

**MASTER AGREEMENT**

**between**

**Independent School District No. 2172  
Kenyon-Wanamingo, Minnesota**

**and**

**The Kenyon-Wanamingo Education Association**

**2021-2022 and 2022-2023**

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1 **ARTICLE I**  
2 **PURPOSE**  
3

4 This Agreement is entered into between Independent School District 2172, Kenyon-Wanamingo,  
5 Minnesota, hereinafter referred to as the School District, and the Kenyon-Wanamingo Education Association,  
6 hereinafter referred to as the Exclusive Representative, pursuant to and in compliance with the Public  
7 Employment Labor Relations Act of 1971, as amended, hereinafter referred to as PELRA, to provide the  
8 terms and conditions of employment for teachers for the duration of this Agreement.  
9

10 **ARTICLE II**  
11 **RECOGNITION OF EXCLUSIVE REPRESENTATIVE**  
12

13 Section 1. Recognition: In accordance with PELRA, the School District recognizes the Kenyon-  
14 Wanamingo Education Association as the Exclusive Representative of teachers employed by the School  
15 District, which Exclusive Representative shall have those rights and duties as prescribed by PELRA and as  
16 described in this Agreement.

17 Section 2. Appropriate Unit: The Exclusive Representative shall represent all the teachers of the  
18 School District as defined in this Agreement and in PELRA.  
19

20 **ARTICLE III**  
21 **DEFINITIONS**  
22

23 Section 1. Terms and Conditions of Employment: The term, “terms and conditions of employment,”  
24 means the hours of employment, the compensation therefore including fringe benefits except retirement  
25 contributions or benefits, other than School District payment of, or contributions to, premiums for group  
26 insurance coverage of retired teachers or severance pay, and the School District’s personnel policies  
27 affecting the working conditions of the teachers. The term does not mean educational policies of the School  
28 District.

29 Section 2. Teacher: The word, “teacher,” shall mean all persons in the appropriate unit employed by  
30 the School District in a position for which the person must be licensed by the State of Minnesota but shall not  
31 include Superintendent, assistant superintendent, principals, and assistant principals who devote more than  
32 50% of their time to administrative or supervisory duties, confidential employees, supervisory employees,  
33 essential employees, and such other employees excluded by law.

34 Section 3. School District: For purposes of administering this Agreement, the term, “School District,”  
35 shall mean the School Board or its designated representative(s).

36 Section 4. Day: The word, “day,” means working days excluding Saturday, Sunday, and legal  
37 holidays as defined by Minnesota statute.

38 Section 5. Part-time Teachers: The term, “part-time,” shall mean any teacher who is employed less  
39 than full-time. Part-time teachers shall be afforded salaries on a pro-rated basis. Part-time teachers who  
40 work at least 50% of the normal workweek and 50% of the school year as defined in this Agreement shall be  
41 entitled to partial insurance benefits and School District contributions proportional to the extent of their  
42 employment. Eligibility for insurance coverage is subject to any limitations contained in the contracts  
43 between the insurance carriers and the School District. Part-time teachers shall be eligible for leaves of  
44 absence on the same basis as full-time teachers; however, reference to “days” shall mean the part-time  
45 teacher’s normal duty day. The part-time teacher hours of service shall be as specified by the School  
46 District.

47 Section 6. Peer Review: Before any peer review is implemented, the criteria and procedure shall be  
48 by mutual agreement between the School District and the Exclusive Representative.



1 unit shall have the right by secret ballot to designate an exclusive representative for the purpose of  
2 negotiating grievance procedures and the terms and conditions of employment for such teachers.

3 Section 3. Request for Dues Check-off: The Exclusive Representative shall be allowed dues check  
4 off for its members, pursuant to PELRA. Upon receipt of a properly executed authorization card provided by  
5 the Exclusive Representative of the teacher involved, the School District will deduct from the teacher's  
6 paycheck the dues that the teacher has agreed to pay to the teacher organization in 9 equal installments,  
7 beginning with the September 30th payroll. In the event any further dues deductions are necessary, the  
8 Exclusive Representative shall be allowed an additional dues check-off.

9 Section 4. Personnel Files: Pursuant to M.S.122A.40. Subd. 19, as amended, all evaluations and  
10 files relating to each individual teacher shall be available during regular School District business hours upon  
11 the teacher's written request. The teacher will be notified of any materials used for disciplinary action placed  
12 in the teacher's file. The teacher shall have the right to reproduce any of the contents of his/her file at the  
13 teacher's expense and to submit for inclusion in the file written information in response to any material  
14 contained in it.

15 Section 5. Posting of Vacancies:

16 Subd. 1. List: The District will post a list of teaching and extra-curricular and co-curricular  
17 openings in each school building for 5 days prior to filling any opening. Except for extra-curricular  
18 and co-curricular openings, an opening is defined as a vacancy of at least one (1) trimester in  
19 duration. Qualified teachers shall be given preference in filling extra-curricular and co-curricular  
20 openings. For teaching positions, qualified teachers shall be given an opportunity to apply and be  
21 interviewed for the position. The School District reserves the right to employ the person for each  
22 teaching opening as determined to be in the best interests of the School District and the discretion of  
23 the School District.

24 Subd. 2. Notice: "SCHEDULE C" openings for the following year will be posted by March 1.  
25 Qualified teachers wishing consideration for a SCHEDULE C position currently held by a non-  
26 association employee must give written notice to the School District through the Superintendent by  
27 March 15 of the year preceding the position opening to be considered.

28 Section 6. Letter of Assignment: Each teacher whose assignment has changed from the previous  
29 school year shall receive a letter of assignment by August 1, reflecting the teaching assignment, including  
30 the grade level. The provisions of this letter of assignment shall be subject to the provisions of this  
31 Agreement. Nothing in this section shall be construed to deprive a teacher of the right to resign pursuant to  
32 M.S. 122A.40, Subd. 7. Nothing in this section shall be construed to limit the right of the School District to  
33 make changes in assignments as determined by the School District.

34 Section 7. Administrator-Teacher Conference: A teacher may choose to have a representative of  
35 the Exclusive Representative present at an administrator-teacher conference held for the purpose of  
36 evaluating the teacher's performance.

37 Section 8. Request for Scholarship Fund Deduction: Teachers may request to have an amount  
38 deducted monthly from their paycheck and paid to the teacher organization for purposes of providing  
39 scholarship funds for Kenyon-Wanamingo High School graduates. Upon receipt of a properly executed  
40 authorization form provided by the Exclusive Representative of the teacher involved, the School District will  
41 deduct from the teacher's paycheck the amount the teacher has agreed to pay to the teacher organization,  
42 beginning with the September 30th payroll. Once a teacher authorizes the deduction, it shall remain in effect  
43 until the teacher notifies the District Office of any changes to their participation in this program.  
44

45 **ARTICLE VI**  
46 **LENGTH OF SCHOOL YEAR**  
47

48 Section 1. Teacher Duty Days: The School District and the Exclusive Representative shall meet  
49 and confer, annually, to enable input regarding the calendar for the next school year. Teachers shall perform

1 services on those days as determined by the School District, including those legal holidays on which the  
2 School District is authorized to conduct school and, pursuant to such authority, has determined to conduct  
3 school. The school years for 2021-2022 and 2022-2023 shall each consist of 184 duty days of which 4 days  
4 or 32 hours shall be workdays. Workdays are for teacher work in classrooms and may be subdivided for  
5 calendar planning purposes into no less than 4-hour blocks of uninterrupted time.

6 **Section 2. Emergency Closings:**

7 **Subd. 1. School Calendar:** In the event of energy shortage, severe weather, or other  
8 emergency, the School District reserves the right to modify the school calendar, and, if school is  
9 closed on a normal duty day(s), the teacher shall perform duties in accordance with the site Distance  
10 Learning Day (DLD) guidelines.

11 **Subd. 2. Length of School Day:** In the event of energy shortage, severe weather, or other  
12 emergency, the School District further reserves the right to modify the length of the school day or  
13 transition to the site DLD guidelines, as the School District shall determine, after consultation with the  
14 Exclusive Representative or designee, but with the understanding that the total number of hours  
15 shall not be increased, i.e., a 4-day week with increased hours per day but the total weekly hours not  
16 more than the regular 5-day week.

17  
18 **ARTICLE VII**  
19 **HOURS OF SERVICE**

20 **Section 1. Basic Day:** The teacher's basic day, inclusive of lunch, shall be 8 hours.

21 **Section 2. Site Hours:** School Site administrators will be granted the flexibility to adjust individual  
22 site work hours.

23 **Section 3. Additional Activities:** Teachers shall be required to participate in school activities beyond  
24 the teacher's basic day as directed by the School District. The normal duties for teachers include a share of  
25 extracurricular, co-curricular, and supervisory activities as determined by the School District.

26 **Section 4. Duty-Free Lunch:** All teachers shall be entitled to a duty-free lunch period of no less than  
27 25 minutes. Duty-free lunch includes passing time.

