

PROFESSIONAL MASTER AGREEMENT

BETWEEN

Northwest R-1 School District

AND

NORTHWEST EDUCATION ASSOCIATION

Working Conditions Master Agreement

July 1, 2025

through

June 30, 2028

Salary and Benefits Master Agreement

July 1, 2025

through

June 30, 2027

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Article 1: Board of Education Rights

The Association recognizes that the Board of Education of the Northwest R-1 School District (hereinafter referred to as the "Board") has the responsibility, obligation and authority to manage and direct, on behalf of the public, all operations and activities of the school District both to the fullest extent authorized by law and in any manner or decision it shall deem appropriate limited only by that which is inconsistent with law or violate the provisions as set forth in this Agreement.

Article 2: Association Rights

2.1 Recognition

The Board of Education of the Northwest R-1 School District, of Jefferson County, Missouri (hereinafter referred to as the "District") recognizes the Northwest Education Association (hereinafter referred to as the "Association") as the exclusive bargaining representative for the duration of the Agreement for all part-time and full-time instructional employees who are required by law or district policy to hold teaching certificates to serve in their positions, including classroom teachers, librarians/media specialists, counselors, psychological examiners (diagnosticians), interventionists, instructional coaches, and speech and language pathologists. Principals and other administrators/supervisors who have the authority in the interest of the District to recommend for hire, promote, or discipline other employees in the bargaining unit or to effectively recommend such action, shall not be included in the bargaining unit.

2.2 Duty of Fair Representation

The Association recognizes its responsibility and right to represent fully and equally without discrimination all Employees of the Bargaining Unit in all aspects of this Agreement. The rights granted to Employees in this Agreement shall be extended to all Employees eligible for inclusion into the Bargaining Unit.

2.3 Definitions

"Bargaining Unit"

The term "Bargaining Unit" shall include all part-time and full-time instructional employees who are required by law or district policy to hold teaching certificates to serve in their positions, including classroom teachers, librarians/media specialists, counselors, psychological examiners (diagnosticians), interventionists, instructional coaches, and speech and language pathologists.

"Employee"

The term "Employee" shall indicate an Employee or a group of Employees who are members of the bargaining unit represented by the Association.

"School Year"

For the purposes of this Agreement and to define the Bargaining Unit time frame, the school year will begin on July 1st and end on June 30th.

"Days"

The term "Days" when used in this Agreement shall, except where otherwise indicated, mean contracted, working days during the school year term.

"District"

The term "District" shall indicate the Northwest R-1 School District.

"Association"

The term "Association" shall indicate the winner of the 2022 election, Northwest Education Association.

2.4 Bargaining Procedures

It is the mutual objective of the Board of Education and the Association to provide the best education possible for the students of the District.

Every effort shall be made to have full communication between all groups of the school system. It shall be the policy (Policy 4830) of the Board to work with the elected representatives of the certified staff members through the Superintendent on matters related to salaries, welfare benefits and working conditions. For purposes of this policy and all related policies, the recognized representative will have exclusive rights to collaborative negotiations with representatives of: the Board of Education on matters related to salaries, fringe benefits, extra duty pay, longevity increments, scheduled work hours, leave policies, grievance procedures, employee evaluation procedures, rights and procedures for reduction in force, vacation days, work rules and regulations, and workplace conditions involving an employee's health and safety.

Matters subject to collaborative negotiations shall not include: (1) matters that should be handled through grievance procedures, (2) matters that should be brought to the attention of school District principals or persons or agencies not employed by the District, (3) matters controlled by federal or state statutes or common law and beyond the powers or discretion of the Board to alter, (4) policies and procedures related to the addition, deletion, or change of District programs, (5) curriculum issues, or (6) any matter unrelated to and having no impact on salaries, fringe benefits or working conditions of the unit employees involved in the conference.

Negotiations will begin no later than February 1st and will conclude by May 31st of the school year in which negotiations occur. The District and the Association agree to collaboratively bargain using the Interest-Based Bargaining process. The Board of Education will not approve an Agreement that diminishes or compromises the district's ability to make administrative decisions and educational policy decisions.

Any tentative agreement reached will be reduced to writing and signed by the agents of the respective negotiating teams. Agreements will be tentative until approved by the bargaining unit, approved by a majority *vote* of the whole Board, and signed by the employee representatives and the Board, in accordance with law.

It is the expectation that tentative agreements will be supported by all members of the negotiating teams and that the goal of the tentative agreements is ratification. The Association shall ratify the tentative agreement before it is presented to the Board for approval. The Association is responsible for obtaining consent to the tentative agreement from the bargaining unit and will

notify the Board in writing of the decision. Once a written tentative agreement has been presented to the Board, the Board may adopt or reject the agreement.

If the Association fails to ratify the Agreement, the Board of Education may accept or reject the tentative agreements, but the contract will not go into effect.

If no agreement is reached by May 31st, the Association and District will follow the process outlined in Policy 4831, Exclusive Bargaining with Employee Representatives regarding impasse.

2.5 Re-openers

Should either the District or the NWEA wish to modify the Current Agreement during the length of this agreement, either party shall notify in writing the other party. The following limits and boundaries will apply:

1. Nothing shall compel either party to agree to reopen the Agreement with the exception of those issues in Item #5 below.
2. Any re-openers should be of narrow focus and clearly defined.
3. The negotiations process for re-openers shall be limited to 30 calendar days.
4. If any provision of this Current Agreement shall be found to be contrary to law or DESE regulations, then that provision shall be deemed invalid except to the extent permitted by law, but all other provisions hereof shall continue in full force and be effective for the term of the Current Agreement.
5. Any section of the Agreement found to be unlawful shall be re-negotiated by the parties. Negotiations on that section only, shall commence within fifteen (15) days of the determination that the provision is unlawful. Negotiations shall be in conformance with the procedure outlined in this document.
6. If negotiations are re-opened, both parties will adhere to the negotiations procedures contained in the Current Agreement. The ground rules, timeline and protocols will be agreed upon prior to the start of negotiations.
7. Any tentative agreements must be ratified by NWEA and approved by the Board of Education.

NWEA and the District agree to the 2025-2026 and 2026-2027 salary schedules as attached in this agreement, ratified by the bargaining unit, and approved by the Board of Education. However, if in the final budget adjustment of the 2025-2026 school year (not later than, the June 2026, or 2027, Board of Education Meetings), the District projection of reserves for the 2026-2027 school year or the projection of reserves for the 2027-2028 school year falls below 25%, NEA and the District will renegotiate the second year of this agreement (FY27). If the projection of reserves is greater than 35%, in any of these years, this will trigger the reopening of negotiations for an increase in teacher compensation.

The District Chief Human Resources Officer will notify the NWEA and Board of Education no later than June 1st of each year of the need to re-negotiate financial considerations. A projected fall in reserves will be documented and available for review by the District and Association. Monies budgeted for teacher salaries not utilized in the previous fiscal year will be returned to operating funds and be used in calculating fund balances. All other economic requests will be removed from consideration to allow for stabilization with decreasing state funds and potentially damaging legislation being supported at the state and federal levels.

2.6 Dissemination of the Agreement

Upon ratification of the Agreement, the document will be sent electronically by Human Resources to all staff in the bargaining unit.

2.7 Modification to the Current Agreement

Pursuant to the rights of the Board of Education, the Association and District agree this Agreement shall not be altered except through mutual consent of both parties and attached as a written addendum hereto.

2.8 District Level Committees

When the District has a district-level committee that seeks employee input, The District will solicit a representative(s) from the Association who is willing to serve on the volunteer committee. The number of representatives will be decided by the Superintendent or designee and will depend on the scope and nature of the committee. The list of representative(s) will be requested from the current President of the Association. Membership on district-level committees will be representative of all grade levels/buildings whenever appropriate. Association members serving on the committees have the responsibility to communicate information back to all members of the Bargaining Unit. The Association and District representatives will collaborate on communication to Members of the Bargaining Unit.

2.9 Employee Association Leave

Teacher organizations that meet the requirements set forth in Policy and Regulation 4895 for representation of bargaining unit members will be designated with Association Leave to be used for state meetings, lobby days and other official business. The recognized organization will be granted a total of 15 days to be used for Association Leave.

The Association(s) will pay the District for the cost of substitute employees at the daily substitute rate. The District shall incur no expense for these activities. Employees must report absences for Association Leave not less than fifteen (15) working days prior to the requested date.

