

NEGOTIATED AGREEMENT

July 1, 2026
to
June 30, 2028

LAKE MILLS COMMUNITY SCHOOL DISTRICT

and

LAKE MILLS EDUCATION ASSOCIATION

**“Through our collective efforts, we are committed to
teaching and learning for all.”**

INDEX

Article #	Article	Page #
1	Recognition & Definitions	3
2	Grievance Procedure	3, 4
3	Sick Leave	4
4	Temporary Leave(s) of Absence	5
5	Work Year	5
6	Workday	6
7	Assignment of Employees	6
8	Physical Fitness	6
9	Wages and Salaries	6, 7
10	Wages for extra duty	7
11	Compliance Clauses & Duration	8
	Signature Clause	8

ARTICLE I. RECOGNITION AND DEFINITIONS

1.1 Unit. The Board hereby recognizes the Lake Mills Education Association, an affiliate of the Iowa State Education Association and the National Education Association as the certified exclusive and sole bargaining representative for all personnel as set forth in the PERB certification instrument (Case No. 42) issued by the PERB on the 27th day of June, 1975, as follows:

INCLUDED: Classroom teachers (PK-12); special education teachers; librarians (Elementary and Secondary); and guidance counselors.

EXCLUDED: Administrators; custodial personnel; cafeteria personnel; transportation personnel; study hall monitors and hall monitors; school nurse, teacher aides, employees excluded by Section 4 of the Act and all other employees.

1.2 Definitions

A. The term "Board" as used in this Agreement shall mean the Board of Education of the Lake Mills Community School District or its duly authorized representative.

B. The term "employee" as used in this Agreement, shall mean all employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board.

C. The term "Association" as used in this Agreement shall mean the Lake Mills Education Association or its duly authorized representative or agents.

ARTICLE 2. GRIEVANCE PROCEDURE

2.1 A. A grievance shall mean only a complaint that there has been an alleged violation, misinterpretation, or misapplication of any of the specific provisions of this Agreement.

2.1 B. A "grievant" is the person(s) or the Association making the complaint.

2.2 A. Every teacher covered by this Agreement shall have the right to present grievances in accordance with these procedures.

2.2 B. The "Association" may process a group grievance through all steps of the grievance procedure commencing with Step I.

2.3 The failure of a "grievant" to act on any grievance within the prescribed time limits will act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the "grievant" to proceed to the next step. The time limits, however, may be extended by mutual agreement.

2.4 It is agreed that any investigation or other handling or processing of any grievance by the "grievant" shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the "grievant" or of the teaching staff.

2.5 The "grievant" or employer may have a representative present to represent them at any step of the grievance procedure.

2.6 First Step - An attempt shall be made to resolve any grievance through informal, verbal discussion between complainant and the "grievant's" principal.

2.7 Second Step - If the grievance cannot be resolved informally, the "grievant" shall file the grievance in writing, and, at a mutually agreeable time, discuss the matter with the appropriate building level 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 ten (10) school days from the date of the occurrence of the event giving rise to the grievance. After receipt of the grievance, the principal shall make a decision on the grievance and communicate it in writing to the "grievant" and the Superintendent within ten (10) school days.

2.8 Third Step - In the event a grievance has not been satisfactorily resolved at the second step, the "grievant" shall file, within ten (10) school days of the principal's written decision at the second step, a copy of the grievance with the Superintendent. Within ten (10) school days after such a written grievance is filed, the aggrieved and Superintendent or Superintendent's designee shall meet to resolve the grievance. The Superintendent or the designee shall file an answer within ten (10) school days of the third-step grievance meeting and communicate it in writing to the "grievant", the principal, and the duly authorized representative of the Association.

