

AGREEMENT
BETWEEN
CLAYTON RIDGE COMMUNITY SCHOOLS
AND
CLAYTON RIDGE EDUCATION ASSOCIATION
2026-28

INDEX

ARTICLE		PAGE
I	INTRODUCTION	3
II	RECOGNITION	4
III	GRIEVANCE PROCEDURES	5
IV	PAYROLL DEDUCTION	7
V	WAGES & CONTRACT YEAR	8
VI	HOLIDAYS AND VACATIONS	12
VII	LEAVES	13
VIII	HOURS	16
IX	SAFETY PROVISIONS	18
X	SENIORITY PROVISIONS	19
XI	DUTIES DURING LUNCH PERIOD	20
XII	COMPLIANCE CLAUSES AND DURATION	21
FORM A	GRIEVANCE REPORT	23

ARTICLE I

INTRODUCTION

The Board of Directors of the Clayton Ridge Community School District, of the State of Iowa, and the Clayton Ridge Education Association agree as follows:

Article II

RECOGNITION

The Board of Directors of the Clayton Ridge Community School District recognizes the Clayton Ridge Education Association as the sole and exclusive negotiating agent for professional Employees specifically as follows:

INCLUDED: All certified teachers, guidance counselors, librarians, school nurses, and social workers.

EXCLUDED: Superintendent, principals, secretaries, custodians, cooks, bus drivers, teacher's aides, and all others not included above.

Definitions of Terms - When used in this Agreement the following terms shall mean:

1. Employer - The term "Employer" shall mean the Clayton Ridge Community School District or any of its duly authorized representatives.
2. Association - The term "Association" shall mean the Clayton Ridge Education Association or any of its duly authorized representatives.
3. Employee - The term "Employee" shall mean professional Employees as specifically stated in the Public Employment Relations Board's unit determination dated at Des Moines September Eleventh (11), 1975.
4. Board – The term "Board" shall mean the Board of Directors of the Clayton Ridge Community School District or any of its duly authorized representatives.
5. District – The term "District" shall mean Clayton Ridge Community School District or any of its duly authorized representatives.
6. Day – The term "Day" shall mean school day.

ARTICLE III

GRIEVANCE PROCEDURES

Section 1

A grievance shall mean only that there has been an alleged violation, misinterpretation, or misapplication of any of the specific provisions of this Agreement. The term "grievant" shall mean the Employee making the claim, or when applicable, the Association, making a claim on behalf of one or more Employees.

An Employee shall be free to resolve complaints with the Employer without Association representation, however, at no time will an Employee be denied Association representation if requested by the grievant.

Section 2

Every Employee covered by this Agreement shall have the right to present grievances in accordance with these procedures. However, when two or more Employees covered by this agreement have individual grievances arising from the same occurrence the Association, instead of the Employees, shall have the right to present the grievance in accordance with these procedures.

The failure of any Employee or the Association to initiate a grievance or appeal it to the next level within the prescribed time limits shall act as a bar to any further appeal, and if an administrator fails to give a decision within the time limit the grievant shall proceed to the next step. All time limits consist of school days (defined as consecutive contract days of employment) unless a grievance is submitted less than ten (10) days before the close of the current school term in which case it will be processed within a maximum of thirty (30) days. The time limits, however, may be extended by mutual agreement.

Any investigation or other work on the grievance shall be done without any interruption of the grievant's instructional or work-related duties.

Section 3

An attempt shall be made to resolve any grievance in informal discussions between the grievant and his or her immediate supervisor.

If the grievance cannot be resolved informally, the grievant shall file a grievance (defined as Step 1) in writing on "Grievance Report Form A" (attached in appendix) and, at a mutually agreeable time, discuss the matter with the grievant's supervisor. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of this agreement in contention, and shall state the remedy requested. The filing of this formal written grievance at Step 1 must be within fifteen (15) days from the date of the event.

The supervisor or their designee shall make a decision on the grievance and communicate it in writing to the Employee and the superintendent within six (6) days after receipt of the grievance. The Employee shall acknowledge receipt of this written decision by signing the Grievance Form, but this signature does not mean that the Employee agrees with the decision.

