

Negotiated Agreement 2020-2021

Between

Clearwater Education Association

And the

Joint School District #171

Article I

Procedure

1.1 REQUEST

It is agreed by both parties that either party may initiate a request for negotiations and that negotiations will begin within ten (10) days of the receipt of a written request of either party. Negotiations will not begin before January 15.

1.2 MEETINGS

Negotiation meetings shall be at a time and place convenient to both parties and shall be meetings open to the public. The Board shall post notice of these meetings at the earliest possible time but no later than 24 hours prior to the meeting.

1.3 REPRESENTATION

The CEA shall be the representative of the teachers so long as the CEA has membership of fifty percent (50%) plus one (1) in certified teachers.

At negotiation meetings, each recognized party will be entitled to four or fewer table participants to represent them. Negotiations, as used in the Agreement, means meeting and conferring in good faith by representatives of the Board, or its designated representatives, and the Association. Negotiators shall meet and

negotiate in good faith with the intent to reach agreement, with such agreement reduced to writing.

1.4 BARGAINING

It is the intent of both parties to reach a mutually acceptable outcome in the negotiation process. The two parties to the negotiation agree that the style (positional or interest based) of negotiations shall be the first subject agreed to by the parties in the next negotiated agreement.

1.5 CAUCUS

When negotiations are in a difficult stage, or do not seem to be going well, both parties are entitled to call for a caucus. This will give each party a time to meet privately. During the caucus teams can review new information, consult experts, illicit approval of constituents, review strategies, or simply give the team time to think about what has been discussed.

1.6 EXPENSES

Each party shall pay any expenses incurred by their individual consultant or study committee.

1.7 SUBJECTS OF NEGOTIATIONS

The intent of negotiations shall be that those items agreed upon may be negotiated. Other matters of concern may be negotiated and added to the Negotiated Agreement upon mutual agreement between said Parties.

1.8 EXCHANGE OF INFORMATION (Board)

The Board agrees to furnish, upon request of the Association, public information which may facilitate the negotiations. This information may be available within seven (7) working days.

1.9 EXCHANGE OF INFORMATION (Association)

The Association agrees to furnish, upon request of the Board, public information which may facilitate negotiations. This information may be available within seven (7) working days.

Article II

Agreement

2.1 TENTATIVE AGREEMENT

Tentative agreements, including full package, shall be signed off by two (2) negotiators from each team.

2.2 TOTAL AGREEMENT

Ratification of all final offers of settlement shall be made in open public meeting. Each party must provide written evidence confirming to the other party that majority ratification has occurred. Such total package shall be signed by the Chairperson of the Board, the Clerk of the District, the President of the Association and the Secretary of the Association.

2.3 MODIFICATION

No change, revision, alteration or modification of the Agreement, in whole or part, shall be valid unless the same is ratified by the Board and the Association except that the Board may increase compensation above that included in this Agreement.

Article III

Procedures

3.1 Grievance Procedure

The Staff Complaint and Grievance Procedure can be found in Board of Trustees' Policy 5250.

3.2 Leaves of Absence: Sick leave

Certificated employees who work half time or more per week shall be granted sick leave and other leaves in accordance with State law. Sick leave for certificated employees shall be calculated by the day, or percentage thereof, as defined in District Policy 5400. The District, may in its discretion, require proof of illness when deemed appropriate, including but not limited to abuse of sick leave or false claims of illness. Monetary compensation shall not be provided for unused sick leave by the District. "Sick leave" means a leave of absence, with pay, for a sickness suffered by an employee or his or her immediate family. "Immediate family" for purposes of sick leave shall mean the employee's spouse and children residing in the employee's household. ("Immediate family" shall mean the employee's mother, father, grandmother, grandfather or grandchild, or the spouse, son, son-in-law, daughter, daughter-in-law, mother-in-law, father-in-law, sibling or any person living in the immediate family. Current language plus change to agree with Bereavement leave) Nothing in this policy guarantees approval of the granting of such leave in any instance. Each request will be judged by the District in accordance with this policy and the needs of the District. It is understood that seniority shall accumulate while a teacher or employee is utilizing accumulated sick leave credits. Seniority will not accumulate unless an employee is in a paid status. Abuse of sick leave is cause for discipline up to and including termination. Each eligible classified employee shall be entitled to the following amount of sick leave with full pay, with unlimited accumulation as long as the employee remains continuously in the service of the school district. For purposes of retirement, administration of Idaho Code 33-1217 will be applicable.