28 **Section 5. Preparation Time:** Full-time secondary classroom teachers shall, in addition to their lunch  
29 period, have 1 period of daily preparation time during which they will not be assigned to other duties. Full-  
30 time elementary classroom teachers shall, in addition to their lunch period, have at least 45 minutes of daily  
31 preparation time during the student day in 1 or 2 uninterrupted blocks of time during which they will not be  
32 assigned to other duties. Part-time teachers' preparation time will be pro-rated according to their length of  
33 school day. Time before and after school shall not count toward preparation time. No period of time less  
34 than 20 continuous minutes will be considered preparation time on a basic day.

35 **Section 6. High School Teacher Teaching Load:** A full-time high school teacher in an 8-period day  
36 will have an assigned teaching load of 6 classes, 1 preparation period, and 1 supervision period; or 5  
37 classes, 1 preparation period, and 2 supervision assignments. A site administrator may authorize a teacher  
38 who voluntarily teaches an extra academic class or voluntarily supervises an extra duty to be paid 1/7 of  
39 his/her daily base salary for each day of service provided. A teacher volunteering for an extra class will  
40 retain 1 full preparation period each day the class is in session.

41  
42 **ARTICLE VIII**  
43 **LEAVES OF ABSENCE**  
44

45 **Section 1. Sick Leave:**

46 **Subd. 1. Earning:** A full-time teacher shall earn sick leave at the rate of 15 days each year  
47 of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned  
48 on a proportionate basis to the teacher's work year. Each teacher will be granted the 15 days at the



1 beginning of the school year, but if the teacher leaves employment prior to the end of the school  
2 year, the School District will be reimbursed for any sick leave days used but not accrued.

3 Subd. 2. Accumulation: Unused sick leave days may accumulate to a maximum of 180  
4 days of sick leave per teacher.

5  
6 Subd. 3. Use: Sick leave use is defined in M.S. 181.9413. A teacher may use sick leave  
7 provided by the District for absences due to an illness or injury to the teacher's child, including a  
8 stepchild and a biological, adopted, and foster child, under the age of 18 or an individual under 20  
9 who is still attending secondary school, adult child, spouse, sibling, parent, grandparent, or  
10 stepparent, for reasonable periods of time as the teacher's attendance may be necessary, on the  
11 same terms upon which the teacher is able to use sick leave benefits for the teacher's own illness or  
12 injury.

13  
14 The District may limit the use of sick leave benefits provided by the District for absences due  
15 to an illness of or injury to the teacher's adult child, spouse, sibling, parent, grandparent, or  
16 stepparent to no less than 160 hours in any 12-month period. This paragraph does not apply to  
17 absences due to the illness or injury of a child, including a stepchild and a biological, adopted, and  
18 foster child, under the age of 18 or an individual under 20 who is still attending secondary school.

19  
20 This section does not prevent the District from providing greater sick leave benefits than are  
21 provided for under this section.

22  
23 Sick leave with pay shall be allowed whenever a teacher's absence is found to have been  
24 due to the teacher's illness and/or disability, which prevented attendance at school and  
25 performances of duties on that day or days.

26 Subd. 4. Medical Certificate: The District may require a teacher to furnish a medical  
27 certificate from a qualified physician as evidence of illness, indicating such absence was due to  
28 illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a  
29 teacher for sick leave is reserved to the District. In the event that a medical certificate will be  
30 required, the teacher will be so advised.

31 Subd. 5. Deduction: Sick leave allowed shall be deducted from the accrued sick leave days  
32 earned by the teacher.

33 Subd. 6. Approval: Sick leave pay shall be approved only upon submission of an electronic  
34 absence request to the district's absence reporting system.

35 Subd. 7. Pay for Unused Sick Days: A teacher who has 127-179 sick days accumulated as  
36 of the last teacher contract day of the school year will be paid for 2 unused sick days at a rate \$100  
37 per day. Payment shall be in the form of a District contribution to that teacher's Health Savings  
38 Account (HSA) or Health Reimbursement Account (HRA). Payment shall be made with the June 30  
39 payroll. These paid days will be deducted from the annual Sick Days account and may not be  
40 banked.

41 A teacher who has 180 sick days accumulated as of the last teacher contract day of the  
42 school year will be paid for an additional 4 unused Sick Days at a rate of \$100 per day. Payment  
43 shall be made in the form of a District contribution to the teacher's qualifying HSA or HRA account.  
44 Payment shall be made with the June 30 payroll. There shall be no more than 180 days of  
45 accumulated sick leave at year-end.

46 This subdivision applies only to teachers who meet the above eligibility requirements and  
47 have established a qualifying HSA or HRA account. It is each teacher's responsibility to inform the  
48 District of all required HSA or HRA account information prior to June 1 of the year in which they  
49 qualify for the benefits outlined in this subdivision.

50 Section 2. Bereavement Leave: Bereavement days shall be deducted from sick leave. The total  
51 number of bereavement days deducted from sick leave shall not surpass the annual number of sick  
52 leave days accrued per year (15) without prior approval of the Superintendent.

1           Section 3. Workers' Compensation:

2           Subd. 1. Salary: Pursuant to M.S. 176, a teacher injured on the job in the service of the  
3 School District and collecting workers' compensation insurance, may draw sick leave and receive full  
4 salary from the School District, the salary to be reduced by an amount equal to the insurance  
5 payments, and only that fraction of the days not covered by insurance will be deducted from the  
6 teacher's accrued sick leave.

7           Section 4. Family Medical Leave:

8           Subd. 1. Use: Teachers may apply accumulated paid sick leave toward an approved  
9 childcare absence under the Family and Medical Leave Act (FMLA). Other qualifying conditions may  
10 use accumulated paid sick leave up to the 180-day maximum stipulated in Section 1, Subd. 2.  
11 above.

12           Subd. 2. Request: FMLA leave will be granted pursuant to applicable law.

13           Section 5. Paid Time Off (PTO):

14           Subd. 1. Use: 6 days of PTO leave shall be granted to each teacher annually. These days  
15 are accumulative up to a maximum of 8 total days and shall be deducted from sick leave days. In the  
16 2021-2022 year – 3 personal leave days accumulative to 5 total and shall be deducted from sick  
17 leave days.

18           Subd. 2. Request: Requests for PTO must be submitted to the Superintendent at least 3  
19 days in advance except for events that cannot be anticipated beforehand. All leaves must have  
20 prior, electronic approval through the absence reporting system, but at no time shall more than 4  
21 teachers from the high school/middle school and 2 teachers from the elementary school be granted  
22 PTO except in the event of an emergency.

23           Subd. 3. Emergency: A PTO day shall not be granted for the first student day or parent-  
24 teacher conferences except in the event of an emergency, which has been authorized by the  
25 Superintendent.

26           Subd. 4. Compensation for Unused PTO: Teachers who do not use their surplus PTO days  
27 may be compensated \$200 per day, up to a maximum of 3 days per year in 2021-2022 and up to 6  
28 days per year after the 2021-2022 year. These funds will be paid out to the teacher on their June 30  
29 paycheck.

30           Section 6. Child Care Leave:

31           Subd. 1. Use: A childcare leave may be granted by the School District, subject to the  
32 provisions of this section, to 1 teacher parent of a natural or adopted infant child provided such  
33 teacher-parent is caring for the child on a full-time basis.

34           Subd. 2. Request: A teacher making application for childcare leave shall inform the  
35 Superintendent in writing of intention to take the leave at least 3 calendar months before  
36 commencement of the intended leave, except in the event of an emergency which has been  
37 authorized by the Superintendent.

38           Subd. 3. Reason: If the reason for the childcare leave is occasioned by pregnancy, a  
39 teacher may utilize sick leave pursuant to the sick leave provisions of the Agreement during a period  
40 of physical disability. If the proposed leave is related to adoption, the teacher shall inform the  
41 Superintendent upon learning of the actual date of placement of the child. However, a teacher shall  
42 not be eligible for sick leave during a period of time covered by a childcare leave.

43           Subd. 4. Date of Leave: The School District may, with mutual agreement of the teacher,  
44 adjust the proposed beginning or ending date of a childcare leave so that the dates of the leave are  
45 coincident with some natural break in the school year, i.e., winter vacation, spring vacation, semester  
46 break, or quarter break, ending of a grading period, end of the school year, or the like. The  
47 availability of a substitute teacher may also be considered by the School District in determining the  
48 duration.

1            Subd. 5. Duration: In making a determination concerning the commencement and duration  
2 of a childcare leave, the School District shall not be required to:

- 3            1.) grant any leave for more than 12 consecutive months in duration, or  
4            2.) permit the teacher to return to his/her employment prior to the date designated in the  
5 request for childcare leave.

6            Subd. 6. Reinstatement. A teacher returning from childcare leave shall be reinstated in a  
7 similar position for which he/she is licensed unless previously discharged or placed on unrequested  
8 leave of absence.

9            Subd. 7. Failure to Return: Failure of the teacher to return pursuant to the date determined  
10 under this section shall constitute grounds for termination unless the School District and the teacher  
11 mutually agree to an extension in the leave.