Section 4

If the grievance has not been satisfactorily resolved at Step 1, the grievant shall proceed to Step 2 within five (5) days of the Employee's receipt of the Step 1 written decision. Within six (6) days of receipt of the Employee's Step 2 grievance form, the Employee and the superintendent or designee shall meet to attempt to resolve the grievance. If this meeting does not satisfactorily resolve the grievance, the superintendent or designee shall communicate their decision in writing to the Employee and his immediate supervisor within ten (10) days.

Section 5

If the grievance is not resolved at Step 2, the grievance may proceed to Step 3, binding arbitration. Within thirty (30) days of receipt of the Step 2 decision, the Association will submit, on behalf of the grievant, a written request to the superintendent and Board to enter into arbitration. The arbitration proceedings shall be conducted by an arbitrator, which will be selected by the two parties within seven (7) days after said request is made.

If the two parties fail to reach agreement on an arbitrator within seven (7) days, PERB will be requested to provide a panel of seven (7) arbitrators. Each of the two parties, beginning with the District, 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 both parties. The arbitrator's fees and expenses shall be borne equally by the Employer and the Association. Any other costs or expenses shall be borne by the party incurring them.

Questions of arbitration eligibility shall be heard by the arbitrator at the same meeting where the merits of the grievance are presented, however this shall in no way be construed as preventing either party from challenging the appropriateness of the grieved subject throughout the grievance procedure.

The arbitrator, in their opinion, shall not amend, modify, nullify, ignore, or add to the provision of the agreement. Their authority shall be strictly limited to deciding only the issue or issues presented to them in writing by the Employer and the Association and the decision must be based solely on their interpretation of the meaning or application of the expressed relevant language of this agreement.

Section 6

If the Association or any Employee files any formal written claim or complaint in any form other than under the grievance procedures of this agreement, then the Employer shall not be required to process the same claim or set of facts through the grievance procedure.

ARTICLE IV

PAYROLL DEDUCTION - ANNUITIES

Upon appropriate written authorization from the Employee, the Board shall deduct from the salary of any Employee and make appropriate remittance for annuities.

ARTICLE V**WAGES AND CONTRACT YEAR****SALARY SCHEDULE
INCLUDES TEACHER SALARY SUPPLEMENT**

Yrs Exp	Index Figure	Nurse Index Figure	Nurse Salary Base 36,454	B.A. Degree 1.00	B.A. Plus 10 1.06	B.A. Plus 20 1.12	M.A. Degree 1.18	M.A. Plus 10 1.24
0	1.00	.95	34,631	39,939	42,335	44,732	47,128	49,524
1	1.04	.99	36,089	41,537	43,933	46,329	48,726	51,122
2	1.08	1.03	37,548	43,134	45,530	47,927	50,323	52,719
3	1.12	1.07	39,006	44,732	47,128	49,524	51,921	54,317
4	1.16	1.11	40,464	46,329	48,726	51,122	53,518	55,915
5	1.20	1.15	41,922	47,927	50,323	52,719	55,116	57,512
6	1.24	1.19	43,380	49,524	51,921	54,317	56,713	59,110
7	1.28	1.23	44,838	51,122	53,518	55,915	58,311	60,707
8	1.32	1.27	46,297	52,719	55,116	57,512	59,909	62,305
9	1.36	1.31	47,755	54,317	56,713	59,110	61,506	63,902
10	1.40	1.35	49,213	55,915	58,311	60,707	63,104	65,500
11	1.44	1.39	50,671	57,512	59,909	62,305	64,701	67,098
12	1.48	1.43	52,129	59,110	61,506	63,902	66,299	68,695
13	1.52				63,104	65,500	67,896	70,293
14	1.56					67,098	69,494	71,890
15	1.60					68,695	71,091	73,488
16	1.64					70,293	72,689	75,085
17	1.68						74,287	76,683
18	1.72						75,884	78,280

- A. Contract Year: Work year for contracted certified Employees will be 186 days.
- B. Wage and Contract Year: Any Employee who works beyond 186 school days will be paid at a per diem rate of the contracted salary. Hourly per diem rates shall be based on an 8 hour work day.
- C. Each Employee shall automatically advance one step down on the salary schedule at the end of each contract year until the maximum is reached.
- D. Method of Payment
1. Pay Periods.
Employees shall receive payroll payments as direct deposits.
Each Employee shall be paid in twenty-four (24) equal installments on the fifth (5th) and twentieth (20) of each month. Employees shall receive their direct deposit stubs via email.
 2. Exceptions.
When a pay date falls on or during a bank holiday or weekend Employees shall receive their pay on the previous day.
 3. Final Pay of Final Year.
Each Employee shall have the option of receiving the remainder of his/her earned, contracted salary on or before June 30.

