Negotiated Agreement

For the 2026-27 School Year

Between the

East Central Kansas Cooperative in Education Board of Education, USD 614

and the

National Education Association #614

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ARTICLE I: GENERAL PROVISIONS

Section A: Duration of Agreement
1. This Agreement shall become effective upon ratification by the Board and the members of the negotiating unit in accordance with the provisions of the Professional Negotiation Act, K.S.A. 72-2218, et seq., and shall remain in full force and effect until June 30, 2026.

2. All articles of this Agreement shall remain in full force and effect for successive contracted periods unless either party provides written notice of intent to amend by February 1 immediately prior to the expiration date of this Agreement.

Section B: Savings clause
If any provision of this Agreement or its application to any employee or group is found to be illegal, that provision or application shall be considered invalid. However, all other provisions and applications will remain in full force and effect. Additionally, the Board and the Association shall promptly begin negotiations to replace any provision deemed unlawful.

Section C: Definitions
Unless specifically stated otherwise, the following definitions will be used throughout the Agreement.

Aggrieved Person- The person, or persons, filing a grievance.

Agreement- The Negotiated Agreement between the National Education

Association #614 and the Board of the East Central Kansas Cooperative in Education.

Association- The National Education Association #614.Board- The Board of Education of the East Central Kansas Cooperative in Education.

Cooperative- The East Central Kansas Cooperative in Education.

Days- Working days. On days outside of the contract year, day shall mean any day the Cooperative office is open for business.

Director- The Special Education Director of the East Central Kansas Cooperative in Education or his/her designee.

Employee Members of the bargaining unit employed by the East Central Kansas Cooperative in Education. The bargaining unit shall include all school psychologists, social workers, special education teachers, early childhood special education teachers, extended learning teachers, speech-language pathologists, occupational therapists, and transition coordinators who are employed by the East Central Kansas Cooperative in Education and who meet the definition of "Professional Employee" as outlined in K.S.A. 72-2218 (c).

Grievance- A complaint regarding the meaning, interpretation, or application of any provision in this Agreement.

Immediate family includes spouse/partner, parent, step-parent, child, step-child, sibling, son/daughter-in-law, grandparent, grandchild, uncle, aunt, cousin, niece, nephew, or their spouse's/partner's immediate family mentioned above; or other relatives of the professional employee or their spouse/partner who live in the same household as the professional employee.

Opening - A vacancy created by resignation, death of a professional employee, extended leave of absence, transfer, or the creation of a new position/program.

Party in Interest - The person or persons who file a grievance and/or any person who might be required to take action or against whom action might be taken to resolve the grievance.

Seniority - Work experience with the Cooperative. When experience is not continuous, the employee's total amount of work experience with the Cooperative shall be considered.

Section D: Form of employee's contract

This Agreement shall be incorporated by reference into each employee's primary contract, which shall have the same force and effect as if fully set forth herein. The employee's individual contract can be found in Appendix A of this Agreement.

Section E: Distribution of Negotiated Agreement

This Agreement will be made available electronically by the Board on the Cooperative's website. The Agreement will be posted on the website within thirty (30) days after it is ratified by the employees and the Board.

ARTICLE II: WORKPLACE CONDITIONS

Section A: Evaluation of employees

1. All Special Education and Early Childhood teachers assigned to a single district will be evaluated according to the evaluation procedures outlined in the Negotiated Agreement for employees of that school district. An exception is that if there are job performance concerns and the Negotiated Agreement for that district does not allow the development of a Formal Improvement Plan, the ECKCE Administration can initiate such a plan.

2. Any employee not covered in subsection 1 of this provision will be evaluated using the procedure outlined below.

a. The Director or building administrator will evaluate certified staff at least twice a year during the first three (3) years of employment and once per year in the fourth year, according to K.S.A. 72-2407. After the fourth year, certified staff will be formally evaluated every three years and informally evaluated in the years between.

b. Informal evaluations will include a brief observation followed by a conference with the Director to develop a professional growth plan. Either the employee or the Director can request more frequent or more formal evaluations.

c. Prior to the formal evaluation, the Director or building administrator will contact the employee to schedule a time for observation. Data regarding job performance is collected from building administrators and the Director. Various forms may be used to gather relevant data. Additionally, individuals being evaluated shall have the opportunity to participate in their evaluations and shall be given the chance for self-evaluation.

d. Summary evaluation conferences shall be held after the data collection process and observations. The purpose of this conference is to review the data, identify areas deserving of commendation and/or needing remediation, and plan strategies to address these areas. The evaluation conference summary sheet shall be completed and signed by the employee and the Director.

e. The employee shall be provided with a copy of the evaluation summary and may choose to respond to the evaluation in writing if there is a difference of opinion between the administrator and the employee. Such a response will be attached to the summary sheet, which shall be a matter of record and filed as part of the employee's personnel file.

f. Following an evaluation, if the evaluator determines that the employee's job performance falls below expectations, the employee and evaluator shall meet in a conference to discuss areas of concern. If the employee believes the evaluation was made with insufficient information, they shall be allowed to present evidence of their quality performance. During this conference, the evaluator may a) modify the original document to reflect the updated evaluation or b) proceed with developing a professional growth plan as outlined below.

