upon the designation and request by the Association, shall be granted released time for up to two years on a full-time basis to serve as Association president. This leave shall be at no cost to the Board.

2. A leave of absence, without pay, may be granted to any tenured educator who joins the Peace Corps or other substantially equivalent program, or receives a Fulbright Scholarship.

3. A tenured educator may be granted a leave of absence without pay for one (1) year of advanced study.

4. A leave of absence for one (1) year without pay may be granted to an educator to care for a sick member of her/his immediate family.

5. An educator may be granted a leave of absence without pay for one (1) year for health reasons. Request for such leave shall be supported by an appropriate medical statement.

6. An educator returning from a leave of absence shall be assigned to a position that may be in her/his area of certification. Her/his previously accumulated sick leave shall be restored.

7. All requests for these and other extended leaves of absence, for extensions of such leave, and for reinstatement shall be submitted to the superintendent of schools in writing. A request for an extension of such leave into the following school year must be submitted by April 1.

8. Military, sabbatical, study and sick leaves shall not be considered as interruptions to continuous service.

E. SABBATICAL LEAVE

1. An educator who holds a professional certificate may apply for sabbatical leave after seven (7) consecutive years of service in the Allegany County Public School System.

2. Sabbatical leave for one (1) year may be granted for furthering professional growth by means of full-time graduate study in an accredited college or university. Full-time graduate study means at least twelve (12) semester hours each for the two (2) semesters or the maximum number of credit hours allowed by the institution.

3. A selection committee consisting of three (3) educators and three (3) representatives of the superintendent shall be appointed to receive and evaluate applications and supporting data, to interview applicants, and to make recommendations to the superintendent.

4. Not more than one per cent (1%) of the classroom educators' unit shall be granted sabbatical leave in any one year.

5. The educators requesting sabbatical leave shall:

a. make written application to the superintendent before April 1

b. present with the application, an outline of the study to be undertaken.

c. agree to teach for at least two (2) years immediately following this sabbatical leave in the public schools of Allegany County or agree to repay the Board an amount equal to the salary she/he received, plus interest at the current prime rate, if she/he does not fulfill the agreement.

6. An educator on sabbatical leave shall receive fifty per cent (50%) of her/his regular salary.

7. An educator returning from sabbatical leave should be placed in her/his regular position, if she/he so requests. While on leave, the Board shall maintain the same insurance benefits provided to educators on active duty. Upon return from leave, she/he shall be placed on the salary schedule at the level she/he would have achieved had she/he remained actively employed in the system.

F. POLITICAL LEAVE

The Board shall grant a leave of absence without pay to an educator desiring to campaign for or serve in public office.

G. PARENTAL LEAVE

1. Tenured educators shall, at their request, be granted a leave of absence without pay, for childbearing and/or child rearing for a maximum of twelve (12) calendar months from the child's date of birth. In the event the educator requests to extend said leave beyond the school year in which it is granted, the educator shall notify the human resources office of that intent by June 1.

2. No educators on said leave shall, on the basis of said leave, be denied the opportunity to substitute

in the Allegany County School System upon presentation of medical testimony that the educator is able to do so.

3. The educators on leave shall be afforded the opportunity to continue payments toward retirement and/or insurance programs.

H. Insurance While on Leave

An employee on leave shall be afforded the opportunity to continue payment towards insurance programs if they choose to do so. In order for benefits to be maintained during leave, the employee must pay the regular payroll deduction amount in order for the Board to continue to pay the Board's contribution to this program for the first four months of personal illness leave. The Board will continue to pay the Board's contribution to this program for the first nine months of worker's compensation leave if the employee pays their regular payroll deduction.

ARTICLE VIII

PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

A. PROFESSIONAL DEVELOPMENT

1. Opportunities for professional development through an in-service training program shall be explored by the superintendent in cooperation with the Association. ACPS will seek input from the Association and ACPS staff regarding topics, design, and implementation of meaningful and relevant professional development activities.

2. The Professional Development Advisory Committee may be utilized to explore the implementation of new system-wide programs or practices.

The ACPS Curriculum Committee, which is comprised of school-based administrators, school staff, central office staff, Higher Education staff, and two (2) representatives of the Association, will meet at least up to four (4) times per year to explore new programs and practices, as well as evaluate current instructional programs and practices.

B. TRAINING REQUIRED BY THE BOARD

If the superintendent specifically requires or directs an educator to take a particular course or to participate in a workshop, in-service session, or similar training, the educator's tuition and textbooks shall be paid by the Board. This is not to include courses or credits taken for routine certification requirements.

C. PROFESSIONAL MATERIALS

The Board agrees to provide adequate references, equipment, and other educational resource materials for use by the teaching staff.

D. REIMBURSEMENT FOR COURSE WORK

1. An Employee holding a Standard Professional Certificate, Initial Professional License or Professional License may be reimbursed for coursework that contributes to the issuance of an Advanced Professional License up to 6 hours per fiscal year. An employee holding an Initial Professional License, Professional License, or Advanced Professional License may be reimbursed

for 90 Continuing Professional Development Points or 6 college credits toward licensure renewal during the validity period of the license. An employee holding an Advanced Professional Certificate may be reimbursed for up to 6 hours of coursework during the validity period of the certificate.

- a. An employee holding a Temporary Professional License may be renewed for up to 90 Continuing Professional Development Points or 6 college credits required to move to an IPL, PL, APL during the 2-year validity period.
 - b. PDP Points will be reimbursed in increments of 15 points.
 - c. The rate per credit hour shall be the Frostburg State University winter term in-state graduate credit rate, which shall be adjusted annually on July 1.
2. The rate per credit hour shall be at the Frostburg State University winter term in-state graduate credit rate for any employee not enrolled in a doctoral program. Those employees enrolled in a doctoral program shall be reimbursed at the Frostburg State University doctoral rate. Each shall be adjusted annually on July 1.
 3. In no case, however, shall an employee be reimbursed for more than the actual cost per credit hour. Payment shall be made within two (2) months upon receipt of a transcript or original grade slip from the college certifying successful completion of the course for which reimbursement is to be made.
 4. To be eligible for reimbursement for credit earned during spring or summer sessions, an employee must be employed by the Board the following school year.

E. EVALUATIONS

Evaluations are an effective way to help educators grow professionally and improve the overall quality of education delivered to students. Unit members will be evaluated with terms and conditions outlined in this article and in conjunction with applicable policies, laws, and regulations.

A. Open Evaluations

1. All formal and informal observations shall be conducted openly and with full knowledge of the unit member by certificated administrative and/or supervisory staff.
2. Unit members are prohibited from being involved in the evaluation process of other unit members.