E. Professional Development and Educational Improvement.

1. Application.

An Employee who plans to enroll in a course or in a graduate program, and wishes this work to apply toward advancing educational lanes on the salary schedule shall follow these guidelines. An Employee shall meet with his/her principal and the superintendent to discuss his/her plan for advancement prior to the Board approving graduate hours.

- a. Courses must be completed at a college or university offering an accredited graduate program.
- b. Additional hours beyond a baccalaureate degree level must be in the Teacher's respective teaching field and be toward an advanced degree. The college or university course of study (credit hour requirements) shall be provided by the applicant to validate qualifying credit hours earned.
Credit hours toward the MA+10 lane must be earned after the Masters degree is attained.
- c. Masters degrees and any graduate hours in any phase of Educational Administration for certification as a Principal or Superintendent will not be allowed as the equivalent of an advanced degree or graduate hours for advancement on the salary schedule.
- d. The Board recognizes that in certain circumstances graduate hours may be beneficial to the Teacher, the District, and the educational process although not directly applicable to an advanced degree in that Teacher's respective teaching field. Therefore, the Board may make exceptions to the general rule that graduate hours must be toward an advanced degree in the Teacher's respective teaching field. Employees requesting an exception shall do so in writing prior to enrolling in the course.
- e. Present Teachers in the District now holding masters degrees or higher, as well as any additional hours beyond a baccalaureate degree, previously approved by the Board of Directors not in their respective teaching fields, will remain in their present salary lane for the term of this contract.
- f. If a salary schedule lane advancement is to be added to next year's contract the Teacher must submit it to the Board for approval on or before March 1.

2. Remuneration.

- a. Upon successful completion of an approved course or seminar, the Employee shall notify the superintendent, or designee.
- b. Evidence of completion shall be a transcript of the additional credit hours.
- c. To receive salary schedule lane advances, the Teacher must notify the Business Manager on or before August 31.

- F. Supplemental Pay (Schedule A). All percentages are calculated on the supplemental pay schedule attached to Schedule A. Individuals will advance up to Step 10 based on the number of years of experience she/he has in the same coaching or advisor position.

Anyone changing positions within the same sport will carry forward the years of experience from their previous position (e.g. Assistant Varsity Basketball to Varsity Basketball).

- G. In the event of a reduction in the Teacher Salary Supplement per pupil amount, the Association and the District shall negotiate (per Section 20.9) a re-calculation of the distribution of the TSS funds.

- H. Nurses with a four-year college degree (BSN or equivalent) are eligible for B.A Degree lane of salary schedule.

- I. Social workers meeting State of Iowa education requirements of holding an M.A. degree will be added to the M.A lane of salary schedule.

