MASTER AGREEMENT

MORMON TRAIL EDUCATION ASSOCIATION

AND

MORMON TRAIL COMMUNITY SCHOOL

DISTRICT BOARD OF DIRECTORS

2016-2017

and

2017-2018

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ARTICLE 1

RECOGNITION AND DEFINITIONS

A. Recognition

The Board of Directors of the Mormon Trail Community School District hereby recognizes the Mormon Trail Education Association as the certified exclusive and sole bargaining representative for all personnel as set forth in the PERB certification instrument (Case No. 277) issued by the PERB on the 25th day of September, 1975.

The Unit described in the above certification is as follows:

INCLUDED: Full and part-time professional staff including, but not limited to, classroom teachers, guidance counselors, librarians, school nurses, coaches and music teachers.

EXCLUDED: Administrators, supervisors, and confidential secretaries and all others excluded by Section 4 of the Act.

B. Definitions

The term "Board", as used in this Agreement, shall mean the Board of Directors of the Mormon Trail Community School District or its duly authorized representatives.

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

The term "Association", as used in the Agreement, shall mean the Mormon Trail Education Association or its duly authorized representative or agent.

The term "District", as used in the Agreement, shall mean the Mormon Trail Community School District or its duly authorized representatives.

ARTICLE II

ASSOCIATION RIGHTS

A. Use of Facilities

The association and its members shall have the right to make use of school buildings and facilities at all reasonable hours for meetings and use of equipment, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies used. The building principal shall be notified in advance of the time and place of all meetings.

B. Communications

The association shall have the right to post notices of activities and matters of association concern on employee bulletin boards in employees' designated work areas in each attendance center. The association may use the employees' mailboxes for communication to employees.

C. Access to Members

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official association business on school property provided it does not interfere with or interrupt normal school operations.

ARTICLE III
DUES DEDUCTION

A. Authorization

The Association shall distribute to its members a dues authorization form, in the form set forth in Schedule C, advising the members that the dues deduction is voluntary on the member's part and that the member also may terminate the dues deduction at any time by giving thirty (30) days written notice to the District and to the Association.

B. Dues

Deductions shall only include the regular periodic amounts required to maintain the employee as a member of the Association in good standing, and shall not include initiation fees, special assessments, back dues, fines, or similar items.

C. Regular Deductions

Pursuant to a deduction authorization, the District shall deduct one-tenth (1/10) of the total regular dues from the salary check of the employee each month for ten (10) consecutive months, beginning in September and ending in June of each year.

D. Prorated Deduction

Employees who begin dues deduction after September shall have the total dues prorated on the basis of the remaining months of employment through June.

E. Duration

Dues authorization shall continue in effect from year to year unless revoked in writing by a thirty (30) day notice to the District and to the Association.

F. Transmission

The District shall transmit to the Association the total monthly deductions for dues within ten (10) school days following each regular period with a list of the employees for whom deduction was made.

G. Hold Harmless

The Association agrees to indemnify and hold harmless the District, the Board, and the District's representatives from any and all claims, costs, suits, or other form of liability that might arise out of the District's agreeing to make deductions for Association Dues.

ARTICLE IV
GRIEVANCE PROCEDURES

A. Definitions

1. A "grievant" shall mean an employee or group of employees or the Association filing a grievance.

2. A "grievance: shall mean a claim by a grievant that a dispute or disagreement of any kind exist involving interpretation or application of the terms of this agreement.

3. "Days" shall mean employee work days, except as otherwise indicated. Failure of the appropriate administrator or administrative body to render a decision within the specified time limits shall permit the grievant to proceed to the next step.

B. Rights to Representation

If, in the judgment of the Association, a grievance exists, the association may process such a grievance through all levels of the procedure, even though there is no individual aggrieved person who wishes to do so. Class grievances involving more than one supervisor and grievances involving an administrator above the building level may be filed by the Association at Step 2.