12           Subd. 8. Experience Credit: A teacher who returns from childcare leave within the  
13 provisions of this section shall retain all previous experience credit for pay purposes and any unused  
14 leave time accumulated under the provisions of this Agreement at the commencement of the  
15 beginning of the leave. A teacher whose childcare leave exceeds 90 school days in a school year  
16 shall not be given experience credit for pay purposes or leave time for that school year.

17           Subd. 9. Group Insurance: A teacher on childcare leave is eligible to participate in group  
18 insurance programs if permitted under the insurance policy provisions, but shall pay the entire  
19 premium for such programs as the teacher wishes to retain by making payment to the business  
20 office by the first date of each month prior to the coverage period. The District shall continue its  
21 insurance contribution during the childcare leave up to a maximum of 12 weeks. The right to  
22 continue participation in such group insurance programs, however, will terminate if the teacher does  
23 not return to the School District pursuant to this section.

24           Subd. 10. Salary and Fringe Benefits: Leave under this section shall be without pay but  
25 with insurance option as explained in Subd. 9 above

26           Section 7. Exclusive Representative Leave: 6 days of Exclusive Representative leave shall be  
27 granted to the Exclusive Representative during the term of this Agreement. For those days that are used in  
28 negotiations, mediation, and arbitration, the regular cost of a substitute shall be reimbursed to the School  
29 District by the Exclusive Representative, whether or not used. For days taken for other purposes of the  
30 Exclusive Representative, up to 6, no loss of leave or pay shall be incurred. Any days used by the Exclusive  
31 Representative in excess of 6, during the term of this Agreement, shall be without pay.

32           Section 8. Court Appearance: A teacher who serves on jury duty or is served a subpoena shall be  
33 granted the day or days necessary as stipulated by the court to discharge this responsibility without any  
34 salary deduction or loss of basic leave allowance. The compensation received for jury duty service or  
35 subpoena shall be remitted to the School District.

36           Section 9. General Leave of Absence:

37           Subd. 1. Request: A teacher may request a general leave of absence for a circumstance  
38 that is not covered by any other leave provisions of this Agreement. A teacher requesting general  
39 leave shall submit the request in writing to the Superintendent as soon as is reasonably possible  
40 under the circumstances. The written request shall include as much background information as will  
41 be reasonably necessary for the School District to make its decision.

42           Subd. 2. Authority: The School District shall retain its discretionary authority to grant or not  
43 grant a general leave of absence, and its decision shall not be subject to review through the  
44 grievance procedure.

45           Subd. 3. Salary and Fringe Benefits: A general leave of absence shall be without pay. A  
46 teacher on a general leave of absence shall maintain any accrued benefits and seniority ranking  
47 rights during the leave of absence, all consistent with the provisions provided in the Agreement,  
48 which is in force during the leave of absence.



1           Section 3. ULA:

2           Subd. 1. Terms: The School Board may place on ULA for a period not exceeding 5  
3 calendar years from the time such leave is commenced, without pay or fringe benefits, such teachers  
4 as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or  
5 merger of classes caused by consolidation. Such leave shall be effective no later than the close of  
6 the school year or at such earlier time as mutually agreed between the teacher and the School  
7 Board.

8           Subd. 2. Notice: A teacher placed on such leave shall receive notice by July 1<sup>st</sup> of the  
9 school year prior to the commencement of such leave with reasons for said placement.

10          Subd. 3. Placement: Teacher placement on ULA shall be done in inverse order of seniority  
11 in the same field and subject matter employed.

12          Subd. 4. Affirmative Action Plan: The provisions in this section shall not apply if they will  
13 result in any violation of the School District's affirmative action program which shall include ethnicity,  
14 race, color, or sex, and any person employed by an affirmative action program may be retained in  
15 the same field or subject matter of a teacher with greater seniority, if it is necessary to effectuate the  
16 purposes of such affirmative action program.

17          Subd. 5. Tiebreaker: In the event of staff reduction, action affecting teachers whose first  
18 date of employment commences on the same date and who have equal seniority, the selection of the  
19 teacher for purposes of discontinuance shall be based upon the following criteria:

- 20           1.) Lane placement – higher lane stays.
- 21           2.) Number of academic license areas – higher number stays.
- 22           3.) Number of other license areas – higher number stays.
- 23           4.) Teachers who were involuntarily transferred to part-time will be retained over voluntary  
24 part-time teachers if all above items are equal.
- 25           5.) Skills in special assignments.
- 26           6.) Total years of full-time teaching experience in public schools in Minnesota previous to  
27 employment in the School District.

28          Subd. 6. Years of Service: Any teacher placed on such leave may engage in teaching or  
29 any other occupation during such period and may be eligible for unemployment compensation if  
30 otherwise eligible under the law for such compensation, and such leave will not result in a loss of  
31 credit for years of service in the School District earned prior to the commencement of such leave.

32          Section 4. Reinstatement:

33          Subd. 1. Process: No new teacher shall be employed by the School District while any  
34 qualified teacher is on ULA in the same field and subject matter. Teachers placed on ULA shall be  
35 reinstated to the position from which they have been given leave, or any other position in the School  
36 District in the fields in which they are qualified as such positions become available. When a teacher  
37 is placed on ULA, that teacher shall have first option to a lesser/equal time position than those  
38 already on ULA if any positions exist. However, said teacher may elect to reject a lesser time  
39 position and by so doing will not jeopardize his/her recall to the original like position. If a teacher  
40 accepts a lesser time position and the original like position is available at a later date, said teacher  
41 shall have first option. At no time shall a teacher placed on ULA jeopardize his/her return to a like  
42 position by accepting or rejecting any lesser time position. The order of reinstatement shall be in  
43 inverse order in which teachers were placed on ULA.

44          Subd. 2. Notices: When placed on ULA, a teacher shall file his/her name and address with  
45 the School District Superintendent's office to which any notice of reinstatement or availability of  
46 positions shall be mailed. Proof of service by the person in the School District depositing such notice  
47 to the teacher at the last known address, by certified mail, shall be sufficient, and any teacher on  
48 ULA shall be responsible for providing for forwarding of mail or for address changes. Failure of a

1 notice to reach a teacher shall not be the responsibility of the School District if any notice has been  
2 mailed as provided in this article.

3 Subd. 3. Acceptance of Reemployment: If a position becomes available for a qualified  
4 teacher on ULA, the School District shall mail the notice to such teacher who shall have 20 days  
5 from the date of such notice to accept the reemployment. Failure to accept the position in writing  
6 within such 20-day period shall constitute waiver on the part of any teacher to any further rights of  
7 employment or reinstatement.

8 Subd. 4. Reinstatement Rights: Reinstatement rights shall automatically cease 5 years  
9 from the date ULA was commenced, and no further rights to reinstatement shall exist unless  
10 extended by written mutual consent with each qualified teacher.

11 Section 5. Establishment of a Seniority List:

12 Subd. 1. Preparation: The School District shall annually cause a seniority list by name, date  
13 of employment, qualification, and subject matter or field to be prepared from its records. It shall  
14 thereupon post such list in an official place in each school building of the School District within 60  
15 days of the beginning of school.

16 Subd. 2. Request for Change: Any teacher whose name appears on such list and who may  
17 disagree with the findings of the District and the order of seniority in said list shall have ten (10) days  
18 from the date of posting to supply written documentation proof and request for seniority change to  
19 the Superintendent.

20 Subd. 3. Final List: Within 10 days thereafter, the School District shall evaluate any and all  
21 such written communications regarding the order of seniority contained in said list and may make  
22 such changes the District deems warranted. A final seniority list shall thereupon be prepared by the  
23 School District, which list as revised shall be binding on the School District and any teacher. Each  
24 year thereafter the School District shall cause such seniority list to be updated to reflect any addition  
25 or deletion of personnel caused by retirement, death, resignation, or the cessation of services, or  
26 new employees. Such yearly revised list shall govern the application of the ULA policy until  
27 thereafter revised.

28 Section 6. Filing of Licenses: In any year in which a reduction of teaching staff is occurring and the  
29 School District is placing teachers on ULA, only those licenses actually received by the Superintendent's  
30 office for filing as of March 15 of such year shall be considered for purposes of determining lay-off within  
31 areas of licensure for the following school year. A license filed after March 15 shall be considered for  
32 purposes of recall, but not to the current reduction.

33 Section 7. Effect: This article shall be effective at the beginning date of this Master Agreement and  
34 shall be governed by its duration clause. This article shall govern all teachers as defined in Section 2., Subd.  
35 1. above and shall not be construed to limit the rights of any other licensed employee not covered by the  
36 Master Agreement or other Master Agreement affecting such licensed employee.

