

Exhibit 10

Policy 3120.02 – Adjunct Teachers (Revised)

Policy 3120.11 – Public Hearing Before Commencement of Collective Bargaining and Public Meeting Before Ratification of Tentative Agreement (Revised)



Book	Policy Manual
Section	Policies for Board 37-2
Title	Copy of ADJUNCT TEACHERS
Code	po3120.02
Status	Work Session
Adopted	March 2, 2023
Last Revised	January 11, 2024

3120.02 – **ADJUNCT TEACHERS**

The School Board supports filling all teaching positions in the School Corporation with certificated employees but recognizes that there may be times when it is necessary to employ persons who have not completed their certification to teach. In an effort to fill a vacant teaching position, offer a new program or class, or supplement a program currently being offered, the Board may issue an adjunct teacher permit to an individual if the following minimum requirements are met:

- A. The individual has at least four (4) years of experience in the content area in which the individual intends to teach.
- B. The Corporation conducts an expanded criminal history check and expanded child protection index check concerning the individual as required under Policy 3121 - Personal Background Checks, References, and Mandatory Reporting.
- C. The individual has not been convicted of an unemployable offense as identified in Policy 3121 - Personal Background Checks, References, and Mandatory Reporting.

Per I.C. 20-28-5-11.2(c), the Corporation may employ or contract with an individual convicted of any of the following offenses if a majority of the Board approves the employment or contract as a separate, special agenda item:

- A. An offense relating to operating a motor vehicle while intoxicated under I.C. 9-30-5.
- B. Battery (I.C. 35-42-2-1), unless it is a Class A, B, or C felony conviction (for a crime committed before July 1, 2014) or a Level 2, 3, or 5 felony conviction (for a crime committed after June 30, 2014).
- C. Domestic battery (I.C. 35-42-2-1.3), unless it is a Class A, B, or C felony conviction (for a crime committed before July 1, 2014) or a Level 2, 3, or 5 felony conviction (for a crime committed after June 30, 2014)
- D. Contributing to the delinquency of a minor (I.C. 35-46-1-8).
- E. An offense involving a weapon under I.C. 35-47 or I.C. 35-47.5.

The Corporation may enter into an employment agreement with an individual to whom the Board has issued an adjunct teacher permit as a part-time or full-time teacher of the Corporation. The individual who holds the adjunct teacher permit may teach in any content area in which the Corporation allows the individual to teach and in which the individual has at least four (4) years of experience. Provided, however, that:

- A. the individual shall be assigned a teacher mentor for support in pedagogy; and
- B. the individual shall complete the following training within the first ninety (90) days of employment:
 - 1. I.C. 20-26-5-34.2 (bullying prevention).

2. I.C. 20-28-3-4.5 (training on child abuse and neglect).
3. I.C. 20-28-3-6 (youth suicide awareness and prevention training).
4. I.C. 20-28-3-7 (training on human trafficking).

An adjunct teacher shall not provide special education instruction.

Except as otherwise provided in a collective bargaining agreement entered into or renewed before July 1, 2022, an employment agreement entered into between the Corporation and an individual to whom the Board has issued an adjunct teacher permit is not subject to a collective bargaining agreement entered into under I.C. 20-29. Furthermore, it is not an unfair practice for the Corporation to enter into an employment agreement with an individual to whom the Board has issued an adjunct teacher permit.

The Corporation shall report the following information to the State Department of Education if it hires an adjunct teacher:

- A. The number of adjunct teachers who hold an adjunct teacher permit that the Corporation has hired each school year, disaggregated by the grade level and subject area taught by the adjunct teacher.
- B. The following information for each adjunct teacher:
 1. The name of the adjunct teacher.
 2. The subject matter the adjunct teacher is permitted to teach.
 3. A description of the adjunct teacher's experience that qualifies the adjunct teacher for the adjunct teacher permit.
 4. The adjunct teacher's total salary and any other compensation paid to the adjunct teacher during the school year.
 5. The number of previous adjunct teaching employment agreements the adjunct teacher has entered into with the Corporation or any other school corporation.

The Corporation shall post a vacant adjunct teacher position on the State Department of Education's online adjunct teacher portal.

The Corporation may notify the parents of students enrolled in the Corporation of a vacant adjunct teacher position.

The Board shall announce any vacant adjunct teacher positions at Board meetings.

An individual who holds an adjunct teacher permit issued by the Board is not required to be employed on a uniform teacher's contract or a supplemental service teacher's contract. An employment agreement entered into between the Corporation and an individual who holds an adjunct teacher permit issued by the Board shall:

- A. be in writing;
- B. be signed by both parties; and
- C. contain the following:
 1. the total salary and any other compensation to be paid to the adjunct teacher during the school year;
 2. the method and frequency of salary payments;
 3. the number of classes the adjunct teacher is to teach;
 4. the classes and subject matter areas that the adjunct teacher will be teaching;
 5. an expiration date that is not later than the end of the school year.