C. Individual Rights

A grievant may be represented at all pre-arbitration stages of the grievance procedure by himself/herself, or, at the grievant's option, by an Association representative selected by the Association. If an aggrieved party is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

D. Procedure

Step 1. The parties acknowledge that it is usually most desirable for an employee and the immediately involved supervisor to resolve problems through free and informal communications. Within a period of twenty (20) days following the knowledge of the act or condition which is the basis of the complaint, the grievant shall present the grievance in writing to the immediately involved supervisor, who will arrange for a meeting to take place within seven (7) days after receipt of the grievance. The grievant and the Association and the supervisor shall be present for the meeting. The supervisor shall provide the grievant and the Association with a written answer to the grievance within seven (7) days after the meeting. Such answer shall include the reasons upon which the decision was based.

Step 2. If the grievant is not satisfied with the disposition of the grievance at Step 1, or if no decision has been rendered within the time line after presentation of the grievance, then the grievance may be referred to the superintendent or the superintendent's official designee. The superintendent shall arrange for a meeting with the grievant and the Association to take place within seven (7) days of the receipt of the appeal. The grievant shall have the right to include in the representation such representatives as they deem necessary to develop facts pertinent to the grievance. Upon conclusion of the meeting, the superintendent will have seven (7) days to provide a written decision, together with the reasons for the decision, to the Association and to the grievant.

Step 3. Binding Arbitration

a. If the grievant is not satisfied with the disposition of the grievance at Step 2, or if no decision has been rendered within the time line, the Association may, by written notice to the superintendent with fifteen (15) days after the superintendent's decision, submit the grievance to binding arbitration.
b. Within ten (10) days after such written notice of submission to arbitration, the Superintendent and Association may attempt to agree upon a mutually acceptable arbitrator and to obtain a commitment from such arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the 10 day period, a request for a list of five (5) arbitrators shall be made to the Iowa Public Employment Relations Board (PERB). When this list is received, a flip of a coin will determine which party will strike the first name from the list, and then the other party will strike a name. The process will be repeated and the remaining person will be the arbitrator. The parties will then notify the Public Employment Relations Board as to the name of the arbitrator selected.
c. The arbitrator selected will confer with the representatives of the District and the Association and hold hearing promptly and will issue a decision not later than thirty (30) days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date the final statements and proofs are submitted. The arbitrator's decision will be in writing and will set forth findings of fact, reasoning and conclusions of the issues submitted. The arbitrator will be without power or authority to make any decisions which are in violation of the terms of this Agreement. The decision of the arbitrator will be submitted to the District and the Association and will be final and binding upon the parties.
d. The cost for the services of the arbitrator will be submitted to the District and the Association and will be final and binding upon the parties.

E. Personnel Files

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

F. No Interference

Any investigation, handling or processing of any grievance or potential grievance shall be conducted so as to result in no interference with or interruption of the instructional program and related work activities of the instructional staff.

ARTICLE V
HOURS OF WORK

1. Work Day

   The normal work day for all full-time employees shall be from 8:00 AM to 3:45 PM per contract day.

2. Instructional Preparation Time

   7-12 full-time employees shall have one block period (minimum of 84 minutes) every other day or one half block period (minimum of 42 minutes) every day of preparation time. Elementary full-time employees shall have equivalent preparation time (minimum of 84 minutes) over a two-day period. Their preparation time shall not be in less than fifteen minute time periods.

3. Lunch and Lunch Supervision

   Except in cases of emergency, employees shall have a daily, duty free lunch break of Twenty (20) minutes,

ARTICLE VI
EMPLOYEE WORK YEAR

The regular school year shall consist of one hundred ninety days as follows:

1. A minimum of 1080 student teaching hours
2. Five (5) paid holidays

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

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

3. Six (6) In-Service or non student contact work days.

ARTICLE VII
SICK LEAVE OF ABSENCE

Employees shall be granted paid sick leave for personal illness or injury in the following amounts:

1st year of employment	10 Days
2nd year of employment	11 Days
3rd year of employment	12 Days
4th year of employment	13 Days
5th year of employment	14 Days
6th and subsequent years of employment	15 Days

Sick leave days may be accumulated to a maximum of one hundred eighty (180) days (including the current year's allotment). On illness or injuries requiring three (3) or more consecutive days of absence from work, a doctor's verification needs to be turned into the superintendent's office upon the employee's return to work. The above amounts shall apply only to consecutive years of employment in the District.