B. Schedules for Observations/Evaluations

1. School administrators and supervisors will review the Employee Certificate and Evaluation Status report by October 1 and will take steps to initiate the observation and evaluation process.
2. Unit members shall be notified by the school administrator or supervisor if they are on the evaluation cycle or for the certificate renewal cycle.
3. A post-observation conference is required and will take place within five (5) duty days following any observation which contains an unsatisfactory rating. A post-observation conference is required and will take place within ten (10) duty days following any observation which does not contain an unsatisfactory rating.

C. In recognition that evaluations are an ongoing opportunity for continuous improvement, the parties agree to establish a TPE Committee to discuss performance evaluation criteria for certificated unit members based on the general standards established in accordance with Section 6-202 (c) of the Education Article of the Annotated Code of Maryland. The committee will make recommendations and function in accordance with Section 6-202 (c). The committee will meet as needed.

ARTICLE IX

PERSONAL AND ACADEMIC FREEDOM

A. PERSONAL FREEDOM

Religious or lawful political activities of an educator outside the classroom shall not be grounds for discipline nor discrimination. The personal life of an educator shall warrant the attention of the Board only when it may directly affect the efficient performance of her/his assigned functions during the workday.

B. ACADEMIC FREEDOM

1. Educators shall provide students opportunity to investigate all facts and/or opinions about any topics of the curriculum, particularly those that may be of a controversial nature. Such material must be of appropriate maturity level and suitable for the intellectual abilities of the student.

2. Educators shall permit the expression of the views and opinions of others and shall encourage students to examine, analyze, evaluate and synthesize all available information about such topics and shall encourage each student to form her/his own views and opinions through such procedure.

3. Educators shall strive to promote tolerance for the views and opinions of others and for the right of individuals to form and hold differing views and opinions.

ARTICLE X

INSURANCE BENEFITS

A. HEALTH INSURANCE

1. The Board shall pay eighty percent (80%) of the cost for coverage of each employee enrolled under the Health Care Plan administered by the carrier for the Board. The benefits are those described in the booklet entitled "Health Care Plan". The employee's share of the premium shall be paid by payroll deduction.

2. Decisions regarding Health Insurance and associated costs will be discussed and considered through the newly established Healthcare Committee.

- A. The committee consists of representatives of ACPS, each local bargaining unit, and insurance brokers.
- B. The committee will meet at least two times per year to discuss trends and issues surrounding Health Insurance.
- C. When a carrier change is needed, the Healthcare Committee shall be briefed on the circumstances requiring the change, make considerations to all presented options, and shall be allowed to present its views and submit relevant suggestions. Together, the Healthcare Committee will come to a consensus on plan changes.

3. Basic coverages are as follows:

Point of Service (Managed Care)

- Medical Coverage (for employee and family)
- Dental Plan (for employee and family)
- Vision Plan (for employee and family)
- Prescription (for employee and family)- Formulary Plan \$10 (generic)/\$30 (formulary)/\$50 (non-formulary)/\$100 (specialty) per prescription or refill (up to 30 day

- fill) with mandatory generic or prior authorization
- Mail/Home Delivery Prescription - Formulary Plan \$25 (generic)/\$75 (formulary)/\$125 (non-formulary)/(up to 90 day fill)/ with mandatory generic or prior authorization
- Physician office visit co-pay - \$25 (unless preventive care as defined by Affordable Care Act) Specialty \$40
- Emergency room co-pay- \$150

4. Table A contains an outline of the deductibles and basic coverages.

Specific coverages have individual maximums. See Health Care Plan for specific coverages, exclusions, and limitations.

TABLE A

Point of Service Plan

Coverage at a Glance	In Network	Out of Network
Individual Annual Deductible	\$250	\$3,000
Family Annual Deductible	\$500	\$6,000
Individual Annual Out-of-Pocket Maximum	\$3,000	\$4,500*
Family Annual Out-of-Pocket Maximum	\$6,000	\$9,000*
Pre-existing Condition Limitation	No	No
Annual Maximum	Unlimited	Unlimited
PCP Referral Required	No	No

* Plus amounts in excess of the maximum reimbursable charge and non-compliance penalties.

5. Retiree Insurance Benefit Plan

The Board shall contribute to a plan entitled "Retiree Insurance Benefit Plan," hereafter referred to as the "Plan." The purpose of the Plan is to provide money to eligible retirees, which may include other employees and members from other employee groups, for defraying health insurance costs after retirement. The terms of the 2006-2009 Agreement shall remain in force until a non-revocable trust can be established. The trust shall contain the provisions of the 2006-2009 Agreement and shall be modified by the trustees based on the needs of the trust. It is further agreed that when the trust committee is formed it shall be comprised of five (5) union representatives and five (5) Board representatives. The union representatives shall be three (3) appointed by ACEA, and one each from AFSCME, ACESC and APSASAC. The language concerning the formation of the trust committee will be removed from the Agreement once the trust is established.

The Board of Education agrees to provide a sum total of \$928,857 for the 2016-2017 school year; and thereafter.

The cost of establishing the Plan and the administrative expenses of the Plan shall be deducted from the contributions to the Plan.

C. LIFE INSURANCE

The Board shall participate in a contributory group term life insurance program. The insurance contract shall provide for death benefits of \$50,000 for each employee payable to her/his designated beneficiary and an option to purchase additional coverage in \$5,000 units up to a maximum of \$50,000 additional insurance at the educator's expense. After July 1, 1996, employees may only increase their optional coverage a maximum of \$5,000 per year after their initial enrollment, during the period May 1 to May 15 each year, on a guaranteed issue basis, with an effective date of the following July 1. However, the approval of additional death benefits may be subject to medical underwriting approval. The Board shall pay seventy-five percent (75%) of the premium for each enrolled educator for the \$50,000 basic coverage. To be eligible for coverage, an educator must be employed on a regular or conditional certificate contract and for not less than thirty (30) hours weekly. The educators' share of the premium shall be paid by payroll deduction.

The Board shall consult with the Association concerning carriers, but reserves the right to choose the company so as to ensure that one (1) carrier underwrites all group life insurance.

D. LONG-TERM DISABILITY

The Board shall participate in a contributory group long-term disability insurance program. The insurance contract shall provide for a benefit of at least sixty percent (60%) of the educator's gross salary, but not more than seventy percent (70%) when added to other employee benefits. It shall also provide for a four-month waiting period before benefits begin. The Board shall pay seventy-five percent (75%) of the premium for each enrolled educator. To be eligible for coverage, an educator must be employed on a regular or conditional certificate contract and for not less than thirty (30) hours weekly. The educator's share of the premium shall be paid by payroll deduction.

