# NASHUA-PLAINFIELD COMMUNITY SCHOOL DISTRICT

# PROFESSIONAL MASTER CONTRACT

## 2019-2021

## Updated July 1, 2019

**NASHUA-PLAINFIELD COMMUNITY SCHOOL DISTRICT**
**PROFESSIONAL MASTER CONTRACT**


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## ARTICLE I

## PREAMBLE

A. OBJECTIVE

The Board of Directors of the Nashua-Plainfield Community School District and the Association recognize that the aim of the public school is to provide a quality education program for children and youth of the School district. The parties further recognize that attainment of this educational objective is a joint responsibility of the Board, the administrative staff, the professional teaching personnel, the parents of the students, and the community at large.

Whereas, the parties have reached certain understandings which they desire to confirm in this agreement, it is agreed as follows.

## ARTICLE II

## RECOGNITION

A. UNIT

The Board hereby recognizes the Nashua-Plainfield Education Association as the certified exclusive and sole bargaining representative for all personnel as set forth in the PERB certification instrument (case No. 58) issued by the PERB on the 29th day of May 1975, where under contract, either verbal or written, be employed or to be employed, on leave, or on a per diem, hourly, or class rate basis, (employed or to be employed) by the Board of Directors of the Nashua-Plainfield Community School District. Representation of all newly created professional positions shall be mutually agreed upon by both parties.

The unit described in the above certification is as follows:

Included: All classroom teachers, librarians, and guidance counselors.

Excluded: Superintendent, Principals, all auxiliary personnel (secretaries, cooks, janitors, teachers associates, bus drivers, and nurse) and all other personnel strictly prohibited by Section 4 of the Act.

B. ASSOCIATION IDENTIFICATION

No employee shall be prevented from wearing pins or other identification of membership in the Association or its affiliates.

C. DEFINITIONS

1. The term, "Board," as used in this agreement shall mean the Board of Directors of the Nashua-Plainfield Community School District, or its duly authorized representatives or agents.

2. The term, "Employee," as used in this agreement shall mean all professional employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board.

3. The term, "Association," as-used in this agreement shall mean the Nashua-Plainfield Education Association or its duly authorized representatives or agents.

4. The term, "Agreement," shall mean the total mutually approved Professional Master Contract reached during the negotiations.

## ARTICLE III

## PROCEDURE FOR NEGOTIATIONS

A. MUTUAL COMMITMENT TO GOOD FAITH NEGOTIATIONS

Good faith negotiations require a free and open exchange of views by the parties involved in the negotiations. Therefore, both parties agree to meet at reasonable times and places to negotiate in good faith effort to reach agreement in accordance with Chapter 20 of the Iowa Code.

B. ACCESS TO INFORMATION

The Board agrees to make available to the Association on request any regularly or routinely prepared information concerning the financial condition of the school. The Board and Administration will grant reasonable requests by the Association for readily available and pertinent information needed for developing negotiations proposals on behalf of the teachers or the processing of grievances.

## ARTICLE IV

## GRIEVANCE PROCEDURES

A. DEFINITION

GRIEVANCE: A grievance shall mean only a complaint that there has been an alleged violation, misinterpretation or misapplication of the specific provisions of this agreement. It is specifically understood that any matters governed by statutory provision shall not be considered grievances and subject to the grievance procedure herein after set forth.

AGGRIEVED PERSON: Every employee, or group of employees, covered by this agreement as identified in Article 11, Bargaining Unit Recognition, shall have the right to present grievances in accordance with these procedures.

PARTY OF INTEREST: The employee, or group of employees, administration, or school board may be represented during any step of the procedure by any person or agent designated by such party to act in his or her behalf.

B. PROCEDURES

Both parties agree that these proceedings will be kept as informal and as confidential as may be appropriate at any level of the proceedings. It is agreed that any investigation or other handling or processing of any grievance by the grieving employee, or group of employees, shall be conducted outside of working hours in a manner which does not interfere with the instructional program and related work activities of the grieving employee, or group of employees, or teaching staff. Time limits specified may be extended by mutual written agreement.