Each full-time certificated employee shall receive twelve (12) days of sick leave per school year with unlimited accumulation. Sick leave for certificated employees shall be

calculated by the day, or percentage thereof, as defined in his/her individual employment contract.

After one week of absence, the District, may in its discretion, require proof of illness when deemed appropriate, including but not limited to abuse of sick leave or false claims of illness. The District will provide a statement on each check stub showing the number of sick leave days each employee has currently accumulated. Compensation shall not be provided for unused sick leave.

Accrual of Unused Sick Leave

Employees may accrue unused sick leave. Upon retirement, an employee's accumulated unused sick leave must be reported by the District to the public employee retirement system.

Bereavement Leave

An employee who has a death in the immediate family shall be eligible for bereavement leave. Immediate family is defined as spouse of the employee, son, daughter, father, mother, brother, sister, grandfather, grandmother, grandchild, son-in-law, daughter-in-law, parent-in-law, or any person living in the immediate household of the employee. The Superintendent shall have the authority to give bereavement leave for up to five (5) days per occurrence, of which two (2) days per year shall be granted for death outside the employee's immediate family. Additional days may be granted by the Superintendent.

Personal Leave

Paid Personal leave shall be granted for any reason deemed necessary by the employee at the rate of two (2) days per year. After ten (10) years with Joint School District No. 171, personal leave will be increased to three (3) days. After fifteen (15) years with Joint School District No. 171, personal leave will be increased to four (4) days. If personal leave is not taken, the district will allow the accumulation of up to four (4) days.

No Personal Leave will be granted immediately before or after regular vacations or on Staff Development Days as listed on the school calendar unless approved by the Superintendent. No leave will be granted during the first two weeks or the last two weeks of the scheduled school term unless approved by the Superintendent.

Personal leave days may be taken as full or half days at the discretion of the employee, provided that no more than 10% but no less than one employee, of the employees in any one building may take personal leave at the same time, with the exception of Peck Elementary School and Cavendish-Teakean Elementary School.

The teacher must notify the principal or supervisor at least two (2) days in advance, except in cases of emergency.

The District will pay the cost of the substitute for the days of personal leave, provided the days are used.

Professional Leave for Certified Staff

Release time with pay may be granted for the purpose of attending educational conferences, workshops, seminars, association business or other professional improvement sessions. Requests for professional leave must be turned into the building administrator at least two (2) days prior to the employee being gone. Professional leave must have prior written approval of the Superintendent.

Military Leave

All District employees, other than those who are employed on a temporary basis, are entitled to military leave of absence when ordered to active duty for training as members of the Idaho National Guard or any component of the U.S. Armed Forces. Employees who volunteer, are drafted, or are ordered to “extended active duty” with any component of the U.S. Armed Forces shall be entitled to reinstatement to their former positions or comparable positions if the right is exercised in a timely manner as noted below.

Notice to District

All employees should provide either written or oral notice of upcoming military training to the District as soon as reasonably practical. The employee or an appropriate officer of the branch of military in which the employee will serve may provide the notice. Employees who are ordered for such duty shall provide one copy of their orders to the Superintendent. Notice shall include date of departure and date of return for purposes of military training ninety (90) days prior to the date of departure.

Military Leave for Training or Short Term Duty

Employees who are required to attend annual training or special active duty for training shall not suffer any loss of salary, seniority or efficiency rating during the first fifteen (15) days of such absence in any calendar year. Leave will be without loss of benefits.

Completion of Military Training

Upon completion of military training, employee shall give evidence of the satisfactory completion of such training immediately thereafter. Employee shall be restored to his or her previous or similar position with the same status, pay, vacation leave, sick leave, bonus, advancement, and seniority. Such seniority shall continue to accrue during such period of absence.

Benefits for Uniformed Service Personnel on Active Duty

Salary

For any period of active duty up to three (3) months, the employee shall be entitled to receive from the District salary or wages equal to the difference between the employee's military pay and the employee's District salary, provided the employee's military pay does not exceed his or her District salary or wages. The employee must provide the District with all documentation necessary to permit the aforementioned computation. For periods beyond three (3) months, the Board will review and consider approval for any further extensions. Employees who do not request District pay or who fail to provide the documentation required in this policy shall not be entitled to receive any District salary or wages as set forth in this policy.