E. SURVIVING SPOUSE INSURANCE COVERAGE

In case of the death of an educator who has been employed full-time by the Board of Education for twelve (12) years or longer, the surviving spouse shall have the option of continuing the health insurance plan provided by the Board of Education. Additional dependents may not be added to the plan after the employee's death. The full cost of the premium is to be paid by the surviving spouse.

F. HEALTH INSURANCE ASSISTANCE

Reasonable efforts will be made to assist unit members in resolving issues they may encounter with third-party health care administrators providing the member can assist with providing information of prior contact and attempts to seek clarification and assistance with the third-party administrator's customer assistance department.

G. EMPLOYEE ASSISTANCE PROGRAM

The Board will make every reasonable effort to maintain an easily accessible Employee Assistance Program to assist employees with behavioral health issues, work/life support, legal and financial, and referral help assistance. The Employee Assistance Program itself will be a limited "no out-of-pocket cost" to employees, but depending on the circumstances, the employee may incur fees related to the extension of services or outside of the program referrals."

ARTICLE XI

PAYROLL DEDUCTIONS

The Board shall provide payroll deductions as outlined below:

A. ORGANIZATION DUES

1. The Board shall make a payroll deduction as authorized by the educators for membership dues in the Allegany County Education Association and its affiliates.

2. The deduction will be taken each pay period during which such authorization is effective. A maximum of two (2) deductions per month will be deducted for a ten-month pay period.

3. If possible, the Association shall notify the Board in writing by August 1 of each year the current bi-weekly rate of membership dues for the twenty (20) pay periods affected.

4. Within ten (10) duty days following pay date, the Board shall forward a check payable to Maryland State Education Association (MSEA) for the amount of the dues deducted from the previous pay period.

5. MSEA shall assume full responsibility for the proper distribution of dues.

6. Payroll deduction of membership dues shall be granted exclusively to the Association.

B. TAX-DEFERRED ANNUITIES

1. The Board shall provide means for educators to participate in a tax-deferred annuity plan (403b). To afford educators some choice, the Board shall designate a minimum of three carriers. The Board shall make every attempt to have at least one plan with open architecture and other plans with local representatives, if available, in order to have maximum participation.

2. The Board and the Association agree that the Board's only interest in TOA or 403b plans shall be withholding amounts authorized by educators and forwarding amounts to the carrier(s). The Board shall be compliant with Internal Revenue Service rules on 403b plans.

3. Within ten (10) duty days following pay date, the Board shall forward funds to a third-party administrator for the amount of the deductions from the previous pay period.

C. CREDIT UNION

1. The Board shall make bi-weekly payroll deductions authorized by educators in accordance with procedures established by the Board after consultation with the Allegany County Teacher's Federal Credit Union (A.C.T.F.C.U.). A maximum of two (2) deductions per month will be deducted.

2. Within five (5) duty days following pay date, the Board shall forward a check payable to the Credit Union for an amount equal to the deductions from the previous pay period.

D. VOLUNTARY POLITICAL CONTRIBUTIONS

1. The Board shall make bi-weekly payroll deductions voluntarily authorized by educators to the Political Action Committee of the Association. A maximum of two (2) deductions per month will be deducted.

2. Within ten (10) duty days following pay date, the Board shall forward to the Association an amount equal to the deductions from the previous pay period.

ARTICLE XII

COMPENSATION

A. SALARY SCHEDULE

- A three percent (3%) Cost of Living Adjustment (COLA) will be applied across the scales for 2026-27.
- A two percent (2%) COLA will be applied across the scales in 2027-28.
- A one percent (1%) COLA will be applied across the scales in 2028-29.

Every eligible member will advance one (1) step and receive longevity increments each year.

The longevity, athletics, extracurricular activities, other compensation, and credit compensation will be increased at the same percentages as the COLA in each year accordingly.

B. ADDITIONAL SALARY

- An educator who holds thirty (30) semester hours of course credit approved by the Superintendent, above or in addition to those hours required and used for the master's degree, shall receive \$2,408 in addition to her/his regular salary.
- An educator who holds sixty (60) semester hours of course credit approved by the superintendent, above or in addition to those hours required and used for the master's degree, shall receive \$4,301 in addition to her/his regular salary.

The criteria to be used in granting the above are as follows:

1. Credit hours must be verified by an official transcript.
 2. Credit hours must be related to the teaching assignment or other area of preparation.
 3. The credit hours may be earned in more than one college or university and need not apply toward an advanced degree.
- An educator who holds a Ph.D. or Ed.D. degree shall receive \$7,829 in addition to her/his regular salary.
 - In accordance with the regulations set forth in the Blueprint for Maryland's Future legislation and contingent upon the continued funding of Blueprint, the following stipends will be applied to the base salary of educators who qualify starting July 1, 2022:
 1. A educators who holds a National Board Teaching Certification shall receive a yearly stipend of \$10,000 added to his/her base salary.
 2. A NBC educators who is assigned to a school designated as a low-performing school shall receive a yearly stipend of \$7,000 added to his/her base salary.
 - Speech Language Pathologists:
 - o A yearly stipend of \$400 will be paid to full-time speech pathologists and audiologists toward their licensure costs.
 - o Speech and language pathologists who hold a Certificate of Clinical Competence from the American Speech and Hearing Association (ASHA) shall receive an annual supplement of \$2,000.

C. ATHLETICS

SEE PAGES 33, 36, and 39

D. EXTRACURRICULAR ACTIVITIES

1. Extra-Curricular Stipend Pay Schedule
SEE PAGES 33, 36, and 39

2. An extra duty activity, other than those listed on the stipend schedule, must be approved by the principal and is defined as one occurring after the regular duty day and which requires the direct supervision of students.

3. An educator supervising extra-curricular activities not on the stipend schedule shall

receive compensation for up to a maximum of two hundred hours of extra duty per school year.

4. The extra-curricular pay fund of \$30,000 for the 2026-27 year shall be distributed on an hourly rate basis for the year determined by the total number of hours requested by all educators not on the stipend schedule that are approved by each joint principal-faculty extra-curricular committee in each school.

E. INTERSCHOOL TRANSPORTATION

Educators who are assigned to more than one school per day on a regular basis shall be reimbursed for travel between the home school and other schools assigned to them at the IRS rate per mile for approved mileage. Any adjustments effected by the IRS during the fiscal year will be effective on the first of the month following the official change in Internal Revenue Service regulations.