An employee who is unable to work because of personal illness or injury and who has exhausted all paid sick leave available shall be granted a leave of absence without pay for the balance of the school year in which accumulated sick leave is exhausted. The employee may continue insurance benefits at his or her own expense during the period of unpaid leave.

ARTICLE VIII
LEAVES OF ABSENCE

A. Personal Leave

Employees shall be granted up to two (2) days of paid personal leave each year for personal business. This leave shall not be taken during the last five days of school except in the case of emergency and at the discretion of the building principal. This leave shall not accumulate. Employees not using personal leave will receive $25 for each day of unused personal leave, at the conclusion of the work year.

B. Family Leave

Employees shall be granted up to (10) days (1st 5 days granted by school district and second 5 days paid from employees accrued sick leave for a total of 10 days), of paid family leave each year, as approved by the building principal, for birth of a child, illness or injury of spouse, child, mother, father, brother, sister, grandparent, grandchild, parent-in-law, brother-in-law, sister-in-law, daughter-in-law or grandparent-in-law. Also an employee may use these days in case of a natural disaster, as long as the building principal approves it. Family leave granted by the district shall not accumulate from year to year.

C. Bereavement Leave

Employees shall be granted up to (5) days of paid leave in the event of the death of an employee's spouse, child, step-child, mother, father, brother, sister, or grandparent. Employees shall be allowed up to three (3) days paid leave for the death of a parent-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law or grandparent-in-law. One day of paid leave shall be granted in the event of the death of other relatives and/or friends. This provision may be used three times.

D. Professional Leave

Employees shall be granted two(2) days of paid leave each year for additional professional learning to engage in visitation to view other instructional techniques or programs, to attend conferences, workshops or seminars conducted by colleges, universities, or other educational institutions occurring outside the school district or if elected an officer of their professional organizations. Additional days may be approved by the building principal/superintendent. Professional leave must be approved in advance by the building principal and shall not accumulate.

E. Jury Duty

An employee who is called for jury duty during school hours shall be permitted to be absent from duties without loss of pay. Pay received for jury duties shall be turned over to the District.

F. Other Leave

Absence without pay may be authorized by the superintendent.

G. Outside Teaching

A one year leave of absence without pay may be granted to an employee who joins VISTA, or the National Teachers Corps or who serves as a teacher in any domestic or overseas program or institution. Upon return from such leave, the employee shall be placed at the same position on the salary schedule and maintain the same fringe benefits as he/she would have accrued has such leave not been taken.

H. Education Improvement

A one year leave of absence without pay shall be granted to an employee for the purpose of engaging in study at an accredited college or university. Upon return from such leave, the employee shall be placed at the same position on the salary schedule and maintain the same fringe benefits as he/she would have accrued had such leave not been taken.

ARTICLE IX
ASSOCIATION LEAVE OF ABSENCE

The board shall grant the Mormon Trail Education Association three (3) days of paid leave for the purpose of transacting Association business by its officers and/or representatives. The Association will be required to give three (3) days advance notice of use of this leave to the superintendent and the building principal