37  
38 **ARTICLE X**  
39 **EARLY CHILDHOOD FAMILY EDUCATION (ECFE) TEACHERS**  
40

41 Section 1. Statutory Considerations: Pursuant to M.S. 122. A.26, an ECFE teacher who teaches in  
42 an ECFE program, which is offered through a community education program and which qualifies for  
43 community education aid or ECFE aid, must meet licensure requirements as a teacher. However, M.S.  
44 122.A.26 specifically provides that such licensure shall not be construed to bring such an ECFE teacher  
45 within the definition of a teacher for purposes of M.S. 122A.40, Subd.1 or M.S. 122A.41, Subd.1.  
46

47 Section 2. Probationary Period: The probationary period of ECFE and Early Childhood (EC)  
48 teachers shall be 3 school years of continuous service. Each qualifying year must consist of a minimum of  
49 120 days of teaching. During the probationary period, the school district shall have the unqualified right to  
50 discharge a teacher, and the teacher shall have no recourse to the grievance procedure. Upon completion

1 of the probationary period, a teacher may be suspended or discharged only for just cause, and such teacher  
2 shall have access to the grievance procedure.

3  
4 Section 3. Layoff and Recall: ECFE and EC teachers shall have seniority only as an ECFE or EC  
5 teacher and shall have a separate seniority list consisting only of ECFE and EC teachers. An ECFE or EC  
6 teacher shall not have any rights to any other teaching position in the School District. ECFE and EC  
7 teachers shall be laid off and recalled within order of seniority with other ECFE teachers.

8  
9  
10 **ARTICLE XI**  
11 **GRIEVANCE PROCEDURE**

12 Section 1. Grievance Definition: The word, "grievance," shall mean a written allegation by a teacher  
13 or the Exclusive Representative resulting in a dispute or disagreement between the teacher or the Exclusive  
14 Representative and the School District as to the interpretation or application of terms and conditions  
15 contained in this Agreement.

16 Section 2. Representation: The teacher, Exclusive Representative, or School District may be  
17 represented during any step of the procedure by any person or agent designated by such party to act on the  
18 party's behalf.

19 Section 3. Definitions and Interpretations:

20 Subd. 1. Extension: Time limits specified in this article may be extended by mutual, written  
21 agreement.

22 Subd. 2. Days: The word, "day," means working days excluding Saturday, Sunday, and  
23 legal holidays as defined by Minnesota statute (same as referenced in ARTICLE III, Section 4).

24 Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by  
25 procedures in this article, the date of the act, event, or default for which the designated period of time  
26 begins to run shall not be included.

27 Subd. 4. Filing and Postmark: The filing or service of any notice or document required by  
28 this Agreement shall be timely if it is personally served or if it bears a certified postmark of the United  
29 States Postal Service within the time period.

30 Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the  
31 grievance is submitted in writing to the School Board's designee, setting forth the facts and the specific  
32 provision(s) of the Agreement allegedly violated and the particular relief sought within 20 days after the date  
33 of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall  
34 be deemed a waiver of that grievance. Failure to appeal a grievance from one level to another within the  
35 time periods provided below shall constitute a waiver of the grievance. An effort shall first be made to adjust  
36 an alleged grievance informally between the teacher and the School Board's designee.

37 Section 5. Adjustment of Grievances: The School District and the teacher or Exclusive  
38 Representative shall attempt to adjust all grievances which may arise in the following manner:

39 Subd. 1. Level I: If the grievance is not resolved through informal discussions, the School  
40 District's designee shall give a written decision on the grievance to the teacher or Exclusive  
41 Representative, within 7 days after receipt of the written grievance.

42 Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered  
43 may be appealed to the Superintendent, provided such appeal is made in writing within 5 days after  
44 receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the  
45 Superintendent or the Superintendent's designee shall set a time to meet regarding the grievance  
46 within 10 days after receipt of the appeal. Within 10 days after the meeting, the Superintendent or  
47 the Superintendent's designee shall issue a decision, in writing, to the teacher.

48 Subd. 3. Level III: In the event the grievance is not resolved in Level II, the decision  
49 rendered may be appealed to the School Board, provided such appeal is made in writing within 5

1 days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board,  
2 the School Board shall set a time to hear the grievance within 15 days after receipt of the appeal.  
3 Within 15 days after the meeting, the School Board shall issue its decision, in writing, to the teacher.  
4 At the option of the School Board, a committee or representative(s) of the School Board may be  
5 designated by the Board to hear the appeal at this level and report the findings and  
6 recommendations to the School Board. The School Board shall then render its decision.

7 Section 6. School Board Review: The School Board reserves the right to review any decision  
8 issued under Section 5., Level I or Level II, of this procedure provided the School Board or its representative  
9 notifies the parties of the intention to review within 10 days after the decision has been rendered. In the  
10 event the School Board reviews a grievance under this section, the School Board reserves the right to  
11 reverse or modify such decision.

12 Section 7. Denial of Grievance: Failure of the School Board or its representative to issue a decision  
13 within the time periods provided in this article shall constitute a denial of the grievance, and the teacher may  
14 appeal it to the next level.

15 Section 8. Mediation: Before arbitration, either party may appeal for review by the Bureau of  
16 Mediation Services (BMS).

17 Section 9. Arbitration Procedures: In the event that the teacher or the Exclusive Representative and  
18 the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as  
19 defined in this article.

20 Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by  
21 the teacher or Exclusive Representative, and such request must be filed in the office of the  
22 Superintendent within 10 days following the decision in Level III above.

23 Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator  
24 which has not been first duly processed in accordance with the grievance procedure and appeal  
25 provisions.

26 Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms  
27 of this procedure, the parties may, within 10 days after the request to arbitrate, attempt to agree  
28 upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may  
29 request the BMS to submit a panel of 7 arbitrators to the parties, pursuant to PELRA, providing such  
30 request is made within 20 days after request for arbitration. The request shall ask that the panel be  
31 submitted within 30 days after receipt of said request. Within 10 days after receipt of the panel, the  
32 parties shall alternately strike names, and the remaining name shall be the arbitrator to hear the  
33 grievance. The order of striking will be determined by lot. Failure to agree upon an arbitrator or the  
34 failure to request an arbitrator from BMS within the time periods provided in this article shall  
35 constitute a waiver of the grievance.

36 Subd. 4. Hearing: The grievance shall be heard by a single arbitrator, and both parties may  
37 be represented by such person or persons as they may choose and designate, and the parties shall  
38 have the right to a hearing at which time both parties will have the opportunity to submit evidence,  
39 offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The  
40 proceeding before the arbitrator shall be a hearing de novo.

41 Subd. 5. Decision: Decisions by the arbitrator in cases properly before the arbitrator shall  
42 be final and binding upon the parties, subject, however, to the limitations of arbitration as provided in  
43 PELRA. The arbitrator shall issue a written decision and order including findings of fact which shall  
44 be based upon substantial and competent evidence presented at the hearing. All witnesses shall be  
45 sworn upon oath by the arbitrator.

46 Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration  
47 including expenses relating to the party's representatives, witnesses, and any other expenses which  
48 the party incurs in connection with presenting its case in arbitration. A transcript or recording of the  
49 hearing shall be made at the request of either party. The parties shall share equally fees and  
50 expenses of the arbitrator, the cost of the transcript or recording if requested by both parties, and any



1 other expenses which the parties mutually agree are necessary for the conduct of the arbitration.  
2 However, the party ordering a copy of such transcript shall pay for such copy.

3 Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements  
4 relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The  
5 jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of  
6 employment as defined herein and contained in this written Agreement; nor shall an arbitrator have  
7 any jurisdiction over any grievance which has not been submitted to arbitration in compliance with  
8 the terms of the grievance and arbitration procedures as outlined in this article; nor shall the  
9 jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but  
10 are not limited to such areas of discretion or policy as the functions and programs of the School  
11 District, its overall budget, utilization of technology, the organizational structure, and selection and  
12 direction and number of personnel. In considering any issue in dispute, in his/her order, the  
13 arbitrator shall give due consideration to the statutory rights and obligations of the School District to  
14 efficiently manage and conduct its operation within the legal limitations surrounding the financing of  
15 such operations.

16 Subd. 8. Election or Remedies and Waiver: A teacher or Exclusive Representative  
17 instituting any action in a court of law, or before an administrative tribunal government agency or  
18 seeking relief through any statutory process, the subject matter of which may constitute a grievance  
19 under this Agreement, shall waive all rights to pursue a grievance under this article beyond Section  
20 5., Level III above. This subdivision shall not apply to actions to compel arbitration as provided in the  
21 Agreement or to enforce the award of an arbitrator.  
22  
23

## 24 **ARTICLE XII** 25 **BASIC SCHEDULES AND RATES OF PAY**

26 Section 1. Salary Schedules. The salary schedules are set forth in SCHEDULES A and B and are  
27 hereby incorporated as part of this Master Agreement.

28 Subd. 1. Longevity: After successful completion of step 15, teachers will receive a longevity  
29 bonus of \$2000 each year of additional service to the School District.

