**220 Day Contract:**

* Teachers will be offered the option each school year to either take a 220-day contract or a 230-day contract. This offer will be made regardless of whether they are at the start, middle or end of a multi-year contract. If they choose a different option from the previous year, the days on their contract will be amended accordingly.

**Week Selection Process:**

* Step 1 – Teachers will be presented with the option of working a 220-day or 230-day contract for the upcoming school year. Each teacher will receive salary information with regards to what their salary was for the 2019-2020 school year along with what their proposed salary (minus any MOESC Board approved base increase) would be if they worked a 220-day contract or a 230-day contract for the 2020-2021 school year. This information will be shared with the teachers in February.
* Step 2 – Teachers interested in being considered for an adjusted 220-day contract shall rank (top ten choices numbered 1 to 10 with 1 being their first choice) their requested weeks off (calendar provided) and submit it to their building principal by March 31st. Submitting this request does not commit you to accepting a 220-day contract. The administrators at both programs will grant weeks off based on seniority for each individual week. If elected, this process can be done during a combined staff meeting.
* Step 3 – The building principals will notify each teacher what weeks have been selected to be off based on their ranked request. This notification shall be communicated to the teachers no later than April 15th.
* Step 4 – Teachers will commit to working either a 230- or 220-day contract by signing off on a provided document. This shall be submitted to your building principal no later than May 1st.
* NOTE: In the event a teacher would like to change their dates, new dates need to be given to the administrator two weeks prior to the absence, adequate coverage must be found, and another teacher cannot be scheduled off or moved to accommodate the change. If adequate professional coverage is not found the change cannot take place and the teacher must keep to their original schedule. Approval is at the sole discretion of the building principal.

**Parameters Regarding Week Selection**:

* Weeks must be taken over 5 consecutive work days and may not be used individually.
* The same teacher cannot take two weeks off in the same grading period.
* Teachers cannot use their week during the week in which a term ends.
* Weeks may be added to the beginning or end of a break if it is not the end of the term.

The following seniority is based on MOESC Board hire date for licensed teachers at PRTF

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| **PRTF Seniority List and Hire Dates (as of 2/19/2020)** | |
| 1. Dennis Baum – 8/12/08 2. Travis Weber – 8/10/10 3. Rhonda Loughman – 4/8/14 4. Doug Thomas – 10/14/14 5. Virginia Young – 12/8/14 6. Julie Pfeifer -6/9/15 7. Heather McClain – 10/13/15 | 1. Cassandra Lowery – 5/19/16 2. Pete Schmitt – 5/19/16 3. Randall Fagan – 6/22/16 4. Robert Keller – 7/19/17 5. Chris Jones – 5/22/19 6. Vivian Brownlow – 7/24/19 7. Patrick Browning – 8/28/19 |