ARTICLE X
EVALUATION PROCEDURES

A. Evaluation Procedures:

1. The building principal or a designated representative of the employer shall acquaint each employee with the formal evaluation procedure. No formal evaluation shall take place until such orientation.
2. Each employee shall be formally observed by his/her employer for the purpose of evaluation at least two (2) times during his/her first semester of employment; at least one (1) time during the employee's second semester of employment; and at least once every year for the remaining period of probation. Each employee no longer on probation shall be observed by his/her employer at least once every three (3) years for the purpose of formal evaluation.
3. Observation of an employee shall be followed by a conference between the employee and the employer. The conference shall be held within ten (10) school days following the last classroom observation to be included in the evaluation.
4. Evaluation shall then be reduced to writing and a copy given to the employee within twenty (20) school days following the last classroom observation to be included in the evaluation.
5. Copy of the evaluation shall be signed by both parties and both parties shall retain a copy.
6. Employee signature does not necessarily mean agreement with the evaluation, but rather awareness of the contents.
7. If the employee feels his written evaluation is incomplete, inadequate or unjust he may, within ten (10) days of the conference, put his objection in writing and have it attached to the report and become an addendum to the evaluation form.
8. The written objection shall likewise be signed by both parties and both parties shall retain a copy.
9. Additional evaluation of employees may occur through informal observations by the employer. It may not be deemed necessary to reduce such evaluations to writing, and a verbal discussion between the employee and the employer, concerning the informal observance, may suffice. If a written evaluation is deemed necessary by the employer, procedures 3 and 4, as outlined above shall be followed.
10. Any complaints directed toward an employee which are placed in the personnel file are to be promptly called to the teacher's attention in writing. After five years, the teacher may request that the complaint be reviewed and a letter stating whether the complaint is still a concern or not be attached to the original document.

ARTICLE XI
TRANSFER PROCEDURES

A. Definition

The movement of an employee to a different grade level, subject area or building shall be considered a transfer.

B. Notification of Vacancies

When school is in session, a notice of an opening creating an opportunity to transfer shall be posted in all buildings at the time the District advertises for the position, or if the District is not advertising, at least five (5) days before the position is to be filled.

C. Voluntary Transfers

Any employee possessing the necessary qualifications may apply for consideration for any posted vacancy. Such applications must be in writing and delivered to the superintendent by the date specified on the posted notice. Applicants shall have at least five (5) days to apply after the notice is posted. An application must be made each time an opportunity is posted, and applications shall not carry over from one opportunity to transfer to another. All applications for transfer shall be considered along with application from non employees. The filling of the vacancy shall be based upon the needs of the District as determined by the Board, giving consideration to the certification, evaluations, and experience in the subject area and/or grade level, educational preparation and seniority of the applicants.

D. Involuntary Transfers

If the District deems it advisable to transfer an employee and such transfer is not desired by the employee, the administration will afford the employee the opportunity of a meeting to discuss the transfer in advance of its implementation. The involuntary transfer shall be based upon the needs of the District as determined by the Board, giving consideration to the certification, evaluations, and experience in the subject area and/or grade level, educational preparation and seniority of the person to be transferred. An employee being involuntarily transferred shall not be reduced in compensation.

ARTICLE XII
STAFF REDUCTION PROCEDURES

A. Layoffs

1. If a position is to be eliminated, the District shall give notification of layoff to the least senior employee in this position in the following categories: Grades K-6; Grades 7-12 within each subject area.
2. An employee who is notified of layoff will have the right to displace any less senior employee whose work he/she is certified to perform and who is in the same category, unless the notified employee has previously taught in the District in the other category. Written notice of intent to exercise this right must be given to the superintendent, with a copy to the association within three (3) school days after the employee gives such notification, the superintendent will notify the less senior employee that he/she is to be displaced.
3. An employee who is to be displaced pursuant to this Section will have the same displacement rights vis-à-vis less senior employees as an employee who is to be laid off pursuant to Paragraph 2 above.

B. Seniority

For the purpose of the Article, seniority will be computed from an employee's total years of teaching in the District. When seniority is equal between or among employees, ranking of these employees shall be determined by the evaluation by the Administration.

