

CTA - Base

In the event of any conflict(s) with School Board Policy, ratified agreement provision(s) shall prevail.

Schedules / Groups Included Under CTA

Bargaining Group: Classroom Teachers Association

Teachers have the option to annually receive either 22 or 26 payroll payments.

An employee's contract year shall constitute 196 duty days and is a 10 month contract. A duty day shall be a maximum of 7 hours and 30 minutes, including 1/2 hour for lunch. Teachers new to the District have 2 additional in-service days prior to the school year.

Extended duty days or an extended academic year may be required and will be announced by the Principal / Board during the school year. Any extension(s) to a Teacher's duty days shall be compensated at the employee's daily rate by dividing their annual salary by 196.

Entry Level Pay *

A new teacher with no prior teaching experience shall be placed on step # 1. Subject to collective bargaining, step(s) may be granted at the beginning of a new fiscal year, provided the employee had overall satisfactory performance in the previous school year.

One year of service is defined as:

- 1) total # of duty days exceeding 1/2 of the employee's contract year, or
- 2) 99 compensable duty days, whichever is greater

** Effective FY2011, retirees returning to teaching will be placed on step 7 of the CTA salary schedule regardless of the number of years of previous teaching experience.*

Credit for Prior Teaching Experience

Credit for prior public, private and/or foreign school teaching experience shall not exceed 26 years, and is granted on an equitable basis as comparable to existing Palm Beach County School District Teachers.

a. Public School Teaching Experience

- 1) in the State of Florida
- 2) outside Florida, within United States with minimum Bachelor's degree
- 3) outside Florida, within United States and its possessions at special State / Federal schools, State / Federal colleges / junior colleges

b. Private School Teaching Experience

- 1) in a private school accredited by a District recognized accrediting agency
- 2) must have held state-issued teaching certificate during entire period
- 3) must have held minimum Bachelor's degree during entire period
- 4) must have been regular session school with 2 or more teachers and more than 1 grade level

CTA - Base

c. Foreign Country Teaching Experience

- 1) in a foreign country school accredited by a District recognized accrediting agency
- 2) must have held country-issued teaching certificate during entire period
- 3) must have held minimum Bachelor's degree during entire period
- 4) must have been regular session school with 2 or more teachers and more than 1 grade level

Vocational Instructors may be credited by the Superintendent for full-time vocational experience up to 10 yr. For initial step placement, approved work experience may be combined with creditable teaching experience.

Employees must submit verification of eligible prior teaching experience within 90 days of hire. Employees eligible for the granting of steps due to previous teaching experience are strongly encouraged to submit verification as soon as possible. Except in extenuating circumstances, submissions exceeding 90 days will be effective as of the date of receipt in Human Resources. Retroactive pay will not apply for late submissions.

The District provides year-for-year prior teaching credit for both in- and out-of-District experience. One school year is defined as 2 consecutive regular school semesters, even if the 2 semesters are separated by summer break. Permanent Substitute experience shall not count toward Professional Service Contract eligibility.

Break-In-Service *

If a Teacher has a break in service and is returning to a PBC School District Teacher position, they shall only receive experience credit for those years of actual certified teaching experience. This **includes Vocational Instructors that transfer or return to non-Vocational teaching positions.**

If a Teacher was paid at step 26 prior to taking a transfer position, and subsequently returns to a Teacher position, they shall be placed on step 26, which is the maximum of the CTA pay scale.

If a Teacher was paid on a longevity step prior to taking a transfer position or break in service, and returns to a Teacher position, they are eligible to be returned on their longevity step. If there is a break in service of less than 12 months, the Teacher will retain their original seniority date at rehire.

** Effective FY2011, retirees returning to teaching will be placed on step 7 of the CTA salary schedule regardless of the number of years of previous teaching experience.*

Pay for Non-Teacher CTA Jobs

The following positions shall be paid on the Teacher Salary Schedule based on experience, degree, and contract status. Employee's entry level shall be step 10 on the salary scale provided all criteria are met. Actual teaching experience must be earned in- or out-of-district in order to achieve placement on step 19. An employee may be required to remain on step 18 for 5 years until eligible for placement on step 19. Only an employee's actual years of teaching experience for Palm Beach County School District will be credited for purposes of achieving step 26 at time of appointment to a position and job title listed herein.