30 Subd. 2. Status of Salary Schedules: The salary schedules shall not be construed as a part  
31 of a teacher's continuing contract. In the event a successor Agreement is not entered into prior to  
32 the expiration date of this Agreement, a teacher shall be compensated according to the previous  
33 year's compensation until such time that a successor Agreement is executed.  
34

35 A teacher's advancement is subject to the right of the School District to withhold increments, lane  
36 changes, or other salary increases for good and sufficient grounds. An action withholding a salary  
37 increase shall be subject to the grievance procedure.

38 Section 2. Placement on Salary Schedule: The following rules shall be applicable in determining  
39 placement of a teacher on the appropriate salary schedule:

40 Subd. 1. Germane: Credits to be considered for application on any lane of the salary  
41 schedule must be germane to the current teaching assignment or any assignment for which the  
42 Superintendent determines as a future need of the District.

43 Subd. 2. Grade and Credits: To apply on the salary schedule, all credits beyond the  
44 bachelor's degree must be graduate credits and carry a grade equivalent of "B" or higher.  
45 Undergraduate or graduate credits for any state mandated training may be taken at undergraduate  
46 level but will apply to salary schedule only if taken at a graduate level. One semester credit equals  
47 1-1/2 quarter credits.

48 Subd. 3. Prior Approval: All credits, in order to be considered for immediate application on  
49 the salary schedule, must be approved by the Superintendent, within 5 days from submission of  
50 application, in writing, prior to the taking of the course. Any approval obtained after the  
51 commencement of the course will delay the effective date of any lane change to no earlier than the  
52 approval date.

1           Subd. 4. Effective Date: Individual contracts will be modified to reflect qualified lane  
2 changes upon receipt of official transcripts by the Human Resources Coordinator. The effective pay  
3 date will match the date the official transcript was issued by the academic institution.

4           Subd. 5. Advanced Degree Program: A teacher shall be paid on the master's degree lane  
5 or higher lane only if the degree program is germane to the teaching assignment as approved by the  
6 School District, and the degree program is approved, in writing, by the Superintendent in advance.

7           Subd. 6. Prior Experience: A teacher who has had experience in other school systems or in  
8 other fields of endeavor will be placed on the salary schedule as agreed between the School District  
9 and teacher.

10           Subd. 7. District Reimbursement: The District agrees to reimburse a teacher the cost of  
11 tuition for a course required by the Higher Learning Commission to qualify the teacher to teach any  
12 current, proposed, or future College-In-The-Schools/Concurrent Enrollment course offered by the  
13 District. Beginning August 1, 2017, the District also agrees to reimburse the teacher the costs of any  
14 courses the District requests the teacher to take in the future. Reimbursement applies only to the  
15 Plus 18 requirements and not the required content area Master's Degree. A teacher who receives  
16 reimbursement must maintain their status as a District employee for 5 calendar years beyond each  
17 individual reimbursement date or repay the district the amount of that reimbursement prior to  
18 separation of employment.

19           Section 3. Step and Lane Placement: A new teacher shall be placed on such step and lane of the  
20 salary schedule as agreed between the School District and the teacher.

21           Section 4. Pay Deduction: Whenever pay deduction is made for a teacher's absence, the annual  
22 salary (inclusive of all district payments and benefit contributions) divided by the number of teacher duty days  
23 shall be deducted for each day's absence.

24           Section 5. Payroll: Base salary checks may be paid in 18 or 24 equal installments, pay day being  
25 the 15<sup>th</sup> and the last day of the month or the nearest business day with the exception that the last day of work  
26 before winter break shall be pay day. Teachers must select 18 or 24 installments for the duration of the  
27 individual contract year before the first working day of the new year. If the teacher fails to elect before this  
28 time it will default to 24 installments and cannot be changed for that contract year. Teachers electing 18  
29 installments will receive their last check on the last workday of May.

30           Section 6. Step Advancement: A teacher must be employed and teaching a minimum of 120 days  
31 of the school year to qualify for a salary step advancement.

32           Section 7. Determining Percentage Position for Part-time Teachers: The following steps should be  
33 used in determining percentage position for part-time teachers:

- 34           1.) Average the direct instruction time in minutes per day for full-time teachers at that level.
- 35           2.) Determine the direct instruction time in minutes per day for the part-time position.
- 36           3.) Calculate a percentage by dividing #2.) by #1.) above.
- 37           4.) Total minutes of employment compared to a full-time position shall be equal to the percentage  
38           calculated in #3.) above.

## 41           **ARTICLE XIII** 42           **EXTRA COMPENSATION**

43  
44           Section 1. Extra-Curricular Schedule: The salaries reflected in SCHEDULE C shall be part of this  
45 Agreement for 2021-2022 and 2022-2023. Payment for the extra-curricular duties will be made on the 15<sup>th</sup>  
46 day or the last day of the month following completion of the duty unless the duty is continuous throughout the  
47 year; then the payment will be in monthly payments.

1  
2 Section 2. Teacher on Special Assignment:  
3

4 Subd. 1. Definition: The term, "Teacher On Special Assignment" (TOSA), will be used to  
5 describe the reassignment of a non-probationary currently employed teacher into a non-classroom  
6 review or coordination for an educational program of the School District. The School District will  
7 require a current Minnesota teaching license in order to be employed in a TOSA position. Teachers  
8 in a TOSA position may be required to periodically provide instruction to students, model teaching of  
9 students for a peer, co-teach students with a peer, or substitute teach. TOSA positions are not  
10 supervisory positions as defined in PELRA.

11  
12 Subd. 2. Assignment: A TOSA assignment must be mutually agreed to by the teacher and  
13 the School District. Teachers may not use their seniority status to claim any TOSA position or  
14 vacancy. Teachers on ULA may apply for TOSA positions and be considered by the School District  
15 for these positions. The School District will not be required to offer a teacher on ULA a TOSA  
16 assignment.

17  
18 Subd. 3. Term: The School Board shall determine the beginning and ending dates of a  
19 TOSA assignment. During the term of the special assignment, both parties will have the ability to  
20 evaluate the program and/or personnel needs, and, if necessary, request a change in assignment. In  
21 the event that either the School District or the TOSA wish to end the term of a yearlong assignment,  
22 notification must be given to the other party, in writing, by March 15th for the following school year.

23  
24 Subd. 4. Compensation and Contractual Rights: A TOSA under this section shall continue to  
25 receive all compensations, fringe benefits, and other contractual benefits and protections. Due to the  
26 nature of the special assignment, additional time and/or compensation may be required. Such time  
27 and compensation will be outlined in the description of the position when the position is posted and  
28 may require specific licensure or additional licensure beyond a teaching license (i.e., a director or  
29 principal license).

30  
31 Subd. 5. Seniority: Accrual of seniority shall be unaffected by the TOSA. A TOSA shall  
32 continue to earn experience credit (seniority) as if he/she were regularly employed as a teacher in  
33 the School District.

34  
35 Subd. 6. Reinstatement: A teacher returning to his/her teaching duty from a TOSA under  
36 this section shall be reinstated to the teaching assignment he/she held prior to the special  
37 assignment, unless that position is no longer available, or if the teacher would have been put on ULA  
38 under the terms of the master agreement. In that case, the teacher will be reassigned to a  
39 comparable position consistent with the teacher's licensure.

40 Section 3. Substituting:

41 Subd. 1. Substitute Instructional Time: A teacher who agrees to give up his/her preparation  
42 time will be reimbursed at the flat rate of \$35 for a regularly scheduled class period. Teachers may  
43 annually elect to have their reimbursements placed in their HSA or HRA account through a District  
44 notification form.

45 Subd. 2. Alternate Substitute Compensation: A teacher may elect to transfer up to a  
46 maximum of 16 hours of substitute pay for additional PTO days during the same school year that it  
47 was earned. A request to transfer must be submitted in writing to the District prior to the final duty  
48 day of the school year. Once transferred, this time off shall be subject to the same terms as all other  
49 paid time off under Article VIII, Section 5.

50 Subd. 3. Cancellation: Teachers will not receive substitute pay if a regular class has been  
51 canceled due to field trips or for some other reason, nor will they receive substitute pay during  
52 regular preparation if they have another vacant period due to a class cancellation.

53 Section 4. Mileage: Mileage will be compensated according to the IRS rate.



1 District. The District and the Exclusive Representative shall negotiate an appendix to the Master  
2 Agreement approving a third-party provider and all necessary trust document language.

3 For teachers who qualify for a Health Savings Account: Contributions by the District will be made on  
4 a tax-free basis. Reimbursements of Employee expenses will be received on a tax-free basis. The  
5 contribution shall be made to each teacher's account by September 30 of each year.

6 For teachers who qualify for an Integrated Health Reimbursement Arrangement: The District will  
7 contribute these funds to the employee's HRA for any bargaining unit member who is enrolled in an  
8 employer group insurance plan that does not qualify as a high deductible HSA insurance plan.