2.9 Fourth Step - If the grievance is not resolved satisfactorily at Step 3, there shall be available a fourth step of impartial, binding arbitration. The Association may submit, in writing, a request on behalf of the Association and "grievant" to the Superintendent within thirty (30) days from receipt of the Step 3 answer to enter into such arbitration. The arbitration proceeding shall be conducted by an arbitrator to be selected by the two parties within ten (10) school days after said notice is given. If the two parties fail to reach agreement on an arbitrator within ten (10) school days, the PERB will be requested to provide a panel of seven (7) arbitrators. Each of the two parties will alternately strike one name at a time from the panel until only one shall remain. The remaining name shall be the arbitrator. The decision of the arbitrator will be binding on the parties. Expenses for the arbitrator's services shall be borne equally by the School District and the Association. The arbitrator, in his or her opinion, shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. The arbitrator's authority shall be strictly limited to deciding only the issue or issues presented in writing by the School District and the Association and the arbitrator's decision must be based solely and only upon his or her interpretation of the meaning or application of the express relevant language of the Agreement.

2.10 If the Association or any employee submits any claim or complaint in any form other than under the grievance procedure of this Agreement, then the School District shall not be required to process the same claim or set of facts through the grievance procedure.

2.11 All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants. Said grievance file shall be a secured location in the district office.

ARTICLE 3. SICK LEAVE

3.1 Benefits - All employees covered by the terms of the collective bargaining agreement shall be entitled to fifteen (15) days of sick leave each year. In addition, unused sick leave shall accumulate at the rate of fifteen, (15) days per year with a maximum accumulation of ninety (90) days. In the event of a question concerning whether or not a particular employee was, in fact, sick the employer may require a doctor's certificate certifying that the employee was sick on the date claimed and this certificate shall be furnished at the employee's expense.

Employees covered under the terms of this contract may use up to five (5) of their sick days to care for the illness of an employee's parent, spouse, and/or child. The employer may require a doctor's certificate verifying such illness on the date claimed and this certificate shall be furnished at the employee's expense.

Employees are encouraged to use half-day leave for routine doctor appointments if the appointments are not able to be made during non-school hours.

3.2 Notification to Employer - Reasonable administrative guidelines are necessary and desirable in order to provide for a continuous, uninterrupted educational program.

Therefore, in the event of a foreseeable long-term need for the use of sick leave by the employee, the employee shall notify the building level principal as soon as the employee is aware of the necessity to alter their employment commitment. Such notification shall be in writing, advising of the date the employee expects to commence leave and the date the employee expects to resume full employment commitment.

If differences of opinion exist as to the employee's physical or mental ability to continue or resume the duties of employment, the employer may require a doctor's certificate which certifies that the employee is physically and mentally capable of continuing or resuming the duties of employment. The certificate shall be at the employee's expense.

3.3 Special Circumstances - The employer and employee may agree by mutual consent that in the event of a catastrophic illness the sick leave benefits may be extended by mutual agreement.

3.4 Notification of Accumulation - Upon request, employees shall be furnished with an accounting of accumulated sick leave days or the Association through its duly authorized officers may request in writing an accounting of accumulated sick leave days for all members of the Association. This information will be furnished by the employer within two (2) working days after request.

3.5 Definition - A sick leave day shall be divided into two equal parts permitting an employee to take time in half-day increments.

3.6 Job-Related Injury - When an employee is injured while on the job and is entitled to and receives workmen's compensation under Iowa law, the employer agrees to pay the difference between the employee's regular rate of pay and what workmen's compensation pays. The amount of payments made by the employer to the employee shall be charged against the accumulated sick leave of the employee. (For example, if workmen's compensation pays 75 percent of the employee's regular rate, the employer will pay the other 25 percent and charge the employee's accumulated sick leave for the payments made until it runs out at which time

the employer's obligation ceases).

ARTICLE 4. TEMPORARY LEAVE OF ABSENCE

4.1 Personal Leaves - Employees covered by the terms of this Agreement shall be allowed three (3) working days to be used as personal leave of absence. These days shall not be used during workshop days. In the event the grievance procedure is initiated, then the reason for the request shall be confidential between those directly involved in the grievance process.