C. STEPS

1. LEVEL ONE - Principal or Individual Supervisor (informal)

   An employee, or group of employees, with a grievance shall first verbally discuss it with his or her principal or immediate supervisor with the objective of resolving the matter informally.

2. LEVEL TWO - Principal (Formal)

   If the grievance cannot be resolved informally, the aggrieved employee, or group of employees, shall file the grievance in writing, and at a mutually agreeable time, discuss the matter with the principal. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the grievance, and shall state the remedy requested. The filing of the formal, written grievance at the second step must be within thirty (30) days from the date of occurrence of the event giving rise to the grievance. The Principal shall make a decision of the grievance and communicate it in writing to the teacher and the Superintendent within ten (10) days after receipt of the grievance.

3. LEVEL THREE - Superintendent

   In the event a grievance has not been satisfactorily resolved at the second step, the aggrieved employee or group of employees, or the Association, shall file, within five (5) school days of the principal's written decision at the second step, a copy of the grievance with the Superintendent, Superintendent's Secretary, or the Board Secretary. Within ten (10) school days after such written grievance is filed, the aggrieved and Superintendent or his/her designee shall meet to resolve the grievance. The Superintendent, or his/her designee shall file an answer within ten (10) school days of the third-step grievance meeting and communicate it in writing to the employee and the Principal.

4. LEVEL FOUR -School Board

If agreement is not resolved satisfactorily at Step 3, the aggrieved employee, or group of employees, or the Association, shall file within five (5) school days of the Superintendent's decision a copy of the grievance with the Board of Directors. At the next regular school board meeting, the disposition of the grievance will be determined by board action.

5. LEVEL FIVE -Arbitration

If the grievance is not resolved satisfactorily at Step 4, the grievance may be submitted to impartial, binding arbitration.

a. REQUEST: A request to submit a grievance to arbitration must be in writing, signed by the aggrieved party, and must be filed in the office of the Superintendent within five (5) school days following the decision of the Level 4 Grievance Procedure.

b. PRIOR PROCEDURE REQUIRED: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the Grievance Procedure and appeal provisions.

c. SELECTION OF ARBITRATOR: The arbitrator proceedings shall be conducted by an arbitrator to be selected by the two parties within (7) days after said notice is given. If the two parties fail to reach an agreement on an arbitrator within (7) days, the parties shall immediately jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators, but upon the event seven are not available five will be used. Each of the two parties will alternately strike one name at a time, with the party requesting the arbitration striking first. The last person remaining shall be the arbitrator. The arbitrator shall be notified of his/her selection by a joint letter from the Board and the Association requesting that he/she set a time and place, subject to the availability of the Board and the Association.

d. SUBMISSION OF GRIEVANCE INFORMATION: Upon appointment and acceptance by the arbitrator, the appealing party shall within five (5) days after notice of appointment and acceptance, forward to the arbitrator a submission of grievance, which shall include the following:

1. The issue involved
2. Statement of facts
3. Position of the grievant
4. The written documents relating to prior steps in the Grievance Procedure

The Superintendent may make a similar submission of information relating to the grievance either before or at the time of the hearing.

e. HEARING: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have a right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written agreements relating to the issue before the arbitration.

f. DECISION: The arbitrator shall submit in writing his/her decision within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof. The arbitrator's decision shall be based solely upon his/her interpretation of the meaning or implication of the express terms of this agreement to the facts of the grievance presented and the decision will be binding on the parties.

D. MISCELLANEOUS

1. Improper Filing
   If an employee or the Association files any claims or complaint in any other form than under the Grievance Procedure of this agreement, then the Board shall not be required to process the same claim or sets of facts through the Grievance Procedure.

2. Costs
   Each party shall bear its own expenses incurred during a Grievance Procedure.

3. Representation Rights
   Any aggrieved person may be represented at all stages of the Grievance Procedure by himself/herself, or at his/her option, by a representative of the Association. The administration may be represented by any person or agents so appointed.