SCHEDULE A – SUPPLEMENTAL PAY

<u>Music/Drama</u>			<u>Other</u>	
Instrumental Music	Grades 5-12	17.5%	Middle School Student Council	2.5%
			High School Student Senate	5.0%
			Cheerleading (per season)	5.0%
Vocal Music	Grades 5-12	12.0%	FBLA	7.0%
			National Honor Society	2.0%
Musical	High School	7.0%	FCCLA	7.0%
	Middle School	4.0%	FFA	7.0%
			Skills USA Iowa	7.0%
Plays	High School	5.0%	Prom Coordinator	3.0%
	Middle School	4.0%	Scorekeepers	\$30 per night*
Speech	High School	4.5%	Timekeepers	\$30 per night*
			Football Announcers	\$30 per night
<u>Drill Team</u>			Ticket Takers and Sellers	\$30 per night*
Head Coach		10.0%	Varsity Football Spotter	\$30 per night
Assistant		1.5%		
<u>Cross Country**</u>			<u>Golf</u>	
<u>Basketball, Football, Volleyball, Wrestling, Track</u>			Varsity Boys	7.75%
Varsity		13.5%	Varsity Girls	7.75%
Assistant Varsity		9.5%		
Junior High		6.0%		
Assistant Junior High		6.0%	Newsletter	6%
<u>Baseball, Softball, Soccer</u>			<u>Annual</u>	
Varsity		13.5%	One Employee, no assistant	9.5%
Assistant Varsity		9.5%	Head	5.25%
			Assistant	4.25%
Strength & Conditioning Coach		13.5%	<u>Athletic Director</u>	
			High School	15.0%
			Middle School	10.0%

Supplemental Pay Schedule

Step	Index	Salary
0	1.00	30,060
1	1.04	31,262
2	1.08	32,465
3	1.12	33,667
4	1.16	34,870
5	1.20	36,072
6	1.24	37,274
7	1.28	38,477
8	1.32	39,679
9	1.36	40,882
10	1.40	42,084

All extra-curricular supplemental pay positions will be at the discretion of the Board of Education.

Junior High coaches coaching both 7th and 8th grade shall received 2x their issued coaching contract salary.

*Scorekeepers, Timekeepers, and Ticket Takers and Sellers shall receive \$60 per quad/tournament.

**Cross Country position(s) shall be Girls and Boys combination.

ARTICLE VI

HOLIDAYS AND VACATIONS

A. Holidays

The following will be considered holidays:

Labor Day, Thanksgiving Day, President's Day, Good Friday, Christmas, and Memorial Day.

All holidays shall not be construed to be days above and beyond the contract. There shall be no compensation granted for the holidays observed.

B. Vacation Periods.

The following will be considered minimum vacation periods, unless mutually agreed upon:

Monday following Easter, Friday following Thanksgiving, Christmas break shall include December 23 through January 2.

The school calendar approved by the Board shall include all vacation periods. All vacations shall not be construed to be days above and beyond the contract. There shall be no compensation granted for the vacation days observed.

ARTICLE VII

LEAVES

Employee shall notify the Superintendent, or designee, as soon as possible of any absence due to an emergency. This shall apply to all leaves.

Allowance for one-quarter leave day shall be at the discretion of the Superintendent or designee. Employees shall make every effort to minimize time away from work.

A. Sick Leave

Employees shall be eligible for sick leave with full salary for personal illness or injury not covered by workmen's compensation as follows:

Part-time Employees shall receive sick leave days on a pro-rated percentage of full-time equivalency of employment.

Full Time

First year of employment	18 days
Second year of employment	19 days
Third year of employment	20 days
Fourth year of employment and subsequent years	21 days

The preceding shall apply only to consecutive years of employment and unused portions shall be cumulative to a maximum of one hundred twenty (120) days.

The Employer or an authorized representative, the Superintendent or a Principal, may require reasonable evidence as may be desired for confirming the necessity of sick leave, such as a medical certificate or Employee's written statement. The Employer shall determine any disputed sick leave, and no salary shall be allowed for sick leave until the Employee has provided evidence.

In the event that the Employer believes that an Employee is abusing his/her sick leave privileges, the Employee may be required to furnish medical certificates or a written statement, which shall set forth the reasons for sick leave. The Employer shall have the right to choose between a certificate and a written statement. Should an Employee obtain a false medical certificate, furnish a false written statement, or fail or refuse to furnish the Employer with a medical certificate or a written statement, then such Employee may be disciplined appropriately, including a dismissal.

Sick leave will be granted for medical and dental appointments, only if the appointment is for the treatment of the Employee's illness or injury. Sick leave shall not be granted for routine medical and dental exams.

Five (5) sick leave days will be granted yearly from accumulated sick leave for illness of an immediate family member (spouse, child, or parent). Unused portions shall accumulate to a maximum of 10 days.

Adoption Leave: An Employee may use 15 days of sick leave for an adoption.