The administration reserves the right to limit the number of personal leave requests per building level on any given day based on availability of substitutes or other factors affecting the educational needs of the students. If this situation should arise, the administration shall make the decision on a first-come, first-served basis.

4.2 Jury and Legal - Employees who are called for jury service will receive the difference between their pay as jurors and their regular daily rate of pay. An employee called for jury service will notify the employer within twenty-four (24) hours after notice of call to jury duty and suitable proof of jury service pay must be presented to the employer. The employee will report to work within one (1) hour on any day when excused from jury duty during regular working hours unless distance or circumstances require an extension granted by the administration. Jury pay shall be limited to a period not to exceed ten (10) working days per year.

4.3 Bereavement - Up to five (5) days of paid leave shall be granted to an employee in the event of death of an employee's spouse, parent, or child. Up to three (3) days of paid leave shall be granted to an employee in the event of death of an employee's grandparent, grandchild, father-in-law, mother-in-law, brother, sister, brother-in-law or sister-in-law. One (1) day of paid leave will be granted in the event of death of an employee's aunt, uncle, niece or nephew, or first cousin. One (1) day of paid leave will be granted for other family/friends. The administration, at its discretion, may grant additional time if circumstances warrant that additional time should be granted. The administration shall consider the circumstances and determine whether the additional time shall be paid or unpaid leave.

4.4 Other Temporary Leaves of Absence - The Board, upon written request, may grant employees temporary leaves of absence with or without pay. Such recommendations to the Board shall come from the Administration.

4.5 Association Leave - Two (2) delegates shall be granted a leave of absence of two (2) days each with pay to attend the Iowa State Education Association Delegate Assembly.

4.6 Adoption Leave - An employee shall be granted fifteen (15) paid days for adoption. Two (2) of these days may be used before the arrival of the adopted child(ren). The remaining days (13) will commence upon arrival of the adopted child(ren) and are for purposes of office or in-home visits needed as part of the adoption process. Any additional time will be granted as outlined in the Family and Medical Leave Act as described in Board policy.

4.6 A. Foster Care – Employees under the terms of this agreement may have a minimum of 2 contract days immediately following home placement of a child(ren) for foster care.

4.7 Accumulated Sick Leave - The leaves of absence under this Article shall not be charged against accumulated sick leave of employees.

ARTICLE 5. WORK YEAR

5.1 In-School Work Year

A. Regular Contract - The in-school work year for employees contracted on a one hundred and eighty (180) day basis other than new personnel who may be required to attend an additional two (2) days of orientation shall not exceed one hundred and ninety (190) days.

B. Extended Contract - The in-school work year of employees contracted on a twelve-month basis shall not exceed two hundred and fifty (250) days.

C. Definition of In-School Work Year - The in-school work year shall include days when pupils are in attendance, orientation days, six holidays, and any other days on which employee attendance is required.

5.2 Holidays - The regular and extended contract of employees shall include paid holidays. Such holidays shall include Labor Day,

Thanksgiving, Christmas, New Year's Day, Good Friday, and Memorial Day. Extended contract personnel shall have in addition the Fourth of July. No employee shall be required to perform duties on any of the above holidays.

5.3 School Calendar - The Board shall establish the school calendar. The Association has the right to make recommendations to the Board regarding the school calendar.

ARTICLE 6. WORKDAY

6.1 A. Length of the Day - The arrival and departure times for all employees shall be designated in paragraph B below, however, the in-school workday shall generally consist of not more than eight (8) hours.

6.1 B. Arrival and Dismissal Times - The Employees' contract day will begin no later than 7:30 a.m. for a 3:30 end, or 7:45 a.m. and end at 3:45 p.m. On Fridays or days preceding holidays or vacations, the employees' day shall end upon the departure of the buses for regular routes.

6.2 Lunch Periods

A. Elementary - Employees shall have a duty-free lunch period of forty-five (45) minutes; provided, however, the teacher will escort his/her assigned class to and from the lunch-room during this period.