Pension and Retirement Plans

Pension and retirement plans are considered a benefit to which reinstated employees are entitled. Any normal contributions will continue to be made for service members who are absent for 90 days or less. If the employee has been absent for military service for 91 days or more, the District may elect to delay making retroactive pension contributions until the employee submits satisfactory reemployment documentation.

Medical Insurance

Health benefits will be offered to the extent they are available to other employees on leave. An employee performing military service for 30 days or less is not required to pay more than the normal employee share of any health premium. If the employee's military service is for 31 days to three (3) months, the health plan will offer continuous coverage. An employee on military leave may elect to continue healthcare coverage through the District for up to three (3) months after the military leave begins or for the period of military service, whichever is shorter. The District's obligation to provide health benefits ends once an employee's military leave exceeds three (3) months. When the employee is reinstated, a waiting period or exclusion cannot be imposed if health coverage would have been provided to the employee had he or she not been absent for military service.

Reporting to District Once Military Leave is Complete

The standard military service length and reporting times are:

* *1 to 30 days of military service:* employee reports to the District by the beginning of the first scheduled work day that falls eight hours after the end of the last calendar day of military service.

* *31 to 180 days of military service:* employee must submit an application for reemployment no later than 14 days after completion of service in the armed forces. If the 14th day falls on a day when the District's offices are not open or available to accept a reemployment application, the time extends to the next business day.

* *181 days or more of military service:* employee must submit an application for reemployment no later than 90 days after completion of military service. If the 90th day falls on a day when the employee's offices are not open or available to accept a reemployment application, the time extends to the next business day.

* *Cases of disability:* employees who are hospitalized or recovering from a disability that was incurred or aggravated during the period of military service leave have up to two years to submit an application for reemployment.

There is an exception to these guidelines for those employees who, through no fault of their own, find themselves in a situation that makes it impossible or unreasonable to meet the required timetables. In those cases the employee must return to work as soon as possible.

Disqualification from Returning to Work

There are four conditions that disqualify an employee from exercising his or her right to reemployment after military service:

- 1) A dishonorable or bad conduct discharge
- 2) Separation from the service under "other than honorable conditions"
- 3) A commissioned officer's dismissal via court martial or by order of the President
- 4) When a service member has been dropped from the rolls for being absent without authority or for civilian imprisonment

Reinstatement to Positions after Extended Duty

Employees who volunteer, are drafted, or called to active duty for extended periods will be placed on

“Military Leave of Absence” upon written application and be entitled to reinstatement to their former or similar positions upon their return and under the following conditions:

- 1) They must not have remained on active duty beyond their first opportunity for honorable or general release.
- 2) They must report to claim reinstatement within fourteen (14) days after completion of service; or one (1) day in the case of individuals who undergo only thirty (30) days active training or less.

After an employee has been absent for 31 days or more of military service, the District may ask the employee or the employee’s military unit for documentation showing that:

- 1) The employee submitted a timely application for reemployment;
- 2) The employee’s length of military service has not exceeded the five-year limitation; and
- 3) The employee’s separation from the military service meets the requirement for reemployment.

As a general rule, employees returning from military service must be reemployed in the job that they previously held, or would have attained had they not been absent for military service. If the employee was disabled while on military duty, or a disability is aggravated by military service, the District will make reasonable efforts to accommodate the disability.

3.3 Reduction In Force (RIF) Procedure

The Reduction In Force procedure can be found in Board of Trustees’ Policy 5740.

3.4 Policy Review Committee

The District Policy Review Committee will meet quarterly.

The Harmony Committee will meet in September and January of the 2019-20 School Year for updates and communications. The committee will consist of no less than the Superintendent, Business Manager, and minimum of two (2) Teacher Union Representation.

3.5 New Teacher Mentor Program

A new teacher mentor program will be developed with a general district wide framework. This will be reviewed and updated as needed. Experienced Mentor teachers will be assigned to a protegee (new teacher) prior to the beginning of the school year.

Article IV

Salary and Benefits

4.1 Certified Credit Reimbursement

The District will fund a credit reimbursement account to assist certified staff pay for college credits. The fund will be \$15,000 for the ~~2019-20~~ 2020-21 school year.

