

TENTATIVE CONTRACT AGREEMENT EXECUTIVE SUMMARY



Effective July 1, 2017 through June 30, 2019 and thereafter until a new agreement is reached

Salary & Wage Schedule/Benefits:

2017-2018:

- Salary Schedule A: 0.5% Increase on all Steps and Lanes, retroactive to July 1, 2017.
- All other schedules unchanged.
- Health Insurance maintain at current levels.

2018-2019:

- Salary Schedule A: 0.5% Increase on all Steps and Lanes.
- All other schedules unchanged.
- Health Insurance maintain at current levels.

ARTICLES AND MOAS:

(p8) Article I. COLLECTIVE BARGAINING AGREEMENT, PUBLICATION, DURATION, BOARD RIGHTS

Section A: Collective Bargaining Agreement, Definition

6. Union Business Leave:

The annual allotment of one hundred (100) person days shall be established for the exclusive allocation of the Union. Individuals certified by the Union to use this time shall be released without loss of pay. The cost of reserve teacher service for these individuals shall be borne by the Union and shall be paid as used and billed by the Finance Department. An additional allotment of fifty (50) days will be established for the exclusive allocation of the union for the specific purpose of mediation if the one hundred (100) days have been depleted.

7. Email and School Mailboxes

In the interest of maintaining effective labor-management relationships and efficient and appropriate use of district time and resources, the District will allow union access to District email and school mailboxes by MFT representatives for certain union activities.

<u>Union use of systems is subject to the same condition as employee use as set forth in District policy.</u>

The District will permit access as follows: Bulletins, flyers, union newsletters, meeting notices, general dissemination of information to members, contract information, union election process information and results, and notification of unit clarification/determination decision. Communications/Items will be identifiable as union communications or materials. MFT or its appointed designee (e.g. stewards) will bear the responsibility for distributing MFT materials. District owned property and services including the email system and school mailboxes may not be used for the following: Political activities, fund-raising, campaigning for union office, strike activities or solicitation of employees for union membership. The MFT must request prior approval for the use of email systems and school mallboxes for activities that are not specifically approved in this document

The MFT agrees to use the District email system as follows:

• The MFT will limit mass communications to no more than five (5) emails per week excluding joint District/MFT communications.

The MFT agrees to use the school mailboxes as follows:

- The MFT will limit communication to one school mailbox entry per week.
- The MFT or building steward will not use district equipment for printing any MFT or school mailbox materials.

<u>Union designated representatives may access school sites, where the Union represents members of this bargaining unit, for proper and non-disruptive business activities during the regular building hours that is being accessed, provided that:</u>

- (a) The Union will make reasonable efforts to notify the administrator in charge of the site that it intends to access the site on a specific date and time at least one (1) business day before accessing the site except in urgent circumstances.
- b) The Union's designated representatives shall not meet with bargaining unit members during the member's student contact time, or PLC/collaboration time.
- (c) The Union's designated representatives shall follow the standard sign-in procedures for the site.

In order to access buildings outside of the regular building hours, the MFT will follow the stated District Facilities Reservation System.

8. Employee Lists

The District agrees to provide the following information on a weekly basis in electronic form.

Weekly Data Reports

- 1. Main Employee ID number
- 2. Employee ID number
- 3. Last name
- 4. First name
- 5. Middle name
- 6. Adjusted date of hire
- 7. Leave start date
- 8. Leave expected return date
- 9. Original hire date
- 10. Seniority date

- 11. Weekly hours
- 12. Personal subarea
- 13. Employee group
- 14. Employee sub-group
- 15. Position
- 16. Job
- 17. Work location
- 18. Current site
- 19. FTE

Weekly Teacher Adds, Moves and Drops Report

- Main employee number
- 2. Employee number
- 3. <u>Last name</u>
- 4. First name
- 5. Middle initial
- 6. Effective date
- 7. Action type
- 8. <u>Position</u>
- 9. Personnel area
- 10. Address
- 11. City
- 12. State
- 13. <u>Zip code</u>
- 14. Employee subgroup
- 15. Weekly hours
- 16. Subject
- 17. Position
- 18. Location
- 19. School or assigned work site
- 20. Classification
- 21. Work email
- 22. Work phone and or extension
- 23. Seniority date
- 24. Seniority number
- 25. Probationary or tenure status

Article II. TEACHER ASSIGNMENTS AND SCHEDULES

(p10)Teacher Record-Keeping:

The District and the Union agree that the Calendar Committee shall schedule full release days quarterly during the school year at times appropriate to the grading cycles for teachers for record keeping. Such record-keeping days shall be identified in the calendar and no staff development or other activities shall take place at the site on record-keeping days without an agreement of a 70% majority vote of the teachers at the site.

Telework: Members are eligible for teleworking during the professional work days designated for grading and reporting.

- a) The principal may determine which positions, if any, may need to be on site for all or part of the day to support other professionals in the building or to fulfill their professional responsibilities. Such decisions shall be communicated to the affected staff, no later than one week prior to the scheduled record-keeping.
- b) First year teachers will be required to work on site.
- c) Tea chers can telework the last record keeping day only after all end of year and classroom close-out requirements are completed.

