

- D. Home/Hospital: The index figure of .00064 is multiplied by the state minimum base salary figure (BA+0, Step 0) to determine the hourly rate.
- E. Additional Academic Programs: When an employee performs additional duties during times other than the normal workday or workyear for designing instruction, delivering instruction, analyzing assessment data, assigning a grade or granting credit, the rate of pay will be based on the employee's contracted hourly rate during the current work year. Employees, prior to such service, will be informed of the total hours to be worked for compensation.

SECTION 8.07 - TRAVEL AND SUBSISTENCE

Employees utilizing their private automobiles to travel on authorized school business shall be compensated at the IRS business rate per mile. Mileage must be by the shortest route whenever possible. Travel between the employee's home and school is not reimbursable. All employees who, by nature of their assignment must travel between schools or are required to make home visitations, shall also be reimbursed at the above rate. Each employee may request a written statement through his/her supervisor indicating whether or not he/she is eligible for mileage reimbursement.

Employees engaged in school-related business, workshops or conferences which necessitate overnight accommodations shall be reimbursed for the reasonable costs of lodging per day. Reimbursement for meals shall be for eligible expenses up to \$47.00 in-state and \$51.00 out-of-state per day. Employees shall additionally be reimbursed for any other expenses (such as parking and mileage) in accordance with District Procedure 7323P as revised August 2004.

Employees participating in "overnight" activities at student camps will be provided meals while there at school district expense; such employees will be paid an expense allowance of one hundred dollars (\$100) for each night the employee is away from home.

SECTION 8.08 - CREDIT UNIONS

In cooperation with the Educational Community Credit Union and the Washington School Employees Credit Union, the District shall provide payroll deduction services, as authorized once a year by the employee, for payments to one (1) or the other of said credit unions.

SECTION 8.09 - TAX-SHELTERED ANNUITIES

The District shall permit payroll deductions for approved tax-sheltered annuity plans. These deductions may be begun, modified or terminated at any such time, with appropriate written notice.

The District has a right to limit the number of plans it approves for payroll deductions, provided that a minimum of five (5) plans are approved, including the Washington Education Association Annuities Plan. Further, the District has the right to discontinue approval of any plan which has less than ten (10) employees participating in said plan.

SECTION 8.10 - INSURANCE BENEFITS

- A. All insurance programs shall be offered in the District through a 501(c)(9) VEBA Trust (hereinafter "Trust"), unless otherwise expressly provided. For the term of this Agreement, there shall be six (6) trustees, three (3) of whom are to be appointed by the District and three (3) by the Association. The length of the appointment, responsibilities, and powers of the trustees shall be determined by the Trust document, provided the trustees shall have no authority to act in violation of this Section.

- B. In keeping with the powers and responsibilities as described in the Trust document, the funding available from the District and/or plan participants, and this Section, the Trustees shall determine the benefits to be provided and the contributions required of plan participants.
- C. An enrollment period for continuing employees shall be from October 20 through November 15 each year, provided that the Trustees may extend this period or add other open enrollment periods. New employees shall elect insurance coverages within thirty (30) days of employment (commencing from the first actual working day). All enrollment procedures shall be handled through the Human Resources Department. It is the responsibility of the employee to notify the Human Resources Department of changes in dependent statuses, addresses, and other relevant information.
- D. During the term of this Agreement, the District shall monthly pass-through to the Trust an amount equal to the State-funded monthly insurance dollar amount times the number of employees, on an FTE basis, represented by the Association. If the parties are unable to agree on the amount of said pass-through, the subject shall be treated as a negotiable matter rather than a contractual matter and the District's pass-through commitment will be deemed null and void except as may be agreed in subsequent negotiation.
- E. This Section may be reopened by either party in the event: (1) the Trust is dissolved; (2) the terms of this Section do not comply with law; or (3) the Legislature removes or eases compensation or benefit limitations.
- F. The District shall pay the retiree subsidy required by the State to the Health Care Authority.
- G. By this 2010-12 Agreement, the parties are foregoing the 2009-10 contribution of \$200,000 to the Trust. The parties, furthermore, have a joint expectation that the Benefit Trustees will be responsive to the impact that rate increases have on employees if increased beyond current levels.

SECTION 8.11 - HIGH SCHOOL DEPARTMENT HEADS

Employees selected by the District to serve as high school department head shall receive stipends of two hundred ninety-five (\$295) per full-time equivalent (FTE) employee assigned to their department. The minimum stipend for any department head shall be one thousand five hundred dollars (\$1,500).

SECTION 8.12 - SUPPLEMENTAL DAYS/EXTENDED WORKYEAR

The District may offer a supplemental contract to employees having additional assignments due to the nature of their job position. The employee's supplemental contract duties may be fulfilled by working on days other than the normal work year or additional hours accumulated during the normal work year.

Payment shall be at the employee's contract hourly rate of pay (regular salary \div 184 (185 in 2011-12) \div 7.5). Employees whose supplemental contract requires them to start work prior to the effective date of a contract shall nevertheless be considered to be working under the new contractual agreement.

Supplemental contracts may be offered as follows:

Counselor:	(High School)	7 days/52.5 hours
	(Middle School)	5 days/37.5 hours
Library Media:	(High School)	7 days/52.5 hours
	(Middle School)	7 days/52.5 hours
	(Elementary School)	2 days/15 hours