9 For teachers who qualify for a Limited Purpose HRA: The District will contribute these funds to the  
10 employee's HRA for any bargaining unit member who is not enrolled in an employer group insurance  
11 plan. The employee may use this HRA as a direct reimbursement plan, which can be used towards,  
12 unreimbursed dental and vision expenses, both out of pocket and premium. Reimbursements can  
13 be made while the employee is actively employed and following separation of service. At separation  
14 of service, the employee can be reimbursed for all 213d expenses, which is an expansion to include  
15 all eligible medical expenses. Reimbursements can be made for employee, employee's legal  
16 spouse, and legal dependents under the law.

17 Subd. 3. Income Protection Insurance: The School District shall contribute a sum of not to  
18 exceed \$24 per month in 2021-2022 and 2022-2023 toward the premium for income protection  
19 insurance for each full-time teacher employed by the School District who qualifies for and is enrolled  
20 in the School District's income protection insurance plan. Any additional cost of the premium shall  
21 be borne by the teacher and paid by payroll deduction.

22 Subd. 4. Life Insurance: The School District shall purchase \$50,000 of group term life  
23 insurance for each full-time teacher employed by the School District who is eligible for and enrolled  
24 in the School District group term life insurance plan.

25 Subd. 5. Determining School District 2172 Contribution to HSA: Under Subd. 2.above, an  
26 HSA option will be available to KWEA teachers in addition to the current language in the subdivision.  
27

28 In addition to the single and family insurance School Board contributions, the School District will  
29 multiply the number of HSA single certified participants by the difference between the cost of the  
30 premium and the School Board benefit for the premium if the premium is less than the total cost of  
31 the insurance (total \$). This amount will be divided proportionally within each HSA participant group.  
32 The group is defined as any teacher participating in the HSA single or the HSA family. The dollars  
33 generated by the amount of the difference multiplied by the number of participants in the HSA single  
34 plan (total \$) will be distributed as follows:  
35

36 Each of the HSA single participants will receive twice what each of the family HSA  
37 participants receive.  
38

39 The following formula can be used to calculate the additional benefits for HSA family and  
40 single participants:  
41

$$42 \text{ HSA Family Additional Benefit} = \frac{\text{Total\$}}{\# \text{ of Family HSA Participants} + 2 * \# \text{ of Single HSA Participants}}$$

$$43 \text{ HSA Single Additional Benefit} = 2 * \text{HSA Family Additional Benefit}$$

44  
45  
46  
47 Eligible married teachers participating in the HSA plan will have those dollar savings to the School  
48 District transferred to the total amount for the HSA participants.  
49

50 These total amounts contributed to the HSA participants shall equal, but not exceed, the calculated  
51 amount total for the number of single participants multiplied by the savings in the single premium.  
52

53 At no time will contributions exceed the amounts defined in this section.



1            Subd. 3. Oral Reprimand: Oral reprimands shall be clearly identified as such at the time  
2 disciplinary action is administered. In the event the teacher desires to have a representative present,  
3 the School District shall schedule a conference with the teacher and the representative to discuss  
4 the oral reprimand.

5            Subd. 4. Representative: As provided in Subd. 3, above the teacher shall be entitled to have  
6 a representative present in the event that he/she is being reprimanded, warned, or disciplined for any  
7 infraction of rules and delinquency in professional performance.

8            Section 2. Process: The following process will apply to suspensions without pay.

9            Subd. 1. Conference: The teacher being considered for suspension will first have a  
10 conference with the Superintendent. The teacher has the right to have a representative present at  
11 the conference. The District will commence an investigation as soon as practical.

12            Subd. 2. Notice: If the suspension is still desired after the conference, the Superintendent  
13 will supply a written notice stating the reasons for suspension, dates of suspension, and  
14 requirements for reinstatement. The teacher will be allowed to respond in writing. The suspension  
15 will commence on the date indicated in the written notice.

16            Subd. 3. Hearing: The teacher may request a hearing with the School Board in order to  
17 appeal the decision of the Superintendent. The request shall be made within 5 working days from  
18 the receipt of the written notice. The hearing will be within 10 working days after the receipt of the  
19 request for a hearing. The School Board may affirm, reduce, or reverse the suspension. The School  
20 Board shall notify the teacher of its decision, in writing, within 10 working days of the hearing. The  
21 teacher will be compensated for the appropriate amount of salary and fringe benefits if the School  
22 Board's decision is to reduce or reverse the suspension.

23            Subd. 4. Salary and Fringe Benefits: The suspension is subject to the grievance procedure.  
24 Should the arbitrator decide in favor of the teacher, the teacher will receive full compensation, salary,  
25 and fringe benefits for the length of the suspension. The teacher will be placed on the salary  
26 schedule in the same position the teacher would have been had there not been a suspension. Any  
27 documentation referring to the disciplinary record shall be removed from the employee's personnel  
28 file.

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32            **ARTICLE XVII**  
33            **EARLY RETIREMENT BENEFIT**

34            Section 1. Eligibility: In accordance with M.S. 122A.40, the latest that the District must accept a  
35 retirement letter is April 1 or the 30<sup>th</sup> calendar day after a new master agreement is in place. There is no  
36 standard early retirement benefit; however the District and the Exclusive Representative may agree to a  
37 Memorandum of Understanding to provide for an early retirement incentive for a defined period of time for  
38 the purpose of improving the District's financial standing

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41            **ARTICLE XVIII**  
42            **STANDARD RETIREMENT BENEFIT**

43            Section 1. Health and Hospitalization Benefit: A teacher terminating employment after having reached TRA  
44 eligibility for retirement, shall upon retirement, receive a \$4,500 deposit in July of each year into a HCSP  
45 administered by MSRS until eligible for Medicare. A teacher terminating employment after reaching the age  
46 of 60, or older and having served the District for five (5) years or more, shall receive an additional \$4000  
47 deposit. These deposits will not occur or be prorated in a year in which a teacher is employed for all or part  
48 of the year following their retirement.

49            Section 2. Duration: The health and hospitalization benefits for teachers who meet these eligibility  
50 requirements shall continue to be provided according to the Agreement provisions that were in place at the

1 time the teacher retired. All other district insurance benefits or contributions shall cease within 60 days of the  
2 final date of employment.

3 Section 3. MSRS Payment: The School District will implement the Minnesota State Retirement  
4 System (MSRS) Health Care Savings Plan (HCSP) established pursuant to M.S. 352.98 effective April 1,  
5 2002 under the criteria in Sections 1. and 2. of this article. Participation by all eligible teachers is mandatory.  
6 Beginning in July following the teacher's retirement date, and in July of each year thereafter, until eligible for  
7 Medicare or death of the retiree, the contracted benefit per year shall be deposited in the participating  
8 teacher's MSRS HCSP. Upon the teacher's death, the remaining amount in the teacher's MSRS HCSP will  
9 go to the teacher's beneficiaries.

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11 **ARTICLE XIX**  
12 **DEFERRED COMPENSATION**

13 Section 1. 403b-Matching Contribution Plan:

14 Subd. 1. Eligibility: Beginning July 1, 1999, teachers who are regularly employed a minimum  
15 of 20 hours per week and 120 workdays per year and who have completed at least 1 year of service  
16 with the School District shall be able to participate in a 403b-matching contribution plan pursuant to  
17 M.S. 365.24.

18 Subd. 2. Match: The School District will match an eligible annual teacher's contribution up  
19 to the maximum amount of \$1200.

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21 Part-time teachers will be eligible to receive a pro-rated School District match. The School  
22 District shall contribute equal to the amount contributed by the teacher up to the maximum amount  
23 provided in this subdivision for that year. The teacher must use the School District match each  
24 eligible year or lose the opportunity for the match in that year only.

25 Subd. 3. Authorization Agreement: A salary reduction authorization agreement must be  
26 completed by the eligible teacher by October 1 of each school year for the teacher to participate in  
27 the 403b-matching contribution plan for the school year.

28 Subd. 4. Unpaid Leave: Teachers on unpaid leave may not participate in the matching  
29 program while on leave.  
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32 **ARTICLE XX**  
33 **POSITION SHARING**

34 Section 1. Membership: Teachers who have attained continuing contract status may request to share  
35 a teaching position. A teacher selected to share a position shall retain membership in the bargaining unit  
36 and shall be considered to meet the definition of "teacher" in ARTICLE III above based on their percentage of  
37 a full-time equivalency.

38 Section 2. Application Process: Those teachers wishing to share a position shall make written  
39 application to the Superintendent. Initial or renewal applications must be made by April 1 to facilitate staffing  
40 plans for the following school year during which the positions will be shared.

41 Section 3. Duration: Applications may or may not be approved and/or renewed on a yearly basis at  
42 the discretion of the Superintendent. At the time an application is approved, participating teachers shall  
43 mutually agree, in writing, to the dates of duty, to refrain from applying for unemployment compensation  
44 during that year, to the repayment of any salary advance that is subsequently unearned, and to any other  
45 necessary conditions, which are consistent with the provisions of this article.

46 Section 4. Seniority: A teacher who is sharing a position under the provisions of this article shall  
47 retain full seniority rights and the right to all benefits pursuant to this Agreement to the extent of the teacher's  
48 employment.



