

MASTER CONTRACT AGREEMENT

2023-2027

(five (5) year extension)

BETWEEN
THE
WOODWARD-GRANGER COMMUNITY SCHOOL
DISTRICT

and

THE WOODWARD-GRANGER
EDUCATION ASSOCIATION
(WGEA)

**ARTICLE I
PREAMBLE**

This agreement is made and entered into between the Board of Directors of the Woodward-Granger Community School District (hereinafter referred to as the “Employer”) and the Woodward-Granger Education Association (hereinafter referred to as the “Association”).

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

**ARTICLE II
RECOGNITION**

The Board of Directors of the Woodward-Granger Community School District (hereinafter referred to as The “Employer”), recognizes the Woodward-Granger Education Association (hereinafter referred to as the “Association”), as the certified exclusive bargaining representative for all personnel set forth as included in the PERB Certification Instrument (Case # 274), issued by the PERB on the 6th day October, 1975, hereinafter referred to as “Employees”.

**ARTICLE III
BOARD-ASSOCIATION RELATIONS**

The Association may have the right to examine and copy public records as set forth in Chapter 22, Code of Iowa. In addition, the Board and the Administration may grant, at their discretion, reasonable requests for other readily available and pertinent information; however upon the request board minutes and personnel policy changes shall be granted. Nothing herein shall require the Administration to research and assemble information.

**ARTICLE IV
DUES DEDUCTION**

See Employee Handbook

**ARTICLE V
OTHER PAYROLL DEDUCTIONS**

See Employee Handbook

(5) school days after the receipt of the grievance. In the event a grievance has not been satisfactorily

resolved at Level Two, the grievant shall file, within five (5) days of the Principal's written decision at Level Two, a copy of the grievance with the Superintendent.

C. Level Three – Superintendent

Within five (5) school days after such written grievance is filed, the grievant and the Superintendent or his designee shall meet to resolve the grievance. The Superintendent or his designee shall file an answer within thirty (30) days of the third step grievance meeting and communicate it in writing to the employee, the Principal, and the Association stating the outcome of the meeting.

D. Level Four – Arbitration

1. If the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within ten (10) school days of the date of disposition by the Superintendent. The Association shall have the right to provide all Board Members with a copy of any written grievance that has been filed and the responses from the Principal and Superintendent, except grievances dealing with terminations.
2. Within ten (10) school days after written notice to the employer of submission to arbitration, the employer and the Association shall attempt to agree upon a mutually acceptable arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a written request for a list of arbitrators shall be made to the Public Employment Relations Board by either party. The list shall consist of five (5) arbitrators and the parties shall determine by lot which party shall have the right to remove the first name from the list. Within five (5) workdays after receipt of said panel of arbitrators, the parties shall meet to select the sole arbitrator at one setting. The person whose name remains shall be the sole arbitrator.
3. The arbitrator so selected shall confer with the representatives of the Board and Association, hold hearings, and issue his/her decision not later than thirty (30) days from the date of the close of the hearings, or if oral hearings have been waived, from the date the final statement proofs, and/or briefs are submitted. This timeline may be waived by mutual agreement. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning, and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is in violation of the terms of the Agreement. The decision of the arbitrator shall be submitted to the Board and Association and shall be final and binding. The Arbitrator's decision shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. His/her authority shall be strictly limited to deciding only the issue or issues presented to him/her by the Employer and the Association and his/her decision must be based solely and only upon his/her interpretation of the meaning of and only upon his/her interpretation of the meaning or application of the express relevant language of the Agreement.

ARTICLE XI IN-SERVICE

11.1 In Service Committee

An in-service committee with teacher representation and an Association representative shall be established for the purpose of making recommendations and suggestions to the employer on the structure and content of the District's in-service program. Under our current practice, each building leadership team, teacher leadership and Teacher Leadership and Compensation core shall have teacher representation and a designated association representative.

11.2 Collaboration Time

In compliance with Iowa law, the Woodward-Granger CSD will set aside at least thirty-six (36) hours in the school calendar to allow teachers to collaborate with each other regarding educational programs, assessment of student learning, or to engage in peer review. Individual preparation time will not be used to provide this collaboration time.

ARTICLE XII PROFESSIONAL EMPLOYEE HOURS

12.1 Working Day

The working day at school for employees not having extra assignments shall be eight (8) hours with at least a 25-minute duty free lunch and at least 30-minutes designated for employee planning and preparations. The workday hours may be varied by agreement between the employee and the building administrator. On Fridays or on days preceding holidays or vacation, employees may depart from the school after all of their responsibilities have been concluded and/or students under their supervision have left the building.

12.2 Inclement Weather

On dismissals due to inclement weather, employees may depart from the school after all of their responsibilities have been concluded and/or students under their supervision have left the building. In case of an emergency situation as determined by the superintendent, all employees may be asked to stay at school until the shuttle arrives back at each building. On days when school is dismissed due to warm weather, employees may depart from the school after all of their responsibilities have been concluded and/or students under their supervision have left the building.

12.3 Professional Meetings

Employees shall attend the following meetings: Open House or Back to School night as determined by the Building Principal, Parent/Teacher Conferences, and scheduled in-service meetings. For part time teachers/long term substitutes, the District will pay their per diem rate for additional hours not compensated for in the form of comp time.

12.4 Flexibility Clause

The building Principal, or his designee, shall have the flexibility to release an employee during the employee's workday during lunch period and 8:00-8:30 and 3:30-4:00.