(p10) Additional Time for Due Process:

Additional Time for Due Process: Effective with the 2015-2016 2018-2019 school year, all special education teachers/providers shall have three (3) days of reserve teacher time per school year to be used as needed to complete due process compliance requirements. Those realigned into special education shall have one additional day of reserve teacher time during their first realigned year to be used as needed to complete due process compliance requirements. Those in their second and third realigned year in special education may request additional reserve teacher time from their buildings to be used as needed to complete due process compliance requirements. Reserve teachers will be scheduled-in advance for a Tuesday, Wednesday or Thursday. with the understanding that if there is a shortage of reserve teachers because of many requests from teachers who are absent due to illness, the reserve teacher may be reassigned and rescheduled for a later date. Once a due process day has been entered into AESOP, the teacher will be released from school duties to complete due process paperwork that is required by law. Buildings will be responsible for a plan to support special education service teachers/providers.

Article V. PROFESSIONAL DEVELOPMENT Section H. Staff Development

(p92) We Believe

e. Instructional staff in city-wide programs, and related services (e.g., Special Ed.) and Specialists (Art, Library Media, Music, Physical Education, etc.) will also engage in professional development activities with job-alike colleagues from other sites. This Professional Development will support the MN State Content Standards of the specialist/related service personnel area.

(p93) Staff Development Goals

Be appropriate and relevant for elementary specialists. Support the standards and content for elementary Specialists (Art, Music, Physical Education, Library Media, etc.).

(p94) District Staff Development

Time: The District will be proactive in finding time for teachers to engage in staff development.

- The district Calendar Committee will designate release days for staff development, all but one of which will be conducted at the site level. <u>During these days, Specialist teachers and RSPs will have the option of meeting with content-alike colleagues for PD if the site PD topic/plan does not apply directly to their content area, PDP goals or content standards.</u>
- In addition to one release day for district-wide professional development, one site professional development release day will be designated for instructional staff in city-wide programs, and related services, and Specialists to engage in professional development activities with job-alike colleagues from other sites

(p94-5) Site Staff Development

Site Staff Development Committee: The committee at each site consists of a majority of teachers and additional representatives of the site community. Staff Development decisions are made by the Site Staff Development Committee. [MN Statute §122A.60]

The Site Staff Development Committee will:

- implement a process for allocating site staff development funds.
- employ the district Criteria for Spending Staff Development Funds.
- use the MN Staff Development Report and the MPS Staff Development Expenditures Report forms to guide planning, implementation, evaluation and reporting of site staff development activities.
- report spending, activities and results to the District Staff Development Advisory Committee for the purpose of state reporting.
- Provide specialists the opportunity to access funds to attend District PD or out of District PD that directly supports District priorities, SIP, PDP, and/or Content Standards.
- Provide a quarterly report to all building staff detailing how all staff development funds are spent.

Expectations: The Site Staff Development Committee will take the lead in facilitating professional learning at the site.

- Site staff development must:
 - a) support the SIP and/or individual PDP goals;
 - b) support educational diversity;
 - c) support participation and professional growth of all site community members.
- The site Leadership Team will include a representative of the Site Staff Development Committee as a member or ex-officio member.
- The Site Staff Development Committee must be represented in the site budget process.
- Based on the SIP and site staff development plan, staff development may be required for some or all staff members.
- Release Specialists and RSP to content specific, district wide groups if the focus of building Professional Development does not apply directly to the content standards and learning in the Specialist/RSP area.

(p95) Criteria for spending Staff Development Funds:

The purpose of staff development is to enhance the professional performance of all employees in the District so that our mission can be realized: We exist to ensure that all students learn.

The site Staff Development Committee should be comprised of a majority classroom teachers and be representative of the site community. Specialists (Art, Media, Music, Physical Education, etc.) should be included on this committee.

ARTICLE VI. STUDENT BEHAVIOR/DISCIPLINE

(p117) Section D. Assaults on Teachers (Also see Article X. Personal Injury/Property Benefits)

In the event a teacher is physically assaulted by a student, parent, or other individual while in the performance of their duties, the teacher should inform the supervisor as soon as possible and the following procedure shall occur:

- 1. The teacher and supervisor will fill out an Incident Report and a First Report of Injury immediately after the injury has occurred or when the supervisor has knowledge of the incident. The form should be sent to the district workers' compensation program administrator within twenty-four (24) hours.
- 2. If the injured teacher is unable to complete and sign either report form, the supervisor who has knowledge of the assault should, within twenty-four (24) hours of the injury or notice of injury submit the required forms.
- 3. The teacher will share reports with the principal or supervisor. In discussing the report with the principal or supervisor, the teacher may have a union representative present at the meeting if she/he wishes to have one. If requested, the union will inform the teacher of her/his rights under the law in connection with assaults and assist the teacher by acting in an advisory capacity.
- 4. If permitted under state law, the teacher may (optionally) file a police report and request a copy of it.
- 5. The teacher will be informed by the principal or supervisor of the specific actions taken to resolve the concern.
- 6. The principal or supervisor shall obtain statements in a timely fashion from any employees or others who observed the incident.
- 7. The Division of Human Resources will assist the teacher in determining eligibility for benefits and reimbursement.