The Superintendent/designee may approve additional days for Association business. The District has the discretion to deny a request for leave when, in the opinion of the superintendent/designee, such leave would unduly disrupt the delivery of educational services.

Failure to meet prescribed time limits may result in cancellation or denial of requested association leave.

2.10 Payroll Deduction Dues

Pursuant to Policy and Regulation 4520, Association members may apply for payroll deduction for related membership dues. Association members will submit a form to payroll annually no later than September 1 of each school year that will reflect membership deductions. The Association will send a list to the district with names of members that have authorized with their Association to pay their dues. New Association members should check with your Association for other payment options. Once finalized, deductions may not be altered by the Employee until the next fiscal school year. The Association will be responsible for communicating this procedure to all employees of the

Bargaining Unit.

2.11 Association-Administration Communication

1. Each building administrator will meet with the designated Association representative to discuss building-level areas of improvements. Communication Meetings, either formal or informal, will be held at least twice to resolve areas of improvements at the building level. Unresolved areas of improvements may be shared with NWEA leadership and possibly District administration.
2. The Association and District Administration are responsible for providing professional development to administrators and building-level Association representatives to establish a courteous, professional foundation for effective communication.
3. The Superintendent and his/her designee will meet with the NWEA President and his/her designee(s) to discuss unresolved building level areas of improvements or District level areas of improvements. Meetings will be held at least twice a year, or at otherwise mutually agreed upon times. Each party will collaborate to create an agenda published at least 48 hours in advance of the meeting so all parties have the opportunity to have information prepared in advance.

2.12 Staff Communication

Per Board of Education policy 4830, all communications or reports to the Board or any committee of the Board, from principals, supervisors, teachers, or other staff members, will be submitted through the Superintendent; however, this procedure will not be construed as denying the right of any employee to appeal to the Board regarding alleged misapplication of policy or administrative decisions, provided that the Superintendent will have been notified of the forthcoming appeal, and that it is processed in accordance with Board policies and regulations on staff complaints and grievances.

The Board of Education recognizes that in any workplace misunderstandings and disputes arise. If left unresolved, these disputes could undermine staff morale and can interfere with the educational mission of the District. The Board has adopted a formal process for dispute resolution that encourages specified employees to resolve concerns quickly and at the most immediate administrative level.

The Association and the District acknowledge that it is usually most desirable for an employee or representative of a group of employees to resolve problems through free and informal communications at the lowest level of concern.

The staff dispute resolution (grievance) procedures are outlined in Policy and Regulation 4850 stated below. Staff concerns or allegations that could be construed as harassment or discrimination must be reported immediately to an administrator.

Grievance per Board policy-4850

Definitions

Grievance— shall be a claim, by an employee, or a group of employees as provided in this regulation, that there has been a violation, misinterpretation, or misapplication of the terms of an employee's employment, or that an employee has been treated inequitably, or that there has been a violation of a published policy, rule or regulation of the Board. Complaints relating to discrimination or harassment will be resolved in accordance with Regulation 1300.

Grievant— shall be an individual(s) employed by the District filing a grievance.

Immediate Supervisor— shall mean an administrator to whom an employee is directly responsible.

Superintendent— shall mean the chief administrator for the District.

Lowest level of concern— shall be the lowest level that can affect a resolution of the grievance. Most grievances shall be submitted in writing to the immediate supervisor. However, if there is common consent among the grievant, the immediate supervisor, and the next level supervisor that the lowest level of concern is not the immediate supervisor, the grievant may proceed to the next level.

Days—when used in this procedure shall, except where otherwise indicated, mean a working school day when employees are required to be present for duty.

Grievance Forms—are the forms developed specifically for filing a grievance and may be obtained from a building principal or central office administrator.

Exclusions

This regulation shall not apply to complaints for which state law establishes a procedure for obtaining a Board hearing. In addition, complaints about nonrenewal of a probationary teacher's contract, or about any other official Board action, shall be directed to the Board; a hearing on the same, unless required by state law, shall be discretionary with the Board. Complaints concerning evaluation will be excluded except in cases where a loss of pay is involved or where a violation of the evaluation procedure is alleged.

General Provisions

If a grievance affects a group of employees, representatives of that group may submit such a grievance in writing at the lowest level of concern (as defined above). Information copies will be sent to all parties named and/or involved in the allegations cited in the grievance document. Each employee included in the submission of the grievance shall sign the grievance form. The representative of the group may be accompanied by the allotted number of representatives as provided for in this regulation during the procedure.

All time limits herein shall consist of school days except when a grievance is submitted on or after June 1. Time limits shall consist of working days (Monday through Friday) so that the matter may be resolved before, or within thirty (30) days after, the close of the school term if possible. The number of days indicated at each level should be considered a maximum and every effort should be made to expedite the process. However, all time limits may be extended if mutually agreed to by both parties.

Both parties may be accompanied by no more than two (2) persons of their choice who may assist or participate in discussions at Levels I and II, and no more than three (3) persons of their choice at Levels III and IV to attempt to resolve the grievance. Witnesses, separate and apart from the aforementioned persons, shall be called upon one at a time. Testimony by witnesses for the grievant must be submitted in writing.

Employees filing a grievance will send copies of the grievance document to each person named in writing in the grievance. Copies will be sent at all levels of the grievance process. Any employee verbally named by the grievant at any level will be informed by the grievant in writing (Using Grievance Notification Form) within three (3) working days that such "naming" took place. A copy of the Grievance Notification Form will be sent to the appropriate administrator. Named individuals may respond in writing to the reference within three (3) working days of notification. This response shall become a matter of record to be considered as part of the grievance. Failure to notify other parties named in the grievance will constitute grounds for a separate action against the grievant by those parties based upon lack of notification.

Documentation, evidence, and/or testimony which has not been introduced at Levels I, II, and III hearings will not be allowed at Level IV (Board of Education).

This grievance procedure is set forth specifically for the individual employee or for a group of employees as set forth herein to present a grievance.

This grievance procedure shall be used in strict adherence to the definition as a grievance herein, and shall not be used to change the adopted policies, rules, and regulations of the Board.

Any release of information during the processing of a grievance must be approved by both parties.

No reprisals of any kind shall be taken by either party, or by any member thereof against any participant in the grievance procedure by reason of such participation. Should it be perceived by either party that reprisals are occurring during the processing of the grievance, such claims shall be presented in writing to the Superintendent/designee. The Superintendent/designee will then meet with the claimant within five (5) days or as soon as possible to discuss reprisal claims. A response indicating findings and steps for resolution will be issued to the claimant within five (5) days or as soon as possible after said meeting.

Should a party alleging reprisal not be satisfied with the resolution offered, the party may file a separate grievance on the reprisal issue.

A standard grievance form shall be provided which shall be used for all formal grievances.

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the Human Resources files of the participant and housed at the central administrative offices. The grievant will have the right to see all information collected pursuant to the investigation of the grievance.

Grievance procedures will be carried out at a time when there will be no interference with the daily operation of the school program. This will be interpreted to mean that activities related to the grievance will not take place during the contractual school day. Correspondence regarding the grievance will be conducted in a timely manner by both parties, and neither party will attempt to hinder the communication of the other.

This grievance procedure shall apply only to those grievances, as defined in this regulation, which arise following the date of its adoption by the Board. Under no condition may any event, grievance

decision, or current grievance being processed, which occurred prior to the date of adoption of this regulation, be allowed to be submitted under this procedure. Grievances which occurred prior to the date of adoption of this regulation shall be submitted under the grievance procedure in effect when the grievance originated.

The failure of the grievant to initiate the grievance within the prescribed time limit shall void the individual's rights to file a grievance.

At any level of the grievance procedure, failure by a grievant to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision at that level.

If, at any level, the supervisor or administrator does not respond to the grievant as required by the regulation, the grievant may proceed immediately to the next level in the procedure.

Informal Consultation with Immediate Supervisor or Administrator at the Level of Concern

The parties acknowledge that it is usually most desirable for an employee or representative of a group of employees to resolve problems through free and informal communications at the lowest level of concern.

If an employee feels that he/she has a grievance, he/she shall, within twenty (20) days following knowledge of the act or condition which is the basis of the grievance, discuss the issues involved with appropriate individuals before initiating a grievance.