B. Middle School - Employees shall have a daily uninterrupted duty-free lunch period of at least twenty-five (25) minutes.

C. High School - Employees shall have a daily uninterrupted duty-free lunch period of at least twenty-five (25) minutes.

D. Leaving the Building - Employees may leave the building without requesting permission during their scheduled lunch period provided the employee notifies their principal.

6.3 Meetings

A. Faculty - The employees recognize the right of the Administration to schedule faculty meetings before or after hours without additional compensation. However, the Administration shall limit the number of these meetings to be reasonable as to the number of times and prior notification.

6.4 Preparation Time - All Grade Levels - Classroom employees shall, in addition to their lunch period, have preparation time during which they shall not be assigned to any other duties as follows:

1. Elementary School -- twenty-five (25) minutes avg. daily
2. Middle School -- forty-five (45) minutes daily
3. High School -- forty-five (45) minutes daily

ARTICLE 7. ASSIGNMENT OF EMPLOYEES

7.1 Room Assignments - The Superintendent has the right to make class and/or subject assignments and room assignments for all teachers for the forthcoming year. Any changes will be made available as soon as practical by the Superintendent. The Superintendent will attempt to do this one week before the close of school for the prior year but reserves the right to make changes at any time.

7.2 Additional Assignments - The employer has the right to make extra duty assignments to qualified employees based on student needs.

ARTICLE 8. PHYSICAL FITNESS

8.1 Physicals - New employees shall be required to provide evidence of their physical fitness to perform duties assigned.

ARTICLE 9. WAGES AND SALARIES

9.1 Schedule - The salary of each employee new to the district is covered by the regular salary schedule is set forth in Schedule A, which is attached hereto and made a part thereof.

9.2 Determination of Wages

A. Placement on to Salary Schedule - Each employee new to the district shall be placed on the salary schedule according to years of experience and graduate credits earned. Salaries for new employees to the district will be placed adjacent to other employees with the same years of teaching experience and graduate credits. This decision shall be agreed upon by the Board and a representative of the Lake Mills Education Association.

9.3 Advancement on Salary Schedule

A. Negotiated Raise - Negotiated raises are agreed upon between the Board of Education and the Lake Mills Education Association. All raises will be negotiated at a flat raise per FTE for all returning employees covered under this contract. A year of service for returning teachers consists of employment in the Lake Mills District for one hundred thirty-five (135) teaching days or more in one school year.

B. Horizontal Movement-Educational Lanes -

1. Teachers with a B.A. or above will move horizontally to the appropriate column based on credits earned. Credits earned are college graduate or undergraduate semester hours, or quarter-hour equivalent, earned after the degree. For undergraduate credits to qualify for advancement, prior written approval of the Superintendent is required for each course taken.

2. A teacher will receive an amended contract before school opens in the fall if he/she becomes eligible for a higher training classification. A certified transcript of credits or facsimile thereof must be presented to the Superintendent no later than 30 days after the beginning of each semester and pay adjustments shall be retroactive to the beginning of the same semester.

9.4 Method of Payment

A. Pay Periods - Employees under the terms of this contract shall be paid in twelve (12) equal installments on the 25th of each month. Retiring employees shall be granted the option to be paid in nine (9) equal installments on the 25th of each month, with said employees making that decision by September 15 of the contract year. Employees who are new to the district may, at their option, elect to receive up to 50 percent of their first salary installment after the completion of their first ten (10) workdays of employment. The balance of the contracted salary shall then be prorated over the remaining pay periods.

B. Exceptions - When a pay date falls on or during a school holiday, vacation or weekend, employees shall receive their payment on the last previous working day or earlier.

C. Final Pay - All employees shall have the option of receiving all or any part of their earned, contracted salary on the last pay period of the in-school work year. Notification of request for such an option must be made by the first day of the month of the last pay period of the in-school work year.