g. After the employee/evaluator conference has been held, any employee continuing to perform below expectations shall be required to develop, in cooperation with the evaluator, a professional growth plan. The plan shall include professional goals that are specific, measurable, and directly address the areas of concern. The plan may include, but not be limited to, peer assistance, visits to classrooms of other employees, in-service training, observations, assistance, and/or materials provided by the evaluator.

h. Within thirty (30) school days of the planning conference, a follow-up conference will be held. If sufficient progress has been made in the areas of concern, the evaluator will document such improvement and attach an amendment to the original evaluation, noting that the employee has improved in those areas.

i. If sufficient progress is not observed, the employee will continue working toward improvement in the areas of concern. A Professional Growth Plan may be revised by the employee and evaluator as often as necessary.

j. Evaluations shall be kept on file for the duration of the individual's employment with the Cooperative.

k. Persons authorized to access evaluation documents shall be limited to those specified in K.S.A. 72-2411.

l. The contract of an employee who has been employed with ECKCE for at least three years shall not be non-renewed on the basis of incompetence unless an evaluation of the employee has been conducted prior to the notice of non-renewal and unless the evaluation substantially complies with the Board's standards and policy of personnel evaluation procedure as filed with the State Board of Education.

Section B: Mentor program for new employees

A mentoring program will be collaboratively developed and maintained by the Director and employees appointed by the Association. The content of this program will be subject to approval by the Board.

Employees newly hired by the Cooperative who have two (2) or fewer years of previous employment experience in public schools shall be assigned a mentor by the Director during each of their first two (2) years of employment. Employees newly hired by the Cooperative with three (3) or more years of previous employment experience in public schools may be assigned a mentor at the Director's discretion.

Mentors and mentees shall be from similar job classifications whenever possible. Employees have the right to decline the Director's request to serve as a mentor.

Employees serving as mentors to newly hired employees with two (2) or fewer years of previous employment experience in public schools shall be paid $1,000 per mentee during the first year and $750 during the second year.

Employees mentoring newly hired employees with at least three years of prior experience in public schools shall be compensated $500 per mentee.

Section C: Posting of Vacancies
As vacancies and new positions occur in certified staff positions, all certified staff will receive an email notification at least one day before the position is publicly posted. This notification will include the position's title and location. An exception is made for vacancies if qualified staff within the same building request to transfer into the open position.

ARTICLE III: EMPLOYEE WORK SCHEDULE

Section A: Duty day
1. The duty day, length of the free lunch period, and amount of planning time for employees assigned to a single school district will follow the provisions outlined in the Negotiated Agreement for employees of that district.

2. The duty day, length of the duty-free lunch period, amount of travel time, and amount of planning time for employees assigned to multiple school districts will be determined by school principals and the Cooperative Director, with input from the employee. The duty day will include sufficient time for the employee to travel safely between buildings, as well as comparable amounts of time for planning and a duty-free lunch as those provided to employees assigned to a single school building. 3. When determining employee plan time, consideration will be given to providing employees the opportunity to work with paraeducators for instructional preparation.

4. Employee attendance at required meetings or other work-related events outside of the regular workday should happen rarely and only at reasonable times. All certified staff are required to attend up to ~~two (2)~~ one (1) special education planning meeting~~s~~ per month as scheduled by the School Psychologist, which may be scheduled outside of the contract day. Meetings or other work-related events should not be scheduled after school on Fridays or any day immediately before a holiday. They should also not be scheduled on days when employee attendance is not required at school, except for up to two (2) full in-service days during the school year. These include one (1) full in-service day in August. The second day will be completed between September 1 and April 30 as a small group or individualized in-service tailored to student populations and teacher needs. The specific days and/or hourly increments will be determined by

the director. Additionally, new employees are required to attend up to two (2) days of in-service training before their first school year begins.

5. Any employee asked to substitute teach during their planning period can decline the assignment. If they accept, they will be paid at the individual district rate.

Section B: Duty year

1. The contract year for employees assigned to a single school district will align with the contract year specified in the Negotiated Agreement for employees of that district. The contract year for employees assigned to multiple districts will be determined by school principals and the Cooperative Director, with input from the employee, and will be comparable in length to the contract year for employees assigned to a single school district.

2. Any duty day designated for a specific purpose (e.g., collaboration, teacher workday, grade recording day, parent-teacher conferences, in-service, etc.) in the school calendar for employees of a school district will also be provided to employees assigned to that school district.

3. Each student attendance building in each district shall appoint a representative liaison to work closely with the Director or the Director's designee in communicating and scheduling PD needs based on the individual needs of each building. The responsibilities of the liaison will include communicating PD needs and working with the building principal to schedule those with the Director. The liaison will not be required to design or implement PD.

4. The salary schedule is based on the regular school calendar as outlined in this provision. Any employee whose assignment exceeds the standard days within a contract year (not including Extended School Year) will receive additional compensation on a per diem basis. The per diem rate will be calculated by dividing the total salary by the number of contract days.