B. Personal Leaves

A leave of absence of four (4) days per year shall be granted for personal leave. Personal leave days shall be cumulative to a maximum of six (6) days. Notification for personal leave shall be made at least twenty-four (24) hours before taking such leave. If personal leave is taken without prior notice because of an emergency, Employees must submit a written notification of such leave in order to receive any salary for those days for which they were absent. Only two members of the faculty may be gone at one time per campus, and shall not be taken the day after holidays or prior to holidays unless approved by the Superintendent.

The district shall reimburse each employee \$160.00 for each unused personal leave day (partial days shall be pro-rated).

C. Professional Leave

Professional leaves may be granted as approved by the Superintendent and the Board.

The District shall pay travel, meals, and registration fees if an Employee is representing the school, supervising students, or attending at the request of the Superintendent.

D. Bereavement Leave

A leave of ten (10) days shall be granted at any one time in the event of the death of an Employee's spouse or child.

A leave of five (5) days shall be granted at any one time in the event of the death of an Employee's parent.

A leave of four (4) days shall be granted at any one time in the event of the death of an Employee's brother, sister, grandparent, grandchild, father-in-law, or mother-in-law.

A leave of two (2) days shall be granted at any one time in the event of the death of an Employee's son-in-law, daughter-in-law, brother-in-law, or sister-in-law.

A maximum leave of two (2) days only per year shall be granted in the event of the death of other relatives or non-relatives.

E. Discretionary Leave

Leaves of absence with full salary may be granted at the discretion of the superintendent, or designee, for any emergency, such as serious illness or injury of an Employee's relative. Maximum leave will be five (5) days per year.

Leaves of absence with half salary may be granted at the discretion of the superintendent for an emergency which would also be covered by FMLA. Maximum leave will be ten (10) days per year.

F. Jury and Legal Leaves

An Employee called for jury duty during school hours or who is subpoenaed to appear in any judicial or administrative proceeding shall be provided such time for such appearances without salary loss.

Any fees or remuneration, excepting reimbursement for expenses, the Employee receives during such leave, shall be turned over to the Board.

Paid jury and legal leave will not be approved for Employees who initiate the action.

G. Such leaves as described in Section 3-8 are non-accumulative.

H. Extended Leave

An Employee who exhausts his or her accumulated sick leave as described in paragraph 1 of this article due to continued personal illness or injury shall continue his or her status as an Employee subject to the following:

1. An extended leave to a maximum of 5 months shall be applicable during which time the District shall continue medical and dental insurance, but no other benefits not otherwise required by this contract.
2. Upon the death of an Employee the obligation of the District to continue medical coverage shall cease.
3. An Employee may not take another extended leave until one year has elapsed from the end of a prior extended leave.

I. Family and Medical Leave

Family and medical leaves shall be pursuant to the law.

ARTICLE VIII

HOURS

A. Employee Work Day

1. Hours and Work Day

Teachers shall report for seven and three quarters (7.75) consecutive hours of duty per work day, not including extracurricular, support, or other contractual obligations. The work day shall be scheduled by the building principal and superintendent for all staff within the building. Scheduled starting and ending times shall be the same for all staff within the building, except for extenuating circumstances. The Teachers' work day shall be scheduled for specific hours by the administration to meet the District's instructional needs. A principal may release a teacher five minutes after students are released for good reason.

Teachers shall report for duty fifteen minutes prior to the start of classes on days delayed due to inclement weather.

Teachers may leave immediately after school buses depart on: Fridays, days before holidays or vacations, days students are dismissed early for inclement weather or for other circumstances.

Teachers may be required to remain on duty to participate in activities set forth in paragraph 3 (below), in emergencies, or when their students remain unsupervised in the building after dismissal.

2. Field Trips

Field Trips are to be considered an extension of the regular day on which they are scheduled provided they occur during the Teacher's workday. Any time beyond the workday shall be without remuneration.