C. Recall

1. If there is a vacancy in a teaching position, laid off employees who are certified to perform the work in question will be recalled in the order of the person with the most seniority being recalled first.
2. If a laid-off employee has displaced another teacher or has been recalled to a position other than that held immediately prior to layoff, the employee will remain eligible for recall in accordance with the provision of Paragraph 1 of this Section.
3. An employee who is laid off will remain on the recall list for twelve months (12) after the effective date of layoff unless the employee waives recall rights in writing.

D. Benefits

All benefits to which an employee was entitled at the time of the layoff, including unused accumulated sick leave, will be restored to the employee upon return to active employment.

E. Compliance

Notwithstanding any other provision in the Agreement, no vacancy in a teaching position will be filled by the Board and no work previously performed by employees in a teaching position shall be performed by any other person, until the procedures set forth in this Article have been complied with.

ARTICLE XIII
INSURANCE

A. HEALTH AND MAJOR MEDICAL – DXL

The Board agrees to pay the full single premium for Wellmark Plan 125496-63 (health) and 211739-13 (drug) for all Eligible employees contracted for thirty (30) or more hours per week. The Board will pay one-half (1/2) of such premium for all eligible employees contracted twenty (20) hours or more per week but less than thirty (30) hours per week, with the balance to be deducted from the employee's pay check.

If an employee selects a Wellmark single plan 125367-66 (health), 211739-10 (drug) which is more expensive than the plan for which the Board pays the full premium, the employee will pay the difference between the two plans by monthly payroll deduction.

Employees who opted out of single insurance coverage during the 2002-2003 school year will continue to receive a taxable cash payment equal to 85% of the single premium each year that they continue to opt out of participation in the group medical plan. This amount shall be capped at 85% of the 2003-2004 single premium ($373.78 per month). All other eligible employees will be required to participate in the group medical plan unless otherwise insured.

B. Dental

The Board agrees to pay the full single premium for dental coverage for all eligible employees contracted for thirty (30) hours or more per week.

C. Life and AD & D

The Board agrees to pay the premium for all eligible employees contracted for thirty (30) or more hours per week for $10,000 group term life insurance with $10,000 coverage for accidental death and dismemberment insurance.

D. Long-term Disability

The Board will provide an income disability plan with benefits of up to 60% of the District's Base Salary subject to a 90 day waiting period and carrier designated exclusions and coverage interplays.

ARTICLE XIV
WAGES AND SALARIES

A. Schedule

The base salary (BA, Step 1) for the combined schedule will be $35,500. The generator base will be $31,471.

Eligible employees will be allowed to move horizontally and vertically on the salary schedule.

B. Placement on Salary Schedule

1. Education Lanes. Employees shall be placed on the education lane in accordance with their official transcripts on file with the District and in accordance with the following:

B.A. Lane	Bachelor's Degree
B.A. + 15 Lane	Bachelor's Degree plus a minimum of 15 approved hours earned after the Bachelor's Degree in the employee's teaching assignment
B.A. 30/M.A. Lane.	Bachelor's Degree plus a minimum of 30 approved hours earned after the Bachelor's Degree in the employee's teaching assignment
M.A. + 15 Lane	Master's Degree plus a minimum of 15 approved graduate level hours earned after the Master's Degree in the employee's teaching assignment

2. Experience Steps. Employees shall be placed on the experience step in accordance with their official records on file with the District. Employees shall be given credit for up to twelve (12) years (not retroactive_ of prior teaching experience in an accredited K-12 district and shall be given one (1) year credit for each year of teaching in the Mormon Trail Community School District. A year of teaching consists of at least ninety (90) consecutive teaching days in one school year.

C. Advancement on Salary Schedule

In order for an employee to advance from one educational lane to another, that employee shall file a letter of intent of additional educational credit with the Superintendent no later than the 31st of May, indicating lane advancement potential the following year. Employees covered by the regular salary schedule who move from one educational lane to a higher educational lane shall move to the corresponding step on the higher lane, if such step is available on the schedule. For an employee to advance from one educational lane to another, an official transcript of credits shall be presented as evidence that the necessary hours have been earned. Said transcripts, or reasonable evidence, are to be filed prior to the start of school or not

later than September 15. An official copy of the transcript must be filed by September 15. Contracts are not to be re-written after September 15 if the employee fails to file the transcript by September 15, unless both parties agree to the change. All course work to meet Lane advancement requirements must be completed prior to September 1st.