ARTICLE IV: LEAVE

Section A: Discretionary Leave

All full-time employees shall be entitled to twelve (12) days (96 hours) of discretionary leave each school year. Part-time employees shall receive a prorated leave allotment based on their contracted hours. Discretionary leave can be accrued up to 75 days, in addition to the 12 days provided for the current year.

Discretionary leave days shall not be used during the first or last two weeks of student contact during the school year or to extend holiday breaks by more than three (3) days, without prior approval from the Director. Consideration will be given to extenuating or unforeseen circumstances. The use of all discretionary leave time must be recorded in the assigned district's online system and ECKCE's online leave system regardless of whether a substitute is needed or not.

If an employee does not use their full allotment of Discretionary Leave by the end of any contract year, they shall inform the Cooperative by April 1 of their intent to either:

i. Allow their unused discretionary days to accumulate in a leave account under the teacher's name, with such accumulation not to exceed seventy-five (75) days. This leave account shall be available for the employee's use as discretionary leave if the employee exhausts their annual 12-day allocation. Or,

ii. Receive $50 for each unused day when returning those days to the Cooperative after completing the employee's contract. Employees with 10 or more years of service may opt to exchange unused days for $100 per day.

When an employee leaves the Cooperative due to retirement through KPERS, resignation after at least 10 years of service, or death, the employee or their beneficiary will receive compensation for any unused accumulated leave at a rate of $100 per day.

Any request for maternity or paternity leave will be approved as discretionary leave. Employees may use discretionary leave for the current year plus any days in their accumulated leave account toward maternity or paternity leave. All remaining days will be unpaid. An extension beyond seventy-five (75) days may be granted upon receipt of a physician's statement citing physical disability or complications that prevent the staff member from working after the seventy-five-day period. The physician's statement must specify the complications preventing the employee from working and the estimated length of recovery.

Section B: Bereavement Leave

An employee may use up to three (3) days of paid leave (not charged to Discretionary Leave) for a death in the employee's immediate family. Any use of Bereavement Leave exceeding three (3) days or for individuals not classified as immediate family will be charged to Discretionary Leave.

Section C: Association Leave:

At the start of each school year, the Association shall be granted three (3) days of paid leave for employees who are officers or agents of the Association, at the Association's discretion. This leave will not be charged to the employee's Discretionary Leave. The Association agrees to notify the Director and building administrator(s) at least forty-eight (48) hours in advance before taking such leave.

Section D: Legal Leave

Employees shall be granted paid leave as necessary for jury duty or to appear in a court of law as a subpoenaed witness in a case where the employee is not a litigant, not to be charged to the individual employee's Discretionary Leave. Written notification must be provided to the Director and building administrator prior to using Judicial Leave, and a written statement must be submitted upon the completion of the leave.

Section E: Professional Improvement Leave

Each employee may use up to two (2) days per contract year for professional improvement, which cannot be charged to their Discretionary Leave. These days may be used for any educational purpose at the employee's discretion. Employees intending to use professional improvement days must notify the Director and their building administrator at least one (1) week before their absence.

Section F: Sick Leave Pool

1. A voluntary sick leave pool will be created for employees to use during emergency situations. Only employees who opt into the pool and have used up their personal leave can access it.

2. The pool will be managed by a committee of employees appointed by the Association. The committee, with help from the Director or their designee, will keep an accurate record of the days in the pool.

3. The committee will accept applications throughout the contract school year. The application for sick leave pool use can be found in Appendix B of the Agreement. Verification from the attending physician will be required from each applicant for use of days from the pool. Applications must be received by a committee member by the last teacher workday of the contract year. The committee will consider requests within one (1) week of receipt, and each applicant will be notified in writing of their decision, with a copy to the Director.

4. In cases of extended illness or personal injury, or when the employee may be unable to take such action, anyone acting on the employee's behalf may submit an application to the committee to use days from the sick leave pool.

5. Any employee who wants to join the sick leave pool must notify the Association in writing by September 15th of their first contract year. They must state their intention to contribute one day of Personal Leave to the pool. Any days contributed will be deducted from that employee's Personal Leave balance.

6. Additional contributions of one (1) day of Sick Leave will be requested from all participating employees whenever the sick leave pool's balance drops below

twenty-five (25) days. Employees will have the option to opt out of the sick leave pool if they do not wish to contribute another day. If a request for an additional contribution is made, participating employees must inform the Association in writing by September 15th if they wish to continue participating. Days contributed by an employee become a permanent part of the pool and will stay in the pool if the employee leaves employment or stops participating in the sick leave pool. Any days remaining in the pool at the end of the contract year will be carried over.

7. The pool may be used for the employee's serious illness or for a serious illness of an employee's immediate family member. Serious illness is defined as any illness requiring hospitalization.

8. While the pool does not consider pregnancy itself to be a serious illness, serious complications related to pregnancy will be regarded as a serious illness. The pool will award a maximum of five (5) days for recovery from an uncomplicated delivery, adopting a new child, and for fathers of a new child joining the family.

9. Applications for days an employee uses to care for a seriously ill family member will be limited to ten (10) days per incident, but applicants are free to reapply as needed.