In the event a teacher receives a verbal, written, physical, or terrorist threat, the teacher will:

- 1. Report the incident to her/his principal or supervisor.
- 2. Receive a report from the principal or supervisor of the specific actions taken in response to the report.

Upon receipt of a written report from a teacher, the principal or supervisor shall report to her/his District supervisor and to the District Operational and Security Services Department Director each case of assault suffered by the teacher in connection with her/his employment in which personal injury or property damage occurs. In addition, the supervisor will inform the teacher of who has been contacted, what forms may be needed, and/or who is to be contacted if further information needs to be provided by the teacher.

As set forth in **Article X, Personal Injury/Property Benefits**, a reasonable loss of time resulting from an assault on a teacher by a student, parent, or other individual that occurs while the teacher is engaged in the performance of her/his duties shall not be deducted from her/his unused sick leave, provided the teacher has informed their supervisor/principal of the incident so that the District's Incident Report form can be completed.

These are the required forms that must be completed at the site:

- Incident Report
- Workers' compensation First Report of Injury

A copy of the Incident Report shall be given by the teacher to the Minneapolis Federation of Teachers.

This article shall not be subject to the grievance procedure except for Section D, which is grievable through mediation but not subject to arbitration.

ARTICLE XI. LEAVES OF ABSENCE

(p148-9) Subd. 2. Death in Family or Critical Illness:

- **A. Death In The Family:** Teachers, including those assigned as long-call or cadre reserve teachers, may be granted a leave of absence for up to five (5) consecutive days per event for the death of the teacher's mother, father, sister, brother, spouse, significant other, child, aunt, uncle, niece, nephew, grandparents, grandchildren, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law/brother-in-law, parents of significant other, spouse's immediate family, anyone who has the position of parent or child, or any person who has been a member of the teacher's household immediately prior to the critical illness or death of the individual. Teachers traveling more than 2,000 miles one way will be granted up to two (2) additional consecutive days per event. Documentation may be requested.
- **B. Critical Illness:** Critical illness is defined as an illness where death is impending, but recovery is possible. Teachers, including those assigned as long-call or cadre reserve teachers, may be granted a leave of absence for up to five (5) consecutive days in the event of the critical illness of the teacher's mother, father, sister, brother, children, spouse, significant other, parents of spouse, or parents of significant other and anyone who has the position of parent or child, or any person who has been a member of the teacher's household immediately prior to the critical illness. Documentation may be requested.
- **C. Leaves for Critical Illness and Death in the Family:** Such leaves shall be with pay and shall not be deducted from the teacher's sick leave; however, each teacher is limited to twenty (20) days per contract period. The District reserves the right to require documentation of critical illness or death.
- **D. Critical Illness or Death of a Friend:** In addition to utilizing unused Personal Leave days, teachers may take up to two (2) days, to be deducted from the teacher's cumulative sick leave for the critical illness or death of a friend.

ARTICLE XV. TRANSFER, REASSIGNMENT, AND RECALL

(p179) Section I. Exemption from layoff for designated programs and staff

Teachers working in the following programs may be exempted from districtwide layoff outside of seniority order to ensure continuity of instruction to students at these sites based on the difficulty in filling vacancies at the sites with staff who are appropriately licensed, certified and bi-literate in the appropriate language:

Autism Montessori Immersion

Native and Heritage language literacy programs as identified at contract administration

Teachers who are graduates from the district's Grow Your Own programs may be exempted from districtwide layoff outside of seniority order to ensure the district and the MFT's commitment to grow our own staff.

MOA- STANDARDIZED ASSESSMENTS (NEW)

This Memorandum of Agreement (MOA) is made and entered into by and between the Minneapolis Public Schools (District) and the Minneapolis Federation of Teachers (MFT).

The Minneapolis Public Schools will ensure that every school, at the beginning of the school year, will notify students and their families of their opt-out rights. This notification will be translated into Somali, Spanish, Hmong and Oromo. The District will review the opt-out notification communication with the MFT prior to distribution.

MOA- RESTORATIVE PRACTICES (NEW)

This Memorandum of Agreement (MOA) is made and entered into by and between the Minneapolis Public Schools (District) and the Minneapolis Federation of Teachers (MFT).

The Minneapolis Public Schools and the Minneapolis Federation of Teachers agree to form a Joint Labor Management Committee to focus on improving the support for and the implementation of restorative practices. This committee will meet no later than one month after the ratification of this contract and will hold three (3) additional meetings prior to July 1, 2018. The charge of the committee will be to propose new language for Article VI: Student Behavior/Discipline for the 2019-2021 contract.

MOA - TEACHER OBSERVATION ADJUSTMENTS FOR 2017-2019

This Memorandum of Agreement (MOA) is made and entered into by and between the Minneapolis Public Schools (District) and the Minneapolis Federation of Teachers (MFT).

Whereas, Teacher Development and Evaluation are both components of the state law.

Whereas, Principals are required by law to complete a full observation for each tenured teacher once every three years.