4. Decisions
   All decisions rendered at Levels Two through Five of the Grievance Procedure shall be in writing setting forth the decision and the basis therefore and shall be transmitted to the party filing the grievance.

5. Meetings and Hearings
   All meetings and hearings under this procedure shall be conducted in private and shall include only witnesses, the parties of interest, and their designated or selected representatives provided such a closed meeting does not conflict with the Open Meetings Chapter of the Code of Iowa. The aggrieved person shall have the right to request a closed session according to the provisions of Chapter 21.5 - Section 1i Code of Iowa.

## ARTICLE V

## OTHER PAYROLL DEDUCTIONS

A. MONTHLY DEDUCTIONS

Upon appropriate written authorization from the employee, the Board shall deduct from the salary of the employee and make appropriate remittance for annuities, all insurance premiums approved in this agreement, federal and state withholding taxes, I.P.E.R.S., FICA, "Bond a Month" program for U.S. Savings Bonds, and ISEA Credit Union. Original annuities and "Bond a Month" may be changed once a year.

A "Bond a Month" means one complete bond or multiples thereof, but no fraction thereof.

## ARTICLE VI

## SICK LEAVE

A. ACCUMULATED

1. All full time employees covered by this agreement shall be entitled to 15 sick leave days each year.

   Employees with extended contracts will receive additional annual sick leave at the rate of one day per every 20 additional work days.

   Unused sick leave days shall be accumulated from year to year up to a maximum of one hundred ten (110) days.

   Sick leave may be used in 1/2 day increments, or with administrator approval, in 1/8 day increments.

2. All regular part time employees shall receive and accumulate sick leave in direct ratio to time worked. The regular part time employee shall have sick leave charged in the same proportion that his/her normal work day is to a full work day as defined in this contract.

3. Accumulated sick leave prior to this agreement shall not be lost.

B. DEFINED

Employees who are ill are not expected to perform their duties and will be paid in accordance with sick leave regulations whenever their absences are found to have been due to illnesses which prevented their attendance at school.

The administration may require a teacher to furnish medical documentation from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay.

An employee can use sick leave for any personal non-elective medical or dental problem which requires an appointment schedule during school hours.

C. NOTIFICATION OF ACCUMULATION

Employees shall be given written notice of available sick leave days no later than the second pay day of each new school year. The available sick leave days will include the allotted number of days for the current year.

D. SICK LEAVE BANK

There will be a sick leave bank, or reservoir, to be used by any of the teaching staff that chooses to participate in the program. Participation in the bank system will be on a voluntary basis and contributions will be made in the form of two days of sick leave from the current year's allocation. The days contributed to the bank become the property of the bank and are not returnable to the employee. Enrollment will take place during opening workshop but in no case later than September 15, and will entitle that person to membership for that school year. This sick leave bank application will continue from year to year unless revoked in writing by the employee before September 15, of the school year in which the revocation is to be effective. The following year's bank will consist of the days carried over plus all contributed days for that year's participation.

An employee can only use days from the leave bank after all individual sick leave and personal days have been used. Sick leave bank days can be used only after a written application to the superintendent and association with a doctor's written statement that the illness has or will need five (5) or more days of treatment, therapy or recovery, etc. The application can be made after returning to work. The days of treatment need not be consecutive but the illness requiring days must be the same. Example: return trips for chemotherapy treatment for cancer would be considered part of a cancer illness. The maximum number of days each employee can use from the bank is ten (10) per year. If no days remain in the bank then none will be granted.