D. Payroll Deductions - Upon appropriate written authorization from the employee, the Board shall deduct from the salary of any employee and make appropriate remittance for annuities, credit union(s), savings bonds, charitable donations, insurances, or any other plans or programs approved by the Board.

9.5 Extra Assignment and Extended Contract Rate - The salary schedule is based upon the regular school calendar and the normal teaching load as set forth in this Agreement. Any employee whose assignment exceeds the regular employee work year will be additionally compensated as follows: Days of service beyond the normal (190 day) work year shall receive 1/190 of their step and lane salary (Schedule B).

ARTICLE 10. Wages for extra duties

10.1 Extracurricular Activities

B. Rates of Pay -Employee participation in extracurricular activities which extend beyond the regularly scheduled in-school day shall be compensated according to the rate of pay or other stipulations in Schedule C or Schedule D. Raises for extracurricular will be negotiated between the Board of Education and the Lake Mills Education Association.

10.2 Expenses of Traveling Employees - Employees who may be requested to use their own automobiles in the performance of their

duties shall be reimbursed at the rate established by board policy. The same allowance shall be given for use of personal cars for other business of the district with prior approval of the Superintendent. The board shall provide adequate liability insurance protection for employees when their personal automobiles are used as provided in this section. Employees wishing to use their personal automobiles for school-related purposes shall provide proof of insurance to the district office.

ARTICLE 11. COMPLIANCE CLAUSES AND DURATION

11.1 Separability - If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting, except to the extent permitted by law. All other provisions or applications shall continue in full force and effect.

11.2 Notices - Whenever any notice is required to be given by either of the parties to the Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by ordinary mail at the following designated addresses or at such other address as may be designated by a party in written notification to the other party.

If by Association, to Board President at Lake Mills Community School, Lake Mills, Iowa 50450.

If by Board, to LMEA President, at Lake Mills Community School, Lake Mills, Iowa 50450.

11.3 Duration Period - The language of this agreement shall be effective as of July 1, 2026 and shall continue until June 30, 2028, unless opened upon the mutual agreement of both parties.

11.4 Signature Clause - IN WITNESS WHEREOF, the parties hereto have caused this Agreement consisting of Articles I through 11, inclusive, to be signed by their respective President, with their signatures placed thereon, all on the 4th of May, 2026.

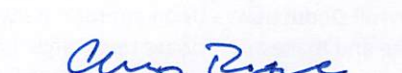
LAKE MILLS EDUCATION ASSOCIATION

BY 
Its President

BY 4-5-26
Its Chief Negotiator

LAKE MILLS COMMUNITY SCHOOL

BY 
Its Board President

BY 
Its Chief Negotiator

SALARY SCHEDULE A

BASE WAGE FOR NEW TEACHER STARTING PAY 2026-2027

	BA	BA+15	BA+30	BA+45	MA	MA+15	MA+30
Education Increase	0	\$1,200	+1,200 (total \$2,400)	+1,200 (total \$3,600)	+1,200 (total \$4,800)	+1,200 (total \$6,000)	+1,200 (total \$7,200)
Starting Pay	\$50,000	\$51,200	\$52,400	\$53,600	\$54,800	\$56,000	\$57,200

2026-2027
Lake Mills Community School District
Supplemental and Extra-Duty Pay
Salary Schedules C and D