The decision from the appropriate individuals at the lowest level of concern shall be given within four (4) working days following the discussion.

If the issues are not resolved in this manner, the levels established in this procedure shall be followed. The Grievance Notification Form is not appropriate at the informal level.

Formal Procedures

Level I— Statement of Formal Grievance to Immediate Supervisor

If informal efforts are not successful, the grievant shall present the grievance in writing on the standard grievance form to his/her immediate supervisor no later than four (4) days following the informal discussion with immediate supervisor.

The immediate supervisor shall arrange for a conference to take place within four (4) days after receipt of the grievance. Professional lay consultants for each of the parties may be present at the conference.

Within nine (9) days following the conference, the immediate supervisor shall communicate his/her decision in writing on the standard grievance form to the grievant.

Level II– Review by the Chief Academic Officer for Certified Staff

Review by the Executive Director of School Operations for Classified Staff

If the grievance is not resolved at Level I, then the employee or the representative of a group of employees may refer the grievance in writing on the standard grievance form to the Chief Academic Officer within five (5) days after receipt of the Level I answer.

The Chief Academic Officer will have eleven (11) days following the conference to provide his/her written decision on the standard grievance form to the employee.

Level III– Review by the Superintendent

If the grievance is not resolved at Level II, then the employee or representative of a group of employees may refer the grievance to the Superintendent on the standard grievance form within five (5) days after receipt of the Level II answer.

The Superintendent shall review the original grievance, the immediate supervisor's response, and the Chief Academic's response. The Superintendent shall meet with the employee within five (5) days of his/her receipt of the appeal. Professional or lay consultants for each of the parties may be present at the conference.

Upon conclusion of the hearing, the Superintendent will have eleven (11) days in which to provide his/her written decision to the employee on the standard grievance form.

Level IV– Decision by the Board of Education If the employee or representative of a group of employees is not satisfied with the decision of the Superintendent, he/she may, within three(3) days of the decision of the Superintendent, request in writing on the standard grievance form that a hearing be held by the Board.

A time and date for the hearing will be set by the Board at the next regular meeting. The hearing date set to review the grievance shall be not later than the following regularly scheduled Board meeting. The hearing shall normally be held in a closed meeting of the Board and both parties shall have the right to be represented by legal counsel. Legal counsel fees will be paid by their respective parties. The Board shall determine the hearing procedure.

The Board shall render a decision of the grievance which shall be final, and this decision shall be communicated in writing to the grievant within five (5) days following the Board's hearing.

Forms

The Grievance Forms will be provided in the principal's offices.

When a complaint is discussed with a principal of a school or supervisor with the aim of resolving the matter informally, the grievant(s) may use any of the following methods:

- By Grievant, in person, on his or her own behalf.
- By Grievant accompanied by a representative of his or her choice.

2.13 New Teacher Orientation Communication

NWEA shall have the opportunity to present to new teachers during lunch on one of the new teacher orientation days. NWEA would like to extend the opportunity to sponsor a meal or provide desserts. Only the recognized exclusive representative of the Association shall be allocated time by the District to speak as a professional association for certificated staff during the new teacher orientation.

2.14 Employee Representation

Certificated staff may have an Association representative or one additional employee representative with him/her when discussing, with his/her principal/supervisor, issues related to performance and evaluation. Certificated staff may ask for this representation at any time. If this request is made during a meeting, the meeting will be rescheduled within 24 hours (next school day) unless an emergency or other urgent matter occurs. It is the responsibility of the certificated staff member to request this representation. All parties in the meeting will uphold strict confidentiality for all issues discussed.

The purpose/topic of a meeting related to performance issues will be communicated prior to the meeting. However, circumstances will not always permit advance notice. In these cases, reasonable efforts will be made to accommodate employee representation. This policy will be provided annually to all certificated staff members.

Administrator-Scheduled Conference

When an administrator schedules a conference with a bargaining unit member that is disciplinary in nature or could potentially lead to formal documentation, the certified staff member will be informed of the nature/purpose of the meeting. The administrator will advise the bargaining unit member of his/her right to have representation. The bargaining unit member may request a representative to be present. Provided the issue to be discussed does not involve safety or security of District students, personnel or property, two days will be given to the bargaining unit member to obtain a representative if requested. The representative may be a NWEA association member and/or a Northwest School District bargaining unit member. The representative is there to observe, question and record for clarification. The bargaining unit member must inform the administrator in advance that he/she will be bringing a representative. If the meeting becomes overwhelming to either participant then the observer or either participant has the right to request a break or halt the meeting. The conference may be extended beyond the normal contract day if the situation requires immediate resolution.

2.15 Association Use of District Communication and Equipment

The Association has the right to use District facilities for committee, general, or building meetings during non-working periods and/or time periods (i.e. before or after school, duty-free lunch periods). The Association will follow the District policies on the request of and use of facilities. Representatives of the Association (i.e. Uniserv Director) shall be permitted to transact official Association business on school property at reasonable times that do not interfere with normal school operations and that such representatives register with the principal's office upon entering the facility.

The Association may distribute information to members in District mailboxes. The Association may use District equipment including computers, copy machines, and audio-visual equipment at reasonable times when such equipment is not in use. The Association may use email according to the District's Acceptable Use Policy, Policy 6320. The use of District email to distribute materials, surveys, or other information en masse must be approved in advance by the Superintendent or his/her designee.

Article 3: Salary and Benefits

3.1 Compensation Procedures

The 2025-2026 and 2026-2027 certified salary schedules will be attached to the Agreement. Placement on the salary schedule must be verified by official transcripts and verification of previous employment.

- Work assignments outside of the contract that are paid an hourly rate and are academic (provides teaching or tutoring to students) will be paid \$26/hr. Some examples are after-school detention, homebound, CUBS, tutoring, summer school, subbing on plan. Non-academic work assignments will be paid at the rate specified by the Activities Director.
- Curriculum writing compensation will be a stipend for completion for \$400 for one semester and \$800 for one year at completion.

3.2 Track Advancement

Any certificated employee, who wishes to be considered for movement on the salary schedule as a result of a change in professional status, must submit an application to the Human Resource Department no later than March 31st for those requesting for the following school year and October 31st for those requesting for second semester. If transcripts are not available, certified staff members must submit a letter on official letterhead from a representative of the college or university indicating the successful completion of all course requirements before track advancement is given. Official transcripts indicating the successful completion of all course requirements must be received in the Central Office no later than September 1st/January 15th. Upon receipt of the official transcripts, a new contract reflecting the track advancement will be reprinted and sent to the employee. It is the responsibility of the employee to track and verify the status of their transcripts with the college/university.

Track advancement to Master's+15 applies to those certified staff members holding a Master's degree who have accrued fifteen (15) college credit hours at the graduate level separate and beyond the Master's Program and after the date of conferral of the Master's Degree. Multiple Master's degrees will not be automatically placed on Track 4.

3.3 Tuition Reimbursement

Professional Staff Fringe Benefits are outlined in Policy and Regulation 4540.

1. All courses submitted for tuition reimbursement should be reflected on the Course Approval Form on file with the Human Resource Department. Refer to the Continuing Education Packet and/or Policy and Regulation 4505 for additional information regarding Course Approval and Track Advancement guidelines.

2. After approval is granted for the Course Approval Form, registration for the course should be completed. After the completion of the course, the following items must be submitted to the Human Resource Department:
 - a. Tuition Reimbursement Form
 - b. Grade Sheet
 - c. Receipt/Proof of Payment
3. Eligible course work is to be completed by May 31 of each school year. Any course work completed after May 31 will be eligible for tuition reimbursement after the June Board Meeting.
 - a. Tuition reimbursement forms and related information must be received by the Human Resource Department no later than May 31st of each school year.
4. Regular courses will be reimbursed at a maximum rate of \$100 per credit hour with a maximum per school year of six (6) credit hours. Critical need areas (as determined by DESE every school year and posted on the web site) will be reimbursed at a maximum rate of \$200 per credit hour with a maximum per school year of six (6) credit hours. In order to be considered for reimbursement for critical needs courses, an approved program of studies leading to certification in a critical needs area must be on file with the Human Resource Department.
5. Reimbursement is for the cost of credit hours only. Additional fees and expenses charged by colleges/universities (which may include but are not limited to lab fees, technology fees, parking fees, application fees, books and supplies) are not eligible for reimbursement. Itemized receipts detailing all applicable expenses for each course being submitted for reimbursement will be necessary for approval.
6. Under no circumstances shall an employee be reimbursed for more than the actual cost of taking a course. Tuition reimbursement may be provided to eligible employees currently in the maximum track on the salary schedule.
7. A grade of at least a B must be earned for track advancement and/or tuition reimbursement.
8. Applications will be processed according to the availability of funds. If the requests for tuition reimbursement exceeds the budgeted amount, payments will be prorated accordingly.
9. Employees must be under contract for the following school year in order to receive this benefit.
10. If an employee is released from their contract after receiving reimbursement, the employee must repay the District the amount reimbursed.
11. Tuition reimbursement payments will be made every June to qualified applicants.