The procedure is found in Board of Trustees' Policy 5435 and 5435P.

1. Certified staff may apply for three college credits reimbursement annually.
2. In the event that more reimbursement is applied for than there are funds available, the total amount of money requested will be divided by the amount set aside by the district (\$15,000).\
3. Reimbursements are for tuition only.
4. All requests for reimbursement must have a receipt showing the cost of the class and a transcript showing successful completion of the class.
5. Tuition will only be reimbursed for classes that are in the certified staff's assignment/curriculum field or pre-approved by the superintendent.
6. All requests for reimbursement must be received by June 30 10, 2020.
7. The superintendent or designee will disburse funds in separate checks through the June accounts payable.
8. Certified staff will be allowed three credits of reimbursement annually. In the event the \$15,000 is not fully utilized by the three credit allotment, a second round of payments may be applied for by certified staff. The funds will be divided equally until the limit of \$15,000 is reached.

4.2 Holidays/Calendar

Holidays are paid according to the 2019-20 **2020-21** adopted district calendar: Labor Day- September **7,2020** ~~2, 2019~~; Thanksgiving-November **25, 2020** ~~28, 2019~~; Christmas-December **25, 2020** ~~2019~~; New Years- January 1, **2021** ~~2020~~; MLK Birthday- January **18, 2021** ~~20, 2020~~; President's Day- February **15, 2021** ~~17, 2020~~; Memorial Day- May **31,2021** ~~25, 2020~~.

4.3 Personal Leave

Certified Staff who do not use their Personal Leave as required in 3.2 Leave of Absence (Personal) or who request payment for their days of personal will be paid for days at the rate of \$90 per day. Employees may only request payment for full days. Partial days will be paid at the end of the fiscal year if the employee would have lost the leave time.

4.4 Master Educator Premium

For the duration of the state funded Master Educator Premium (MEP) allocation, bargaining unit employees receiving said premium shall receive their \$4,000 stipend in equal installments over a twelve (12) month period: September to August.

4.5 Summer School

Salaries for Summer School will be based up the certified staff member's hourly pro-rata pay level.

4.6 Career Ladder & Educational Allocations

The Career Ladder shall be for 174 contract days.

Appendix A

4.7 Extra-Curricular Activities/Duties Index Schedule

Appendix B

4.8 Work Day-Definition in accordance with Policy 5210

Student contact days are 7:30-4:00. For the 2019-20 calendar year there are 148 student contact days.

Non-student contact professional development days and in-service will be from 8:00-2:30 with the use of flex time (if needed) at administrator discretion. For the 2019-20 calendar year there are 5 professional development days and 3 district in-service days.

Non-student work days are 8:00-2:30. For the 2019-20 calendar year there are 7 work days.

4.8 Preparation Time

As prep time for teachers is an integral part of effective education, an instructional-free time will be provided as much as reasonably possible on a daily basis. The building administrator will meet with the certificated staff at least annually to discuss the scheduling of and to maximize the preparation time allotted.

Article V

Insurance

5.1 Coverage

The District will offer a PPO Medical Insurance Plan to employees of Joint School District #171. Certified Employees who have a .5 FTE to .74 FTE contract are eligible for employee only coverage, paid for by the District.

Certified Employees who have contracts of .75 FTE or greater are eligible for the Employee’s PPO Plan and family/spouse/children (FSC) coverage as outlined in Appendix D. The District will pay for the Employees plan and 80% of the cost of the family/spouse/children plan.

~~Employee and FSC coverage for dental, prescription, and vision coverage will be included in both paid plans. The PPO plans will be for a \$3,000 deductible with a “buy down” agreement, buying down the deductible to \$500 per person and \$1000 family.~~

~~A Prescription Drug Plan will be offered as part of the insurance package. The per person plan will have a \$500 Deductible and “Preferred Brand” coverage with a \$30 co-pay. Co-pay for “Non-preferred” and “specialty” drugs is \$50 Co-Pay on generic drugs is \$10. Maximum OOP for Rx is \$1000.~~

~~“Professional Services In-Network” costs for “Primary Care” office visits being \$30 and “Specialist” Office visits becoming \$60 in the new Blue Cross of Idaho Plan.~~

Benefits	In-Network	
Deductible	Blue Cross Policy	Buy Down Program
Individual	\$3,000	\$750
Family	\$6,000	\$1,500
Coinsurance	80%	80%
Out-of-Pocket Maximum		
Individual	\$5,500	\$3,700

Family	\$11,000	\$7,400
Prescription Drugs		
Deductible	\$750 per person	\$750 per person
Rx Maximum Out of Pocket	\$1000 Ind/\$2000 Fam	\$850 Ind / \$1,700 Family

Joint School District #171 will purchase individual deductible and Prescription Drugs deductible down to \$500 each. This will decrease the amount of out of pocket totals for individuals. This will include all eligible employees as per the above statements.