3. Meetings

a. Faculty - The administration may call no more than of four (4) faculty meetings per month provided such meetings are directly related to the educational program and such meetings will be limited to no longer than one (1) hour in length.

b. Open House - On days when an open house is scheduled and Teachers are required to be present, Teachers will be dismissed 5 minutes after students are dismissed.

c. Parent Conferences and Staffings - Parent conferences and staffings will be considered an extension of the regular day and shall be without extra pay.

d. Supervisory Function Outside the School Day - Each Teacher upon request from his/her principal will assist with supervisory duties at three (3) of the following events - music programs, plays, exhibits, science fairs, unpaid athletic events - during each school year without compensation.

e. Class Sponsorships - Teachers in the high school will be assigned a class to sponsor and remain class sponsors for that group through graduation. They will supervise class-sponsored activities, excluding senior class trips, without additional compensation. Adjustments may be made when deemed necessary.

f. Association meetings may be held five (5) minutes after students are dismissed(or following PLC meetings if on a Wednesday).

B. Preparation Time

1. All Employees teaching classes sixth through twelfth grade shall have one preparation period per student day, except on days shortened for in-service, inclement weather, or unusual circumstances.
2. All Employees teaching classes Prekindergarten through fifth grade shall have at least 160 minutes of preparation time per week, within the student day.
3. The building principal shall consult with Employees when scheduling recess duties. When they are not on recess duty they may use that time period for classroom preparation.
4. An amount of \$20 per class period shall be paid the Employee for assuming another Employee's duties in the event a substitute is not available. (This applies to Prep Time only. While the District will make every effort to employ substitutes, employees without classroom assignments may be re-assigned during non-prep periods at no additional pay.)

C. Extra Class Assignment

One fourteenth (1/14) of the contract salary per semester will be paid for each extra class assignment at the secondary level.

D. Additional Programming

Upon mutual agreement between the Employee and the District, the administration may adjust workday hours and schedules to allow for employees to report for duty outside of the regular work day hours. There shall be no additional compensation for additional programs when work days can be adjusted.

Scheduled work days shall not exceed a seven and three-quarters (7.75) hour day, and shall be consecutive periods, except for reasons set forth in Item A, paragraphs 2 and 3 (above.)

ARTICLE IX

SAFETY PROVISIONS

A. Employee Equipment

Each Employee shall be provided a desk, chair, and a storage area. Lockable storage facilities shall be provided whenever possible.

B. Protective Devices

Those Employees, who as a part of their assigned duties must conduct or be present in shop, art, or laboratory classes, shall wear safety equipment provided by the Employer. The Employee shall wear such equipment in a proper manner.

C. Unsafe and Hazardous Conditions

Any known hazardous or unsafe conditions shall be brought to the attention of the administration.

D. Reporting Assaults

Employees shall immediately report cases of assault suffered by them in connection with their employment to their principal or their immediate supervisor and to the police. Such notification shall be immediately forwarded to the President of the Association and to the Superintendent. The Superintendent may act as a liaison between the Employee, the police and the courts.

E. Mutual Assurance of Public Support

Employer and Employee agree that the operation of an effective educational system requires the mutual assurance of public support for the actions of the other. Provided, however, both Employer and Employee agree that each are not bound to give support to the other when, in the determination of either the Employer or Employee, the other party appears to have engaged in an illegal or unwarranted tortuous act or acts.

ARTICLE X

SENIORITY PROVISIONS

Seniority is defined as continuous years of experience, beginning with the date the signed contract is received by the District, at Clayton Ridge Community School District including those continuous years of experience for either the Garnavillo or Guttenberg Districts immediately preceding the merger on July 1, 2005.

Seniority shall be applied within each of the following categories:

<u>PK-8</u>	<u>7-12</u>	Art	Business Ed	Instrumental Music
	English/Lang Arts		Foreign Lang	Family & Cons Science
	Guidance	Industrial Tech	Library/media	Math
	Nurse	PE	Science	Social Studies
	Special Ed	Vocal Music	Voc Agriculture	

Seniority List. On or before October 15 of each year, the Business Manager shall email each employee a list showing each Employee's District seniority. The date of the list shall be indicated thereon. The seniority list shall include the person's name and the endorsements of each Employee. Employees shall notify the Superintendent or Business Manager of any corrections to the list on or before November 1.