10. No employee may use more than twenty (20) cumulative days from the pool during any contract year.

11. After an employee has used days from the pool, he or she must donate a Sick Leave day to the pool by September 15th of the following contract year to continue their participation in the pool.

Section G: Long-term leaves of absence

1. Extended Health Leave: Leave will be allowed as provided in the Family Medical Leave Act.

2. Extended Academic Study Leave: Leaves for full-time study at a college or university may be granted, without pay or increase, to any employee for a period not to exceed one (1) year. Application for academic study leave must be submitted no later than May 15 before the school year in which the leave is to start. Upon written request, such leave may be extended for one (1) additional school year. The request for the employee to return to duty must include an official transcript showing proof of successful completion of at least nine (9) hours of graduate credit for each semester of academic study.

3. Extended Personal Leave: After seven (7) consecutive years with the Cooperative, leave for personal reasons may be granted without pay for a period not to exceed one

(1) year. Application for personal leave must be made at least thirty (30) days prior to the effective date of the leave. Upon return from such leave, a professional employee will be assigned to their original position. If their original position is not available, they will be placed in a position for which they are qualified.

ARTICLE V: EMPLOYEE AND ASSOCIATION RIGHTS

Section A: Reduction in Force and reemployment

1. In response to the changing educational needs of the population served by the Cooperative, the Board of Directors may find it necessary to reduce staff. If such reductions are necessary, the initial step will be to refrain from filling vacated positions. If attrition does not resolve the need, the following criteria will be considered for additional reductions:
   - Job performance as determined by administrative evaluations
   - Experience in the teaching position/field
   - Certification in teaching various levels (K-12) and handicaps (LD, BD, etc.)
   - Other items the Board considers to be noteworthy regarding a position

2. Any employee discharged due to a reduction in force shall retain recall rights for a period not exceeding two (2) years from the date of nonrenewal.

3. The Board shall annually give the Association a current list of those who have retained recall rights.

4. Employees eligible for recall must notify the Cooperative of their current address.

5. No employee will lose their recall rights if they secure other employment prior to recall.

6. The Director will recommend to the board the reinstatement of any employee he or she considers qualified and capable of serving the best interests of the Cooperative.

7. If an employee refuses to return to a position, they will lose any future rights to be recalled to employment in the Cooperative.

8. The Association shall have the right to file a grievance if it appears that an individual's recall rights have been violated.

Section B: Employee discipline

1. The parties acknowledge the right of the administration and the board to discipline their employees. Discipline shall be progressive and based on good cause. "Good cause" is defined as any reason provided by the administration or Board in good faith and that is not arbitrary, irrational, or irrelevant to the Board's task of building and maintaining an efficient school system. Disciplinary actions will match the severity of the infraction. Employees shall not be disciplined or reprimanded in the presence of students, parents, other employees, or at public gatherings.

2. Discipline procedures will include, but are not limited to, oral and written warnings and reprimands, suspensions with or without pay, discharge, and non-renewal, as deemed appropriate by the administrator imposing the discipline.

3. If an employee is to be subject to discipline, the following procedures shall apply:

a. The employee shall receive notice of the proposed discipline and the specific reason for the disciplinary action before it is imposed.

b. The employee shall have the right to meet with the administrator proposing the disciplinary action.

c. The employee shall have the right to respond in writing to the proposed discipline.

d. The employee has the right to have a representative assist in the discipline process. However, due to the confidential nature of the process, the teacher must provide a written release that names the representative and authorizes their participation.

e. The employee may grieve failure to follow these procedures.

Section C: Complaint procedure

1. When a complaint is made against an employee that is serious enough to be documented in writing and either added to the teacher's file or used in an evaluation, reprimand, or any other action, it shall be brought to the employee's attention. The employee shall have the opportunity to meet with the administrator investigating the complaint before any final decision is made. The employee also has the right to respond to complaints in writing.

Section D: Grievance procedure

1. Purpose
The purpose of this procedure is to achieve fair solutions for employee issues at the

lowest possible level, which may occasionally arise.

2. Procedure

a. Level One

The aggrieved person should try to resolve the grievance informally with his or her principal or other immediate supervisor.

b. Level Two

i. If the aggrieved person is not satisfied with the disposition of their grievance at Level One, or if no decision is made within five (5) days after discussing the grievance, he or she may file the grievance in writing with the school principal within ten (10) days of the Level One response. The grievance form can be found in Appendix C of this Agreement.

ii. Within five (5) school days after receiving the written grievance from the principal, the principal will meet with the person who filed the grievance to try to resolve it. The principal shall provide a written decision to the person who filed the grievance within five (5) days after the meeting.

c. Level Three

i. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, he/she may file a written grievance within ten (10) days of the Level Two response with the Director or his/her designee.

ii. Within five (5) days of receiving the written grievance, the Director or their designee will meet with the aggrieved individual to try to resolve the issue. The Director shall provide a written decision to the aggrieved person within five (5) days of the meeting.

d. Level Four

i. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Three, he/she may file a written grievance within ten (10) days of the Level Three response with the Board.

ii. Within five (5) days after receiving the written grievance, the Board will meet with the aggrieved person to try to resolve the issue. The Board shall send its decision in writing to the aggrieved person within five (5) days of the meeting.

