

MASTER CONTRACT

between the

ELDORA-NEW PROVIDENCE COMMUNITY SCHOOL DISTRICT

and the

ELDORA-NEW PROVIDENCE EDUCATION ASSOCIATION

2024-2026

	CONTENT	PAGE
	Preamble	3
	Seniority	3
	Staff Development	4
	Employee Service Year	4
	Hours	4
	Personnel File	4
	Leaves of Absence	5
	Wages and Salaries	5
	Supplemental Pay	8
	Duration	9
	Signature Clause	9
Appendix C	2018-19 ENP Salary Schedule	10
	Annual Career Increment	10
	Explanatory Note For Comb Sal Worksheet	11
	Combined Salary Schedule Worksheet	12
Appendix D	Supplemental Pay Schedule	14
	Schedule A	14
	Schedule B	14
	Schedule C	15
	Schedule D	15
	Schedule E	15

PREAMBLE

The Eldora-New Providence School District, herein and hereafter referred to as the "Employer," and the Eldora-New Providence Education Association, herein and hereafter referred to as the "Association," recognize that the aim of the public schools is to provide a quality education program for children and youth of the school district. The parties further recognize that attainment of this educational objective is a joint responsibility of the Board, the administrative and supervisory staff, the professional teaching personnel of the district, the parents of the students, and the community at large.

Whereas, the two parties have reached certain understandings which they desire to confirm in the provisions of this agreement, which represents the complete and final agreement between the Employer and Association.

It is agreed as follows:

SENIORITY

Seniority will be computed from an employee's most recent first day of teaching in the Eldora-New Providence School District. Seniority will not be broken by unpaid leaves of absence. When seniority is equal between or among employees, ranking of those employees will be done on the first day of teaching and will remain in effect during their employment in the district. The ranking of those employees shall be determined by their original contract return date.

The employer shall develop a seniority list of all members of the bargaining unit. The seniority list shall include the rank number, teacher's name, first teaching date in the school district, the teacher's certifications, and ENP qualifications. The list shall appear by areas. These areas shall be elementary, art, business education, English, guidance, home economics, industrial arts, library science, math, music, physical education, reading, science, social studies, Spanish, special education, talented and gifted, vocational agriculture, and nursing. An employee will be listed in all areas for which the employee has served the ENP District.

Each year the seniority list shall be posted in each building's workroom and a copy given to the Association president by October 1. Employees will have thirty (30) calendar days in which to raise objections. Changes cannot be made to the seniority list after November 1 of each calendar year.

STAFF DEVELOPMENT

Staff development is planned and implemented under the direction of the Administration. Employees shall participate in the District Individual Career Development Plan. Employees shall complete documentation to provide evidence of progress towards the goals of the plan.

EMPLOYEE SERVICE YEAR

A. Holidays

The employer recognizes the following six (6) paid holidays: Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Good Friday, and Memorial Day.

B. Vacation Days

Vacation days shall include the day after Thanksgiving. The Christmas-New Year's vacation will include December 24 and January 1. The Monday following Easter will be a vacation day unless needed for snow make-up.

C. School Work Day

A school work day is one of the 192 contract days (193 contract days for new faculty) the sum of which includes student contact days or staff development days, 2 days for parent/teacher conferences, 1 teacher work day for preparing—1/2 work day prior to the beginning of classes and 1/2 work day at the end of the first semester, and the six paid holidays.

HOURS

Employees shall adhere to the school workday, which shall consist of eight (8) hours. Arrival and departure time for all employees shall be determined and designated by the employer.

PERSONNEL FILE

The employee shall have the right to review the contents of his/her personnel file, except for confidential items. A representative of the Association may, upon the employee's written authorization, accompany the employee in this review.

Any complaints directed toward an employee, which are placed in his/her personnel file, must be signed and dated. The employee shall have the right to respond to all complaints contained in said file and to any complaints to be placed in said file in the future. Such employee response shall become part of said file. If no further complaints have been filed within twelve (12) months after the initial complaint and upon the employee's request, the employer may agree to remove the complaint from the personnel file.