14.2 Sick Leave Bank

Any certified employee may place up to two (2) days of their own sick leave into a Certified Employee Sick Leave Bank each year. Employees who are retiring may donate up to ½ their sick leave to the sick-leave bank. Any certified employee may draw on this sick bank up to one-half of the existing sick leave bank, not to exceed twenty (20) days in any year in which all of the available applicable leaves have been exhausted. An employee may draw on this sick bank up to one-half of the existing sick leave bank, not to exceed five (5) days for maternity leave in any year in which all of the available applicable leaves have been exhausted. In addition, any classified employee may draw up to five (5) days, not to exceed one-half of the existing bank, for themselves or an immediate family member. This definition of immediate family for sick leave bank is spouse and children. Unused portions of the Sick Leave Bank shall accumulate from year to year. These days may only be used by a certified employee who incurs a catastrophic or life threatening illness or injury and/or incurs a family hardship during maternity leave, while under contract. Request must be made in writing to the Superintendent. Medical documentation must accompany this request.

14.3 Adoption leave

Up to thirty (30) workdays of paid sick leave shall be available to an employee who legally adopts a child (as long as they have accumulated the sick leave under contract language 15.1 provisions). Adoption leave will begin when the employee gains physical custody of the child. The employee may extend the adoption leave with unpaid time (under fmila guidelines) to the maximum of 12 weeks.

14.4 Business/Personal Leave

At the beginning of every school year, each employee shall be credited with two (2) days to be used for the employee's personal business. Employees have the ability to change two sick days into two personal days, annually. Employees will be required to use all other personal leave prior to using these two personal days annually. Employees will not be paid out for these two days if they go unused, however, they will have the flexibility to utilize these days in this capacity, as personal days.

A personal business day, with pay, may be used for any purpose at the discretion of the employee. An employee planning to use a personal leave day shall notify his/her Principal at least one day in advance, except in cases of emergency. The employee may not take a school day immediately before or after a Holiday, or end of a semester. For all unused personal leave, the employee shall be reimbursed in the amount equal to the per diem pay of a substitute teacher (Note: this does not include any days that were transferred over from sick leave). Employees will be able to carry over 1 personal day per year to a maximum of 3 days per year.

The administration may limit the number of leaves for any given day in order to assure maintenance of the normal standard of educational services provided by the district, except that the administration must grant a minimum of one leave per qualifying day (as per restrictions in paragraph one of this section) at each of the following building levels: PK-1, 2-5, 6-8, 9-12, and Grandwood.

14.9 Leaves of Absence

Employees must request said leave no later than March 1st of the school year preceding the school year in which the leave is to be taken. The employee's seniority and placement on the salary schedule shall be frozen for the duration of the leave. The employee may continue in the contractual insurance plans, with the permission of the carrier, at their own expense, during the leave.

14.11 Extended Leave

Extended leaves beyond above stated leaves shall be the School Board's decision.

14.12 Good Cause

Other temporary leaves of absence for up to one (1) day per contract year may be granted in writing by the Principal for good reason after the employee's personal days have been used. Unapproved absence deduction is one (1) divided by the number of contract days of the employee's salary for duties performed on that day, and approved absence deduction is substitute pay.

14.13 Jury Leave

Any employee called for jury duty during school hours shall be provided such time with pay. Any fees or remuneration, excluding mileage or parking reimbursement, received by the employee during such leave, shall be turned over to the District.

14.14 Special Leave

Any employee may be granted additional leave with or without pay at the sole discretion of the Superintendent and this decision will not be subject to the grievance procedure. However, all other Applicable leaves must be exhausted prior to requesting any additional temporary leave under this Provision.

ARTICLE XV INSURANCE

See Employee Handbook

ARTICLE XVI SUPPLEMENTAL PAY

See Employee Handbook

20.4 Signature Clause

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 on or about the 17th day of September 2018.

Article XXI

Current Letters of Understanding Between the WG Board and WGEA

21.5 Committees

WGEA requests an annual invitation to the calendar committee, insurance committee and District employee handbook committees and request that a W-G Board Member sit on these committees. It is understood that these may not be bargained topics per Iowa Code but the invitation to be present at the table still exist.

WOODWARD-GRANGER
EDUCATION ASSOCIATION

By Krista M. Bulbin
President
By Mike Smith
Negotiator

WOODWARD-GRANGER CSD
BOARD OF EDUCATION

By Ashley Brandt
President
By Matt Smith
Negotiator

Tentative Agreement with WGEA
3/22/22

Terms:

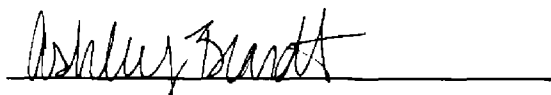
1. An increase in base wages of \$1100 and a step increase on the current salary schedule for all current employees resulting in a total package of 5.17%. An increase of \$353,214.
2. Change in the master contract language to include:
 - a. 14.5 Bereavement Leave: A maximum of five (5) days with pay per occurrence will be granted for the death of a family member.
3. Contract extension for the nurses as follows:
 - a. ELC/Elementary- Five (5) days
 - b. Grandwood- Two (2)
 - c. MS/HS- Two (2)
4. Contract extension for five (5) years with the ability to negotiate wages annually and open language as mutually agreed upon between the district and association.


Chief Negotiator District

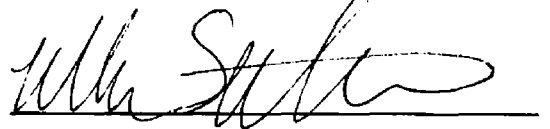
3/24/22
Date


Chief Negotiator WGEA

3/24/22
Date


District Representative (President)

3/24/22
Date


WGEA Representative (President)

3/24/22
Date