3. Miscellaneous. An aggrieved person may request that a representative of their choice assist and/or accompany them at any stage of the grievance process.

b. The number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual consent.

c. If a grievance is filed at a time when it cannot be processed through all the steps of this grievance procedure before the end of the school year, the days counted shall be those days when the Cooperative office is open for business.

d. If the Board or any of its administrative staff do not issue a written decision within the required time after the grievance hearing, such inaction will be considered an acknowledgment that the grievance was justified, and the aggrieved person shall receive the remedy sought.

e. Decisions made at Levels Two, Three, and Four of the grievance process will be in writing, clearly stating the decision and the reasons for it, and will be promptly sent to all interested parties.

f. When it is necessary to investigate a grievance or attend a grievance meeting or hearing during the school day, the employee involved will, upon notice to the principal or immediate supervisor, be released without losing pay. Any employee whose presence as a witness at such investigations, meetings, or hearings is necessary will be granted the same right.

g. All documents, communications, and records related to the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of any participant.

h. The Board or administration will not take any reprisals against any participant in the grievance process because of their participation.

Section E: Resignation and liquidated damages

1. If an employee's resignation is submitted between the statutory deadline for resignations set forth in K.S.A. 72-2251 and June 30th, a $500 penalty will be assessed; between July 1st and July 31st, a $1,000 penalty will be assessed; between August 1st and August 15th, a $2,000 penalty will be assessed; and after August 15th, a $4,000 penalty will be assessed. Upon receipt of the appropriate fee, the Board will accept the employee's resignation.

2. The penalties outlined in section A will be waived by the Board if the employee's resignation was caused by any of the following situations:

a. Relocation of the employee's spouse's job,

b. Illness of an employee or employee's immediate family member,

c. Death of an employee's immediate family member,

d. Reassignment to a different school district that happens after the statutory deadline for resignations, or

e. Any other circumstance that the Board may deem appropriate.

Section F: Personnel files

1. Number of files
The Cooperative shall keep two (2) files for each employee. One will be stored at the Cooperative office, and the other will be maintained by the principal at the employee's assigned building.

2. Open to Employee
a. All material obtained during the employment period that is placed in either of the employee's files and may be used to determine the employee's continued employment or advancement in the school system shall be accessible for inspection by the professional employee at all times. Upon request, a representative of the Association may inspect the employee's files.

b. Credentials and related papers from employee placement bureaus, which by their own regulations are labeled as "confidential," shall be returned to the bureaus after the employee is hired.

c. Other credentials and confidential references or evaluations obtained from sources outside the school system prior to employment shall be exempt from inspection. However, the employee shall be provided a list of such items upon request.

3. Employee Responses
An employee shall have the right to respond in writing to any material filed after employment, and the response shall be attached to the material and placed in the employee's file. Additionally, the employee may have any evidence of competence, professionalism, or outstanding performance or service they wish included in their file.

4. Right to Reproduce Contents
The employee and/or his/her representative shall have the right to reproduce any of the contents of his/her file at no cost to the employee or his/her representative.

5. Data
No anonymous data may be placed in an employee's file. All data added to an

employee's file must be signed by the person who created it, dated, and reviewed by the employee before being placed in the file.

Section G: Access to the Association

1. The National Education Association #614 is the recognized bargaining agent for professional employees of the East Central Kansas Cooperative in Education. As such, it shall be granted specific rights that will not be given to any other organization claiming to represent professional employees unless otherwise required by law.

2. Duly authorized representatives of the Association shall be allowed to conduct official Association business on school property at all times, provided that classroom activities are not disturbed.

3. The Board agrees to provide the Association, upon request, with all available information regarding the Cooperative's financial resources, including but not limited to: annual financial reports and audits, register of certified personnel, tentative budget requirements and allocations, agendas and minutes of all Board meetings, treasurer's reports, census and membership data, and names of all employees, salaries paid to them, educational backgrounds, and any other information that will help the Association develop accurate, informed, and constructive programs on behalf of employees and students. It also includes information necessary for the Association to assist members of the bargaining unit with processing any grievance or complaint or to carry out its duties as the exclusive representative.

4. The Board shall give the Association access to at least one (1) designated bulletin board in each facility. The Association shall have the right to post notices of activities and matters of Association concern on such employee bulletin boards.

5. The Association shall have access to employee mailboxes, whether physical or digital, for the purpose of communicating with employees. All bargaining unit members shall have access to Cooperative communication services to contact one another or the Association regarding Association business.

6. Association dues deduction:

a. Within fourteen (14) days after receipt of written authorization from the employee, the Board shall commence appropriate deductions from the salary of the employee and make appropriate remittance to the Association for Association dues.

b. Such authorization shall remain in effect from year to year. Under this authorization, the Board shall deduct one-twelfth (1/12) or an appropriate amount of dues from the employee's regular paycheck each month. The amounts to be deducted shall be provided to the Board through a schedule established by the Association. Any remaining balance due upon the employee's termination shall be deducted from their final paycheck. Existing prior authorizations on the effective date of this Agreement shall continue in full force and effect into this and future Agreements. The Board shall send the Association the total monthly deduction for professional dues within five (5) days after each regular period, along with a list of the employees for whom deductions were made.