F. OTHER COMPENSATION

1. Curriculum workshop - \$27.31 per hour (2026-27), not to exceed seven (7) hours per day
2. Summer school - \$28.05 per hour (2026-27). Summer School Recovery Rate -\$40.00 per hour (2026-27).

G. CHECKS

Educators shall be paid their salary in twenty-two pays. Upon request, educators who are regularly scheduled to work in more than one school per week may have their direct deposit slips mailed to their home address. All educators shall be paid via direct deposit.

H. Any educators employed by the Board for a minimum of twenty-five years as of July 1, 2006, shall be placed on the master's degree salary schedule for the duration of their employment. Anyone with less than twenty-five years of employment with the Board as of July 1, 2006, must obtain a master's degree in order to be placed on the master's degree salary schedule.

ARTICLE XIII

RIGHTS AND RESPONSIBILITIES

A. JOINT

1. The Board and the Association shall exchange information and documents, which may assist in developing intelligent, accurate, informative, and constructive programs.

2. The Association and the Board are committed to site-based decision-making management and have as their mutual goal, meeting, defining, and working toward developing procedures to address and implement this concept through shared decision-making within the school system with Association representation provided in such arrangements.

3. The Board and the Association recognize that this Agreement is valid and binding and constitutes policy on salaries, wages, hours, and working conditions for the duration of the Agreement.

4. Any incentives or bonuses impacting wages, benefits, or working conditions are mandatory subjects of bargaining and will involve parties from both ACEA and ACPS.

5. The Association shall provide each new employee with a copy of this agreement upon request. The Board and the Association will maintain an electronic master copy available on the Board's and

Association's websites.

B. BOARD

1. The Board shall continue its policy of no discrimination against any educators by reason of her/his membership or participation in any activities of the Association, or in professional negotiations with the Board or in any grievance, complaint, or proceeding under this Agreement.

2. Subject to the express terms and conditions of this Agreement and to the provisions of Title 6, Subtitle 4 of the *Annotated Code of Maryland*, it shall be the exclusive function of the Board of Education and the superintendent of schools to determine the mission of the county public education system and to operate the affairs and direct the personnel of the public school system in all aspects, including but not limited to the standard of service to be offered, the efficiency of administration, the methods, means and personnel by which such operations are to be conducted; the right to discipline, and to issue rules, policies, procedures and regulations and take whatever actions are necessary to carry out the mission of the county public education system for which they are responsible and which is entrusted to them.

C. ASSOCIATION

1. The Association shall be granted a place on the agenda of the regular Board meetings upon prior request. The Board shall provide the Association with copies of the agenda for its public meetings. The Association's president or alternate may attend such meetings without loss of leave or pay, provided this is at no expense to the Board. A copy of the approved minutes, with those attachments which change, revise, delete from or add to Board policies, of a Board of Education public meeting shall be provided the Association upon request.

2. The Association shall have access to all school buildings and their representative may interview educators during the workday provided that the exercise of these rights shall not interfere with the educational program as determined by the appropriate administrator.

3. A bulletin board of appropriate size and construction shall be placed in the faculty lounge or other appropriate location approved by the principal for the purpose of displaying Association notices.

4. Political materials are not permitted during the workday and during school-sponsored activities. The Association shall have the right to place materials that contain regular Association information and are not explicitly political in educators' mailboxes, provided the principal receives a copy concurrently for informational purposes.

5. The Board shall provide the Association with the names and addresses of new educators and copies of the annual school roster as soon as they are available.

6. The use of the inter-school courier facility shall be granted to the Association. The use of the inter-school courier facility shall not be granted to competitive organizations to the Association.

7. The Association president or designee shall be permitted to draw upon a maximum of thirty (30) full-duty days annually for use in Association business. The Association shall pay for the cost of substitutes.

D. EDUCATORS RIGHTS

1. No tenured educators shall be disciplined, reprimanded, or reduced in rank without just cause.

2. In any reduction in the bargaining unit as a result of budgetary action or curriculum and/or administrative reorganization, non-tenured educators in the subjects and/or grade levels affected will be separated from the employment rolls before tenured educators in the same areas. If it becomes necessary

to separate tenured educators, these shall be separated in inverse order to their seniority (length of service in the Allegany County School System), provided, however, that as between tenured educators with equal seniority, those holding Standard Professional Certificates shall be separated prior to those holding Advanced Professional Certificates. No tenured educator shall be separated, however, while there is a non-tenured educator working whose job the tenured educator is qualified to perform. In each category, educators affected shall be separated in inverse order to their years of service in the Allegany County School System. Tenured educators so separated shall be recalled in inverse order of their separation when appropriate vacancies become available. This recall privilege shall exist for a two-year period.

3. No employee shall be disciplined or reprimanded in the presence of students, parents, other employees, or members of the public, with the exception of the employee's or employer's representative.

4. As a general rule, complaints, except for those that require immediate notification to law enforcement, child protective service agencies, etc. or as required by law, against an employee by parents, students, or other community sources that may lead to, or require due process, may be dealt with at the lowest appropriate organizational level as soon as possible. Decisions on such types of complaints shall not be made without consulting or providing the opportunity for due process for the employee against whom the complaint was made.

ARTICLE XIV

RATIFICATION

1. It is agreed and understood by the parties hereto that the foregoing document, upon ratification, represents agreement between said parties on all matters negotiated in accordance with Title 6, Subtitle 4 of the *Annotated Code of Maryland*.

2. If any provision or application of this Agreement is held contrary to law, such provision or application shall not be valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect, subject to the provisions of the Article of Ratification. The parties will meet not later than ten (10) days after any such holding for the purpose of renegotiating the provisions affected.

3. If categories which contain requests for funds to support items in this Agreement are reduced by the county commissioners, further negotiations on these items shall begin immediately after the action by the county commissioners and continue to a conclusion. The Agreement as renegotiated shall then be submitted to the parties for ratification.

4. The Association and Board recognize that salaries, benefits and working conditions may be affected during the life of this agreement. When such situations arise, the Association and/or the Board may agree to modify this agreement prior to formal bargaining. Agreements may be reduced to writing in the form of a Memorandum of Understanding (MOU) with approval of the Elected Board of Education.

With respect to federal and state funds (such as but not limited to A.R.P, CARES, ESSR, Blueprint 2.0) that are available for recovery from the COVID-19 pandemic, as they become available, the Association and the Board will collaborate on the distribution of any funds that are attached to bargainable topics as prescribed by legislation.