This employment agreement is a public record open to inspection. An adjunct teacher may enter into employment agreements with more than one (1) school corporation. An employment agreement between an adjunct teacher and the Corporation is not subject to I.C. 20-28-9-1.5, which governs salary increases for a teacher employed by the Corporation.

An adjunct teacher holding a permit issued by the Board is not a "school employee" within the meaning of I.C. 20-29-2-13, for purposes of collective bargaining. However, the use of adjunct teachers is a mandatory subject of discussion between the Corporation and the exclusive representative of its certificated employees. The Corporation () may () shall not ~~[end of options]~~ discuss the use of adjunct teachers with a certificated employee or a group of certificated employees at one or more meetings open to all certificated employees.

© Neola 2023

Legal

I.C. 10-13-3-39

I.C. 20-19-3-25

I.C. 20-26-5-10

I.C. 20-26-5-11.2

I.C. 20-28-5-27

I.C. 20-28-6-7.3

I.C. 20-28-9-1.5(m)

I.C. 20-29-6-7



Book	Policy Manual
Section	Policies for Board 37-2
Title	Copy of PUBLIC HEARING BEFORE COMMENCEMENT OF COLLECTIVE BARGAINING AND PUBLIC MEETING BEFORE RATIFICATION OF TENTATIVE AGREEMENT
Code	po3120.11
Status	Work Session
Adopted	July 23, 2020
Last Revised	March 2, 2023

3120.11 – PUBLIC HEARING BEFORE COMMENCEMENT OF COLLECTIVE BARGAINING AND PUBLIC MEETING BEFORE RATIFICATION OF TENTATIVE AGREEMENT

The School Board establishes the following policy for the public hearing that State law requires be held prior to the commencement of collective bargaining with the exclusive representative of the School Corporation's teachers.

A. Before the Corporation may negotiate privately with the exclusive representative of its teachers regarding teacher compensation, a public hearing shall be held that meets the following criteria:

1. The public hearing shall not take place prior to the expiration of the current collective bargaining agreement;
2. The Corporation employer and the exclusive representative shall jointly determine the time and place of the public hearing;
3. Written notice of the public hearing that meets the requirements of the Open Door Law shall be provided to the public;
4. The public hearing shall be held in a room large enough to accommodate the number of attendees reasonably expected to attend;
5. One representative from both the Corporation employer and the exclusive representative shall host the public hearing;
6. At the public hearing, the parties should begin the meeting with an opening statement explaining the purpose and procedure of the meeting;
7. The parties must then take public testimony, either written or oral, to discuss matters relating to teacher compensation and collective bargaining in the Corporation and preserve the testimony to provide it to the Board;
8. The Corporation employer and/or the exclusive representative do not need to comment or answer questions during the public hearing.

B. The public hearing may take place at a regular or special meeting of the Board.

C. The Corporation shall not engage in formal collective bargaining with the exclusive representative of the Corporation's teachers until after a public hearing is held that meets the requirements of Section A above.

D. A public hearing need not be held in the second year of a two (2) year contract if the parties do not open the

contract for bargaining in the second year of the budget biennium.

Board members may not participate in the public hearing by means of electronic communication. Caution should be taken when multiple Board members attend the public hearing as it could then constitute a Board meeting.

Members of the public may not participate in the public hearing by means of electronic communication.

In addition to the public hearing described above that is required prior to the commencement of collective bargaining, the Board must conduct a public meeting to discuss a tentative collective bargaining agreement at least seventy-two (72) hours before it is ratified by the Board. The Board must allow for public comment by members of the public who are physically present at the meeting at which a tentative collective bargaining agreement is ratified.

Board members may not participate in the public meeting by means of electronic communication unless otherwise authorized by Bylaw 0164.6.

Members of the public may not participate in the public meeting by means of electronic communication.

A ratified collective bargaining agreement shall include a provision specifying the date on which the public hearing and the public meeting described above occurred as well as an attestation signed by both parties attesting that the public hearing and the public meeting described above occurred on the dates specified in the ratified collective bargaining agreement. The Board shall indicate as part of the attestation whether Board members or members of the public were allowed to participate in the public hearing or public meeting by means of electronic communication.

Not later than fourteen (14) business days after the parties have reached an agreement, the Board shall post the contract upon which the parties have agreed on the Corporation's website.

Revised 4/7/22

© Neola 2022

Legal	I.C. 20-29-6-1(b)
	I.C. 20-29-6-19