

MEMORANDUM OF AGREEMENT ("hereinafter "MOA")

THIS AGREEMENT entered into as of the 2th day of February, 2016 by and between the Burnt Hills-Ballston Lake Central School District ("District") and the Burnt Hills-Ballston Lake Teachers' Association (the "Association") does hereby address three specific areas identified below. This language shall modify the Agreement Between the Superintendent of Schools of the Burnt Hills-Ballston Lake Central Schools and the Burnt Hills-Ballston Lake Teachers' Association for the period of July 1, 2014 through June 30, 2017.

Item #1 - 2016-2017 Payroll Calendar:

The following language shall replace the language identified in Article 22 Section Section 8A of the Agreement Between the Superintendent of Schools of the Burnt Hills-Ballston Lake Central Schools and the Burnt Hills-Ballston Lake Teachers' Association for the period of July 1, 2014 through June 30, 2017 for the 2016-2017 school year only:

For the 2016-2017 school year payroll dates will approximate the 15th and the 30th of the month (except in February where it will be the 28th or 29th). If the scheduled pay date falls on a Saturday or Sunday, the pay date will be the business day immediately preceding the 15th or 30th.

The district agrees to issue the second paycheck in June on the last day that teachers are required to report as opposed to the last day of the month. A proposed payroll calendar with for 2016-17 will accompany the MOA.

All staff members will have the option to choose either one twentieth or one twenty-fourth of their annual salary per paycheck. If a staff member chooses to have paychecks that equal one twenty-fourth of their annual salary they may choose between the following two options:

1. The staff member may elect to have a lump sum distribution of the last 5 paychecks on the final payday of June; or
2. Staff members may also choose to have their final four paychecks held by the district and mailed out to them on July 14, July 31, August 15, and August 31.

The balance due will be taxed as though it were paid over the two-month period of July and August in accordance with the provisions of IRS ruling No. 65-231.

All members may opt to have their payroll checks deposited directly to their accounts by the district, except for the four (4) summer checks (July 14, July 31, August 15, and August 31) for those that choose option 2 above.

The district agrees to issue two (2) 1/4 month paychecks and one (1) 1/2 month paycheck in September of 2016 as opposed to two (2) 1/2 month paychecks.

Item #2 - Secondary Department Representative for English & Math at O'Rourke Middle School:

Background: Both parties agree that representation of middle school departments in the K-12 structure is important. As part of the budget crisis of 2008-2011, the district stopped filling the positions of "Secondary Department Representative" for middle school departments in the area of English/Language Arts, Math, Social Studies, Science, and Special Education. Both parties agree that it is desirable to have curricular representation from the middle level for these areas. The district has consistently expressed a desire to look at a different model for providing middle school representation for the K-12 level but did not introduce as a topic for negotiations for the 2014-2017 contract.

With respect to this issue, the parties agree that:

- For the 2016-17 school year, the district will fill the positions of "Secondary Department Representative" for the Middle School Math and English/Language Arts departments as defined in Article 22 Section 2 of the current contract.
- The concept of a possible new position for middle school representation at the K-12 level will be introduced as a topic for negotiations for the next contract.

Item #3 - Team Leaders at O'Rourke Middle School:

Beginning in the 2015-16 school year, the O'Rourke Middle School (OMS) began a teaming structure as a result of a building-wide scheduling committee. It is the desire of the district to have a team leader identified for each grade-level team (for example, Teams 6A, 6B, 6C, 7A, 7B, 7C, 8A and 8B) and for special area teams (World Languages; Special Education; Fine Arts; Tech/FACS/PE & Health). Depending on enrollment there will be up to 13 team leaders in total. With respect to the team leader position, the parties agree to the following:

- Team leaders will be selected by the teams through a team wide election as determined by the Teachers Association and recommended to the superintendent for consideration of Board of Education appointment.
- Each team leader will be paid a stipend of \$500 per year. This will begin effective the first day of the second semester of the 2015-16 school year (pro-rated);
- Team leaders will serve as representatives on the OMS building council as is structured by the Teachers Association contract (Article 18, Section 3) ;
- Team leaders will meet with the building principal one time per month outside of building council;


- Team leaders will organize and chair meetings of their academic/subject area team as needed throughout the school year.

All three provisions in this MOA will sunset on June 30, 2017.

For District:

By:  _____ (Superintendent)

For the Association:

By:  _____ (President)

Attachment to 2/1/15 MOA

2016-2017 Proposed Payroll Calendar for members of Teachers' Association**

July 15*
July 29*
August 15*
August 31*
September 9 (1/4 Month pay)
September 16 (1/4 Month pay)
September 30
October 14
October 28
November 15
November 30
December 15
December 23
January 13
January 30
February 15
February 28
March 15
March 30
April 13
April 28
May 15
May 30
June 15
June 23

*applies to 12-month employees

** All dates are subject to change depending on Final School Calendar and Final floating holidays chosen by CSEA