Open enrollment for the insurance plans will occur at the beginning of each plan year, through October 1 or upon a change in family or work status.

2019-20 coverage cost can be found on Appendix C.

Article VI

Effect of Agreement

6.1 Duration

The provisions of this Agreement will be effective as of July 1, 2019²⁰ and will continue and remain in full force and effect until June 30, 2020²¹.

6.2 Automatic Extension

If at the time this Agreement would otherwise terminate, the parties are negotiating for a new Agreement, terms and conditions hereof shall continue in effect until ratification by both parties of the successor Agreement.

6.3 Ratification

The Agreement is signed this _____ day of _____, 2020 2019-and shall be binding upon the parties.

IN WITNESS THEREOF:

For the Association

For the Board

President of CEA

Chairperson

Secretary

Clerk of the Board

Appendix A
Certified Salary Schedule
2019-20

Cohort	Base Salary	BA +24 credits	Masters Degree
		2000	3500
R1	38500 40000	40500	42000
R2	39000 40000	41000	42500
R3	39500 40000	41500	43000
P1	42500	44500	46000
P2	42750	44750	46250
P3	43340	45340	46840
P4	44945	46945	48445
P5	46460	48460	49960
P6	47975	49975	51475
P7	49490	51490	52990
P8	51510	53510	55010
P9	53530	55530	57030
P10	55550	57550	59050
P11	58479	60479	61979

The Educational Allocations are treated as a “pass through” in this agreement.

*The “Longevity” row in the career ladder replaces the formerly named “P 11” rung. P11 has been eliminated as a “step” in the current ladder, the employees who were at the P11 rung in the 2016-17 school year will remain in the “Longevity” row. All other staff will now top out at the P10 rung of the career ladder.

Time in District Stipend

20 - 24 years = \$1000

25 plus years = \$2500

Paid to 1.0 FTE in 12 equal monthly installments.

Appendix B

EXTRA CURRICULAR ACTIVITIES/DUTIES INDEX SCHEDULE

JOINT SCHOOL DISTRICT NO. 171
EXTRA CURRICULAR ACTIVITIES/DUTIES INDEX SCHEDULE
2019-20- 2020-2021

CATEGORY	1	2	3	4	5	6	7	8
INDEX	0.2	0.140 0.13	0.11 0.09	0.090 0.07	0.070 0.04	0.040 0.0212	0.0212 0.0106	0.0106

The index is applied to a base salary of \$30,000.

Category 1	AD	\$6000
Category 2	Head Basketball HS	\$3900
	Head Football HS	
	Head Wrestling HS	
	Head OHS Cheer(Fall/Winter)	
	OHS Band/Choir	
	Head Soccer HS	
	Head Track HS	
	Head Baseball HS	
	Head Volleyball HS	
	Head Softball HS	
	Head District Tennis HS	
	Head District XC HS	

Category 3	Assistant Basketball HS	\$2700
	Assistant Football HS	
	Assistant Wrestling HS	
	Assistant OHS Cheer (Fall/Winter)	
	Assistant Soccer HS	
	Assistant Track HS	
	Assistant Baseball HS	
	Assistant Volleyball HS	
	Assistant Softball HS	
	Assistant District Tennis HS	
	Assistant District XC HS	
Category 4	JH Head Basketball	\$2100
	Dance	
	JH Head Football	
	JH Head Track	
	JH Head Volleyball	
	JH Head Wrestling	
	All HS C-squad positions (third coach)	
Category 5	Weight Room Supervisor	\$1200
	Drama HS	
	JH Assistant Basketball	
	JH Assistant Volleyball	
	HS Annual/Newspaper	
	JH Assistant Football	
	JH Assistant Track	