3.4 Benefits

A District Insurance Committee representing all buildings, contracted and support staff reviews, analyzes and makes recommendations to the Administration/Board of Education related to Employee benefits. Recommendations are made for both District and Employee paid benefits.

Medical Insurance

The District offers two (2) levels of medical insurance for Employees. The Deductible Plan monthly premium amount is fully paid by the District. The High Deductible Plan is a Health Savings

Account (HSA) qualifying plan where the Employee may use monthly premium savings to apply to dependent coverage, optional benefits, funding of an HSA and/or taken as an in-lieu of insurance stipend.

Life Insurance

The District funds term life insurance in the amount of \$10,000 plus one times an Employee's annual salary for all full time contracted staff.

Long-term Disability Insurance

The District funds long-term disability insurance for all full time contracted staff.

Employee Assistance Program

Starting April 1, 2023, the District will fund an employee assistance program for all full and part-time staff. The EAP is a confidential means to offer counseling, coaching and consultation services for employees.

Optional Benefits

Employees may elect to have other optional benefits including the following: dental, vision, voluntary life and AD&D insurance, short-term disability insurance along with other supplemental benefits offered by American Fidelity (such as cancer, critical illness, accident, etc.). Employees may elect payroll deduction for the monthly premium amounts.

3.5 Leaves

Short Term Leave

The regulation regarding short-term leave is 4320R. Following ratification and board approval of this 2025-2028 Agreement, the regulation will be rewritten to reflect the following provisions for sick and personal leave. Current regulation language regarding Religious, Bereavement, Jury Duty, Employee Association Leave, and all "Long Term Leave" language will remain.

The following short-term leaves with pay will be accorded to bargaining unit employees. Unpaid leave shall not be considered sick leave for any purpose.

Employees working less than full-time will receive Leave days proportionally.

Sick/Personal Leave for anyone working less than one (1) year will be prorated to that part of the year, which was worked. Any major fraction of $\frac{1}{2}$ or more in the computation will be considered to be a full day. A fraction of less than $\frac{1}{2}$ will not be counted.

Sick/Personal Leave

A total of eleven (11) days shall be available to each bargaining unit employee; seven (7) days are designated as sick leave; four (4) days are designated as personal leave.

Sick Leave is intended to be used solely for the following reasons:

- a. Illness of the employee and/or their immediate families.
- b. For any illness that extends for three (3) consecutive days or longer, proof of illness

may be requested by the immediate administrative supervisor.

- c. For any illness that extends for four (4) consecutive days or longer, proof of illness will be required along with applicable Family and Medical Leave Act (FMLA) certification. Please refer to Policy and Regulation 4321-Family and Medical Leave for additional information.
- d. The above also applies to illness in the immediate family. Immediate family is defined as spouse, parent, grandparent, child, brother, sister, daughter-in-law, son-in-law, and grandchild.
- e. The Board reserves the right to extend leave in individual cases due to illness.

Personal Leave is intended to be used for business that cannot be accomplished at any other time except school time. The district acknowledges that some business must be conducted on student-contact days such as a required court appearance or the closing on or purchase of a home. The district also acknowledges that there may be "once-in-a-lifetime" events that may conflict with a student-contact day such as moving a child into college for the first time or the wedding of the employee himself or herself.

Personal days should not be used on professional development days, days before and after non-student contact days, days before and after Thanksgiving break, winter break, spring break, and days before and after observed holidays such as Martin Luther King, Jr. Birthday, President's Day, Easter, Labor Day, Memorial Day. These will be designated as blackout days.

If a bargaining unit employee desires to use a personal day on one of these days, the bargaining unit employee must submit a request in writing to the Human Resources Department. For the school years included in this master agreement, staff may request personal days on blackout days with the Chief Human Resources Officer approving up to 3% of bargaining unit employees in any one building. Staff who qualified for the exemption in the school years of the master agreement will not be required to ask permission to be absent on the blackout days. The Board reserves the right to require documentation attesting to the absenteeism of the employee for leave.

The District and the Association want to acknowledge employees who have good attendance and who model the importance of striving for perfect attendance during the school year. Therefore, no later than July 31st preceding the upcoming school year, the Human Resources Office will run a report of all bargaining unit members who used three (3) or fewer personal days in the previous school year. For each year of this Agreement, bargaining unit members who use three (3) or fewer personal days during a school year will not be subject to the "blackout" day prohibition for the following school year.

Absence from duty without approval or verification (if required) may be considered grounds for disciplinary action and will result in the deduction of the appropriate number of days of pay at the certified staff member's daily rate for absences on the days that were unapproved or are designated as blackout days. This will be calculated by dividing the employee's annual salary by the number of contracted days.

Personal/Sick Leave may be charged in 15 minute increments. Any unused Personal Leave by the end of the school year will roll into the Sick Leave bank upon returning the following school year.

No additional leave time for the current fiscal year will be granted to employees until the first day worked in accordance with the applicable employee calendar.

A District employee shall not be entitled to use sick days during the period the employee receives Workers' Compensation for time lost to work-related accidents.

A certificated employee who is a member of a retirement system shall remain a member during any period of leave under sick leave provisions of the District or under Workers' Compensation. The employee shall also receive creditable service credit for such leave time, if the employee makes contributions to the system equal to the amount of contributions, which s/he would have made had s/he been on active service status.

Personal or Sick Leave days may not be used for work stoppage.

Please refer to Regulation 4320 for detailed information regarding the use of other types of leave.

3.6 Compensation for Sick Leave (Policy 4751)

Eligibility Criteria

All District personnel who have been continuously employed by the Northwest R-I School District for not less than five (5) years, will be compensated for accumulated unused sick leave in accordance with the requirements of this Policy and as set forth in Regulation 4751.

To be eligible for compensation under this Regulation, District personnel must have been continuously employed by the School District for not less than five (5) years and must notify the Board of Education by January 31st if that person is retiring.

District personnel must have accumulated unused sick leave at the time of separation from the District to receive compensation under this Regulation. The compensation formula for full-time employees shall be as follows:

- For Contracted Staff: The retired teacher sub rate plus \$20 per day.

Article 4: General Working Conditions

4.1 Work Year

The work year for contracted Employees represented by the Associations is one-hundred eighty two (182) contract days. The Board of Education approved school calendar defines the specific contractual days. Inclement weather days will be added to the end of the school year. A copy of the school calendar will be included with the Agreement. Only the Board of Education shall alter the school calendar during the current term.

The District reserves the right to reinstate previously reduced contract days as necessary for no additional compensation should the state/federal government change parameters for the school calendar that would result in the District increasing student attendance days.

4.2 Normal Working Day

Instead of designating fifteen (15) minutes before and fifteen (15) minutes after school as the working day for certified staff members, a total of thirty (30) minutes of time will be considered. This designated thirty (30) minutes of time is to allow flexibility at each school building to meet the supervision needs. The building principals will create schedules with the staff to ensure appropriate supervision.

It is recognized that professional duties and responsibilities extend beyond the student contact hours to include time for such activities as additional planning and evaluating, meetings, professional growth, parent conferences, sponsoring activities and participation in Open House and PT/PTO meetings, if needed. These professional tasks will be equitably shared so that no staff member is given undue burden.

Each full-time, classroom teacher will be provided two-hundred fifty (250) minutes per week of instructional planning and preparation time as required by the Missouri School Improvement Program (MSIP). Every effort will be made to ensure that no less than 80% of the 250-minute weekly plan time is dedicated to teacher self-directed curriculum implementation. Periods or blocks of time not scheduled for instructional purposes with students may provide classroom teachers with the opportunities for the following: examining student work, monitoring student progress, developing lessons/materials/assessments, communicating with parents/stakeholders, attending team/grade level meetings, collecting/analyzing data, and meeting with administrators. The above list is not intended to be all inclusive or limit the use of planning time for other legitimate purposes.