1           Section 5. Duties: Teachers sharing a position may be required to participate in teacher meetings,  
2 parent conferences, and other meetings as determined by the School District without additional  
3 compensation beyond their respective FTE equivalent.

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**ARTICLE XXI  
FLEXIBLE BENEFITS**

7           The School District shall continue the present flexible benefit program for teachers unless Federal or  
8 State legislation governing said program may cause a financial or other detriment to the District or the  
9 teachers.

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**SIGNATURE PAGE**

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IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For the Exclusive Representative

For the School District

\_\_\_\_\_  
President

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Chief Teacher Negotiator

\_\_\_\_\_  
Chief School Board Negotiator

Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

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**SCHEDULE A  
TEACHER SALARY SCHEDULE 2021-2022**

| STEP | BA       | BA+10    | BA+20    | BA+30    | M        | M+10     | M+20     | M+30     |
|------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1    | \$38,383 | \$39,377 | \$40,744 | \$42,486 | \$44,584 | \$46,915 | \$49,398 | \$51,886 |
| 2    | \$38,947 | \$39,980 | \$41,363 | \$43,121 | \$45,257 | \$47,570 | \$50,057 | \$52,546 |
| 3    | \$39,550 | \$40,580 | \$41,982 | \$43,757 | \$45,910 | \$48,226 | \$50,716 | \$53,208 |
| 4    | \$40,135 | \$41,182 | \$42,599 | \$44,391 | \$46,563 | \$48,884 | \$51,376 | \$53,897 |
| 5    | \$40,722 | \$41,782 | \$43,218 | \$45,024 | \$47,217 | \$49,539 | \$52,034 | \$54,531 |
| 6    | \$41,305 | \$42,384 | \$43,833 | \$45,660 | \$47,872 | \$50,195 | \$52,692 | \$55,192 |
| 7    | \$42,198 | \$43,310 | \$44,794 | \$46,654 | \$48,896 | \$51,226 | \$53,712 | \$56,201 |
| 8    | \$43,091 | \$44,233 | \$45,751 | \$47,646 | \$49,924 | \$52,256 | \$54,760 | \$57,266 |
| 9    | \$43,981 | \$45,158 | \$46,709 | \$48,637 | \$50,949 | \$53,285 | \$55,793 | \$58,303 |
| 10   | \$44,876 | \$46,083 | \$47,668 | \$49,629 | \$51,976 | \$54,316 | \$56,934 | \$59,345 |
| 11   | \$45,765 | \$47,010 | \$48,624 | \$50,621 | \$53,002 | \$55,346 | \$57,863 | \$60,384 |
| 12   | \$47,027 | \$48,302 | \$49,964 | \$51,999 | \$54,426 | \$56,775 | \$59,299 | \$61,824 |
| 13   | \$48,274 | \$49,597 | \$51,297 | \$53,380 | \$55,847 | \$58,202 | \$60,731 | \$63,262 |
| 14   | \$49,529 | \$50,892 | \$52,633 | \$54,654 | \$57,273 | \$59,633 | \$62,166 | \$64,703 |
| 15   | \$52,110 | \$53,569 | \$55,406 | \$57,626 | \$61,263 | \$62,658 | \$65,357 | \$67,849 |

All lanes reflected in semester hours.

After successful completion of step 15, teachers will receive a longevity bonus of \$2000 each year of additional service to the School District.

All cells will include a one-time \$500 lump sum for the 2021-2022 school year.

**SCHEDULE B  
TEACHER SALARY SCHEDULE 2022-2023**

| STEP | BA     | BA+10  | BA+20  | BA+30  | M      | M+10   | M+20   | M+30   |
|------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1    | 39,342 | 40,361 | 41,762 | 43,548 | 45,698 | 48,088 | 50,633 | 53,183 |
| 2    | 39,921 | 40,979 | 42,397 | 44,199 | 46,389 | 48,759 | 51,309 | 53,859 |
| 3    | 40,539 | 41,594 | 43,031 | 44,850 | 47,057 | 49,431 | 51,984 | 54,538 |
| 4    | 41,139 | 42,212 | 43,663 | 45,501 | 47,727 | 50,106 | 52,660 | 55,244 |
| 5    | 41,740 | 42,827 | 44,299 | 46,149 | 48,397 | 50,778 | 53,335 | 55,894 |
| 6    | 42,338 | 43,444 | 44,929 | 46,801 | 49,068 | 51,450 | 54,009 | 56,571 |
| 7    | 43,253 | 44,393 | 45,914 | 47,820 | 50,119 | 52,506 | 55,055 | 57,607 |
| 8    | 44,169 | 45,338 | 46,895 | 48,837 | 51,172 | 53,562 | 56,129 | 58,698 |
| 9    | 45,081 | 46,287 | 47,877 | 49,852 | 52,223 | 54,618 | 57,188 | 59,761 |
| 10   | 45,998 | 47,235 | 48,859 | 50,869 | 53,275 | 55,674 | 58,357 | 60,828 |
| 11   | 46,909 | 48,185 | 49,840 | 51,886 | 54,327 | 56,730 | 59,309 | 61,893 |
| 12   | 48,202 | 49,510 | 51,213 | 53,299 | 55,786 | 58,195 | 60,782 | 63,370 |
| 13   | 49,481 | 50,837 | 52,580 | 54,715 | 57,244 | 59,657 | 62,249 | 64,844 |
| 14   | 50,767 | 52,164 | 53,949 | 56,020 | 58,705 | 61,124 | 63,720 | 66,320 |
| 15   | 53,412 | 54,908 | 56,791 | 59,067 | 62,795 | 64,224 | 66,991 | 69,545 |

All lanes reflected in semester hours.

After successful completion of step 15, teachers will receive a longevity bonus of \$2000 each year of additional service to the School District.

All cells will include a one-time \$500 lump sum for the 2022-2023 school year.

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**SCHEDULE C  
2021-2022 and 2022-2023**

|   |           |           |            |           | 2021-<br>2022 | Base       | 5,662     | 2022-<br>2023 | Base       | 5,804     |
|---|-----------|-----------|------------|-----------|---------------|------------|-----------|---------------|------------|-----------|
| <b>POSITION</b>   | Positions | Years 1-5 | Years 6-10 | Years 11+ | Years 1-5     | Years 6-10 | Years 11+ | Years 1-5     | Years 6-10 | Years 11+ |
| <b>BASKETBALL, BOYS:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 1.00      | 1.05       | 1.10      | 5,662         | 5,945      | 6,228     | 5,804         | 6,093      | 6,384     |
| 1st Assistant   | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 2nd Assistant   | 1         | 0.70      | 0.75       | 0.80      | 3,964         | 4,246      | 4,529     | 4,063         | 4,353      | 4,642     |
| Jr. High  | 2         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| <b>BASKETBALL, GIRLS:</b>   |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 1.00      | 1.05       | 1.10      | 5,662         | 5,945      | 6,228     | 5,804         | 6,093      | 6,384     |
| 1st Assistant   | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 2nd Assistant   | 1         | 0.70      | 0.75       | 0.80      | 3,964         | 4,246      | 4,529     | 4,063         | 4,353      | 4,642     |
| Jr. High  | 2         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| <b>WRESTLING:</b>   |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 1.00      | 1.05       | 1.10      | 5,662         | 5,945      | 6,228     | 5,804         | 6,093      | 6,384     |
| 1st Assistant   | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 2nd Assistant   | 1         | 0.70      | 0.75       | 0.80      | 3,964         | 4,246      | 4,529     | 4,063         | 4,353      | 4,642     |
| Jr. High  | 1         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| <b>VOLLEYBALL:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.90      | 0.95       | 1.00      | 5,095         | 5,380      | 5,662     | 5,222         | 5,514      | 5,804     |
| 1st Assistant   | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 2nd Assistant   | 1         | 0.65      | 0.70       | 0.75      | 3,680         | 3,964      | 4,246     | 3,772         | 4,063      | 4,353     |
| Jr. High  | 2         | 0.45      | 0.50       | 0.55      | 2,548         | 2,831      | 3,114     | 2,612         | 2,902      | 3,192     |
| <b>FOOTBALL:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.90      | 0.95       | 1.00      | 5,095         | 5,380      | 5,662     | 5,222         | 5,514      | 5,804     |
| 1st Assistant   | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 2nd Assistant   | 1         | 0.65      | 0.70       | 0.75      | 3,680         | 3,964      | 4,246     | 3,772         | 4,063      | 4,353     |
| Jr. High  | 2         | 0.45      | 0.50       | 0.55      | 2,548         | 2,831      | 3,114     | 2,612         | 2,901      | 3,192     |
| <b>BASEBALL:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 1st Assistant   | 1         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| Jr. High  | 2         | 0.45      | 0.50       | 0.55      | 2,548         | 2,831      | 3,114     | 2,612         | 2,901      | 3,192     |
| <b>SOFTBALL:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 1st Assistant   | 1         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| Jr. High  | 2         | 0.45      | 0.50       | 0.55      | 2,548         | 2,831      | 3,114     | 2,612         | 2,901      | 3,192     |
| <b>GOLF:</b>  |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 1st Assistant   | 1         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| Jr. High  | 1         | 0.45      | 0.50       | 0.552     | 2,548         | 2,831      | 3,114     | 2,612         | 2,901      | 3,192     |
| <b>TRACK:</b>   |           |           |            |           |               |            |           |               |            |           |
| "A" Head  | 1         | 0.75      | 0.80       | 0.85      | 4,246         | 4,529      | 4,814     | 4,353         | 4,642      | 4,934     |
| 1st Assistant   | 3         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| Jr. High  |           |           |            |           | 2,548         | 2,831      | 3,114     | 2,612         | 2,901      | 3,192     |
| <b>CHEERLEADING:</b>  |           |           |            |           |               |            |           |               |            |           |
| Fall  | 1         | 0.40      | 0.45       | 0.50      | 2,264         | 2,548      | 2,831     | 2,321         | 2,612      | 2,901     |
| Winter  | 1         | 0.60      | 0.65       | 0.70      | 3,398         | 3,680      | 3,964     | 3,483         | 3,772      | 4,063     |
| <b>DANCE TEAM</b>   | 1         | 0.70      | 0.75       | 0.80      | 3,964         | 4,246      | 4,529     | 4,063         | 4,353      | 4,642     |
| <i>* Hiring of athletic coaches for each sport is based on anticipated student participation as determined by the Athletic Advisor and High School Principal</i>  |           |           |            |           |               |            |           |               |            |           |
| <i>Note: For all Schedule C positions, years will be credited based upon years of service at that position (or within that sport) while serving at KW Schools</i> |           |           |            |           |               |            |           |               |            |           |