LEAVES OF ABSENCE

Employees receive 20 days per year for all leaves, excluding professional, jury duty, and association days. Three (3) of the 20 days may be used for personal days. An employee may carry two (2) unused personal days to the next year creating a total of five (5) personal leave days. Employees may accumulate up to 105 days of leave to be used as personal sick days only.

Specific agreements related to leaves:

- 1) A statement by a licensed medical provider may be required.
- 2) Employees shall, upon request, receive a written accounting of sick leave accumulation and of days assessed to them at the end of each school year. Employees may inquire as to number of days accumulated at other times during the year.
- 3) The use of leave for family illness is restricted to the following relationships: spouse, son, daughter, brother, sister, stepbrother, stepsister, stepchild, father, mother, stepfather, stepmother, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparent, grandchild, or a person for whom the employee provides custodial care; use of leave for illness/disability to those not specifically listed MAY be considered on a case by case basis by the administration.
- 4) Employees will not be required to cite the reason for personal leave, but arrangements must be made in advance with the principal and permission will be granted if the absence will not impede the progress of the school's program.
- 5) An employee may use his or her current year 20-day leave allotment as bereavement leave to attend funerals of family members, other relatives, and friends.
- 6) Each employee may request professional leave, opportunities where the employee is not primarily responsible for supervising students. Such requests may be granted at the discretion of the administration. A written explanation will be provided by the administration in the case of denial.
- 7) Other temporary leaves may be granted without pay at the discretion of the superintendent.

WAGES AND SALARIES

A. Schedule

The salary of each employee covered by the salary schedule is set forth in Appendix C.

B. Placement

Each employee will be paid using his/her total years of experience and years of experience with Eldora-New Providence and Hubbard-Radcliffe as of the effective date of this Agreement.

C. Advancement in Salary

Employees shall be granted one (1) year of service for each year of satisfactory service as determined by the employer.

D. Educational Lanes

Employees who move from one educational lane to a higher educational lane shall receive the appropriate Educational Attainment Bonus. Course work taken to advance to the BA+12 lane or any higher lane will be accepted if the hours (1) are of graduate credit related to the work presently performed by the employee, (2) could be credited towards an advanced degree program in an approved college or university, or (3) are approved in writing by the superintendent before the class begins.

A transcript or registration form indicating credit hours are to be filed by September 5 and the annual contract shall be adjusted accordingly.

E. Pay Periods

Each employee will be paid in ten (10) or twelve (12) equal installments on the 25th of each month, the first of which will be made on September 25. When a pay date falls on or during a school holiday, vacation, or weekend, employees will receive their paychecks on the last previous work day. Summer checks shall be mailed to the address designated, banked, or held per instruction of the employee.

New employees to the system will have the option to draw one-half (1/2) of the first paycheck on September 10. Decision for this must be made at the time of signing the original contract.

F. Final Pay

Employees leaving the system have the option of receiving all of their earned contracted salary in the June check.

G. Computing Daily Salary

Daily salaries are computed by dividing the Annual Salary by the basic number of days in the contract.

H. Part-Time Salaries

1. A part-time teacher shall receive the same salary rate as a full-time teacher. The part-time salary will be computed as a ratio of the number of minutes contractually assigned to a part-time teacher to the number of minutes contractually assigned to full-time teachers.

2. Part time teachers will not be assigned any additional responsibilities incurring time outside of the teacher's school day.

3. Each part-time employee will receive preparation periods and free time proportionate to a full-time employee holding a comparable position. The employer may compile any remaining obligated time and assign the employee to other non-teaching duties in order to satisfy the employee's contracted time.

4. A part-time teacher may be hired for any number of full days with the salary computed as a fraction of the normal five-day week.