ARTICLE XI

DUTIES DURING LUNCH PERIOD

Employer and Association agree that all Employees, except the school nurse, shall maintain lunchroom supervision of students. The appropriate principal shall complete schedules. Scheduling shall be determined at the beginning of each semester. Scheduling shall also provide for rotation of duties and time periods with each available Teacher. Available Teachers and Social Workers will assume responsibilities equally.

When a Teacher or Social Worker is assigned to lunchroom supervision, schedules shall be arranged to allow each Teacher time to have a meal.

ARTICLE XII

COMPLIANCE CLAUSES AND DURATION

1. Reparability.

If any provisions 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 provision or application shall not be deemed valid and subsisting. All other provisions or applications shall continue in full force and effect.

2. Printing Agreement.

Copies of the Agreement shall be emailed as a PDF file to all employees within five days after the Agreement is signed. The Agreement shall be presented to all Employees now employed or hereafter employed by the Board. An employee may request a printed copy at no cost to the employee or the Clayton Ridge Education Association.

3. Notices.

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

a. If by Association, to Board President at 131 South River Park Drive, Guttenberg, Iowa 52052.

b. If by Board, to Association President at 131 South River Park Drive, Guttenberg, Iowa 52052, or to an address supplied by the Association President.

4. Duration Period.

This Agreement shall be effective as of July 1, 2026 and shall continue in effect until June 30, 2028. All contractual language shall be opened annually throughout the contract period.

5. Signature Clause.

In Witness Whereof, the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective chief negotiators, and their signatures placed thereon.

CLAYTON RIDGE EDUCATION ASSOCIATION

CLAYTON RIDGE COMMUNITY
SCHOOL DISTRICT

By

Nicole DeGidio, President

Date

4/17/26

By

Jessica Bittner, President

Date

4/15/26

By

Louis Cook, Chief Negotiator

Date

4/16/26

By

Logan Taylor, Chief Negotiator

Date

4/15/2026

GRIEVANCE REPORT FORM A

Step 1

Grievant _____

Date filed _____

Date alleged grievance occurred _____

Section (s) of Agreement alleged to have been violated, misinterpreted or misapplied

Nature of the Grievance _____

Relief Sought _____

Signature of Grievant

Distribution: CREA President _____ Grievant _____ Supervisor _____ Superintendent _____

Disposition by immediate Supervisor _____

Date _____

Signature of immediate supervisor

Date _____

Signature of grievant

Step 2

I request that this grievance be submitted to the superintendent or his designee as per section 4 of the grievance procedure.

Date _____

Signature of Grievant

Disposition by the superintendent _____

Date _____

Signature of Superintendent

Step 3

As president of the Clayton Ridge Education Association, I request that this grievance be submitted for arbitration as per Section 5 of the grievance procedure.

Date _____

Signature of CREA President

Date _____

Signature of Grievant

I acknowledge receipt of this request and will proceed as per Section 5 of the grievance procedure.

Date _____

Signature of Superintendent or Designee

MEMORANDUM OF UNDERSTANDING BETWEEN THE CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT AND THE CLAYTON RIDGE EDUCATION ASSOCIATION

The Clayton Ridge Community School District and the Clayton Ridge Education Association agree to the following modifications to the language of the parties' 2026-27 agreement:

ARTICLE V WAGES AND CONTRACT YEAR

A. Contract Year: Work year for contracted certified Employees will be ~~186~~ **171** days.

B. Wage and Contract Year: Any Employee who works beyond ~~186~~ **171** school days will be paid at a per diem rate of the contracted salary. Hourly per diem rates shall be based on an ~~8~~ **8.25** hour work day.

ARTICLE VIII HOURS

A. Employee Work Day

Teachers shall report for ~~seven and three quarters (7.75)~~ **eight and one quarter (8.25)** consecutive hours of duty per work day, not including extracurricular, support, or other contractual obligations.

D. Additional Programming

Scheduled work days shall not exceed a ~~seven and three quarters (7.75)~~ **eight and one quarter (8.25)** hour day, and shall be consecutive periods, except for reasons set forth in Item A, paragraphs 2 and 3 (above.)

This Memorandum of Agreement shall be in effect starting July 1, 2026, and shall remain in effect until June 30, 2027.

For CREA


Date

For District


Date