7. The Association shall have the right to use school facilities and equipment without charge. Such equipment includes, but is not limited to, computers (including e-mail), copy machines, and audio-visual equipment when they are not otherwise in use. The Association shall also have the right to use school buildings for meetings at no cost.

ARTICLE VI: SALARY AND BENEFITS

Section A: Fringe benefits

1. The Board shall provide a fringe benefit plan that complies with Section 125 of the IRS code.

2. The plan shall include health, life, salary protection, dental, dependent care, and cancer insurance options, as well as a tax-deferred annuity program.

3. The Board shall provide the employee with the necessary forms and information to allow the employee an opportunity to take advantage of these benefits at least thirty (30) days before the start of each plan year.

4. The Board will pay in addition to salary a fringe benefit for full-time certified teachers of $700.00 per month to help cover the cost of the Cooperative's group health insurance plan. Part-time employees will receive a prorated benefit based on their contracted hours. The benefit amount will be applied to the group health plan and carrier chosen by the board. Employees may choose to purchase additional benefits or contribute to a tax-deferred annuity through a salary reduction. A joint employer-employee committee will be appointed to make recommendations to the Board. Committee members will be appointed by the Association and the Director. The committee will consist of an equal number of members appointed by the Director and the Association.

5. For employees choosing a 403B annuity through the ECKCE financial provider, the board will contribute up to $40 per month as a match to a SFR program Mutual

Fixed Account. Employees will qualify for enrollment at the time of their employment without a waiting period.

Section B: Administration of the salary schedule

1. The salary schedule is available in Appendix D of this agreement. Employees shall be placed on the salary schedule based on their years of professional experience and any hours or degrees from an accredited college. When the last step in a column is reached, the employee shall receive payment increments of $200.00 per year under the MS level and $400 per year for MS or above. Once earned, employees shall not lose these increments, but additional payment increments ~~of $200~~ will only be added in years when vertical movement is permitted. Vertical movement on the salary schedule for experience shall be limited to one step per year unless otherwise agreed upon during negotiations. Each employee shall submit a copy of all official college transcripts to the Director. The official transcripts on record in the Office of the Director shall determine salary schedule placement.

2. Employees may advance along the salary schedule once the hours completed reach the minimum credits required for that column. Employees may advance a maximum of two columns per year with the exception of earning an M.S. or Ed.S degree which will be given when the degree is earned. Employees earning Professional Development Credits and/or Continuing Education Credits shall receive a credit for each twenty (20) points of professional development and/or continuing education. All points awarded by the Professional Development Council will count toward salary schedule advancement. All points awarded by the PDC must be used for column movement within 5 years of the time they are approved.

3. Employees intending to move across the salary schedule due to advanced education, additional Professional Development Credits, and/or additional qualifications.

Continuing Education Credits must be communicated to the Cooperative by April 15th of each contract year. All credits earned after an employee joins the Cooperative must be submitted to the Director by September 8 of each school year. If an official transcript is not available from a college by that date, the employee may submit a letter from the instructor at that institution confirming the grade received and the number of credits earned. Along with this letter, the employee shall also submit a copy of the request for an official transcript from the institution. Any change to the salary schedule resulting from these additional credits shall be applied retroactively to the start of the contract year for salary placement.

4. Employees who work less than full-time shall be paid a prorated portion of the salary paid to a full-time educator with the same education and experience.

Employees who work less than full-time shall progress on the salary schedule in the same manner as a full-time employee.

Section C: Payroll dates

The last day of each month shall be the designated payday. If the last day of the month falls on a weekend or a holiday, the workday prior to that date shall be the designated payday. Summer checks are available either as a single payment or in three monthly installments. Employees who choose to receive their summer checks in a lump sum must notify the Clerk of the Board in writing by April 1. Such payment will be made no later than June 30. The authorization will remain in effect for subsequent years unless revoked in writing by the employee.

Section D: Reimbursement for Special Education Endorsement, Inservice & Continuing Education

1. Employees teaching under a waiver or other specialized license while earning their Special Education endorsement for their assigned teaching position will be reimbursed $100 per credit hour, up to $1,200 per *contract* year. A *contract year* begins on September 1 and ends on August 30, as specified in the employee's contract. Reimbursement will be provided approximately 30 days after verifying course completion. *Employees who accessed the full reimbursement clause before June 2024 will have all tuition expenses reimbursed.
    a. The employee agrees to maintain employment with the district for a minimum of 3 years once the requisite endorsement has been obtained. Failure to do so will result in the employee reimbursing the Interlocal for the amount the employee was compensated for the coursework.
        i. If the employee resigns from the Interlocal prior to completion of the Special Education Endorsement Program, the employee will reimburse the Interlocal for the amount the employee was compensated for the coursework.
    b. Employees earning endorsement or a degree in an educational program or field not required for the teaching position they are assigned to will not be eligible for reimbursement for tuition. Employees will be given column movement as credits are earned. Examples might include Curriculum Specialist, Reading Specialist, or Administration.
2. Employees will be fully reimbursed for any required professional development, training, or conferences mandated by the State or Interlocal.