## ARTICLE VII

## TEMPORARY LEAVES OF ABSENCE

A. PERSONAL LEAVE

1. a. All full-time employees covered by this agreement will be entitled to two days of personal leave per year. These days cannot be used to extend the following vacation days of Thanksgiving, Christmas, and Spring Break or cannot be used during the first five (5) student days or the last five (5) student days unless it is beyond the employee's control. Unused personal leave will be carried over into the next year with a maximum of five (5) days available in any one school year. All portions of unused personal days over five (5) will be calculated at the rate of the daily substitute teacher's pay and paid to the individual teacher in the final check of the fiscal year.

   b. All regular part-time employees covered by this agreement will be entitled to two days of personal leave per year. In this case, a day will mean the employee's normal work day. (EXAMPLE: If an employee who normally works only mornings is absent because of personal reasons, then he/she will have used one of his/her personal days.) These days cannot be used to extend the following vacation days of Thanksgiving, Christmas, and Spring Break or cannot be used during the first five (5) student days or the last five (5) student days unless it is beyond the employee's control. Unused personal days will be carried over into the next year with a maximum of five (5) days available in one school year. All portions of unused personal days over five (5) will be calculated at the rate of the daily substitute teacher's pay and paid to the individual teacher in the final check of the fiscal year.

2. Written notification of such leave will be at least three (3) work days in advance. The administration will give written acknowledgment of the leave prior to the requested date. Verbal requests may be made in case of an emergency. Personal leave may be taken in 1/8 day increments.

B. EMERGENCY AND UNUSUAL CIRCUMSTANCE LEAVE

If all personal days have been used, with administrative approval, the employee may be granted at most two days emergency and unusual circumstance leave per year. The employee granted this leave will have deducted from his/her pay an amount equal to the cost of a regular substitute teacher's daily wage.

Employees who work less than a full day will have the deduction pro-rated according to the proportion that their normal work day is to a full work day as defined in this contract. This clause will be enacted at the discretion of the administration in emergency and unusual circumstances only. Granting of this leave will not establish precedence for other employees' requests. Requests will be made both verbally and in writing as far in advance as possible. The administrator's approval will be given in writing.

C. LIMITATION.

Under normal circumstances, no more than two elementary and two secondary employees shall be granted personal leave at the same time.

D. JURY AND LEGAL LEAVE

Employees required to serve on jury duty shall be released from their assignments to so serve. An employee subpoenaed to testify in a criminal, civil, or magistrate case in which the employee is not a party, plaintiff, or defendant shall be released from his/her assignment to so serve. Personnel called for jury or legal duty shall turn over to the Board payment received for such service, and no deduction shall be made from the employee's salary because of the absence.

E. BEREAVEMENT

1. In the case of death of spouse, child, parent, sibling, or permanent member of the employee's household, the employee shall be granted leave without loss of pay for as many days, not to exceed five (5), as may be necessary.

2. In the case of death of grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, foster child, or step parent, the employee shall be granted leave without loss of pay for as many days, not to exceed three (3), as may be necessary.

3. In the case of death of aunt, uncle, niece, nephew, cousin, other relative, or close personal friend, the employee shall be granted leave without loss of pay for a period not to exceed one (1) day.

F. FAMILY ILLNESS

1. Each employee will be allowed seven (7) days leave without loss of pay for sickness or injury in the immediate family. Immediate family is defined as "spouse, child, parent of the employee, parent-in-law, sibling, or permanent member of the household of the employee."

2. Family illness leave shall not accrue.

3. Additional leave may be granted at the sole discretion of the superintendent or his/her designee.

4. Family illness days will be deducted from the employee's sick leave.

G. ASSOCIATION LEAVE

The association shall be granted a maximum of ten (10) days total leave to transact association business. For the fifth through tenth days, the association will pay for the substitute. The requests must be made in writing at least three (3) days in advance. Administrative verification will be in writing.

## ARTICLE VIII

## EXTENDED LEAVES OF ABSENCE

A. ISEA & NEA ASSOCIATION

A leave of absence without pay for up to two (2) years shall be granted to any employee for the purpose of serving as an elected officer of the State or National Association.

B. PUBLIC OFFICE

A leave of absence without pay, not to exceed the legal term of office, shall be granted to any employee who is elected to a State or National office.

C. FAMILY ILLNESS

Upon approval of the Board, a leave of absence without pay for up to one (1) year may be granted for the purpose of caring for a member of the employee's immediate family (spouse, child, parent, parent-in-law, sibling, or permanent member of the household of the employee) who is seriously ill.