Whereas, Principals are required by law to complete three full observations for each probationary teacher during their three year probationary period.

Now, Therefore, Be It Resolved, that:

The District and Union hereby agree to the following:

- A. For 2017-2019, the probationary model will remain the same.
- B. For 2018-19, the tenured observation model will be modified to the following:
 - a. One full scored observation by a primary observer every three years
 - b. On the other two years, a minimum of one unscored observation by a certified observer. The teacher may choose the type of observation.
 - c. One additional collaborative review option and one peer observation option each year. The options will be collectively determined by the Teacher Evaluation Labor Management Committee and will focus on receiving feedback on current practice.
- C. The Teacher Evaluation Labor Management Committee will develop a process for a teacher to appeal their full observation if the teacher has evidence that the observation was not completed according to the observation process.

MOA- SHORT TERM DISABILITY (NEW)

This Memorandum of Agreement (MOA) is made and entered into by and between the Minneapolis Public Schools (District) and the Minneapolis Federation of Teachers (MFT).

The Minneapolis Public Schools agrees to establish a voluntary short term disability benefit, which is optional and paid for by the employee. Coverage will be available on an optional basis to benefit-eligible employees working at least 20 hours per week. In order to establish this benefit, the District will complete an RFP, which will include a maternity leave option. If no vendor submits an acceptable maternity leave benefit proposal, the District will not have an obligation to make the benefit available.

This MOA shall be in effect for the duration of the 2017-19 collective bargaining agreement.

ADDITIONAL INFORMATION

On March 6, 2018 The District and MFT signed four additional MOAs as part of this negotiation package. These four include: Community Partnership Schools, Streamlined Interview and Select, Immigrant Teachers and Retirement Incentive.

FOR THE DISTRICT:		
Chief of Human Resources	DATE:	3/12/18
FOR THE UNION:		
Union President	DATE:	3-12-2018

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MOA- COMMUNITY PARTNERSHIP SCHOOLS

WHEREAS, Minneapolis Public Schools (District) and the Minneapolis Federation of Teachers, Local 59 (Union) authorized the creation of Community Partnership Schools (CPS) and

WHEREAS, as of August 2017, the following six schools have an active CPS agreement that has been adopted by the School Board:

- 1. Bancroft Elementary School
- 2. FAIR Downtown School
- 3. Folwell Performing Arts Magnet School
- 4. Justice Page Middle School
- 5. Nellie Stone Johnson Elementary School
- 6. Southwest High School

WHEREAS, schools that have effectively implemented CPS agreements with fidelity and success are offered this grandfather clause to continue to operate as a CPS school under the original agreements;

NOW THEREFORE, BE IT RESOLVED that the District and the Union enter into agreement to create a grandfather clause for existing CPS schools.

Schools with current CPS agreements will continue their CPS agreement given the following conditions:

- The school is able to demonstrate evidence that it has made progress towards achieving their CPS school goals and improving equitable outcomes for students.
- Prior to the last student contact day of the third quarter, each CPS school must conduct an annual, written, secret ballot wherein a threshold of twothirds (2/3rds) of licensed staff covered by the collective bargaining agreement votes affirmatively to continue the CPS agreement.
- If fewer than two-thirds (2/3rds) of licensed staff covered by the collective bargaining agreement do not vote to affirmatively continue the agreement, then the site's CPS agreement will expire at the end of the school year in which the vote fails.

This Memorandum of Agreement shall be in effect until June 30, 2019.

FOR THE DISTRICT:

Chief of Human Resources

DATE: 3/6/1

FOR THE UNION:

DATE: 3-6-2018

Union President

MOA-IMMIGRANT TEACHERS (NEW)

WHEREAS, Minneapolis Public Schools (MPS) and Minneapolis Federation of Teachers (MFT59) recognize that immigrant teachers and their families are a valued and important part of the community; and

WHEREAS, MPS and MFT59 reaffirm their commitment to equal opportunity and shall not discriminate as provided by law.

NOW, THEREFORE, MPS AND MFT59 AGREE THAT:

- 1. In keeping with current practice, Minneapolis Public Schools will not inquire about or demand proof of immigration or citizenship status, except as required by law.
- 2. In the event that MPS is no longer permitted to employ a teacher due to immigration restrictions, MPS will place the teacher on a recall list for purposes of the teacher's return to work for a period of up to two (2) years. Specifically, MPS will reinstate the teacher to the teacher's former position, if vacant and so long as the teacher is qualified and licensed without loss of prior seniority within two (2) years of the date of separation. If the former position is not available, Minneapolis Public Schools will reinstate the teacher within the two (2) year time period to a substantially similar vacant bargaining unit position for which the teacher is licensed and qualified.
- 3. In order to be eligible for reinstatement, the teacher must notify the Human Resources Department of their eligibility for employment and provide proper work authorization documentation. The teacher must also provide the Human Resources Department with their phone number and mailing address. The teacher is responsible for keeping current their contact and work authorization information. The District will notify the teacher of a vacant position by first calling the teacher who will have until the end of the next business day to accept or decline the recall. If the teacher is not reached by phone, a certified letter addressed the teacher's last known address will be sent offering the recall. Within seven (7) calendar days of the date of postmark of such notice, the teacher shall notify the Human Resources Department of their acceptance of the position. If the teacher does not accept the position, they will no longer be eligible for reinstatement.
- 4. MPS's compliance with the terms of this MOA shall not be the basis of a claim that MPS has violated the parties' collective bargaining agreement.
- 5. Within thirty (30) days of the signing of this MOA, Minneapolis Public Schools and Minneapolis Federation of Teachers (MFT59) will send the following:
 - a. A joint letter to our congressional delegation explaining the importance of the DACA policy to our community and the need for a legislative solution.
 - b. A joint letter to educators and support staff with resources such as the <u>AFT immigrant and refugee children guide for educators and support staff</u> (https://www.aft.org/sites/default/files/im-uac-educators-guide-2017.pdf).
 - c. A joint letter to students and their families with resources, such as those listed on the <u>Here To Stay (http://weareheretostay.org/resources/)</u> website.