ARTICLE XVI DURATION

Except or otherwise provided herein, all provisions of this Agreement shall be effective July 1, 2026, and shall remain in full force and in effect until June 30, 2029. *(see note below)

1. Effective July 1, 2026, the compensation set forth in Article XII (not including Article VII.D- Reimbursement for Coursework and Article XII.E -Interschool Transportation for the duration of this agreement) states that the compensation shall be increased by three percent (3%). Advancement by one step when eligible shall apply. Article X Insurance Benefits will change as indicated in the agreement for 2026-27.
2. Effective July 1, 2027, the Agreement will remain in force except for Article X Insurance Benefits and one (1) sub article language opener.
3. Effective July 1, 2028, the Agreement will remain in force except for Article X - Insurance Benefits and one (1) sub article language opener.
 - All monetary terms are contingent on the availability of funds from all funding authorities as per Md. Code, Education§ 6-408.1
 - The Board of Education and the Association will reconvene as necessary to discuss and negotiate any modifications to the negotiated agreement that are determined to be required for the implementation of the Blueprint for Maryland's Future legislation.

It is hereby further agreed between the parties that these Amendments shall become effective upon their ratification by both parties. The foregoing Agreement for 2026- 2029 is hereby ratified this 10th day of June, year of 2026

Allegany County Education Association

Kimberly C. Sloane
President

Julie Crawford
Secretary

Allegany County Public Schools

Crista M Bender
President of the Board of Education

Kelly Hartman
Superintendent

BOARD OF EDUCATION OF ALLEGANY COUNTY
TEACHER SALARY SCHEDULE
2026-2027

<u>YEARS OF EXPERIENCE</u>	<u>CONDITIONAL DEGREE CERTIFICATE</u>	<u>STANDARD PROFESSIONAL CERTIFICATE</u>	<u>ADVANCED PROFESSIONAL CERTIFICATE WITHOUT MASTERS</u>	<u>MASTERS DEGREE</u>
1	48,199	61,800		64,993
2	49,421	61,800		64,993
3	50,674	61,800		64,993
4	51,968	61,800	63,596	64,993
5	53,284	62,432	63,596	64,993
6	54,642	62,432	63,596	64,993
7	56,035	63,675	64,861	66,287
8	57,463	63,675	66,961	68,231
9	58,927	65,306	69,056	70,231
10	63,117	66,976	71,192	72,294
11		68,691	73,159	74,418
12		70,450	75,254	76,602
13		72,258	77,390	78,856
14		74,110	79,421	81,174
15		75,964	80,008	81,759
16			80,008	81,759
17			80,575	83,017
18			81,159	83,603
19			81,159	83,603
20			81,159	83,603
21			82,011	84,499
22			82,597	85,084
23			82,597	85,084
24			82,597	85,084
25			83,449	85,982
26			84,035	86,568
27			84,035	86,568
28			84,884	87,465
29			85,470	88,049
30			85,470	88,049
31			85,833	88,423
31+			85,833	88,423

A teacher who holds 30 hours credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall receive \$2,433 in addition to the regular salary.

A teacher who holds 60 hours credit, approved by the Superintendent, above or in addition to those hours required and used for the Master's degree, shall receive \$4,343 in addition to the regular salary.

A teacher who holds a PH.D. or ED.D degree shall receive \$7,909 in addition to the regular salary.

Speech and language pathologists who hold a Certificate of Clinical Competence from the American Speech and Hearing Association (ASHA) shall receive an annual supplement of \$2,000.

Allegany County Career Ladder - FY 27

		Level 1		Level 2		Level 3	(+\$10,000)		Level 4
Steps	Conditional Professional	Initial Professional	Initial Professional: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional wo/Masters: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional w/Masters: Pursuing NBC, MA in non-NBC area	NBC w/o Masters	NBC w/ Masters, MA in non-NBC area	(+\$5,000) Lead Teacher	(+\$10,000) Distinguished Teacher
1	48,199	61,800	61,800		64,993				
2	49,421	61,800	61,800		64,993				
3	50,674	61,800	61,800		64,993				
4	51,968	61,800	61,800	63,596	64,993	73,596	74,993	79,993	84,993
5	53,284	62,432	62,432	63,596	64,993	73,596	74,993	79,993	84,993
6	54,642	62,432	62,432	63,596	64,993	73,596	74,993	79,993	84,993
7	56,035	63,675	63,675	64,861	66,287	74,861	76,287	81,287	86,287
8	57,463	63,675	63,675	66,961	68,231	76,961	78,231	83,231	88,231
9	58,927	65,306	65,306	69,056	70,231	79,056	80,231	85,231	90,231
10	63,117	66,976	66,976	71,192	72,294	81,192	82,294	87,294	92,294
11		68,691	68,691	73,159	74,418	83,159	84,418	89,418	94,418
12		70,450	70,450	75,254	76,602	85,254	86,602	91,602	96,602
13		72,258	72,258	77,390	78,856	87,390	88,856	93,856	98,856
14		74,110	74,110	79,421	81,174	89,421	91,174	96,174	101,174
15		75,964	75,964	80,008	81,759	90,008	91,759	96,759	101,759
16				80,008	81,759	90,008	91,759	96,759	101,759
17				80,575	83,017	90,575	93,017	98,017	103,017
18				81,159	83,603	91,159	93,603	98,603	103,603
19				81,159	83,603	91,159	93,603	98,603	103,603
20				81,159	83,603	91,159	93,603	98,603	103,603
21				82,011	84,499	92,011	94,499	99,499	104,499
22				82,597	85,084	92,597	95,084	100,084	105,084
23				82,597	85,084	92,597	95,084	100,084	105,084
24				82,597	85,084	92,597	95,084	100,084	105,084
25				83,449	85,982	93,449	95,982	100,982	105,982
26				84,035	86,568	94,035	96,568	101,568	106,568
27				84,035	86,568	94,035	96,568	101,568	106,568
28				84,884	87,465	94,884	97,465	102,465	107,465
29				85,470	88,049	95,470	98,049	103,049	108,049
30				85,470	88,049	95,470	98,049	103,049	108,049
31				85,833	88,423	95,833	98,423	103,423	108,423
31+				85,833	88,423	95,833	98,423	103,423	108,423

*A teacher who holds 30 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 2,433

*A teacher who holds 60 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 4,343

*A teacher who holds a Ph.D or Ed.D degree shall in addition to their regular salary receive \$ 7,909

Level 2:

*Incentive Program to pursue NBC available; must adhere to program guidelines and deadlines to remain on Level 2.

*Pursuit of Master's degree is defined by active enrollment in a MA program with official transcripts submitted to Human Resources for each licensure renewal until MA is obtained.