D. EDUCATIONAL IMPROVEMENT

Upon approval of the Board, a leave of absence without pay for up to one (1) year for the purpose of engaging in full-time study at an accredited university or college may be granted to an employee for improvement in an area related to his/her responsibilities.

E. DISTRICT SERVICE

All employees who leave the district on extended leave will retain their seniority for recall rights to employment, and these leaves will not result in a loss of credit for years of service in the district earned prior to the extended leave.

F. CHILD REARING LEAVE

Child rearing leave shall be available to full-time and regular part-time employees for a period of time up to the conclusion of the same school year, shall not in any case exceed 180 teaching days, and shall be for the purpose of caring for a newborn infant for which the applicant has legal responsibility for care and/or support. Such leave shall normally be subsequent to the birth of the employee's child or, in the case of adoption, when the child is physically turned over to the employee-parent.

At least two (2) calendar months prior to the estimated delivery date of a child, the employee shall notify the Board in writing of his/her intention to apply for child rearing leave.

In the case of adoption of a child, the employee shall be required to notify the Board in writing of the employee's intention to take a child rearing leave. Such notice must include the estimated date when the leave shall become effective.

By mutual agreement, the length of the child rearing leave may be altered. The employee is encouraged to meet with the building principal in considering the particular needs of the students in selecting an effective date for returning from such leave.

An employee returning from child rearing leave will be re-employed in the employee's former position if available. If that position is not available, the employee shall be re-employed in a position for which he/she is qualified. Failure of employee to return on the date approved by the Board shall constitute grounds for termination.

An employee who returns from child rearing leave shall retain all previous experience credit and leave time on record at the beginning of the leave. The employee shall not accrue additional experience credit or leave time during the period of the child rearing leave.

A child rearing leave of absence granted under this Agreement shall be a leave without pay.

## ARTICLE IX

## EMPLOYEES HOURS AND LOADS

A. LENGTH OF DAY

1. A teacher's basic workday shall consist of a minimum of eight hours, inclusive of lunch.
2. The specific hours at any individual building may vary according to the needs of the educational program. Employees will report for duty from 8:00 to 4:00 (normal time), or from 7:45 to 3:45 (flex time), unless assigned by the administration to other school related duties. On Fridays, on days preceding vacations, on days in which students are dismissed early due to weather conditions, and on days when employees are required to perform evening duties, the employee's day shall end 10 minutes after the close of the student's day. (End of student's day defined as last students have been dismissed from the building or loaded on school transportation for the attendance center.) (Exceptions: 1) If after student dismissal teacher in-service is scheduled on a day preceding vacations, then regular Friday time schedule shall be followed. 2) In the event students are dismissed early due to conditions that do not threaten the safety of the teachers, then teachers will remain on duty for the duration of their daily contracted hours.) Employees choosing Flex-time will revert back to regular time on those days that a meeting scheduled by an administrator would interfere with Flex-time timelines and on Fridays and the days before vacations. An employee choosing Flex-time must stay on that schedule except for the above exceptions. A temporary or permanent deviation must be approved by the building principal.
3. Regular part-time employees will have their workday hours specified in their individual contracts. The employees will be duly consulted prior to any changes in their workday hours and no changes in workday hours will be made in a wholly arbitrary or capricious manner.

B. SCHOOL ACTIVITIES

In addition to the basic school day, teachers shall be required to reasonably participate in school activities beyond the basic workday as required by the school board or administration. The normal duties for teachers include a reasonable share of extra-curricular, co-curricular, and supervisory activities, as determined by the Principal, Superintendent, or Board.

C. LEAVING BUILDING

Employees may leave the building during their lunch period, after informing the office personnel, and at other times with permission.

D. REQUIRED MEETINGS

The number of required before/after school meetings shall be held to a maximum of six (6) per semester per person, excluding:

1. PK-4, 5-6, and 7-12 staff meetings
2. Curriculum study meetings

E. PARENT-TEACHER CONFERENCES

When parent-teacher conferences are scheduled during evening hours, the employees will receive compensatory time as scheduled by the administration. All employees shall receive this compensatory time at the rate of one-half day per conference night attended.