5. An effort will be made to schedule all part-time teaching assignments either all A.M. or all P.M.

I. Extended Contracts

Employees working an extension of the contract, such as vocational teachers will be paid a per diem rate of the scheduled salary for the extended portion of the contract.

Summer coaching is not an extended contract.

J. Activity Pass

Employees will receive an All-Activity Pass to Eldora-New Providence School District activities. Employees may buy Activity Passes for dependents for the current school year equal to half-price currently in effect that year.

SUPPLEMENTAL PAY

Employees who are contracted to supervise, sponsor or accept responsibility for a designated school activity which extends beyond the school day shall be compensated according to the Supplemental Pay Schedule (Appendix "D", Schedules A, B, and C). Employees driving a school bus to an event held out of the ENP School District boundaries while acting as a coach or sponsor for that activity shall be paid .1 units per round trip. (See Schedule C of Appendix "D"). This activity shall apply to all extra-curricular events and field trips extending beyond school hours. A coach cannot be required to drive the bus. Employees who volunteer to activities listed under Schedule C of Appendix "D" will be paid within thirty (30) school days of the completion of the season for that activity.

Credit for steps on Schedules A, B, and C will be determined by the number of total years of experience and in district years of experience in that extra-duty activity. In the event that two or more persons agree to co-sponsor an activity in Schedule B or C, the units allotted for that activity will be divided equally; each person will be paid according to his/her appropriate experience.

If the experience has been in the ENP or H-R School District, full credit will be given. If the experience has been from another school district, full credit up to a maximum of twelve (12) years may be given upon initial employment with the ENP School District. This includes movement from assistant and/or junior high coach to head coach within the following categories: basketball, football, wrestling, track, golf, tennis, volleyball, cross country, and baseball-softball.

The factors(s) determining the need for an assistant coach or coaches will be discussed by the Superintendent, Athletic Director, Principal of the building involved, and Head Coach. The final decision on the number of assistant coaches needed for a sport will be the sole responsibility of the Superintendent, and his decision is not grievable.

All extra-duty assignments under Schedules A and B in Appendix D shall be covered by separate contracts.

Authorized travel by employees using their own vehicle shall be reimbursed at the rate set by the Iowa Department of Administrative Services (DAS) as of July 1 to be the rate for the entire fiscal year. Authorization must be received prior to the travel taking place.

Extended contracts, extra-curricular and/or co-curricular assignments for which an employee receives compensation according to the Supplemental Pay Schedule shall be on an individual assigned basis by the Superintendent and shall be between the employee performing the service and the employer. The employer shall furnish, on written request at a conference with the employee, a written statement of reason for denial of transfer.

The employer will first rely on volunteers to fill the needs in Schedule D. If the number of volunteers is not adequate, the employer may appoint staff members as needed on a rotating basis.

Coaches and sponsors will not receive the final installment of their supplemental pay until check out with the Athletic Director is completed. The check out will occur within three weeks after the conclusion of the activity.

DURATION

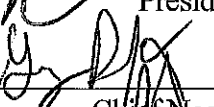
THIS AGREEMENT SHALL BECOME EFFECTIVE on August 1, 2024 and shall continue in full force and effect without change until midnight, August 1, 2026.

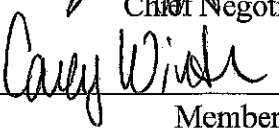
SIGNATURE CLAUSE

In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, attested by the respective chief negotiators, and their signatures placed thereon, all on the 8th day of April, 2024.