School Psychologist
Audiologist

Occupational Therapist
Certified Speech Pathologist

Physical Therapist
ROTC Instructor

CTA - Base

CTA		
Salary Schedule		
Step	AC / PSC / CC	Years Exp
1	36,822	-
2	36,924	-
3	37,485	-
4	38,260	-
5	38,403	-
6	39,423	-
7	40,379	-
8	41,310	-
9	42,508	-
10 *	43,554	0
11	44,870	1
12	46,647	2
13	48,190	3
14	49,648	4
15	51,152	5
16	52,411	6
17	53,652	7
18	55,129	8
19	56,618	19 or 13
20	58,332	20
21	60,046	21
22	61,851	22
23	63,687	23
24	64,631	24
25	65,576	25
26	66,200	26

Audiologist / Speech - Language Pathologist /
Occupational or Physical Therapist /
School Psychologist / ROTC *

** For SLP's to receive experience credit for steps and
SCCC supplement, documentation must be submitted
to and processed by Compensation & HR Planning.*

Maximum step allowed at hire to PBC District

**Must have 19 actual years of experience; OR
have been held at step 18 for 5 years at PBC
District before moving to step 19. ****

*** 8 years brought to PBC + 5 years at 18 = 13 yrs*

CTA - Base

Probationary Period

Per Florida Statute, Section 1012.33(3)(a)4:

A ninety-seven (97) day probation period applies for the following categories of employees. During this time, an employee may be terminated without cause or may resign without breach of contract.

- 1) Employees that are newly hired
- 2) Employees that were previously terminated during the 97 day probation
- 3) Employees that resigned in lieu of termination during the 97 day probation

Personal Leave

Allowable 6 days per year, charged to sick leave, provided that such leave is not cumulative.

- a. Except in extenuating circumstances, such leave should be requested 48 hours in advance.
- b. Personal leave shall not be approved for any day immediately before or after a holiday, except for emergencies, bereavement, religious day, or to attend immediate family member's graduation.
- c. When misuse of personal leave is suspected, the District may investigate and require verification.

Sick Leave

Allowable for personal illness and bereavement of immediate/close family member.

Regular or Part-time Employees - Granted 4 days sick leave beginning of school year
Earns 1 day sick leave each month (provided they were on paid status 11 days in the month).

Employees that experience a change in their duty days basis will have their sick leave converted. Sick leave balance for part-time is converted to full-time, e.g., 2 part-days = 1 full day sick leave. Sick leave balance for full-time is converted to part-time, e.g., 1 full day sick leave = 2 part-days.

Accumulation - Cumulative from year to year with no maximum cap on amount of accrual

Credit for Out-of-County Sick Leave - can transfer sick leave from other FRS schools or agencies

Employees who work 11 or more days in summer school earn 1 day of sick leave.

The District may require a doctor's statement to verify any illness of greater than 3 days.

CTA - Base

Annual Optional Pay-Out for Accumulated Sick Leave

At the end of a school year (June 30) an employee who has accumulated more than 150 unused sick days may receive payment from the District for any days in excess of 150 earned during that school year.

Option 1:

Employee can elect to receive a tax sheltered annuity in the employee's name.
Employee's daily rate the last day of the school year times 80% times # of days in excess of 150.

Option 2:

Employee can elect to receive a gross payment equal to daily rate x 80% x # of days over 150.
Payment shall be subject to all legal withholdings and is not tax sheltered.

Option 3:

Employee can elect both an annuity and a payment (both Option 1 and Option 2).
Employee determines the amount to be applied to the annuity and the remainder to be paid out.
In any event, the payout shall not result in any additional cost to the District under Option 1 or 2.

Annual Leave Accrual for 250 Duty Day CTA Employees

Less than 5 years, annual leave shall accrue at the rate of 1 day per month (total 12)
5 years < 10 years, annual leave accrues at the rate of 1.25 days per month (total 15)
With 10 years or more, annual leave accrues at the rate of 1.5 days per month (total 18)
Maximum accrual for annual leave is capped at 30 days as of June 30 of each fiscal year.
Any days accrued and not used in excess of 30 as of June 30 each year shall be forfeited.