4.3 Duty Free Lunch

Efforts will be made to provide an uninterrupted duty free lunch period of at least thirty (30) minutes daily. When temporary, unanticipated emergency situations arise, certified staff members may not receive the full thirty (30) minutes. The building administrator or supervisor shall determine the scheduling of lunch periods.

A certified staff member may leave the school premises during his/her regularly scheduled lunch period after notifying the building principal/designee. A certified staff member may also leave the school premises during his/her designated preparation time when the reason for leaving is directly related to the teacher's instructional program and when it is determined by the principal that leaving the premises during the regular school day is in the best interest of the school.

4.4 Teacher Work Days

- A. During the work days prior to students arriving, the District will provide the equivalent of two work days for bargaining unit members to work in classrooms unless the staff decides otherwise. The time may be spread over a number of days and may or may not be contiguous. Teacher work days are intended to be teacher directed.
- B. Bargaining unit members may work virtually from home on the end of quarter record days when possible. Staff will be informed for each of the days. All grading and reporting responsibilities must be adhered to with no extensions provided or expected. As bargaining unit members are contracted and being paid on these days, adherence to Board policies and regulations is expected.
- C. Bargaining unit members may have flexible hours on work days with the following stipulations:

1. The building principal and staff will mutually agree to the general building hours to be followed by the majority of the staff.
2. Employees who wish to establish hours different from the general building hours will inform the building principal regarding his/her desire to use flexible working hours. The principal will inform the employee of the hours when the building will open and close. Flexible hours must conform to these times.
3. Employees who choose a flexible schedule will complete a signed timesheet indicating the hours worked. Hours worked on flexible time must be equal to the hours worked by staff that conforms to the work day established for the building.

4.5 Class Size

The Northwest R-1 School District will ensure class sizes are consistent with grade-level and program standards outlined in the MSIP 6 manual published by DESE.

Grades	Minimum Standard	Desirable Standard
K-2	25	17
3-4	27	20
5-6	30	22
7 -12	33	25

4.6 Reduction in Force

Every effort shall be made to accomplish a reduction in staff through attrition prior to using any other method for staff reduction.

If it becomes necessary for the Board to place a certified staff member on unrequested leave of absence without pay, the bargaining unit member shall be afforded due process. For the purpose of this regulation, due process shall be accomplished by the Board/Superintendent adhering to the following procedure:

1. The bargaining unit members shall be provided a written statement that is reasonably adequate in expressing the reason(s) for placing the bargaining unit member on unrequested leave of absence without pay;
2. Likewise, the bargaining unit member shall be provided with a reasonably adequate description of the manner in which the initial decision was reached;
3. Information and data relied upon by the decision makers shall be disclosed to the bargaining unit member;
4. The bargaining unit member will be provided an opportunity to respond before the Board.

In placing certified employees on unrequested leave, the Board shall be governed by provisions and guidelines required by RSMo. 168.124 as well as Board of Education Policy and Regulation 4740.

4.7 Teacher Evaluation

The Northwest R-1 School District follows the Department of Elementary and Secondary Education (DESE) Model for Bargaining Unit Member Evaluation. The policy regarding the Evaluation of Professional Staff is Policy 4610.

All bargaining unit members will work collaboratively with their administrator to develop their Professional Growth Plan (PGP). The PGP will include one district goal and one individually selected goal.

Staff will be informed annually of the Northwest R-1 School District evaluation process.

4.8 Professional Expectations

Staff conduct expectations including the expectations for professional behavior, communication, and dress are contained in Policy 4630.

4.9 Transfer process

The District recognizes that assigning qualified staff members to positions throughout the district is essential to providing an excellent education program for all students. Every effort will be made to assign district staff to areas of the greatest need for the benefit of the students.

Definitions

Reassignment – District-initiated movement of an employee from one position or building to another.

Transfer – Movement of an employee from one position or building to another at the request of the employee.

Reassignments

The Board directs the superintendent to annually assess the professional staffing needs of the district and reassign staff as necessary to meet those needs. Although the superintendent will take the employee's expressed preference into consideration, the ultimate decision must be based on the district's needs. The superintendent may reassign staff members at any time, including after a contract has been signed or during the school year. Board approval is required when a reassignment results in a change to the employee's compensation, benefits, or contract.

Transfers

Professional teacher-level staff may request a transfer to a different position or building by submitting the appropriate form to the superintendent or designee. The district will grant employee transfer requests only when they are in the best interest of the district.

Transfer requests made after June 1 will be considered only on a case-by-case basis. Transfers during the school year are discouraged and will be considered only in extraordinary circumstances. Staff members on a job target, notice of deficiencies, or statements of charges may not apply to transfer to a new building. Board approval is required when a transfer results in a change to the employee's compensation, benefits, or contract.

Assignment of Instructional Staff

Bargaining Unit member exchanges and transfers may be made for reasons of professional growth, educational enhancement, or personal development. The emphasis of this program is to encourage vitality and draw upon the strengths of individuals to enhance the diversity of the educational

opportunities offered by the Northwest R-1 School District.

1. The superintendent or designee shall assign all newly appointed personnel, insofar as possible, to their specific positions within that subject area or grade level and school for which the Board has appointed them. The superintendent or designee shall give notice of assignments to new bargaining unit members as soon as practicable, except in cases of emergency.
2. In order to assure that pupils are taught by bargaining unit members working within their areas of competence, every attempt shall be made to assign bargaining unit members in areas and grades which their training and experience make them competent to teach.
3. In the event that changes in such schedules, class and subject assignments, building assignments, or room assignments are proposed after contract notification, the bargaining unit member affected shall be notified as soon as possible.
4. Schedules of bargaining unit members who are assigned to more than one school shall be arranged so that no such bargaining unit members shall be required to engage in an unreasonable amount of inter-school travel. Such bargaining unit members shall be notified of any changes in their schedules as soon as possible.

Bargaining Unit member Initiated Transfers

The Human Resources Department shall post any vacancy for any certificated post before filling the position. Unless extenuating circumstances exist, the position will be posted for a minimum of 5 days.

1. Bargaining Unit members seeking to transfer must apply through the online application system. Bargaining Unit members requesting a transfer will be granted one interview per school year. All internal applicants will be considered along with other external candidates.
2. Transfer requests made after June 1 will only be considered on a case-by-case basis.
3. The principal may deny or institute any transfer for the good of the system, provided that a valid reason therefore is stated in writing to the party of concern.

Staff members on a job target, notice of deficiencies, or statements of charges may not apply to transfer to a new building. Board approval is required when a transfer results in a change to the employee's compensation, benefits, or contract.

Administration Initiated Reassignment - Bargaining Unit Member

In the event it becomes necessary to transfer bargaining unit members due to a surplus of bargaining unit members in a department or on a grade level within a school and volunteers are not forthcoming, involuntary reassignment of bargaining unit members shall be determined in this order on the basis of:

1. District seniority
2. Appropriate certification
3. Subject matter/grade level experience

District seniority shall be defined as the length of full-time contracted employment in the district that begins with the date of hire, not including an interruption of service because of resignation, separation, or leaves of absence. District seniority among all bargaining unit members with the same starting date shall be determined by the date the employee's original contract was first approved by the Board. If multiple bargaining unit members were approved by the Board at one time, the date and time the employment contract was signed will determine seniority.

In all cases of movement of bargaining unit members from one position to another, there shall be consideration of the relevant information above. The superintendent or designee may deny or institute

any transfer for the good of the system, provided that a valid reason therefore is stated in writing to the party of concern.

Article 5: Terms of Agreement

The Agreement between the NWEA and the District as agreed upon between representatives of the parties and upon acceptance by the Board of Education and the NWEA will be effective from July 1, 2025 to June 30, 2028. Economic negotiations will begin for the 2027-2028 school year no later than February 1, 2027. The Agreement, as ratified by the Board and the Association, shall be effective and binding upon the parties for its duration.

The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties.

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Bargaining Notes
Spring 2025

Meeting dates:

Members on IBB teams:

Issue Statement(#1): How can the district offer a competitive compensation package(salaries and benefits) that will attract and retain highly qualified educators to meet the district's high academic expectations and standards?

