

Master Contract
between the
Martensdale-St. Marys Community School District
Board of Education
and the
Martensdale-St. Marys Education Association
for
2026-2027
2027-2028

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The Martensdale-St. Marys Community School District does not discriminate in its education programs or activities on the basis of sex, race, color, national origin, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, and socioeconomic status (for programs) in its educational programs and its employment practices. The belief in equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students. The school district's goal is to educate students in programs and activities that foster a healthy social, intellectual, emotional, and physical self-concept. Each student has the opportunity to use Martensdale-St. Marys' educational programs and activities. Each student is expected to conduct themselves in a manner that assures each student the same educational opportunity.

There is a grievance procedure for processing complaints of discrimination.

Inquiries by students regarding compliance with equal educational opportunity and policies, including but not limited to complaints of discrimination should be directed to the Affirmative Action Coordinator in writing. The Affirmative Action Coordinator is Ashley Kraber and can be contacted 390 Burlington Avenue, Martensdale, Iowa 50160; 641-351-7400, ashley_kraber@mstm.us.

Inquiries by students regarding compliance with equal educational opportunity and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Region VII office of Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn St., 37th Floor, Chicago, IL, 60604 (312) 730-1560, fax (312) 730-1576 OCR.Chicago@ed.gov, the Iowa Civil Rights Commissioner, 6200 Park Avenue, Suite 100, Des Moines, IA 50321 <https://icrc.iowa.gov>, (515) 281-4121 or the Iowa Dept. of Education, Grimes State Office Bldg., Des Moines, IA 50319. (515) 281-5294. This inquiry or complaint to the federal or state office may be made instead of, or in addition to, an inquiry or complaint at the local level.

MSTM Mission Statement
Inspire. Challenge. Grow.

Article 1 - Preamble

Preamble Whereas the Board and Association recognize and declare that providing a quality education for the students of the MARTENSDALE-ST. MARYS COMMUNITY SCHOOL DISTRICT is their mutual desire, both parties have reached certain understandings which they desire to confirm in this Agreement.

Article 2 - Recognition

Unit The Board hereby recognizes the Martensdale-St. Marys Education Association, an affiliate of the Iowa State Education Association and the National Education Association, as the certified exclusive and the sole bargaining representative for all personnel as set forth in the PERB certification instrument (Case No. 272) issued by the PERB on the 9th day of September, 1975, whether under contract, either verbal or written, on leave, or on a per diem, hourly or class rate basis, employed or to be employed by the Board of Education of the Martensdale-St. Marys School District. Such representation shall cover all personnel assigned to newly created professional positions unless the parties agree in advance that such positions are principally supervisory or administrative.

The unit describe in the above certification is as follows:

INCLUDED: All professional personnel in the Martensdale-St. Marys Community School District who are full or regular part-time employees, including but not limited to classroom teachers, academic, vocational, remedial, special education, music, drama, librarian, guidance counselor, and nurse.

EXCLUDED: Superintendent, principals, classified, and all others excluded under Section 4 of the Act.

Definitions The following definitions will be used in this Agreement.

1. The term "MSTM" as used in this Agreement shall mean Martensdale-St. Marys.
2. The term "Board" as used in this Agreement shall mean the Board of Education of the MSTM School District or its duly authorized representatives.
3. The term "employee" as used in this Agreement shall mean all professional employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board, except the School Nurse. (Provisions for the School Nurse are in Article 13.)
4. The term "Association" as used in this Agreement shall mean the MSTM Education Association or its duly authorized representatives or agents.

5. The term "supervisor", for purposes of this Agreement, is defined as those who have the authority to hire, assign, transfer, promote, discharge, discipline, evaluate, or proves grievances of other employees or have the responsibility to make recommendations thereon.
6. The term "full-time employee" for purposes of this agreement shall mean an employee contracted to work at least four days per week or at least six hours every workday. Employees contracted to work less than four days per week or less than six hours every workday will be considered "part-time employees." An employee is required to work at least 28 hours a week to be considered full-time.

Article 3 - Procedure for Negotiations

A. Mutual Commitment to Good Faith Negotiations

Both parties agree to meet at reasonable times and places to negotiate in a good faith effort to reach agreement in accordance with Chapter 20 of the Iowa Code. During the course of negotiations, the parties agree to make proposals. Articles tentatively agreed to shall be initialed by each party and dated and shall be set aside subject to ratification of the Agreement.

B. Request for Meetings

The Board and the Association shall meet for the purpose of negotiating and seeking agreement. Requests from the Association for negotiation meetings shall be made in writing to the Superintendent or his/her designated representative. Requests from the Board, or designee, shall be made in writing to the President of the Association or his/her designated representative.

Written five (5) days of the date of the request, a mutually convenient time and place for meeting shall be established. The meeting shall take place no later than ten (10) days following the date of the request. Additional meetings shall be agreed upon by the negotiations representatives as may be necessary to complete an agreement.

C. Negotiation Teams

Neither party in any negotiations shall have any control over the selection of the bargaining representatives of the other party. The parties mutually pledge that their representatives will be clothed with all the necessary power and authority to make proposals, counterproposals, and to reach tentative agreement on items being negotiated.