FOR THE DISTRICT:	DATE:	3/6/18
Chief of Human Resources FOR THE UNION:	and the second	
Union President	DATE:	3-6-20/g

6. This MOA shall be in effect for the duration of the 2017-19 collective bargaining

agreement.

MOA- RETIREMENT INCENTIVE PROGRAM (NEW)

WHEREAS, the Minneapolis Federation of Teachers (MFT) is the exclusive representative for certain employees employed by the Minneapolis Public Schools, Special School District No. 1, ("School District"); and

WHEREAS, the School District, in collaboration with the MFT, desires to offer a retirement incentive program with a one-time \$15,000 severance payment; and

WHEREAS, in order to be eligible for the one-time severance payment an employee must be currently classified in a benefits-eligible status, have completed twenty-five (25) years of service in Minneapolis Public Schools by the end of the duty year, AND be 55 years of age or older as of June 30, 2018, AND be vested in a Minnesota State pension fund; and

WHEREAS, the one-time \$15,000 severance payment shall be deposited in a Minnesota State Retirement System (MSRS) Post-Retirement Health Care Account unless a retiring employee meets the criteria of exemption from the Post-Retirement Health Care Plan according to Minnesota State Retirement System guidelines, in which case the \$15,000 shall be placed into a 403(b)/457 account of the retiring employee's choice of the allowed district vendors;

NOW, THEREFORE, BE IT RESOLVED, the School District and Union agree as follows:

- 1. Any employees represented by Minneapolis Federation of Teachers who provide required documentation to the Benefits Office of the Division of Finance in the Davis Center, Friday March 16, 2018 and the end of business day (4:30pm) on Monday, April 30, 2018 of the employee's intent to retire at the end of the current duty year, will be eligible for a \$15,000 severance payment to be deposited in a Minnesota State Retirement System (MSRS) Post-Retirement Health Care Account.
- 2. If a retiring employee meets the criteria of exemption from the Post-Retirement Health Care Plan according to Minnesota State Retirement System guidelines, the severance payment shall be placed into a 403(b)/457 account of the retiring employee's choice of the allowed district vendors. The decision of MSRS shall not be grievable under the CBA grievance process.
- 3. In order to participate in this incentive program, the retiring employee must sign any waivers, notices, releases or other District-required documents by the program due date of May 7, 2018.
- 4. The payments and benefits provided by this Incentive Program are subject to all legal requirements and obligations, including, but not limited to, severance pay limitations under Minnesota Statute Sections 465.72 and 465.722 and limitations on contributions toward health care savings and 403(b)/457 plans. Nothing in this Memorandum of Agreement shall be construed as requiring the District to provide a benefit or make a payment in violation of applicable state and federal laws, rules, or regulations.

BE IT FURTHER RESOLVED, that former employees who are no longer employees of the district on the date of the signing of this agreement or have previously retired from Minneapolis Public Schools and were subsequently rehired, or any employee who has previously retired or separated from the District and received a severance or retirement incentive payment including, but not limited to, sick leave severance, wellness, early notification bonus, or any other retirement or severance payment other than wages or unused vacation, are not eligible for this retirement severance payment.

BE IT FURTHER RESOLVED, that any employee approved for participation in this program may not return to work for Minneapolis Public Schools in a benefit eligible appointment for a minimum of four (4) calendar years from date of separation (June 30, 2018).

BE IT FURTHER RESOLVED, that this Memorandum of Agreement shall not establish a precedent or require the District to offer the same or similar incentive in the future.

FOR THE DISTRICT:		
Chief of Human Resources	DATE:	3/6/18
FOR THE UNION:	٠.	
Union Proceident	DATE:	3-6-2018

MOA - STREAMLINED INTERVIEW & SELECT PROCESS

This Memorandum of Agreement (MOA) is entered into by and between Minneapolis Public Schools, Special District No. 1 (District,) and the Minneapolis Federation of Teachers (Union,) to specify certain terms and conditions relating to the Interview & Select staffing process.