How can the district optimize its financial resources to develop a competitive compensation and benefits package that attracts, retains, and motivates high-quality educators, while ensuring long-term financial stability and maintaining rigorous academic standards to best serve all students?

- The District has offered to add \$1,500 to the base and provide a step for all teaching staff who were certified and employed as a teacher defined by the bargaining unit during the 2025-2026 school year. Track advancement will follow the Board of Education policy 4505.
- The District has offered to add \$1,500 to the base and provide a step for all teaching staff who were certified and employed as a teacher defined by the bargaining unit during the 2026-2027 school year. Track advancement will follow the Board of Education policy 4505.
- Track Advancement -Any certificated employee, who wishes to be considered for *movement* on the salary schedule as a result of a change in professional status, must submit an application to the Human Resource Department no later than March 31st for those requesting for the following school year and October 31st for those requesting for second semester. If transcripts are not available, certified staff members must submit a letter on official letterhead from a representative of the college or university indicating the successful completion of all course requirements before Track Advancement is given. Official transcripts indicating the successful completion of all course requirements must be received in the Central Office no later than September 1st/January 15th. See *attachment A for track advancement history and Board of Education policy and regulation 4505.*
- Curriculum writing stipend increased to \$400 for one semester and \$800 for one year at completion.
- Sick Leave Compensation will be changed from 7 years to 5 years. All District personnel who have been continuously employed by the Northwest R-I School District for not less than five (5) years, will be compensated for accumulated unused sick leave in accordance with the requirements of this Policy and as set forth in Regulation 4751 and must notify the Board of Education by January 31st if that person is retiring. District personnel must have accumulated unused sick leave at the time of separation from the District to receive compensation under this regulation. The compensation formula for full-time employees shall be as follows: For Contracted Staff: The retired teacher sub rate plus \$20 per day.

- Open enrollment Benefits-The district tentatively agrees to moving the window to the last two weeks of July and into the first week of August for the Summer of 2026. If the insurance company states that this is not possible, it will cause re-opening of the agreement for this specific item.
- The open enrollment can not be moved for the Summer of 2025 because the date is already set and the financial platform (SISFin) is changing.
- NWEA and the district mutually agree that matching teaching years of service for current and future teachers is something that should be considered in the future.
- For the additional day added to the 25-26 teacher calendar, the district will allow for ½ of that day to allow time for bargaining unit members to watch and complete as much as that time allows the district required videos. The remaining part of that additional day will be district/building Professional Development.
- PD day added to the beginning of the year-1/2 the day to work on required training videos and the other 1/2 of the day will be district/building PD. This would make the first reporting day back for Bargaining Unit Members Friday, August 8th, 2025.

Issue Statement(#3): How can the district develop Leave time that will meet the needs of educators when personal and family health issues arise and ensure continued recruitment and retention of highly qualified educators?

- Leave days increased from 10 days to 11 days
- Sick Leave Pay-Out Compensation will be changed from 7 years to 5 years. All District personnel who have been continuously employed by the Northwest R-I School District for not less than five (5) years, will be compensated for accumulated unused sick leave in accordance with the requirements of this Policy and as set forth in Regulation 4751 and must notify the Board of Education by January 31st if that person is retiring. District personnel must have accumulated unused sick leave at the time of separation from the District to receive compensation under this regulation. The compensation formula for full-time employees shall be as follows: For Contracted Staff: The retired teacher sub rate plus \$20 per day.
- Association Days increased from 10 days to 15 days

Issue Statement(#5): How can we create positive school environments that are conducive to physical safety, mental health, and learning for all?

***How can we create consistent discipline steps that are clear to both students and staff?
How can a clear process of support and intervention be implemented?***

- Resolution in Infinite Campus so the system emails teachers.
- Reference code of conduct
- Communicate with teachers that admin calibrates across buildings and grade levels.
- Commit to best practices:
 - restorative practices and de-escalation training; terminology of “discrimination”, “assault,” “demeaning speech”, etc have legal ramifications.
 - Opportunities for professional development for staff.

- Teachers using all time in class- bell to bell to reduce the amount of “free” time at the end of class (last 2 min before bell in any class has significantly more behavior problems) Lessons are cognitively engaging and challenging.
- Admin plan for fall Back to School meetings regarding discipline.

Issue Statement(#7): How can we create and maintain a school environment that is conducive to positive physical and mental health, along with ensuring a healthy, safe learning environment for all?

- The district and building administration will communicate on the types of work orders and the training will be communicated at the beginning of the year. The District Administration will work order information in the newsletter.

Issue Statement(#9): How do we create more equitable plan time across all grade levels and ensure there is adequate time in the school day to accomplish all the tasks that educators are responsible for performing?

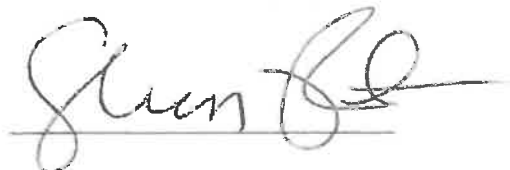
How do we honor and protect teacher-directed plan time?

- Examine instructional blocks of time and how time is allocated and scheduled.
- Shared calendars to reduce the number of meetings per week.
 - Streamline processes across buildings.
- Reestablish norms for meetings–ending by X time, only spending X time, maximize efficiency, adhere to agenda
- Frontloading meetings as much as possible with advanced planning.

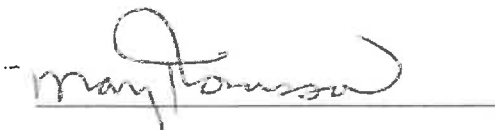
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The terms and conditions set forth in this agreement represent the full and complete understanding and commitment between the parties.



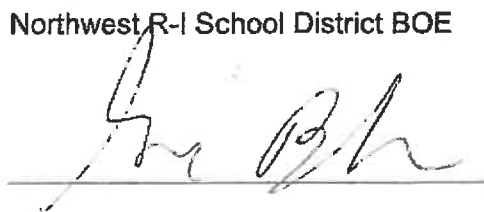
Sharon Plut, NWEA President



Mary Thomasson, President
Northwest R-I School District BOE



Lisa Ali, Uniserv Director



Gary Bonacker, Secretary
Northwest R-I School District BOE

2025-2026 School Calendar



JULY 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2025						
S	M	T	W	T	F	S
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24	25	26	27	28	29	30
31						

SEPTEMBER 2025						
S	M	T	W	T	F	S
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OCTOBER 2025						
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NOVEMBER 2025						
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30						

DECEMBER 2025						
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21	22	23	24	25	26	27
28	29	30	31			

Semester = 81.5

First & Last Day of School

Professional Development

Teacher Workday

New Teacher Orientation

Late Start

1st SEMESTER IMPORTANT DATES

Aug 5-7	New Teacher Orientation
Aug 8-15	No School - PD/PLC/Bldg. and Work Time
Aug 18	First Day of School
Sept 1	No School - Labor Day
Oct 17	End of First Quarter
Oct 20	No School - Teacher Workday
Oct 28-30	Evening Parent/Teacher Conferences
Oct 31	No School - Compensation Day for Conferences
Nov 3-4	No School - Full Day Professional Development
Nov 26-28	No School - Thanksgiving Holiday
Dec 19	Early Release/End of Second Quarter/First Semester
Dec 22-Jan 2	No School - Winter Break

2nd SEMESTER IMPORTANT DATES

Jan 5	No School - Teacher Workday
Jan 6	Classes Resume
Jan 19	No School - Martin Luther King Jr. Day
Feb 13	No School - Full Day Professional Development
Feb 16	No School - President's Day
Mar 12	End of Third Quarter
Mar 16-20	No School - Spring Break
Apr 3	No School - Good Friday
May 20	Last Day of School - Early Release - Teacher Checkout
May 20	Graduation
May 21-June 4	Inclement Weather Days
May 25	Memorial Day

	Regular	Late Start/Weather	Early Release
Elementary	8:55 am - 5:55 pm	9:35 am - 5:55 pm	8:35 am - 12:55 pm
Secondary	7:25 am - 2:25 pm	8:20 am - 2:25 pm	7:25 am - 11:45 am

Note: School calendar dates are subject to change with Board of Education approval.