ELDORA NEW-PROVIDENCE
EDUCATION ASSOCIATION



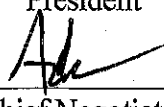
President


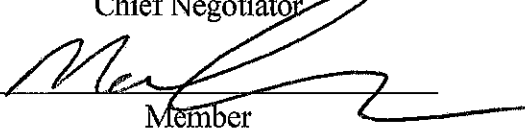
Chief Negotiator


Member

ELDORA-NEW PROVIDENCE
SCHOOL DISTRICT



President


Chief Negotiator


Member

Appendix "C" for 2024-2026

Base Pay:

Base Pay Year 0-11 = \$47,500 (2024-25) and \$50,000 (2025-26)

Base Pay Year 12+= \$60,000 (2024-25) and \$62,000 (2025-26)

Bonus Pay:

Years of Experience Bonus:

Years 1-11: \$750/ year of paid verifiable teaching experience.

Years 12+: # of years of Experience - (minus) 12 X 750

Years In District Bonus (Accumulated experience in the Eldora-New Providence and Hubbard-Radcliffe Community School District):

Years 1-11: \$250/ year of experience in the district.

Years 12+: # of years of Experience - (minus) 12 X 250

Educational Attainment Bonus:

BA +12 = \$1,000

BA +24= \$2,000

MA= \$3,000

MA+12 = \$4,000

MA+24 = \$5,000

Dr./ Specialist= \$6,000

Supplemental Pay Schedule Proposal

- Keep Existing Unit Structure for Positions
- \$320 per base unit for the 2024-25 School Year and \$330 per base unit for 2025-26 In future years would increase the base unit by a negotiated percentage. Right now, the settlement amount would be 3% with PERB which is ten dollars between 2024-25 and 2025-26.
- For an Experience Bonus would give \$100/ verified year of paid coaching/ sponsorship experience up to 12 years, and also give \$25/ year of paid coaching experience in the district with no cap on years. These experience Bonuses do not change every year, just the base unit for negotiation purposes.

APPENDIX "D"

ACTIVITY SCHEDULE A

ACTIVITY	UNITS
High School	
Football	
Head	10.0
Assistant	6.7
Basketball	
Head	10.0
Assistant	8.0
Wrestling	
Head	10.0
Assistant	6.7
Track	
Head	8.0
Assistant	6.0
Volleyball	
Head	10.0
Assistant	7.0

ACTIVITY SCHEDULE B

ACTIVITY	UNITS
Middle School	
Football	
Head	6.0
Assistant	4.5
Basketball	
Head	6.0
Assistant	5.5
Wrestling	
Head	6.0

ACTIVITY UNITS

Golf	
Head	7.0
Asst.	6.0
Tennis	
Head	7.0
Cross Country	
Head	8.0
Assistant	6.0
Baseball	
Head	10.0
Assistant	7.0
Softball	
Head	10.0
Assistant	7.0

ACTIVITY UNITS

Track	
Head	5.5
Assistant	3.5
Volleyball	
Head	5.5
Assistant	4.0
Softball/Baseball	5.5

ACTIVITY	UNITS	ACTIVITY	UNITS
SCHEDULE C			
Debs	3.0	Speech	10.0
Vocal Music	10.0	Drama	3.5
Ass't. Vocal Music	2.5	Concessions	3.0
Inst. Music	14.0	Newspaper	2.5
Mid. Sch. Inst.	1.3	Cheerleading	2.5
Mid. Sch. Vocal	1.0	Performance Team	3.0
Ass't. Act Dir.	9.0	Student Council	3.0
Elem. Inst. Music	0.5	MS Newspaper	0.5
Annual	7.5	Mid Sch Cheerleading	1.6
Elem. Vocal Music	0.5	Weight Rm. Supv.	3.0
Musical	3.5	MS Annual	1.0
Auditorium Supervisor	0.5	Technology Assistant	10.0
Academic Decathlon	3.0		

Steps for Schedules A and B are determined by number of years experience for that activity.

ACTIVITY	UNITS	ACTIVITY	UNITS
SCHEDULE D			
Timer and Scorekeeper	0.1	Ticket Seller	0.1
Mid. Sch. Timer and Scorekeeper	0.05	Pep Bus Chaperone	0.1
Bus Driver	0.1	Scoreboard Operator	0.1