Category 6	CTSO's	\$636
	Knowledge Bowl	
	Senior Advisor	
	Junior Advisor	
	HS Student Council	
Category 7	National Honor Society	\$318
	Sophomore Advisor	
	Freshman Advisor	
	Eighth Grade Advisor	
	Seventh Grade Advisor	
	Youth Legislature	

1. Only one paid head coach per sport team.
2. Only one paid assistant coach per sport team.
3. A third coach gets paid from the C-squad category if athlete numbers meet requirements. (1st # is for assistant, 2nd # is for C-squad)

Basketball 10//20	Football 11 man 16/25	Football 8 man 12/20	Cheer 16	Soccer 16/25	XC 12
Track 10/20	Baseball 12	Volleyball 10/20	Softball 12	Tennis 12	Wrestling 10/20

4. Co-coaching takes the Head and Assistant wages and totals then evenly splits them in half for each coach.
5. Co-coaching for two Assistants takes the assistant's wage and the C-squad wage totals then splits them in half for each coach.
6. Coaches will be paid in one check at the end of the season following their evaluation. The AD will then notify(file completion letter) to the district office so the coach can be paid. If a season is cut short, the coach will receive a prorated amount equal to the amount of season they completed.

GATEGORY 1 = \$6000

Activities Director

CATEGORY 2 = \$4200

High School Basketball (Boys and Girls)

High School Football

High School Wrestling

OHS Cheerleaders (Fall & Winter)

CATEGORY 3 = \$3300

Soccer (Boys and Girls)

High School Track

High School Baseball

High School Volleyball

High School Softball

OHS Band

District Tennis Coach (OHS/THS)

District Cross Country Coach (OHS/THS)

CATEGORY 4 = \$2700

Assistant High School Basketball

Assistant High School Wrestling

~~Junior High Basketball (Boys and Girls)~~

~~Assistant Cheerleader OHS (Fall/Winter)~~

GATEGORY 5 = \$2100

~~Assistant High School Football~~

~~THS Cheerleaders~~

~~Dance~~

~~Junior High Football~~

~~Junior High Track~~

~~Junior High Volleyball~~

~~Assistant High School Baseball~~

~~Assistant High School Track~~

~~Assistant High School Volleyball~~

~~Assistant High School Softball~~

~~District Assistant Tennis Coach (THS)~~

~~Junior High Wrestling Coach (OJSHS)~~

GATEGORY 6 = \$1200

~~Weight Room Supervisor~~

~~High School Drama~~

~~Assistant Junior High Basketball~~

~~Assistant Junior High Volleyball~~

~~High School Annual~~

CATEGORY 7 = \$636

~~Assistant Junior High Football~~

~~High School Chorus~~

~~Assistant Junior High Track~~

~~High School Paper~~

~~Junior High Paper~~

~~FCCLA~~

~~High School Pride~~

~~Knowledge Bowl~~

~~Senior Advisor~~

~~Junior Advisor~~

~~High School Student Council~~

CATEGORY 8 = \$318

~~National Honor Society~~

~~Sophomore Advisor~~

~~Freshman Advisor~~

~~Eighth Grade Advisor~~

~~Seventh Grade Advisor~~

~~Youth Legislature~~

~~SADD/IDFY~~

~~Math Counts Advisor~~

Appendix C

Monthly Insurance Cost

Benefits	PPO
Deductible Individual Family Co-Insurance	 \$3000 \$6000 80%
Out of Pocket Max Individual Family	 \$5500 \$11,000
Professional Services Office Visit -Primary Care Office Visit- Specialist	 \$30 Co-pay \$60 Co-pay
Mental Health/Chemical Dependency Inpatient Outpatient Visit	 Deductible Co-Insurance \$30 Co-pay
Emergency Services Urgent Care	 \$60 Co-pay
Prescription Drugs (per person) Deductible Generic Preferred Brand Non-Preferred Brand Specialty Mail Order Rx Max OOP	 \$500 \$10 \$30 \$50 \$50 Same as retail \$1,000
Rates	
Employee Only \$704.50 Employee + Spouse \$1479.50 Employee +1 child \$ 1057.40 Employee + Children \$ 1209.60 Family \$ 1707.85	
*District Pays 100% Employee Only Premium for employees working .5-1 FTE. District pays 80% of Dependent's premium for employees working .75-1 FTE.	