JANUARY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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24	25	26	27	28	29	30
31						

FEBRUARY 2026						
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28						

MARCH 2026						
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28	29	30	31			

APRIL 2026						
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26	27	28	29	30		

MAY 2026						
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23	24	25	26	27	28	29
30	31					

JUNE 2026						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Semester = 87.5

No School - PreK-12

Inclement Weather Days

Early Release

Inclement Weather Days

CERTIFIED SALARY SCHEDULE 2025-26

STEP	BA	BA+15	MASTERS	M+15	M+30/SLP, OT,PT
1	43,500.00	45,675.00	48,415.50	51,320.43	54,656.26
2	44,370.00	46,588.50	49,383.81	52,346.84	55,749.38
3	45,257.40	47,520.27	50,371.49	53,393.78	56,864.37
4	46,162.55	48,470.68	51,378.92	54,461.65	58,001.66
5	47,085.80	49,440.09	52,406.49	55,550.88	59,161.69
6	47,792.09	50,181.69	53,192.59	56,384.15	60,049.12
7	48,508.97	50,934.42	53,990.48	57,229.91	60,949.85
8	49,236.60	51,698.43	54,800.34	58,088.36	61,864.10
9	49,975.15	52,473.91	55,622.34	58,959.68	62,792.06
10	50,724.78	53,261.02	56,456.68	59,844.08	63,733.94
11		54,059.93	57,303.53	60,741.74	64,689.95
12		54,870.83	58,163.08	61,652.87	65,660.30
13		55,693.89	59,035.53	62,577.66	66,645.21
14		56,529.30	59,921.06	63,516.32	67,644.88
15		57,377.24	60,819.88	64,469.07	68,659.56
16			61,732.17	65,436.10	69,689.45
17			62,658.16	66,417.65	70,734.79
18			63,598.03	67,413.91	71,795.82
19			64,552.00	68,425.12	72,872.75
20			65,520.28	69,451.50	74,330.21
21			66,503.08	70,493.27	75,816.81
22			67,500.63	71,550.67	77,333.15
23			68,513.14	72,802.80	78,879.81
24			69,540.84	74,258.86	80,457.41
25			70,583.95	75,744.04	82,066.56
26			71,642.71	77,258.92	83,707.89
27			72,717.35	78,804.10	85,382.04
28			73,989.90	80,380.18	87,089.68
29			75,284.73	81,987.78	88,831.48
30			76,602.21	83,627.54	90,608.11

2025-2026 EXTRA DUTY PAY

STEP	1%	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%
A	435	870	1,305	1,740	2,175	2,610	3,045	3,480	3,915	4,350	4,785	5,220	5,655
B	441	881	1,339	1,782	2,221	2,668	3,114	3,573	3,997	4,482	4,958	5,463	5,974
C	447	892	1,373	1,824	2,267	2,726	3,183	3,666	4,079	4,614	5,131	5,706	6,293
D	453	903	1,407	1,866	2,313	2,784	3,252	3,759	4,161	4,746	5,304	5,949	6,612
E	459	914	1,441	1,908	2,359	2,842	3,321	3,852	4,243	4,878	5,477	6,192	6,931
F	465	925	1,475	1,950	2,405	2,900	3,390	3,945	4,325	5,010	5,650	6,435	7,250
G	471	936	1,509	1,992	2,451	2,958	3,459	4,038	4,407	5,142	5,823	6,678	7,569
H	477	947	1,543	2,034	2,497	3,016	3,528	4,131	4,489	5,274	5,996	6,921	7,888
I	483	958	1,577	2,076	2,543	3,074	3,597	4,224	4,571	5,406	6,169	7,164	8,207
J	489	969	1,611	2,118	2,589	3,132	3,666	4,317	4,653	5,538	6,342	7,407	8,526

EXTRA DUTY POSITIONS & PERCENTAGES

Co-Curricular

Percentage

Chorus Director	4%
DECA	4%
FBLA	2%
FCCLA	2%
HOSA	2%
Lion Crew	8%
National Honor Society	5%
Pep Band	7%
Robotics	4%
Show Choir	4%
Student Council, Assistant	5%
Student Council, Head	8%
Theater / Thespian Society, Head	8%
Theater / Thespian Society, Assistant	4%
Yearbook, Assistant	5%
Yearbook, Head	9%

MSHSAA Sanctioned

Percentage

Band, Marching, Head Coach	13%
Band, Marching, Assistant Coach	10%
Color / Winter Guard, Head Coach	12%
Baseball, Head Coach	12%

2025-2026 EXTRA DUTY PAY

Baseball, Assistant Coach	9%
Basketball Boys, Head Coach	13%
Basketball Boys, Assistant Coach	11%
Basketball Girls, Head Coach	13%
Basketball Girls, Assistant Coach	11%
Cheerleading, Head Coach	13%
Cheerleading, Assistant Coach	11%
Cheerleading, JV Coach	10%
Cheerleading, Freshman Coach	8%
Cross Country Boys, Head Coach	11%
Cross Country Boys, Assistant Coach	8%
Cross Country Girls, Head Coach	11%
Cross Country Girls, Assistant Coach	8%
Dance Team, Head Coach	13%
Dance Team, Assistant Coach	10%
Football, Head Coach	13%
Football, Assistant Coach	11%
Golf Boys, Head Coach	10%
Golf Boys, Assistant Coach	7%
Golf Girls, Head Coach	10%
Golf Girls, Assistant Coach	7%
Lacrosse Girls, Head Coach	11%
Lacrosse Girls, Assistant Coach	9%
Scholar Bowl, Head Coach	5%
Soccer Boys, Head Coach	12%
Soccer Boys, Assistant Coach	10%
Soccer Girls, Head Coach	12%
Soccer Girls, Assistant Coach	10%
Softball, Head Coach	11%
Softball Assistant Coach	9%
Speech and Debate, Head Coach	7%
Track Boys, Head Coach	12%
Track Boys, Assistant Coach	9%
Track Girls, Head Coach	12%
Track Girls, Assistant Coach	9%
Volleyball Boys, Head Coach	11%
Volleyball Boys, Assistant Coach	9%
Volleyball Girls, Head Coach	11%
Volleyball Girls, Assistant Coach	9%
Wrestling Boys, Head Coach	13%
Wrestling Boys, Assistant Coach	10%
Wrestling Girls, Head Coach	13%
Wrestling Girls, Assistant Coach	10%

2025-2026 EXTRA DUTY PAY

Supervision

Junior Class	4%
Senior Class	4%
Weight Room, Fall	4%
Weight Room, Spring	4%
Weight Room, Winter	4%

Percentage

Student Interest Groups

Art Club	4%
Game Club	4%
International Language Club	3%
Mu Alpha Theta (Math Honor Society)	4%

Percentage

MIDDLE SCHOOL

MSHSAA Sanctioned

Basketball Boys, Head Coach	7%
Basketball Boys, Assistant Coach	5%
Basketball Girls, Head Coach	7%
Basketball Girls, Assistant Coach	5%
Cross Country Coed, Head Coach	7%
Cross Country Coed, Assistant Coach	5%
Soccer Boys, Head Coach	7%
Soccer, Boys, Assistant Coach	5%
Volleyball Girls, Head Coach	7%
Volleyball Girls, Assistant Coach	5%

Percentage

Essential Activities

Honor Society	3%
Student Council	3%
Yearbook	5%

Percentage

Student Interest Groups

Art Club	3%
Lions Den	3%
Science Club	3%
TREND Club	3%
Art Club	3%
Baking Club	3%
Drama Club	3%
Game Club	3%

Percentage

2026-2027 School Calendar



JULY 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Semester = 76.5

First & Last Day of School

Professional Development

Teacher Workday

New Teacher Orientation

Late Start

1st SEMESTER IMPORTANT DATES

Aug 11-13	New Teacher Orientation
Aug 14-21	No School - PD/PLC/Bldg. and Work Time
Aug 24	First Day of School
Sep 7	No School - Labor Day
Oct 16	End of First Quarter
Oct 19	No School - Teacher Workday
Oct 26-28	Evening Parent/Teacher Conferences
Oct 30	No School - Compensation Day for Conferences
Nov 2-3	No School - Full Day Professional Development
Nov 25-27	No School - Thanksgiving Holiday
Dec 18	End of Second Quarter/First Semester
Dec 21-Jan 1	No School - Winter Break

2nd SEMESTER IMPORTANT DATES

Jan 4	No School - Teacher Workday
Jan 5	Classes Resume
Jan 18	No School - Martin Luther King Jr. Day
Feb 12	No School - Full Day Professional Development
Feb 15	No School - President's Day
Mar 19	End of Third Quarter
Mar 22-25, 29	No School - Spring Break
Mar 26	No School - Good Friday
	Graduation
May 26	Last Day of School - Early Release -Teacher Checkout
May 27-Jun 10	Inclement Weather Days
May 31	Memorial Day

Regular

Late Start Wednesday

Early Release

Elementary	8:35 am-3:33 pm	9:35 am - 3:33 pm	8:35 am - 12:56 pm
Secondary	7:25 am - 2:23 pm	8:20 am - 2:23 pm	7:25 am - 11:46 am

Note: School calendar dates are subject to change with Board of Education approval.