*Teachers must have an Effective or Highly effective evaluation on their most recent evaluation to advance to Level 3 pay scale.

Level 3:

*A teacher must be tenured with 3 years experience to be placed on Level 3

*Teachers must maintain NBC status and have an Effective or Highly Effective evaluation to remain on Level 3 pay scale;

failure to maintain an NBC will revert the employee to the prior pay level commensurate of their licensure and/or degree.

* Teachers may be requested to teach in their NBC certified area based on the needs of the system.

*NBC teachers assigned to a Low Performing School will receive an additional \$7,000

*Additional assignment/leadership responsibilities TBD by direct supervisor

MOC Candidates: 1st renewal receives an additional \$4,000, contingent on current Blueprint funding formula.

Out of State/County Candidates: Credentials reviewed by HR before placement on scale.

Board of Education of Allegany County
2026-2027
Teachers

BOYS/GIRLS ATHLETICS	HEAD COACH	NO.	ASSISTANT COACH	NO.
Baseball	\$2,116	3	1,077 *	3
Basketball	3,962	6	2,656	6
Cross Country	1,077	6		
Football	5,276	3	3,430	6
Soccer	2,116	6	1,077 *	6
Tennis	1,077	6		
Track	2,116	6	1,077	6
Indoor Track	1,077	3		
Volleyball	2,116	3	1,077 *	3
Wrestling	2,116	3	1,077 *	3
Bowling	1,077	3		
Softball	2,116	3	1,077 *	3
Golf	1,077	3		
Cheerleader	2,631	3		
Unified Tennis	1,077	3		
Unified Bocce	1,077	3		
Unified Football	1,077	3		
Unified Track	1,077	3		

* The assistant position is paid only when there is a varsity and junior varsity team (with games scheduled) in that sport.

EXTRA CURRICULAR ACTIVITIES

Stipend Pay Schedule:

Activity	Number	Amount
Senior Band	3	\$4,288
Drama (two productions)	3	1,323
Drill Team	3	1,646
Yearbook	4	1,323
Newspaper	4	1,323
Mock Trial Team	4	1,323
Future Educators Advisor	8	852
Lead Skills USA Advisor	1	1,323
Elementary Music	TBD	1,000
Middle School - Choral	4	1,000
Middle School - Band	4	1,000
Middle School - Orchestra	4	1,000
Middle School - Student Government Sponsor	4	1,000
High School Musical Director	3	1,696
High School - Student Government Sponsor	4	1,000
High School - National Honor Society Advisor	4	1,000
High School - Choral	3	1,000
High School - Band	3	1,000
High School - Orchestra	3	1,000
High School Class Advisor	12	1,000
High School - FFA	3	1,500

Extra-Curricular Pay Fund

\$ 30,000

OTHER EMPLOYMENT

Curriculum Workshop		
Per Work Hour	\$ 27.31	Up to a maximum of 7 hours per day No payment for lunch period
Summer School		
Per Hour	\$ 28.05	
Summer School Recovery Rate		
Per Hour (if applicable)	\$ 40.00	

BOARD OF EDUCATION OF ALLEGANY COUNTY
TEACHER SALARY SCHEDULE
2027-2028

<u>YEARS OF EXPERIENCE</u>	<u>CONDITIONAL DEGREE CERTIFICATE</u>	<u>STANDARD PROFESSIONAL CERTIFICATE</u>	<u>ADVANCED PROFESSIONAL CERTIFICATE WITHOUT MASTERS</u>	<u>MASTERS DEGREE</u>
1	49,163	63,036		66,293
2	50,409	63,036		66,293
3	51,687	63,036		66,293
4	53,007	63,036	64,868	66,293
5	54,350	63,681	64,868	66,293
6	55,735	63,681	64,868	66,293
7	57,156	64,949	66,158	67,613
8	58,612	64,949	68,300	69,596
9	60,106	66,612	70,437	71,636
10	64,379	68,316	72,616	73,740
11		70,065	74,622	75,906
12		71,859	76,759	78,134
13		73,703	78,938	80,433
14		75,592	81,009	82,797
15		77,483	81,608	83,394
16			81,608	83,394
17			82,187	84,677
18			82,782	85,275
19			82,782	85,275
20			82,782	85,275
21			83,651	86,189
22			84,249	86,786
23			84,249	86,786
24			84,249	86,786
25			85,118	87,702
26			85,716	88,299
27			85,716	88,299
28			86,582	89,214
29			87,179	89,810
30			87,179	89,810
31			87,550	90,191
31+			87,550	90,191

A teacher who holds 30 hours credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall receive \$2,482 in addition to the regular salary.

A teacher who holds 60 hours credit, approved by the Superintendent, above or in addition to those hours required and used for the Master's degree, shall receive \$4,430 in addition to the regular salary.

A teacher who holds a PH.D. or ED.D degree shall receive \$8,068 in addition to the regular salary.

Speech and language pathologists who hold a Certificate of Clinical Competence from the American Speech and Hearing Association (ASHA) shall receive an annual supplement of \$2,000.

Allegany County Career Ladder - FY 28

		Level 1		Level 2		Level 3	(+\$10,000)		Level 4
Steps	Conditional Professional	Initial Professional	Initial Professional: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional w/o/Masters: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional w/Masters: Pursuing NBC, MA in non-NBC area	NBC w/o Masters	NBC w/ Masters, MA in non-NBC area	(+\$5,000) Lead Teacher	(+\$10,000) Distinguished Teacher
1	49,163	63,036	63,036		66,293				
2	50,409	63,036	63,036		66,293				
3	51,687	63,036	63,036		66,293				
4	53,007	63,036	63,036	64,868	66,293	74,868	76,293	81,293	86,293
5	54,350	63,681	63,681	64,868	66,293	74,868	76,293	81,293	86,293
6	55,735	63,681	63,681	64,868	66,293	74,868	76,293	81,293	86,293
7	57,156	64,949	64,949	66,158	67,613	76,158	77,613	82,613	87,613
8	58,612	64,949	64,949	68,300	69,596	78,300	79,596	84,596	89,596
9	60,106	66,612	66,612	70,437	71,636	80,437	81,636	86,636	91,636
10	64,379	68,316	68,316	72,616	73,740	82,616	83,740	88,740	93,740
11		70,065	70,065	74,622	75,906	84,622	85,906	90,906	95,906
12		71,859	71,859	76,759	78,134	86,759	88,134	93,134	98,134
13		73,703	73,703	78,938	80,433	88,938	90,433	95,433	100,433
14		75,592	75,592	81,009	82,797	91,009	92,797	97,797	102,797
15		77,483	77,483	81,608	83,394	91,608	93,394	98,394	103,394
16				81,608	83,394	91,608	93,394	98,394	103,394
17				82,187	84,677	92,187	94,677	99,677	104,677
18				82,782	85,275	92,782	95,275	100,275	105,275
19				82,782	85,275	92,782	95,275	100,275	105,275
20				82,782	85,275	92,782	95,275	100,275	105,275
21				83,651	86,189	93,651	96,189	101,189	106,189
22				84,249	86,786	94,249	96,786	101,786	106,786
23				84,249	86,786	94,249	96,786	101,786	106,786
24				84,249	86,786	94,249	96,786	101,786	106,786
25				85,118	87,702	95,118	97,702	102,702	107,702
26				85,716	88,299	95,716	98,299	103,299	108,299
27				85,716	88,299	95,716	98,299	103,299	108,299
28				86,582	89,214	96,582	99,214	104,214	109,214
29				87,179	89,810	97,179	99,810	104,810	109,810
30				87,179	89,810	97,179	99,810	104,810	109,810
31				87,550	90,191	97,550	100,191	105,191	110,191
31+				87,550	90,191	97,550	100,191	105,191	110,191