D. Access to Information

The Board or designated representative agrees to furnish the Association such public information as is requested by the Association for developing negotiations proposals on behalf of the teachers, together with information which may be necessary for the Association to fulfill its obligation to effectively represent teachers in the processing of any grievance.

Conversely, the Association agrees to furnish the Board or Superintendent with any public information that it gathers supportive of its requests, if requested by the Board or designee, within a ten (10) day period.

The Association shall make a written report to the Board or designee stating what the enrollment is in the Association at the regular November Board of Directors meeting.

Article 4 - Impasse Procedures

If there is an impasse, the impasse procedures which will be used will be the statutory impasse procedures as prescribed in Sections 20, 21, and 22 of the Public Employment Relations Act and under the rules established by the Public Employment Relations Board.

Article 5 - Grievance Procedure

A. Definitions

1. Grievance - A grievance is a claim by an employee, a group of employees, or the Association that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement or of the individual employee contract or supplemental contract.
2. Aggrieved Person - An "aggrieved person" is a person or persons or the Association making the complaint.
3. Party in Interest - A "party in interest" is the person or persons making the complaint and any person, including the Association or the Board, who might be required to take action, or against whom action might be taken in order to resolve the complaint.

B. Purpose

The purpose of the procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. Time Limits - The number of days indicated at each level shall be considered as a maximum. The time limits specified may, however, be extended by mutual agreement. However, if the time limits are not mutually extended, a party who does not act within the time limits shall, if he/she is the grieving party, be deemed to have withdrawn the grievance or, if he/she is the non-grieving party, the grievance shall proceed to the next level.
2. Year-End Grievance - In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and, if left unresolved until the beginning of the following year, could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or within a maximum of thirty (30) days thereafter.
3. Level One-Principal or Immediate Supervisor (Informal)- A employee with a grievance shall first discuss it with his/her principal either directly or through the Association's designated representative, with the objective of resolving the matter informally, within twenty (20) days of the violation, misinterpretation or misapplication being grieved. A grievance not brought within twenty (20) days of its occurrence or knowledge to the grieving party shall be deemed to have lapsed.

4. Level Two-Principal (Formal) - If, as a result of the informal discussion with the principal or immediate supervisor at Level One, a grievance still exists, the aggrieved person may invoke the formal grievance procedure through the Association on the form set forth in Schedule 1. The grievance form shall be available from the Association representative in each building and said form shall be signed by the grievant and the representative of the Association. A copy of the grievance form shall be delivered to the appropriate principal. If the grievance involves more than one school building, it may be filed with the Superintendent or his/her designee. The appropriate principal shall indicate his/her disposition of the grievance in writing within ten (10) school days of the presentation of the formal grievance and shall furnish a copy thereof to the Association.

If the aggrieved person or the Association is not satisfied with the disposition of the grievance, or if no disposition has been made within the ten (10) day period, the grievance shall be transmitted to Level Three.

5. Level Three-Superintendent - The Superintendent or his/her designee shall meet with the aggrieved person and the Association within the ten (10) school days of receipt of the grievance. Within ten (10) school days of receipt of the grievance, the Superintendent or his/her designee shall indicate his/her disposition of the grievance in writing and shall furnish a copy thereof to the Association.

If the aggrieved person and the Association are not satisfied with the disposition of the grievance by the Superintendent or his/her designee, or if no disposition has been made within the ten (10) school days of receipt of said grievance, the aggrieved person and the Association may transmit the grievance to the Board by filing a written copy thereof with the secretary or other designee of the Board. The aggrieved person and the Association may bypass the Board and proceed directly to Level Four.

6. Level Four-Arbitration -

- (a) If the aggrieved person or the Association is not satisfied with the disposition of the grievance by the Board, or if no disposition of the grievance by the Board, or if no disposition has been made within the time limits, the aggrieved person and the Association shall meet within five (5) school days of disposition of the grievance to discuss the merits of submitting the grievance to arbitration.
- (b) If the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within five (5) school days.
- (c) Within ten (10) school days after written notice to the Board of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a written request for a list of arbitrators shall be made to the Public Employment Relations Board (PERB) by either party. The list shall consist of three (3) arbitrators and the parties shall determine by lot which party shall have the right to remove the first name from the list. The party having the right to remove the first name shall do so within two (2) school days, and the other party shall have one (1) additional school day to remove one of the two remaining names. The person whose name remains shall be the arbitrator.

- (d) The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision not later than fifteen (15) school days from the date of the close of the hearings, or if oral hearings have been waived, then from the date of the final statements and proofs on the issues that are submitted to him. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an action prohibited by law or which is in violation of the terms of this Agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on the parties.
- (e) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred be paid by the party incurring same.
- (f) If questions involve back pay, the arbitrator's authority shall be limited to providing back pay for a period not to exceed ten (10) days prior to the filing of the grievance.