3. Employees will be reimbursed up to $150 for voluntary professional development, training, service to the profession or conferences per year as approved by the Interlocal Director.

Section E: Mileage reimbursement

Employees required to drive personal automobiles from one school building to another as part of their job shall receive mileage reimbursement. This reimbursement shall conform to IRS standards. The same reimbursement shall be provided for use of personal vehicles for field trips or other business of the Cooperative.

Section F: Extended School Year

Employees hired to provide Extended School Year services will be compensated at a rate of $35 per hour. Additionally, a total of up to four (4) hours of paid preparatory time will be provided to employees either before or after the period during which they are expected to begin providing Extended School Year services to students.

FY27 CERTIFIED
Salary Schedule

	{ 1} BS	2} BS+8	3} BS+16	4} BS+24	5} BS+32	{ 6} MS	7} MS+8	8} MS+16	9} MS+24	10} MS+32	11} MS+40	12} EDS
Year 1 Salary	46,100.00	46,950.00	47,750.00	48,700.00	49,400.00	50,450.00	51,300.00	52,100.00	52,900.00	53,700.00	54,500.00	55,500.00
Year 2 Salary	46,700.00	47,600.00	48,400.00	49,350.00	50,100.00	51,200.00	52,100.00	52,900.00	53,700.00	54,500.00	55,300.00	56,300.00
Year 3 Salary	47,300.00	48,250.00	49,050.00	50,000.00	50,800.00	51,950.00	52,900.00	53,700.00	54,500.00	55,300.00	56,100.00	57,100.00
Year 4 Salary	47,900.00	48,900.00	49,700.00	50,650.00	51,500.00	52,700.00	53,700.00	54,500.00	55,300.00	56,100.00	56,900.00	57,900.00
Year 5 Salary	48,500.00	49,550.00	50,350.00	51,300.00	52,200.00	53,450.00	54,500.00	55,300.00	56,100.00	56,900.00	57,700.00	58,700.00
Year 6 Salary	49,100.00	50,200.00	51,000.00	51,950.00	52,900.00	54,200.00	55,300.00	56,100.00	56,900.00	57,700.00	58,500.00	59,500.00
Year 7 Salary	49,700.00	50,850.00	51,650.00	52,600.00	53,600.00	54,950.00	56,100.00	56,900.00	57,700.00	58,500.00	59,300.00	60,300.00
Year 8 Salary	49,900.00	51,500.00	52,300.00	53,250.00	54,300.00	55,700.00	56,900.00	57,700.00	58,500.00	59,300.00	60,100.00	61,100.00
Year 9 Salary	50,100.00	52,150.00	52,950.00	53,900.00	55,000.00	56,450.00	57,700.00	58,500.00	59,300.00	60,100.00	60,900.00	61,900.00
Year 10 Salary	50,300.00	52,350.00	53,600.00	54,550.00	55,700.00	57,200.00	58,500.00	59,300.00	60,100.00	60,900.00	61,700.00	62,700.00
Year 11 Salary	50,500.00	52,550.00	54,250.00	55,200.00	56,400.00	57,950.00	59,300.00	60,100.00	60,900.00	61,700.00	62,500.00	63,500.00
Year 12 Salary	50,700.00	52,750.00	54,900.00	55,850.00	57,100.00	58,700.00	60,100.00	60,900.00	61,700.00	62,500.00	63,300.00	64,300.00
Year 13 Salary	50,900.00	52,950.00	55,550.00	56,500.00	57,800.00	59,450.00	60,900.00	61,700.00	62,500.00	63,300.00	64,100.00	65,100.00
Year 14 Salary	51,100.00	53,150.00	56,200.00	57,150.00	58,500.00	60,200.00	61,700.00	62,500.00	63,300.00	64,100.00	64,900.00	65,900.00
Year 15 Salary	51,300.00	53,350.00	56,850.00	57,800.00	59,200.00	60,950.00	62,500.00	63,300.00	64,100.00	64,900.00	65,700.00	66,700.00
Year 16 Salary	51,500.00	53,550.00	57,050.00	58,450.00	59,900.00	61,700.00	63,300.00	64,100.00	64,900.00	65,700.00	66,500.00	67,500.00
Year 17 Salary	51,700.00	53,750.00	57,250.00	59,100.00	60,600.00	62,450.00	64,100.00	64,900.00	65,700.00	66,500.00	67,300.00	68,300.00
Year 18 Salary	51,900.00	53,950.00	57,450.00	59,750.00	61,300.00	63,200.00	64,900.00	65,700.00	66,500.00	67,300.00	68,100.00	69,100.00
Year 19 Salary	52,100.00	54,150.00	57,650.00	60,400.00	62,000.00	63,950.00	65,700.00	66,500.00	67,300.00	68,100.00	68,900.00	69,900.00