*A teacher who holds 30 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 2,482

*A teacher who holds 60 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 4,430

*A teacher who holds a Ph.D or Ed.D degree shall in addition to their regular salary receive \$ 8,068

Level 2:

*Incentive Program to pursue NBC available; must adhere to program guidelines and deadlines to remain on Level 2.

*Pursuit of Master's degree is defined by active enrollment in a MA program with official transcripts submitted to Human Resources for each licensure renewal until MA is obtained.

*Teachers must have an Effective or Highly effective evaluation on their most recent evaluation to advance to Level 3 pay scale.

Level 3:

* A teacher must be tenured with 3 years experience to be placed on Level 3

*Teachers must maintain NBC status and have an Effective or Highly Effective evaluation to remain on Level 3 pay scale; failure to maintain an NBC will revert the employee to the prior pay level commensurate of their licensure and/or degree.

* Teachers may be requested to teach in their NBC certified area based on the needs of the system.

*NBC teachers assigned to a Low Performing School will receive an additional \$7,000

*Additional assignment/leadership responsibilities TBD by direct supervisor

MOC Candidates: 1st renewal receives an additional \$4,000, contingent on current Blueprint funding formula.

Out of State/County Candidates: Credentials reviewed by HR before placement on scale.

Board of Education of Allegany County
2027-2028
Teachers

BOYS/GIRLS ATHLETICS	HEAD COACH	NO.	ASSISTANT COACH	NO.
Baseball	\$2,158	3	1,099 *	3
Basketball	4,041	6	2,709	6
Cross Country	1,099	6		
Football	5,382	3	3,499	6
Soccer	2,158	6	1,099 *	6
Tennis	1,099	6		
Track	2,158	6	1,099	6
Indoor Track	1,099	3		
Volleyball	2,158	3	1,099 *	3
Wrestling	2,158	3	1,099 *	3
Bowling	1,099	3		
Softball	2,158	3	1,099 *	3
Golf	1,099	3		
Cheerleader	2,684	3		
Unified Tennis	1,099	3		
Unified Bocce	1,099	3		
Unified Football	1,099	3		
Unified Track	1,099	3		

* The assistant position is paid only when there is a varsity and junior varsity team (with games scheduled) in that sport.

EXTRA CURRICULAR ACTIVITIES

Stipend Pay Schedule:

Activity	Number	Amount
Senior Band	3	\$4,374
Drama (two productions)	3	1,349
Drill Team	3	1,679
Yearbook	4	1,349
Newspaper	4	1,349
Mock Trial Team	4	1,349
Future Educators Advisor	8	869
Lead Skills USA Advisor	1	1,349
Elementary Music	TBD	1,020
Middle School - Choral	4	1,020
Middle School - Band	4	1,020
Middle School - Orchestra	4	1,020
Middle School - Student Government Sponsor	4	1,020
High School Musical Director	3	1,730
High School - Student Government Sponsor	4	1,020
High School - National Honor Society Advisor	4	1,020
High School - Choral	3	1,020
High School - Band	3	1,020
High School - Orchestra	3	1,020
High School Class Advisor	12	1,020
High School - FFA	3	1,530

Extra-Curricular Pay Fund \$ 30,000

OTHER EMPLOYMENT

Curriculum Workshop		
Per Work Hour	\$ 27.86	Up to a maximum of 7 hours per day No payment for lunch period
Summer School		
Per Hour	\$ 28.61	
Summer School Recovery Rate		
Per Hour (if applicable)	\$ 40.00	

BOARD OF EDUCATION OF ALLEGANY COUNTY
TEACHER SALARY SCHEDULE
2028-2029

<u>YEARS OF EXPERIENCE</u>	<u>CONDITIONAL DEGREE CERTIFICATE</u>	<u>STANDARD PROFESSIONAL CERTIFICATE</u>	<u>ADVANCED PROFESSIONAL CERTIFICATE WITHOUT MASTERS</u>	<u>MASTERS DEGREE</u>
1	49,655	63,666		66,956
2	50,914	63,666		66,956
3	52,204	63,666		66,956
4	53,537	63,666	65,517	66,956
5	54,893	64,317	65,517	66,956
6	56,292	64,317	65,517	66,956
7	57,727	65,598	66,820	68,289
8	59,198	65,598	68,983	70,292
9	60,707	67,278	71,141	72,352
10	65,023	68,999	73,342	74,477
11		70,765	75,368	76,665
12		72,578	77,527	78,915
13		74,440	79,727	81,237
14		76,348	81,820	83,625
15		78,258	82,424	84,228
16			82,424	84,228
17			83,008	85,524
18			83,610	86,128
19			83,610	86,128
20			83,610	86,128
21			84,488	87,051
22			85,091	87,654
23			85,091	87,654
24			85,091	87,654
25			85,969	88,579
26			86,573	89,182
27			86,573	89,182
28			87,447	90,106
29			88,051	90,708
30			88,051	90,708
31			88,425	91,093
31+			88,425	91,093

A teacher who holds 30 hours credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall receive \$2,507 in addition to the regular salary.

A teacher who holds 60 hours credit, approved by the Superintendent, above or in addition to those hours required and used for the Master's degree, shall receive \$4,475 in addition to the regular salary.

A teacher who holds a PH.D. or ED.D degree shall receive \$8,149 in addition to the regular salary.