F. PLANNING PERIOD

Employees shall have planning and lunchtime provided within the student day. All Middle School and High School employees shall have a minimum of one planning period per day. A study hall shall not be considered a planning period. Elementary employees shall have a minimum of a 23-minute lunchtime in addition to planning time during the student day to not be less than 150 minutes per week.

## ARTICLE X

## HEALTH PROVISIONS

A. PHYSICAL FITNESS

All new employees are required to provide evidence of physical fitness to perform duties assigned and freedom from communicable disease. Forms for examination shall be provided by the Board and such evidence shall include a statement from a licensed physician of the employee's physical fitness to perform assigned duties.

B. REQUESTED PHYSICALS

The Board may require, at its expense, a subsequent examination by a physician of the Board's choice, when, in its judgment, such an examination is relevant to an employee's performance or status.

C. SELECTION AND PAYMENT

The examining physician shall be selected by the employee and the cost up to $35.00 shall be borne by the Board for the initial physical.

D. TIME

The physical examination shall be taken between June 1st and September 1st, and the report submitted to the Board Secretary's office prior to September 10th.

## ARTICLE XI

## WAGES AND SALARIES

A. SCHEDULE

The salary of each employee covered by the regular schedule is set forth in Salary Schedules which are attached and made a part thereof.

B. PLACEMENT ON SALARY SCHEDULE

The rules contained herein relating to the application of credits on the salary schedule shall not deprive any teacher of any salary schedule placement already recognized and actually being paid for. Any employee hired prior to the first day of the second semester shall be given full credit for (1) year of service toward the next increment step for the following year.

C. ADVANCEMENT ON SALARY SCHEDULE

Employees on the regular salary schedule shall be granted one increment or vertical step on the schedule for (1) year of service until the maximum for their educational classification is reached.

D. ADDITIONAL MONTHLY SALARY ALLOWANCE

The district will pay a flat $675 total additional monthly salary allowance for all employees with a 1.0 FTE position. Employees with less than a 1.0 FTE position will receive a prorated additional monthly salary allowance amount to correspond with their fraction of employment.

E. EXTRA PAY PROVISION

All Middle School and High School employees shall have a minimum of one planning period per day. A study hall shall not be considered a planning period. If any teacher's schedule does not provide for this planning period, the affected teacher shall be compensated at the rate of one-eighth (1/8) additional base salary for those days affected. If an employee is assigned to substitute for another employee during this personal planning period, the employee will be compensated at a rate of $18 per class period.

F. SUPERVISION

When teachers are absent for 1/2 day or more in the areas of physical education, music, art, industrial arts, vocational agriculture, and home economics every effort shall be made to supervise these students in a classroom. This will be accomplished by:

1. Hiring of substitute teacher
2. Volunteer teachers

G. PART-TIME EMPLOYEES

Part-time teachers in the Middle School and High School shall be compensated as follows:
For each high school daily class assignment, the teacher shall receive 1/8 base salary (12.5%).
For each middle school class assignment, the teacher shall receive 1/8 base salary (12.5%).

H. HORIZONTAL MOVEMENT ON SALARY SCHEDULE

Requests from licensed employees to change lanes on the salary schedule will be accepted until September 1st for the first semester or January 3rd for the second semester. The request will include course work previously approved by the Superintendent and completed prior to September 1st or January 3rd. A copy of the transcript from the training institution must also be submitted to the board secretary by September 1st or January 3rd. A certified copy must be submitted by the end of any school year in which the employee advanced on the salary schedule. Coursework requested for acceptance for lateral movement on the salary schedule will be

graduate coursework directly from an accredited College/University. Coursework requested for acceptance will have a minimum 15 contact hours for each graduate credit requested.