Year 20 Salary	52,300.00	54,350.00	57,850.00	60,600.00	62,700.00	64,700.00	66,500.00	67,300.00	68,100.00	68,900.00	69,700.00	70,700.00
Year 21 Salary	52,500.00	54,550.00	58,050.00	60,800.00	62,900.00	65,450.00	67,300.00	68,100.00	68,900.00	69,700.00	70,500.00	71,500.00
Year 22 Salary	52,700.00	54,750.00	58,250.00	61,000.00	63,100.00	65,850.00	67,700.00	68,500.00	69,300.00	70,100.00	71,300.00	72,300.00
Year 23 Salary	52,900.00	54,950.00	58,450.00	61,200.00	63,300.00	66,250.00	68,100.00	68,900.00	69,700.00	70,500.00	72,100.00	73,100.00
Year 24 Salary	53,100.00	55,150.00	58,650.00	61,400.00	63,500.00	66,650.00	68,500.00	69,300.00	70,100.00	70,900.00	72,500.00	73,500.00
Year 25 Salary	53,300.00	55,350.00	58,850.00	61,600.00	63,700.00	67,050.00	68,900.00	69,700.00	70,500.00	71,300.00	72,900.00	73,900.00
Year 26 Salary	53,500.00	55,550.00	59,050.00	61,800.00	63,900.00	67,450.00	69,300.00	70,100.00	70,900.00	71,700.00	73,300.00	74,300.00
Year 27 Salary	53,700.00	55,750.00	59,250.00	62,000.00	64,100.00	67,850.00	69,700.00	70,500.00	71,300.00	72,100.00	73,700.00	74,700.00
Year 28 Salary	53,900.00	55,950.00	59,450.00	62,200.00	64,300.00	68,250.00	70,100.00	70,900.00	71,700.00	72,500.00	74,100.00	75,100.00
Year 29 Salary	54,100.00	56,150.00	59,650.00	62,400.00	64,500.00	68,650.00	70,500.00	71,300.00	72,100.00	72,900.00	74,500.00	75,500.00
Year 30 Salary	54,300.00	56,350.00	59,850.00	62,600.00	64,700.00	69,050.00	70,900.00	71,700.00	72,500.00	73,300.00	74,900.00	75,900.00
Year 31 Salary	54,500.00	56,550.00	60,050.00	62,800.00	64,900.00	69,450.00	71,300.00	72,100.00	72,900.00	73,700.00	75,300.00	76,300.00
Year 32 Salary	54,700.00	56,750.00	60,250.00	63,000.00	65,100.00	69,850.00	71,700.00	72,500.00	73,300.00	74,100.00	75,700.00	76,700.00
Year 33 Salary	54,900.00	56,950.00	60,450.00	63,200.00	65,300.00	70,250.00	72,100.00	72,900.00	73,700.00	74,500.00	76,100.00	77,100.00
Year 34 Salary	55,100.00	57,150.00	60,650.00	63,400.00	65,500.00	70,650.00	72,500.00	73,300.00	74,100.00	74,900.00	76,500.00	77,500.00
Year 35 Salary	55,300.00	57,350.00	60,850.00	63,600.00	65,700.00	71,050.00	72,900.00	73,700.00	74,500.00	75,300.00	76,900.00	77,900.00
Year 36 Salary	55,500.00	57,550.00	61,050.00	63,800.00	65,900.00	71,450.00	73,300.00	74,100.00	74,900.00	75,700.00	77,300.00	78,300.00
Year 37 Salary	55,700.00	57,750.00	61,250.00	64,000.00	66,100.00	71,850.00	73,700.00	74,500.00	75,300.00	76,100.00	77,700.00	78,700.00
Year 38 Salary	55,900.00	57,950.00	61,450.00	64,200.00	66,300.00	72,250.00	74,100.00	74,900.00	75,700.00	76,500.00	78,100.00	79,100.00
Year 39 Salary	56,100.00	58,150.00	61,650.00	64,400.00	66,500.00	72,650.00	74,500.00	75,300.00	76,100.00	76,900.00	78,500.00	79,500.00
Year 40 Salary	56,300.00	58,350.00	61,850.00	64,600.00	66,700.00	73,050.00	74,900.00	75,700.00	76,500.00	77,300.00	78,900.00	79,900.00
Year 41 Salary	56,500.00	58,550.00	62,050.00	64,800.00	66,900.00	73,450.00	75,300.00	76,100.00	76,900.00	77,700.00	79,300.00	80,300.00
Year 42 Salary	56,700.00	58,750.00	62,250.00	65,000.00	67,100.00	73,850.00	75,700.00	76,500.00	77,300.00	78,100.00	79,700.00	80,700.00
Year 43 Salary	56,900.00	58,950.00	62,450.00	65,200.00	67,300.00	74,250.00	76,100.00	76,900.00	77,700.00	78,500.00	80,100.00	81,100.00
Year 44 Salary	57,100.00	59,150.00	62,650.00	65,400.00	67,500.00	74,650.00	76,500.00	77,300.00	78,100.00	78,900.00	80,500.00	81,500.00
Year 45 Salary	57,300.00	59,350.00	62,850.00	65,600.00	67,700.00	75,050.00	76,900.00	77,700.00	78,500.00	79,300.00	80,900.00	81,900.00