Speech and language pathologists who hold a Certificate of Clinical Competence from the American Speech and Hearing Association (ASHA) shall receive an annual supplement of \$2,000.

Allegany County Career Ladder - FY 29

		Level 1		Level 2		Level 3	(+\$10,000)		Level 4
Steps	Conditional Professional	Initial Professional	Initial Professional: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional wo/Masters: Pursuing MA, NBC, MA in non-NBC area	Advanced Professional w/Masters: Pursuing NBC, MA in non-NBC area	NBC w/o Masters	NBC w/ Masters, MA in non-NBC area	(+\$5,000) Lead Teacher	(+\$10,000) Distinguished Teacher
1	49,655	63,666	63,666		66,956				
2	50,914	63,666	63,666		66,956				
3	52,204	63,666	63,666		66,956				
4	53,537	63,666	63,666	65,517	66,956	75,517	76,956	81,956	86,956
5	54,893	64,317	64,317	65,517	66,956	75,517	76,956	81,956	86,956
6	56,292	64,317	64,317	65,517	66,956	75,517	76,956	81,956	86,956
7	57,727	65,598	65,598	66,820	68,289	76,820	78,289	83,289	88,289
8	59,198	65,598	65,598	68,983	70,292	78,983	80,292	85,292	90,292
9	60,707	67,278	67,278	71,141	72,352	81,141	82,352	87,352	92,352
10	65,023	68,999	68,999	73,342	74,477	83,342	84,477	89,477	94,477
11		70,765	70,765	75,368	76,665	85,368	86,665	91,665	96,665
12		72,578	72,578	77,527	78,915	87,527	88,915	93,915	98,915
13		74,440	74,440	79,727	81,237	89,727	91,237	96,237	101,237
14		76,348	76,348	81,820	83,625	91,820	93,625	98,625	103,625
15		78,258	78,258	82,424	84,228	92,424	94,228	99,228	104,228
16				82,424	84,228	92,424	94,228	99,228	104,228
17				83,008	85,524	93,008	95,524	100,524	105,524
18				83,610	86,128	93,610	96,128	101,128	106,128
19				83,610	86,128	93,610	96,128	101,128	106,128
20				83,610	86,128	93,610	96,128	101,128	106,128
21				84,488	87,051	94,488	97,051	102,051	107,051
22				85,091	87,654	95,091	97,654	102,654	107,654
23				85,091	87,654	95,091	97,654	102,654	107,654
24				85,091	87,654	95,091	97,654	102,654	107,654
25				85,969	88,579	95,969	98,579	103,579	108,579
26				86,573	89,182	96,573	99,182	104,182	109,182
27				86,573	89,182	96,573	99,182	104,182	109,182
28				87,447	90,106	97,447	100,106	105,106	110,106
29				88,051	90,708	98,051	100,708	105,708	110,708
30				88,051	90,708	98,051	100,708	105,708	110,708
31				88,425	91,093	98,425	101,093	106,093	111,093
31+				88,425	91,093	98,425	101,093	106,093	111,093

* A teacher who holds 30 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 2,507

* A teacher who holds 60 hrs credit, approved by the Superintendent, above or in addition to those hours required and used for Master's degree, shall in addition to their regular salary receive \$ 4,475

* A teacher who holds a Ph.D or Ed.D degree shall in addition to their regular salary receive \$ 8,149

Level 2:

* Incentive Program to pursue NBC available; must adhere to program guidelines and deadlines to remain on Level 2.

* Pursuit of Master's degree is defined by active enrollment in a MA program with official transcripts submitted to Human Resources for each licensure renewal until MA is obtained.

* Teachers must have an Effective or Highly effective evaluation on their most recent evaluation to advance to Level 3 pay scale.

Level 3:

* A teacher must be tenured with 3 years experience to be placed on Level 3

* Teachers must maintain NBC status and have an Effective or Highly Effective evaluation to remain on Level 3 pay scale; failure to maintain an NBC will revert the employee to the prior pay level commensurate of their licensure and/or degree.

* Teachers may be requested to teach in their NBC certified area based on the needs of the system.

* NBC teachers assigned to a Low Performing School will receive an additional \$7,000

* Additional assignment/leadership responsibilities TBD by direct supervisor

MOC Candidates: 1st renewal receives an additional \$4,000, contingent on current Blueprint funding formula.

Out of State/County Candidates: Credentials reviewed by HR before placement on scale.

Board of Education of Allegany County
2028-2029
Teachers

BOYS/GIRLS ATHLETICS	HEAD COACH	NO.	ASSISTANT COACH	NO.
Baseball	\$2,180	3	1,110 *	3
Basketball	4,081	6	2,736	6
Cross Country	1,110	6		
Football	5,436	3	3,534	6
Soccer	2,180	6	1,110 *	6
Tennis	1,110	6		
Track	2,180	6	1,110	6
Indoor Track	1,110	3		
Volleyball	2,180	3	1,110 *	3
Wrestling	2,180	3	1,110 *	3
Bowling	1,110	3		
Softball	2,180	3	1,110 *	3
Golf	1,110	3		
Cheerleader	2,711	3		
Unified Tennis	1,110	3		
Unified Bocce	1,110	3		
Unified Football	1,110	3		
Unified Track	1,110	3		

* The assistant position is paid only when there is a varsity and junior varsity team (with games scheduled) in that sport.

EXTRA CURRICULAR ACTIVITIES

Stipend Pay Schedule:

Activity	Number	Amount
Senior Band	3	\$4,418
Drama (two productions)	3	1,362
Drill Team	3	1,696
Yearbook	4	1,362
Newspaper	4	1,362
Mock Trial Team	4	1,362
Future Educators Advisor	8	878
Lead Skills USA Advisor	1	1,362
Elementary Music	TBD	1,030
Middle School - Choral	4	1,030
Middle School - Band	4	1,030
Middle School - Orchestra	4	1,030
Middle School - Student Government Sponsor	4	1,030
High School Musical Director	3	1,747
High School - Student Government Sponsor	4	1,030
High School - National Honor Society Advisor	4	1,030
High School - Choral	3	1,030
High School - Band	3	1,030
High School - Orchestra	3	1,030
High School Class Advisor	12	1,030
High School - FFA	3	1,545

Extra-Curricular Pay Fund

\$ 30,000

OTHER EMPLOYMENT

Curriculum Workshop		
Per Work Hour	\$ 28.14	Up to a maximum of 7 hours per day No payment for lunch period
Summer School		
Per Hour	\$ 28.90	
Summer School Recovery Rate		
Per Hour (if applicable)	\$ 40.00	