## SALARY SCHEDULE INDEX

Generator Index: 1.00

| Step No. | | BA | BA+10 | BA+20 | BA+30 | MA | MA+10 | MA+20 |
|---|---|---|---|---|---|---|---|---|
| | % | | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% |
| 1 | .09 | 1.09 | 1.11725 | 1.1445 | 1.17175 | 1.199 | 1.22625 | 1.2535 |
| 2 | .05 | 1.14 | 1.1685 | 1.197 | 1.2255 | 1.254 | 1.2825 | 1.311 |
| 3 | .04 | 1.18 | 1.2095 | 1.239 | 1.2685 | 1.298 | 1.3275 | 1.357 |
| 4 | .04 | 1.22 | 1.2505 | 1.281 | 1.3115 | 1.342 | 1.3725 | 1.403 |
| 5 | .04 | 1.26 | 1.2915 | 1.323 | 1.3545 | 1.386 | 1.4175 | 1.449 |
| 6 | .04 | 1.30 | 1.3325 | 1.365 | 1.3975 | 1.430 | 1.4625 | 1.495 |
| 7 | .04 | 1.34 | 1.3735 | 1.407 | 1.4405 | 1.474 | 1.5075 | 1.541 |
| 8 | .04 | 1.38 | 1.4145 | 1.449 | 1.4835 | 1.518 | 1.5525 | 1.587 |
| 9 | .04 | | 1.4555 | 1.491 | 1.5265 | 1.562 | 1.5975 | 1.633 |
| 10 | .04 | | 1.4965 | 1.533 | 1.5695 | 1.606 | 1.6425 | 1.679 |
| 11 | .04 | | 1.5375 | 1.575 | 1.6125 | 1.650 | 1.6875 | 1.725 |
| 12 | .04 | | | 1.617 | 1.6555 | 1.694 | 1.7325 | 1.771 |

CAREER INCREMENT OF $600 (ADDED AFTER BEING ON STEP 11 ONE YEAR FOR BA+10 AND AFTER BEING ON STEP 12 FOR ONE YEAR FOR BA+20 AND ABOVE)

SECOND CAREER INCREMENT OF $600 AFTER 25 TOTAL YEARS OF EXPERIENCE

**SALARY SCHEDULE**
**FOR NASHUA-PLAINFIELD FACULTY MEMBERS**
**2019-2020**

| GENERATOR: $38,661 | | | | | | | |
|---|---|---|---|---|---|---|---|
| **Step No.** | **BA** | **BA+10** | **BA+20** | **BA+30** | **MA** | **MA+10** | **MA+20** |
| **1** | 42,140 | 43,194 | 44,248 | 45,301 | 46,355 | 47,408 | 48,462 |
| **2** | 44,074 | 45,175 | 46,277 | 47,379 | 48,481 | 49,583 | 50,685 |
| **3** | 45,620 | 46,760 | 47,901 | 49,041 | 50,182 | 51,322 | 52,463 |
| **4** | 47,166 | 48,346 | 49,525 | 50,704 | 51,883 | 53,062 | 54,241 |
| **5** | 48,713 | 49,931 | 51,149 | 52,366 | 53,584 | 54,802 | 56,020 |
| **6** | 50,259 | 51,516 | 52,772 | 54,029 | 55,285 | 56,542 | 57,798 |
| **7** | 51,806 | 53,101 | 54,396 | 55,691 | 56,986 | 58,281 | 59,577 |
| **8** | 53,352 | 54,686 | 56,020 | 57,354 | 58,687 | 60,021 | 61,355 |
| **9** | | 56,271 | 57,644 | 59,016 | 60,388 | 61,761 | 63,133 |
| **10** | | 57,856 | 59,267 | 60,678 | 62,090 | 63,501 | 64,912 |
| **11** | | 59,441 | 60,891 | 62,341 | 63,791 | 65,240 | 66,690 |
| **12** | | | 62,515 | 64,003 | 65,492 | 66,980 | 68,469 |
| | | | | | | | |
| | CI #1 (15-24 yrs) | 60,041 | 63,115 | 64,603 | 66,092 | 67,580 | 69,069 |
| | CI #2 (After 25 Years) | 60,641 | 63,715 | 65,203 | 66,692 | 68,180 | 69,669 |

## ARTICLE XII

## HOLIDAYS

Employees shall be granted five (5) paid holidays ----

Labor Day – Thanksgiving Day – Christmas Day
New Year's Day – Memorial Day

No employee shall be required to perform teaching duties on any of the above holidays.