WHEREAS, the current collective bargaining agreement between the District and the Union specifies the Interview & Select process; and

WHEREAS, the District and the Union have a shared interest to improve and streamline the Interview & Select process to provide the greatest opportunities for teachers to serve in assignments where they can be successful; and

WHEREAS, the District and the Union have committed to collaborate to create a refined Interview & Select process;

NOW THEREFORE, be it resolved that the parties agree to the following terms:

- Implementation of streamlined Interview & Select Process. The streamlined Interview & Select process initiated by this MOA shall be in effect for the next two (2) staffing cycles, staffing for the <u>2018-19 and 2019-2020</u> 2016 2017, and 2017 2018 school years.
- 2. **Timeline for streamlined Interview & Select Process.** The parties agree to create a streamlined Interview & Select process with the following components:
 - a. The schedule for postings, interviews and transfers to occur will be reviewed at contract administration. Once finalized, the schedule will be posted online and emailed to staff.
 - b. Within 10 duty days after the District's Budget Tie Out (BTO) deadline, the catalogue of open positions will be posted online for teachers to begin the application process. The catalogue will be sent to the Union and principals. The catalogue of open positions will be open for five (5) duty days. Candidates shall go online to upload their resume and sign up for interviews for positions.
 - c. Approximately five (5) duty days after the positions have been released and teachers have applied for interviews, Round 1 interviews will be conducted in 1 2 days at a central location to be determined. Round 1 will only be open to internal candidates with current teaching assignments and early contracts in teacher shortage areas as defined by the Minnesota Department of Education and as demonstrated by the School District who have the requisite license(s) or appropriate documentation in lieu of the license indicating the acquisition of the license(s) by July 1 for the upcoming school year. No teachers with an early contract shall participate in Round 1. The District shall inform the MFT of the determined shortage areas prior to Round 1. Teachers will receive an email notification from the posting system informing them of the job offer. Teachers will have forty-eight (48) hours to accept or decline the job offer. Teachers shall go online to the posting system and accept or decline the position.
 - d. Approximately five (5) duty days after Round 1 has concluded, a catalogue of open positions will be posted online for teachers to begin Round 2. The catalogue will be sent to the Union and principals. The catalogue of open positions will be open for five (5) duty days. Candidates shall go online to upload their resume and sign up for interviews for positions.

- e. Approximately five (5) duty days after positions for Round 2 have been posted, Round 2 interviews will be conducted in 1 2 days after school at a central location to be determined. Round 2 will be open to internal candidates with current teaching assignments and those with an early contract who have the requisite license(s) or appropriate documentation in lieu of the license indicating the acquisition of the license(s) by July 1 for the upcoming school year. Teachers will receive an email notification from the posting system informing them of the job offer. Teachers will have forty-eight (48) hours to accept or decline the job offer. Teachers shall go online to the posting system and accept or decline the position.
- f. Approximately five (5) duty days after the conclusion of Round 2, the District and the Union will initiate the matching and placement processes as designated in the collective bargaining agreement.
- 3. **Teacher Movement.** Teachers will be allowed to accept only one assignment one time during the streamlined Interview & Select process (i.e., two rounds).
- 4. **Interview Teams.** The Union Stewards and site administration shall have flexibility to create interview teams to meet the needs of their interview schedules, such as using blended teams of teachers at various grade levels to accommodate a high volume of interviews during the interview period each round. The selection of teachers on the interview team shall be governed by the collective bargaining agreement.
- 5. Labor-Management Committee. The District and Union will <u>convene form an the</u> Interview & Select labor-management committee to provide advice and counsel regarding the Interview & Select process, and help problem-solve issues relating to logistics and implementation.
- 6. **All Other Terms and Conditions.** All other terms and conditions of the collective bargaining agreement between the District and the Union relating to Interview & Select shall remain in force.

BE IT FURTHER RESOLVED, that to the extent this MOA is a deviation from the terms of the collective bargaining agreement between the District and the Union, it shall not form the basis for any precedent that may be cited for any grievance concerning any alleged violation of the contract.

This MOA shall be in effect for the duration of the 2017-19 collective bargaining agreement.

Chief of Human Resources FOR THE UNION:	DATE:	3/6/18
Union President	DATE:	3-6-2018

FOR THE DISTRICT:

2017-2018 SALARY SCHEDULE A - EFFECTIVE JULY 1, 2017 (+.5%)

(To check salary schedule placement: MPS Home Page → "Careers" tab → "Internal" link → choose "My Employee File")

	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	H (8)	I (9)	J (10)	K (11)	L (12)	M (13)	N (14)	O (15)
	BA	BA15	BA30	BA45	BA60		MA		MA15		MA30		MA45		MA60
1	43,388	44,491	45,596	46,700	47,804	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846
2	44,491	45,596	46,700	47,804	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949
3	45,596	46,700	47,804	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949	61,053
4	46,700	47,804	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949	61,053	62,157
5	47,804	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949	61,053	62,157	63,263
6	48,908	50,011	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949	61,053	62,157	63,263	64,365
7	51,117	52,220	53,324	54,428	55,532	56,637	57,741	58,846	59,949	61,053	62,157	63,263	64,365	65,470	66,572
8	56,637	57,741	58,846	59,949	61,053	62,157	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094
9	59,949	61,053	62,157	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407
10	62,157	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614
11	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718
12	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718
13	63,263	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718
14	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824
15	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824
16	64,365	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824
17	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927
18	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927
19	65,470	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927
20	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031
21	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031
22	66,572	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031
23	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134
24	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134
25	67,678	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134
26	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239
27	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239
28	68,782	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239
29	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345
30	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345
31	69,886	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345
32	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447
33	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447
34	70,991	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447
35	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553
36	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553
37	72,094	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553
38	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553	88,655
39	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553	88,655
40	73,198	74,303	75,407	76,511	77,614	78,718	79,824	80,927	82,031	83,134	84,239	85,345	86,447	87,553	88,655