Teachers will receive the step and lane increases for the 2016-17 and the 2017-18 fiscal years per the current schedule. Teachers will receive $1175.00 per year for 2016-17 school year and 2017-18 school year from Teacher Supplemental Salary funds which includes FICA and IPERS. Teachers not employed as 1.0 FTE will receive an amount equal to their FTE X $1175.00 (including FICA/IPERS, for the 2016-17 school year. And November 20, 2017 and May 20, 2018 for the 2017-18 school year. This yearly payment from Teacher Supplemental Salary will end after the 2017-18 school year.

D. Methods of Pay

Each employee shall be paid in twelve (12) equal installments on the 20th of each month. Employees shall receive their checks at their regular building assignment unless otherwise designated by the employee.

When a pay date falls on or during a school holiday, vacation period, or weekend, employees shall receive their paychecks on the last previous work day.

Employees who are new in the teaching profession may, at their option, elect to receive up to fifty (50) percent of their first salary installment after the completion of the first ten (10) work days. Such request shall be given to the Board Secretary by the employee at the beginning of the school year. The balance of the first salary installment shall be paid on the regular pay period.

E. Summer Checks

Summer checks shall be mailed to the address designated by the employee.

F. Resignations

An employee submitting a letter of resignation after May 15 for the next year shall be released only if suitable replacement is hired and upon payment of actual costs not to exceed five hundred ($500) dollars to cover the costs of hiring a replacement. The Board may waive this provision.

G. Prep Period Substitute Teacher Pay

Secondary teachers (7-12) shall receive 1/8 of the substitute teacher's pay for each prep period they teach when substitutes cannot be hired. They shall be paid after each eight substitutions. Elementary teachers (K-6), when asked to keep their class when a specials teacher (P.E., Library, Music, Guidance, Computer, etc.) is absent, shall receive 1/12 of a substitute teacher's pay for each 30 minute specials class that they cover. They shall be paid after each 12 substitutions. At the end of the year, they will receive the percent of a substitute teacher's pay for any time less than a full day's pay that they have substituted. The principal's office shall keep track of the number of times each teacher substitutes.

H. Extra Duty

All work beyond the regular contract will be paid at $17.00 per hour.

I. Additional Days

Any additional days for professional development above the 190 contract days shall be paid per diem.

J. Tax-sheltered Annuity

The Board will contribute one hundred ten dollars ($110) per month toward a tax-sheltered annuity for eligible employees who were employed prior to the 2013-2014 school year.

ARTICLE XV
SUPPLEMENTAL PAY

A. Schedule B

Salary shall be paid per SALARY SCHEDULE B for the 2016-2017 and the 2017-2018 school year.

SCHEDULE A: SALARY schedule for 2016-2017 and 2017-2018
The combined salary schedule will have a base salary of $35,500, and a generator base of $31,471.

B. Activity Assignments

Each employee shall be assigned no more than three (3) school activity events during the school year. Employees shall have the opportunity to sign up for the area they wish to work, and the administration shall assign such preferred activities in so far as possible. Employees who work two (2) activities will receive a single activity pass. Employees who work three (3) activities shall receive a pass for the employee and their spouse or significant other.

C. Employee Travel

Employees that are assigned to travel during the work day will be compensated at the current state rate per mile (according to Department of Education guidelines) from their first school assignment to their last school assignment only if the last assignment requires the employee to return to the previous school due to residency.

D. Employee Physicals

All new employees required by the school district to have a physical examination shall be reimbursed thirty (30) dollars per physical. All employees shall have a physical on file in the district office.

E. Conference Activity Passes

If the conference issues passes which shall admit employees and their guests to all conference activities, these will be shared by the employees as equitable as possible.