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**SCHEDULE C  
2021-2022 and 2022-2023**

|                                      |           |           |            |           | 2021-22   | Base       | 5,662     | 2022-2023 | Base       | 5,804     |
|--------------------------------------|-----------|-----------|------------|-----------|-----------|------------|-----------|-----------|------------|-----------|
| <b>POSITION</b>                      | Positions | Years 1-5 | Years 6-10 | Years 11+ | Years 1-5 | Years 6-10 | Years 11+ | Years 1-5 | Years 6-10 | Years 11+ |
| Band - Small Ensembles               | 1         | 0.20      | 0.25       | 0.30      | 1,133     | 1,416      | 1,698     | 1,162     | 1,451      | 1,741     |
| Jazz Choir                           | 1         | 0.20      | 0.25       | 0.30      | 1,133     | 1,416      | 1,698     | 1,162     | 1,451      | 1,741     |
| Sr. High Band Activities             | 1         | 0.20      | 0.25       | 0.30      | 1,133     | 1,416      | 1,698     | 1,162     | 1,451      | 1,741     |
| Sr. High Choral Activities           | 1         | 0.20      | 0.25       | 0.30      | 1,133     | 1,416      | 1,698     | 1,162     | 1,451      | 1,741     |
| Jr. High Band Activities             | 1         | 0.08      | 0.10       | 0.12      | 452       | 566        | 680       | 464       | 580        | 697       |
| Jr. High Choral Activities           | 1         | 0.08      | 0.10       | 0.12      | 452       | 566        | 680       | 464       | 580        | 697       |
| Elementary Music Activities          | 1         | 0.08      | 0.10       | 0.12      | 452       | 566        | 680       | 464       | 580        | 697       |
| Sr. High Play                        | 1         | 0.50      | 0.55       | 0.60      | 2,831     | 3,114      | 3,398     | 2,901     | 3,192      | 3,483     |
| Sr. High Play Music Director         | 1         | 0.30      | 0.35       | 0.40      | 1,767     | 2,062      | 2,356     | 1,811     | 2,114      | 2,415     |
| Jr. High Play                        | 2         | 0.30      | 0.35       | 0.40      | 1,698     | 1,982      | 2,264     | 1,741     | 2,031      | 2,321     |
| One Act Play Director                | 1         | 0.30      | 0.35       | 0.40      | 1,698     | 1,982      | 2,264     | 1,741     | 2,031      | 2,321     |
| FFA                                  | 1         | 0.40      | 0.45       | 0.50      | 2,264     | 2,548      | 2,831     | 2,321     | 2,612      | 2,901     |
| FCCLA                                | 1         | 0.40      | 0.45       | 0.50      | 2,264     | 2,548      | 2,831     | 2,321     | 2,612      | 2,901     |
| Speech Team                          | 1         | 0.40      | 0.45       | 0.50      | 2,264     | 2,548      | 2,831     | 2,321     | 2,612      | 2,901     |
| Math Team - Sr. High                 | 1         | 0.40      | 0.45       | 0.50      | 2,264     | 2,548      | 2,831     | 2,321     | 2,612      | 2,901     |
| Math Team - Jr. High                 | 1         | 0.25      | 0.30       | 0.35      | 1,416     | 1,698      | 1,982     | 1,451     | 1,741      | 2,031     |
| Knowledge Bowl                       | 1         | 0.30      | 0.35       | 0.40      | 1,698     | 1,982      | 2,264     | 1,741     | 2,031      | 2,321     |
| Yearbook Advisor                     | 1         | 0.35      | 0.40       | 0.45      | 1,982     | 2,264      | 2,548     | 2,031     | 2,321      | 2,612     |
| Sr. High Student Council             | 1         | 0.40      | 0.45       | 0.50      | 2,264     | 2,548      | 2,831     | 2,321     | 2,612      | 2,901     |
| Jr. High Student Council             | 1         | 0.35      | 0.40       | 0.45      | 1,982     | 2,264      | 2,548     | 2,031     | 2,321      | 2,612     |
| National Honor Society               | 1         | 0.30      | 0.35       | 0.40      | 1,698     | 1,982      | 2,264     | 1,741     | 2,031      | 2,321     |
| Chemical Awareness                   | 1         | 0.30      | 0.35       | 0.40      | 1,698     | 1,982      | 2,264     | 1,741     | 2,031      | 2,321     |
| Senior Class Advisor                 | 2         | 0.20      | 0.25       | 0.30      | 1,133     | 1,416      | 1,698     | 1,162     | 1,451      | 1,741     |
| Junior Class Advisor                 | 2         | 0.06      | 0.07       | 0.08      | 340       | 396        | 452       | 348       | 406        | 464       |
| Sophomore Class Advisor              | 1         | 0.07      | 0.08       | 0.09      | 396       | 452        | 510       | 406       | 464        | 523       |
| Freshman Class Advisor               | 1         | 0.05      | 0.06       | 0.07      | 284       | 340        | 396       | 291       | 348        | 406       |
| Eagle Bluff Coordinator              | 1         | 0.01      | 0.015      | 0.02      | 56        | 84         | 114       | 58        | 87         | 116       |
| Robotics                             | 1         | 0.60      | 0.65       | 0.70      | 3,398     | 3,680      | 3,964     | 3,483     | 3,772      | 4,063     |
| Trapshooting                         | 2         | 0.016     | 0.167      | 0.175     | 901       | 946        | 992       | 923       | 970        | 1,016     |
| Strength/Conditioning                | 1         | 0.83      | 0.88       | 0.93      | 4,728     | 4,983      | 5,266     | 4,846     | 5,108      | 5,397     |
| Concessions Coordinator              | 1         | 0.10      | 0.15       | 0.20      | 541       | 849        | 1,132     | 555       | 870        | 1,161     |
| Site Webmaster                       | 3         | 0.10      | 0.15       | 0.20      | 500       |            |           | 500       |            |           |
|                                      |           |           |            |           |           |            |           |           |            |           |
| <b>EVENT PAYMENTS</b>                |           |           |            |           | PER EVENT |            |           | PER EVENT |            |           |
|                                      |           |           |            |           | 2021-2022 |            |           | 2022-2023 |            |           |
| Contest Accompanist                  |           |           |            |           | 20.82     |            |           | 21.34     |            |           |
| Varsity Scorekeeper/Timer/Line Judge |           |           |            |           | 32.92     |            |           | 33.74     |            |           |
| JV Scorekeeper/Timer/Line Judge      |           |           |            |           | 17.15     |            |           | 17.57     |            |           |
| Track Meet Worker                    |           |           |            |           | 32.92     |            |           | 33.74     |            |           |
| Ticket Takers                        |           |           |            |           | 27.21     |            |           | 27.89     |            |           |
| Officials/Refs                       |           |           |            |           | 34.39     |            |           | 35.25     |            |           |
| Game Supervisor Support              |           |           |            |           | 60.00     |            |           | 61.50     |            |           |
| Pep Band Director                    |           |           |            |           | 60.76     |            |           | 62.28     |            |           |
| Other Event Workers                  |           |           |            |           | 25.60     |            |           | 26.24     |            |           |
| Mileage                              |           |           |            |           | IRS Rate  |            |           | IRS Rate  |            |           |
|                                      |           |           |            |           |           |            |           |           |            |           |
|                                      |           |           |            |           |           |            |           |           |            |           |

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