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2017-2018 SALARY SCHEDULE A - EFFECTIVE JULY 1, 2017 (+.5%)

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				uic piace											- /	
	P (16)	Q (17) PHD or ED	R (18)	S (19) PHD & ED	T (20)	U (21)	V 22	W 23	X 24	Old Y (25)	Old Z (26)	Old AA (27)	Old BB (28)	Old CC (29)	Old DD (30)	Old EE (31)
1	59,949	61,053	62,157	63,263	64,365	65,470										
2	61,053	62,157	63,263	64,365	65,470	66,572										
3	62,157	63,263	64,365	65,470	66,572	67,678										
4	63,263	64,365	65,470	66,572	67,678	68,782										
5	64,365	65,470	66,572	67,678	68,782	69,886										
6	65,470	66,572	67,678	68,782	69,886	70,991										
7	67,678	68,782	69,886	70,991	72,094	73,198										
8	73,198	74,303	75,407	76,511	77,614	78,718										
9	76,511	77,614	78,718	79,824	80,927	82,031										
10	78,718	79,824	80,927	82,031	83,134	84,239										
11	79,824	80,927	82,031	83,134	84,239	85,345										
12	79,824	80,927	82,031	83,134	84,239	85,345										
13	79,824	80,927	82,031	83,134	84,239	85,345										
14	80,927	82,031	83,134	84,239	85,345	86,447										
15	80,927	82,031	83,134	84,239	85,345	86,447										
16	80,927	82,031	83,134	84,239	85,345	86,447										
17	82,031	83,134	84,239	85,345	86,447	87,553										
18	82,031	83,134	84,239	85,345	86,447	87,553										
19	82,031	83,134	84,239	85,345	86,447	87,553										
20	83,134	84,239	85,345	86,447	87,553	88,655										95,860
21	83,134	84,239	85,345	86,447	87,553	88,655										95,860
22	83,134	84,239	85,345	86,447	87,553	88,655										95,860
23	84,239	85,345	86,447	87,553	88,655	89,760									95,860	96,936
24	84,239	85,345	86,447	87,553	88,655	89,760									95,860	96,936
25	84,239	85,345	86,447	87,553	88,655	89,760									95,860	96,936
26	85,345	86,447	87,553	88,655	89,760	90,864								95,860	96,936	98,014
27	85,345	86,447	87,553	88,655	89,760	90,864								95,860	96,936	98,014
28	85,345	86,447	87,553	88,655	89,760	90,864								95,860	96,936	98,014
29	86,447	87,553	88,655	89,760	90,864	91,969							95,860	96,936	98,014	99,091
30	86,447	87,553	88,655	89,760	90,864	91,969							95,860	96,936	98,014	99,091
31	86,447	87,553	88,655	89,760	90,864	91,969							95,860	96,936	98,014	99,091
32	87,553	88,655	89,760	90,864	91,969	93,072						95,860	96,936	98,014	99,091	100,169
33	87,553	88,655	89,760	90,864	91,969	93,072						95,860	96,936	98,014	99,091	100,169
34	87,553	88,655	89,760	90,864	91,969	93,072						95,860	96,936	98,014	99,091	100,169
35	88,655	89,760	90,864	91,969	93,072	94,176					95,860	96,936	98,014	99,091	100,169	101,245
36	88,655	89,760	90,864	91,969	93,072	94,176					95,860	96,936	98,014	99,091	100,169	101,245
37	88,655	89,760	90,864	91,969	93,072	94,176					95,860	96,936	98,014	99,091	100,169	101,245
38	89,760	90,864	91,969	93,072	94,176	95,279				95,860	96,936	98,014	99,091	100,169	101,245	102,322
39	89,760	90,864	91,969	93,072	94,176	95,279				95,860	96,936	98,014	99,091	100,169	101,245	102,322
40	89,760	90,864	91,969	93,072	94,176	95,279				95,860	96,936	98,014	99,091	100,169	101,245	102,322

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2018-2019 SALARY SCHEDULE A - EFFECTIVE JULY 1, 2018 (+.5%)