Schedule C		
2026-2027 base: \$36,300.00		
EXTRA-DUTY POSITION:	PERCENT:	AMOUNT:
Speech Director	12.00%	\$ 4,356.00
Speech Assistant	8.00%	\$ 2,904.00
Middle School Speech	3.00%	\$ 1,089.00
Middle School Speech Assistant	2.00%	\$ 726.00
Dramatics	4.00%	\$ 1,452.00
Esports	5.00%	\$ 1,815.00
High School Student Council	3.00%	\$ 1,089.00
Middle School Student Council	2.00%	\$ 726.00
Concessions	7.00%	\$ 2,541.00
Jr./Sr. Class Advisor (2 each)	1.00%	\$ 363.00
Running Clock or Scorekeeper	N/A	\$15.00/Game
Ticket Sellers	N/A	\$30.00/Game
Prom Sponsor	2.00%	\$ 726.00
Weight Lift Supervisor	5.00%	\$ 1,815.00
Athletic Director	15.00%	\$ 5,445.00
Assistant Athletic Director	6.00%	\$ 2,178.00
<i>Athletic directors receive 1 hour of release time</i>		
Football Head	12.00%	\$ 4,356.00
Football Assistant	8.00%	\$ 2,904.00
Football Middle School	5.00%	\$ 1,815.00
Basketball Head	12.00%	\$ 4,356.00
Basketball Assistant	8.00%	\$ 2,904.00
Basketball Middle School	5.00%	\$ 1,815.00
Boys' Wrestling Head	12.00%	\$ 4,356.00
Boys' Wrestling Assistant	8.00%	\$ 2,904.00
Boys' Wrestling Middle School	5.00%	\$ 1,815.00
Girls' Wrestling Head	12.00%	\$ 4,356.00
Girls' Wrestling Assistant	8.00%	\$ 2,904.00
Girls' Wrestling Middle School	5.00%	\$ 1,815.00
Track Head (B/G combined)	12.00%	\$ 4,356.00
Track Assistant (combined head coach)	8.00%	\$ 2,904.00
Track Middle School	5.00%	\$ 1,815.00
Volleyball Head	12.00%	\$ 4,356.00
Volleyball Assistant	8.00%	\$ 2,904.00
Volleyball Middle School	5.00%	\$ 1,815.00
Golf Head (if only boys' or only girls')	5.00%	\$ 1,815.00
Golf Head (boys' and girls' golf combined)	7.00%	\$ 2,541.00
Golf Assistant (if combined B/G head hired)	4.00%	\$ 1,452.00
Baseball Head	12.00%	\$ 4,356.00
Baseball Assistant	8.00%	\$ 2,904.00
Softball Head	12.00%	\$ 4,356.00
Softball Assistant	8.00%	\$ 2,904.00
Cross Country (B/G combined)	9.00%	\$ 3,267.00
Cross Country Middle School (B/G combined)	5.00%	\$ 1,815.00
Cheer Coach Football/Competition	5.00%	\$ 1,815.00
Cheer Coach Basketball	5.00%	\$ 1,815.00
Cheer Coach Wrestling	5.00%	\$ 1,815.00
MS Cheerleading - Fall	2.00%	\$ 726.00
MS Cheerleading - Early Winter	2.00%	\$ 726.00
MS Cheerleading - Late Winter	2.00%	\$ 726.00

Schedule D		
2026-2027 base: \$36,300.00		
The following positions are connected to classroom curricular continuing contracts and must be filled by that same staff member. Schedule D salaries will be computed using the same formula as Schedule C.		
EXTRA-DUTY POSITION:	PERCENT:	AMOUNT:
Summer Band	13.00%	\$ 4,719.00
HS Instrumental	12.00%	\$ 4,356.00
MS Instrumental	2.00%	\$ 726.00
HS Vocal	7.00%	\$ 2,541.00
Elem. Vocal	2.00%	\$ 726.00
Musical	4.00%	\$ 1,452.00
Flag and Rifle	2.00%	\$ 726.00
FFA	8.00%	\$ 2,904.00
Yearbook	4.00%	\$ 1,452.00
HS Science Club	3.00%	\$ 1,089.00
MS Quest	2.00%	\$ 726.00
FCCLA	2.00%	\$ 726.00
Skills USA	2.00%	\$ 726.00
FBLA	2.00%	\$ 726.00

Indexing - Schedules C and D:

Group	Years of Experience	Index
A	0-5	1.00
B	6-10	1.10
C	11+	1.15
D (Not under master contract)	N/A	1.00