F. Reimbursement for Approved Coursework

Employees who plan to enroll in a course at an accredited college or university which meets the requirements listed below and who desire reimbursement for such course must file notification of enrollment with the Superintendent prior to beginning such coursework.

Approved courses shall be those:

- Which allow an employee to meet certification requirements for a current teaching position or to become eligible for a reading endorsement; OR WHICH
- Have a theory and research base designed to increase student achievement as required by the State of Iowa and by the Mormon Trail Community School District in its continuous School Improvement Plan; OR WHICH
- Are a part of the requesting teacher's program for an advanced degree in his or her current teaching field to which she or he have been admitted by an accredited college or university.

Once coursework is approved by the Superintendent and completed by the certified staff member, the employee shall submit evidence to the Superintendent of successful course completion and receive reimbursement from the Board in the amount of $50.00 per semester hour with a maximum of three (3) semester hours per school year.

Schedule A 2016-17 & 2017-18

Step	Years	BA	BA 15	BA 30/MA	MA 15
1	0	35,500	36,100	36,700	37,400
2	1	36,000	36,625	37,250	37,975
3	2	36,500	37,150	37,800	38,550
4	3	37,000	37,675	38,350	39,125
5	4	37,500	38,200	38,900	39,700
6	5	38,000	38,725	39,450	40,275
7	6	38,500	39,250	40,000	40,850
8	7	39,000	39,775	40,550	41,425
9	8	39,500	40,300	41,100	42,000
10	9	40,000	40,825	41,650	42,575
11	10	40,500	41,350	42,200	43,150
12	11	41,000	41,875	42,750	43,725
13	12	41,500	42,400	43,300	44,300
14	13	42,000	42,925	43,850	44,875
15	14	42,500	43,450	44,400	45,450
16	15	43,000	43,975	44,950	46,025
17	16	43,500	44,500	45,500	46,600
18	17	44,000	45,025	46,050	47,175
19	18	44,500	45,550	46,600	47,750
20	19	45,000	46,075	47,150	48,325
21	20	45,500	46,600	47,700	48,900
22	21	46,000	47,125	48,250	49,475
23	22	46,500	47,650	48,800	50,050
24	23	47,000	48,175	49,350	50,625
25	24	47,500	48,700	49,900	51,200
26	25	48,000	49,225	50,450	51,775
27	26	48,500	49,750	51,000	52,350
28	27	49,000	50,275	51,550	52,925
29	28	49,500	50,800	52,100	53,500
30	29	50,000	51,325	52,650	54,075
31	30	50,500	51,850	53,200	54,650
32	31	51,000	52,375	53,750	55,225
each step	adds	500	525	550	575

SCHEDULE B

High School	
Instrumental Music /Vocal /Drama as needed	$2,500.00
Head Football	$2,900.00
Head Boys' Basketball	$2,900.00
Head Girls' Basketball	$2,900.00
Head Baseball	$2,900.00
Head Softball	$2,900.00
Boys' & Girls' Golf	$2,050.00
Boys' & Girls' Track	$2,600.00
Volleyball	$2,900.00
Assistant Varsity Football	$2,005.00
Assistant Varsity Boys Basketball	$2,005.00
Assistant Varsity Girls Basketball	$2,005.00
Assistant Volleyball	$2,005.00
Assistant Baseball	$1,200.00
Assistant Softball	$1,200.00
Assistant Track	$1,200.00
Yearbook	$2,100.00
FFA	$3,250.00
Speech Contest	$ 900.00
Website	$ 900.00
Drama (1)	$1,200.00
Student Council	$ 400.00
Freshman Class Sponsor (3)	$ 450.00
Sophomore Class Sponsor (3)	$ 450.00
Junior Class Sponsor (3)	$ 450.00
Senior Class Sponsor (2)	$ 450.00
FCCLA	$ 900.00
National Honor Society	$ 200.00
Activities Director	$3,550.00
Academic Bowl Advisor	$ 500.00
Technical Assistant Drama/Set Design	$ 450.00
Junior High School	
Football	$1,750.00
Boys' Basketball	$1,750.00
Girls' Basketball	$1,750.00
Boys' & Girls' Track	$1,450.00
Volleyball	$1,450.00

ARTICLE XVI

DURATION AND SIGNATURES

A. Duration Period

This 2016-2017 2017-2018 Agreement shall be effective as of the first day of the school year and shall continue in force until the first day of the 2018-2019 school year.