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	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	H (8)	I (9)	J (10)	K (11)	L (12)	M (13)	N (14)	O (15)
	BA	BA15	BA30	BA45	BA60	(-)	MA	(-,	MA15	. (-)	MA30	, ,	MA45	, ,	MA60
1	43,605	44,714	45,824	46,934	48,043	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140
2	44,714	45,824	46,934	48,043	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249
3	45,824	46,934	48,043	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249	61,358
4	46,934	48,043	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249	61,358	62,468
5	48,043	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249	61,358	62,468	63,579
6	49,153	50,261	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249	61,358	62,468	63,579	64,687
7	51,373	52,481	53,591	54,700	55,810	56,920	58,030	59,140	60,249	61,358	62,468	63,579	64,687	65,797	66,905
8	56,920	58,030	59,140	60,249	61,358	62,468	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454
9	60,249	61,358	62,468	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784
10	62,468	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002
11	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111
12	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111
13	63,579	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111
14	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223
15	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223
16	64,687	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223
17	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331
18	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331
19	65,797	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331
20	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441
21	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441
22	66,905	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441
23	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549
24	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549
25	68,016	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549
26	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660
27	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660
28	69,126	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660
29	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771
30	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771
31	70,235	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771
32	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879
33	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879
34	71,346	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879
35	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990
36	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990
37	72,454	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990
38	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990	89,098
39	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990	89,098
40	73,564	74,674	75,784	76,893	78,002	79,111	80,223	81,331	82,441	83,549	84,660	85,771	86,879	87,990	89,098

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2018-2019 SALARY SCHEDULE A - EFFECTIVE JULY 1, 2018 (+.5%)

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					1							1			1		1
	P (16)	Q (17) PHD or ED	R (18)	S (19) PHD & ED	T (20)	U (21)		V 22	W 23	X 24	Old Y (25)	Old Z (26)	Old AA (27)	Old BB (28)	Old CC (29)	Old DD (30)	Old EE (31)
1	60,249	61,358	62,468	63,579	64,687	65,797											
2	61,358	62,468	63,579	64,687	65,797	66,905											
3	62,468	63,579	64,687	65,797	66,905	68,016											
4	63,579	64,687	65,797	66,905	68,016	69,126											
5	64,687	65,797	66,905	68,016	69,126	70,235											
6	65,797	66,905	68,016	69,126	70,235	71,346											
7	68,016	69,126	70,235	71,346	72,454	73,564											
8	73,564	74,674	75,784	76,893	78,002	79,111											
9	76,893	78,002	79,111	80,223	81,331	82,441											
10	79,111	80,223	81,331	82,441	83,549	84,660											
11	80,223	81,331	82,441	83,549	84,660	85,771											
12	80,223	81,331	82,441	83,549	84,660	85,771											
13	80,223	81,331	82,441	83,549	84,660	85,771											
14	81,331	82,441	83,549	84,660	85,771	86,879											
15	81,331	82,441	83,549	84,660	85,771	86,879											
16	81,331	82,441	83,549	84,660	85,771	86,879											
17	82,441	83,549	84,660	85,771	86,879	87,990											
18	82,441	83,549	84,660	85,771	86,879	87,990											
19	82,441	83,549	84,660	85,771	86,879	87,990											
20	83,549	84,660	85,771	86,879	87,990	89,098											95,860
21	83,549	84,660	85,771	86,879	87,990	89,098											95,860
22	83,549	84,660	85,771	86,879	87,990	89,098											95,860
23	84,660	85,771	86,879	87,990	89,098	90,208										95,860	96,936
24	84,660	85,771	86,879	87,990	89,098	90,208										95,860	96,936
25	84,660	85,771	86,879	87,990	89,098	90,208										95,860	96,936
26	85,771	86,879	87,990	89,098	90,208	91,318									95,860	96,936	98,014
27	85,771	86,879	87,990	89,098	90,208	91,318									95,860	96,936	98,014
28	85,771	86,879	87,990	89,098	90,208	91,318									95,860	96,936	98,014
29	86,879	87,990	89,098	90,208	91,318	92,428								95,860	96,936	98,014	99,091
30	86,879	87,990	89,098	90,208	91,318	92,428								95,860	96,936	98,014	99,091
31	86,879	87,990	89,098	90,208	91,318	92,428								95,860	96,936	98,014	99,091
32	87,990	89,098	90,208	91,318	92,428	93,537							95,860	96,936	98,014	99,091	100,169
33	87,990	89,098	90,208	91,318	92,428	93,537							95,860	96,936	98,014	99,091	100,169
34	87,990	89,098	90,208	91,318	92,428	93,537							95,860	96,936	98,014	99,091	100,169
35	89,098	90,208	91,318	92,428	93,537	94,646						95,860	96,936	98,014	99,091	100,169	101,245
36	89,098	90,208	91,318	92,428	93,537	94,646						95,860	96,936	98,014	99,091	100,169	101,245
37	89,098	90,208	91,318	92,428	93,537	94,646						95,860	96,936	98,014	99,091	100,169	101,245
38	90,208	91,318	92,428	93,537	94,646	95,755					95,860	96,936	98,014	99,091	100,169	101,245	102,322
39	90,208	91,318	92,428	93,537	94,646	95,755					95,860	96,936	98,014	99,091	100,169	101,245	102,322
40	90,208	91,318	92,428	93,537	94,646	95,755					95,860	96,936	98,014	99,091	100,169	101,245	102,322
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