## ARTICLE XIII

## COMPLIANCE CLAUSES AND DURATION

A. COST

The expense of printing this agreement shall be shared equally by the Board and the Association. The agreement shall be presented to all employees now employed, hereafter employed, or considered for employment by the Board.

B. NOTICE

Whenever any notice is required to be given by either of the parties to this agreement to the other, pursuant to the provisions of this agreement, either party shall do so by letter at the following designated addresses or at such other addresses as may be designated by a party in written notification to the other party.

1. If by Association to Board at 612 Greeley St., Nashua, Iowa 50658.

2. If by Board to Association at N.P.E.A. President, 612 Greeley St., Nashua, Iowa 50658.

C. SEPARABILITY

If any provision of this agreement is found to be contrary to law, then such provision shall not be deemed valid and subsisting except to the extent permitted by law. The Board and Association shall enter into negotiations to replace said provision. The remaining articles, sections and clauses shall remain in full force and effect.

D. DURATION

This agreement shall be effective as of July 1, 2019, and shall continue in effect until June 30, 2021.

For the 2019-2020 school year, the total package increase will be 2.42%.

For the 2020-2021 school year, the total package increase will be 2.42%.

In witness whereof the parties hereto have caused this agreement to be signed by their respective presidents attested by their chief negotiators, and their signatures placed thereon.

| NASHUA-PLAINFIELD EDUCATION ASSOCIATION | NASHUA-PLAINFIELD COMM. SCHOOL DISTRICT BOARD OF EDUCATION |
|---|---|
| By _____ President | By _____ President |
| By _____ Chief Negotiator | By _____ Chief Negotiator |
| Date _____ | Date _____ |

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

Be it understood that the mandatory subjects of bargaining of any state funded programs for Educational Excellence, Teacher Quality Programs or other programs for the Nashua-Plainfield Community School District to be agreed to by the parties are made part of the Master Contract and are subject to the grievance procedures contained in the Master Contract.

To the extent that the state funds less than per diem in funds such as Pot 1 and Pot 2 but requires additional days, the parties will negotiate pay for the days.

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

It is hereby agreed between the Nashua-Plainfield Community School District and the Nashua-Plainfield Education Association that the Athletic Director position shall receive one full planning period and one full athletic director planning period or one full planning period and compensation in the amount of 1/8 base salary in addition to the rate listed in the supplemental salary schedule for athletic director. This will be decided by the administration based on teaching requirements of the individual involved. Each of these periods will be one block of time and not segmented into small parts. Each period will be 1/8th of the school day.

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

The High School guidance position will have an extended contract of five (5) days. These days will be assigned by the administration in whole day increments.

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

It is hereby agreed between the Nashua-Plainfield Community School District and the Nashua-Plainfield Education Association that the Beginning Teacher Mentoring and Induction Program will be implemented in the following manner:

There will be no more than one beginning teacher assigned to an instructional mentor each semester. Each instructional mentor shall receive the amount of reimbursement per semester that is required by state law for becoming an instructional mentor for one beginning teacher. Instructional mentors will have no responsibility as to the evaluation of the beginning teacher.

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

In compliance with Iowa law, peer group reviews will occur on an informal, collaborative basis that is focused on assisting each peer group member in achieving the goals of the teacher's individual professional development plan.

Peer group reviews shall not be the basis for recommending that a teacher participate in an intensive assistance program, and shall not be used to determine the compensation, promotion, layoff, or termination of a teacher, or any other determination affecting a teacher's employment status.

Peer group meetings shall be during the school calendar during contract time.

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**The Nashua-Plainfield Education Association**
**and**
**The Nashua-Plainfield Community School District**

In compliance with Iowa law, the School District will set aside at least thirty-six hours in the school calendar during contract time to allow teachers to collaborate with each other regarding educational programs and assess student learning.