This contract will be in effect for two years, the 2016-17 school year and the 2017-18 school year.

Either the Association or the School district may request renegotiation of terms of this contract for the 2017-18 school year if financial situations indicate the need. Notification for renegotiation is to be made to the other party no later than January 30, 2017.

The Agreement shall automatically continue in force and effect for equivalent periods, except as may be amended, modified, or substituted for during future negotiation sessions.

B. 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, all on the

MORMON TRAIL COMMUNITY SCHOOL DISTRICT	MORMON TRAIL EDUCATION ASSOCIATION
President	President
Chief Negotiator	Chief Negotiator
8-8-16	8/2/16
Date	Date

SCHEDULE C
DUES DEDUCTION AUTHORIZATION FORM

NAME _____

I request and authorize the Board of Directors of the Mormon Trail Community School District, as my remitting agent, to deduct from my earnings each month until this authorization is changed or revoked as provided herein, a sufficient amount to provide for the monthly payment of the prevailing rate of dues which amount is to be remitted each month for me and on my behalf to the treasurer of the Mormon Trail Education Association.

It is understood that this authorization shall begin on the first payroll period following this date and shall continue through June from the date hereof, and shall thereafter continue for successive periods of one (1) year unless revoked in writing by a thirty (30) day notice to my employer and to the Association.

Date _____ Signature _____

Social Security Number_____

SCHEDULE D
GRIEVANCE FORM

MORMON TRAIL COMMUNITY SCHOOL DISTRICT # _____

Name of Grievant:_____

Step I

A. Date Alleged Violation Occurred: _____

B. Section(s) of Agreement Alleged to be Violated _____

C. Statement of Grievance (Facts and Reasons Leading Grievant to Believe the Agreement has been Violated):

D. Remedy Sought:

_____ _____
Signature of Grievant Date filed with Principal

E. Date of Step I Conference: _____

F. Disposition by Principal:

_____
Signature of Principal

_____
Date Disposition Given to Grievant and Association

STEP II

A. _____ _____
Signature of Grievant Date received by Superintendent

B. Date of Step 2 Conference:_____

C. Disposition by Superintendent or Designee:

_____ _____
Signature of Superintendent Date Disposition Given to Grievant and Association

STEP III

A. _____ _____
Signature of Grievant Signature of Association Representative

B. _____
Date Submitted to Arbitration

SCHEDULE F: TUITION REIMBURSEMENT FOR APPROVED COURSEWORK
NOTIFICATION OF COURSE ENROLLMENT AND APPROVAL FORM

Teacher _____
Date of Request _____
Course Title _____
Semester Hours _____
College/University _____

I attest that the above-listed coursework (check one of the following):

____ will allow me to meet certification requirements for a current teaching position or to become eligible for a reading endorsement.

____ has a theory and research base that is designed to increase student achievement as required by the State of Iowa and by the Mormon Trail Community School District in its Continuous School Improvement Plan.

____ is a part of my program for an advanced degree in my current teaching field to which I have been admitted.

Narrative: Please provide detailed information about your proposed coursework and How it satisfies the requirement that you checked above.

_____
Teacher's Signature

_____ _____
Superintendent's Signature Date

Upon evidence of successful completion of approved coursework, the employee shall submit evidence to the Superintendent of course completion and receive reimbursement from the Board in the amount of $50.00 per semester hour with a maximum of three (3) semester hours per school year.

_____ _____
Superintendent's Approval Date of Payment