BOARD APPROVED DECEMBER 19, 2024

JANUARY 2027

S	M	T	W	T	F	S
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Semester = 92.5

No School - PreK-12

Inclement Weather Days

Early Release

Inclement Weather Days

CERTIFIED SALARY SCHEDULE 2026-27

STEP	BA	BA+15	MASTERS	M+15	M+30/SLP, OT,PT
1	45,000.00	47,250.00	50,085.00	53,090.10	56,540.96
2	45,900.00	48,195.00	51,086.70	54,151.90	57,671.78
3	46,818.00	49,158.90	52,108.43	55,234.94	58,825.21
4	47,754.36	50,142.08	53,150.60	56,339.64	60,001.72
5	48,709.45	51,144.92	54,213.61	57,466.43	61,201.75
6	49,440.09	51,912.09	55,026.82	58,328.43	62,119.78
7	50,181.69	52,690.77	55,852.22	59,203.35	63,051.57
8	50,934.42	53,481.14	56,690.00	60,091.40	63,997.35
9	51,698.43	54,283.35	57,540.35	60,992.78	64,957.31
10	52,473.91	55,097.60	58,403.46	61,907.67	65,931.67
11		55,924.07	59,279.51	62,836.28	66,920.64
12		56,762.93	60,168.70	63,778.83	67,924.45
13		57,614.37	61,071.24	64,735.51	68,943.32
14		58,478.59	61,987.30	65,706.54	69,977.47
15		59,355.77	62,917.11	66,692.14	71,027.13
16			63,860.87	67,692.52	72,092.54
17			64,818.78	68,707.91	73,173.92
18			65,791.06	69,738.53	74,271.53
19			66,777.93	70,784.61	75,385.61
20			67,779.60	71,846.38	76,893.32
21			68,796.29	72,924.07	78,431.18
22			69,828.24	74,017.93	79,999.81
23			70,875.66	75,313.25	81,599.80
24			71,938.80	76,819.51	83,231.80
25			73,017.88	78,355.90	84,896.44
26			74,113.15	79,923.02	86,594.37
27			75,224.84	81,521.48	88,326.25
28			76,541.28	83,151.91	90,092.78
29			77,880.75	84,814.95	91,894.63
30			79,243.66	86,511.25	93,732.53

26-27 Extra Duty Pay Schedule

STEP	1%	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%
A	450	900	1,350	1,800	2,250	2,700	3,150	3,600	4,050	4,500	4,950	5,400	5,850
B	456	911	1,384	1,842	2,296	2,758	3,219	3,693	4,132	4,632	5,123	5,643	6,169
C	462	922	1,418	1,884	2,342	2,816	3,288	3,786	4,214	4,764	5,296	5,886	6,488
D	468	933	1,452	1,926	2,388	2,874	3,357	3,879	4,296	4,896	5,469	6,129	6,807
E	474	944	1,486	1,968	2,434	2,932	3,426	3,972	4,378	5,028	5,642	6,372	7,126
F	480	955	1,520	2,010	2,480	2,990	3,495	4,065	4,460	5,160	5,815	6,615	7,445
G	486	966	1,554	2,052	2,526	3,048	3,564	4,158	4,542	5,292	5,988	6,858	7,764
H	492	977	1,588	2,094	2,572	3,106	3,633	4,251	4,624	5,424	6,161	7,101	8,083
I	498	988	1,622	2,136	2,618	3,164	3,702	4,344	4,706	5,556	6,334	7,344	8,402
J	504	999	1,656	2,178	2,664	3,222	3,771	4,437	4,788	5,688	6,507	7,587	8,721

EXTRA DUTY POSITIONS & PERCENTAGES

Co-Curricular

Percentage

Chorus Director	4%
DECA	4%
FBLA	2%
FCCLA	2%
HOSA	2%
Lion Crew	8%
National Honor Society	5%
Pep Band	7%
Robotics	4%
Show Choir	4%
Student Council, Assistant	5%
Student Council, Head	8%
Theater / Thespian Society, Head	8%
Theater / Thespian Society, Assistant	4%
Yearbook, Assistant	5%
Yearbook, Head	9%

MSHSAA Sanctioned

Percentage

Band, Marching, Head Coach	13%
Band, Marching, Assistant Coach	10%
Color / Winter Guard, Head Coach	12%
Baseball, Head Coach	12%
Baseball, Assistant Coach	9%
Basketball Boys, Head Coach	13%
Basketball Boys, Assistant Coach	11%
Basketball Girls, Head Coach	13%
Basketball Girls, Assistant Coach	11%
Cheerleading, Head Coach	13%

26-27 Extra Duty Pay Schedule

Cheerleading, Assistant Coach	11%
Cheerleading, JV Coach	10%
Cheerleading, Freshman Coach	8%
Cross Country Boys, Head Coach	11%
Cross Country Boys, Assistant Coach	8%
Cross Country Girls, Head Coach	11%
Cross Country Girls, Assistant Coach	8%
Dance Team, Head Coach	13%
Dance Team, Assistant Coach	10%
Football, Head Coach	13%
Football, Assistant Coach	11%
Golf Boys, Head Coach	10%
Golf Boys, Assistant Coach	7%
Golf Girls, Head Coach	10%
Golf Girls, Assistant Coach	7%
Lacrosse Girls, Head Coach	11%
Lacrosse Girls, Assistant Coach	9%
Scholar Bowl, Head Coach	5%
Soccer Boys, Head Coach	12%
Soccer Boys, Assistant Coach	10%
Soccer Girls, Head Coach	12%
Soccer Girls, Assistant Coach	10%
Softball, Head Coach	11%
Softball Assistant Coach	9%
Speech and Debate, Head Coach	7%
Track Boys, Head Coach	12%
Track Boys, Assistant Coach	9%
Track Girls, Head Coach	12%
Track Girls, Assistant Coach	9%
Volleyball Boys, Head Coach	11%
Volleyball Boys, Assistant Coach	9%
Volleyball Girls, Head Coach	11%
Volleyball Girls, Assistant Coach	9%
Wrestling Boys, Head Coach	13%
Wrestling Boys, Assistant Coach	10%
Wrestling Girls, Head Coach	13%
Wrestling Girls, Assistant Coach	10%

Supervision

Percentage

Junior Class	4%
Senior Class	4%
Weight Room, Fall	4%
Weight Room, Spring	4%
Weight Room, Winter	4%

Student Interest Groups

Percentage

Art Club	4%
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26-27 Extra Duty Pay Schedule

Game Club	4%
International Language Club	3%
Mu Alpha Theta (Math Honor Society)	4%

MIDDLE SCHOOL

<u>MSHSAA Sanctioned</u>	<u>Percentage</u>
Basketball Boys, Head Coach	7%
Basketball Boys, Assistant Coach	5%
Basketball Girls, Head Coach	7%
Basketball Girls, Assistant Coach	5%
Cross Country Coed, Head Coach	7%
Cross Country Coed, Assistant Coach	5%
Soccer Boys, Head Coach	7%
Soccer, Boys, Assistant Coach	5%
Volleyball Girls, Head Coach	7%
Volleyball Girls, Assistant Coach	5%

<u>Essential Activities</u>	<u>Percentage</u>
Honor Society	3%
Student Council	3%
Yearbook	5%

<u>Student Interest Groups</u>	<u>Percentage</u>
Art Club	3%
Lions Den	3%
Science Club	3%
TREND Club	3%
Art Club	3%
Baking Club	3%
Drama Club	3%
Game Club	3%