D. Rights of Employees to Representation

- 1. Employees and Association - Any aggrieved person may be represented at all stages of the grievance procedure by him-/herself or, at his/her option, by a representative selected or approved by the Association. When an employee is not represented by the Association, the Association shall have the right to be present at all levels as a party of interest and shall have the right to grieve any adjustments of the employee's complaint if such adjustment is inconsistent or contrary to the provisions of this Agreement or any law, policy or practice governing or affecting the employees.
- 2. Release Time - The aggrieved person and/or an Association representative shall attempt to arrange meetings regarding a grievance at times such that the aggrieved person and/or representative will not miss teaching duties. If the parties in interest mutually agree that the only suitable meeting time is during the workday, the aggrieved person and/or representative shall be released without loss of compensation. If cases requiring more than two (2) hours, the Association will pay the cost of covering the instruction.

E. Miscellaneous

- 1. Group Grievance - If, in the judgment of the Association, a grievance affects a group or class of employees, the Association may submit such grievance in writing to the Superintendent directly and the processing of such grievance shall be commenced at Level Two. The Association may process such a grievance through all levels of the grievance procedure.
- 2. Written Decisions - Decisions rendered at Level One which are unsatisfactory to the aggrieved, and all decisions rendered at Level Two through Four of the grievance procedure, shall be in writing, setting forth the decision and the reasons therefore, and

shall be transmitted promptly to all parties in interest and to the Association. Decisions rendered at Level Five shall be in accordance with the procedures set forth in Section 20 on arbitration.

3. Separate Grievance File - 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 personal file of any of the participants.
4. Meetings and Hearings - When legally permissible, all meetings and hearing under this procedure shall be conducted in private and shall include the parties of interest and their designated or selected representatives heretofore referred to in this Article.

Article 6 - Employer and Employee Rights

A. Employer Rights

Public employers shall have, in addition to all powers, duties, and rights established by constitutional provision, statute, ordinance, chart, or special act, the exclusive power, duty, and the right to:

1. Direct the work of its public employees.
2. Hire, promote, demote, transfer, assign, and retain public employees in positions with the public agency.
3. Suspend or discharge public employees for proper cause.
4. Maintain the efficiency of governmental operations.
5. Relieve public employees from duties because of lack of work or for other legitimate reasons.
6. Determine and implement methods, means, assignments and personnel by which the public employer's operations are to be conducted.
7. Take such actions as may be necessary to carry out the mission of the public employer, including, but not limited to, the creation of new work position.
8. Initiate, prepare, certify, and administer its budget.
9. Exercise all powers and duties granted to the public employer by law.

B. Employee Rights

1. Rights and Protection in Representation - The Board, pursuant to the Public Employment Relations Act of 1974, hereby agrees that every employee of the Board shall have the right to freely choose to organize, join and support the Association for the purpose of engaging in negotiations and other concerted activities for mutual aid and protection. The Board further agrees that it shall not, directly or indirectly, discourage, encourage, deprive or coerce any employee in the enjoyment of any rights conferred by

this Agreement, laws of Iowa or the constitution of Iowa and United States, and that it shall not discriminate against any employee with respect to hours, wages, or terms and conditions of employment by reason of his/her membership in the Association, his/her participation in any activities of the association or collective professional negotiations with the Board, or his/her institution of any grievance, complaint, or proceedings under this Agreement or law or otherwise with respect to any terms or conditions of employment.

2. Just Cause Provision - No employee shall be disciplined, reduced in rank or compensation, harassed, or deprived of any professional advantage without just cause. Under Iowa Code 279, "just cause" only applies to termination.

Article 7 - 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 hours for meetings (providing that this shall not interfere with or interrupt student contact hours) and any equipment, including typewriters, duplication equipment, calculation machines and all types of audiovisual equipment when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use. The principal of the building shall be notified 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 board, at least one of which shall be provided in each school building in areas designated for employee use, such as teachers' lounges and workrooms, but not in areas open to the public or students. The Association may use the employee mailboxes for communications 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 at all reasonable times, providing that this shall not interfere with or interrupt normal school operations.

D. Office Facilities

The Board agrees to provide to the Association, on a yearly basis, a lockable file cabinet in the building where the President is assigned.

E. Exclusive Rights

The rights granted herein to the Association shall not be granted or extended to any other organization claiming to represent a teachers' organization.

Article 8 - Payroll Deductions

- A. Tax Sheltered Annuity, 403(b) Plan
Employees may contribute to a 403(b) plan provided by the Board.
- B. Flexible Benefits Plan
The Board will offer a Flex 125 benefits plan beginning with the 2003-2004 school year.

Article 9 - Compliance Clauses and Duration

- A. Compliance Between Any Individual Contracts and Comprehensive Agreement
 - 1. Any individual contract between the Board and an individual employee, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling. Each individual employee contract, when tendered to the employee, shall be signed by the President of the Board.
 - 2. On the individual contract (Schedule S) the duties listed shall be subject to the terms and conditions of the Agreement, and said duties may be any of the following:
 - (a) Junior-Senior High
 - (b) Elementary
 - (c) Special Program Employees (e.g., Librarian, guidance counselor, etc.)
- B. Copies of this Agreement shall be provided electronically.
- C. 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 by letter or personal hand delivery at the following designated address or at such other address as may be designated by a party in written notification to the other party.
 - 1. If by Association, to Board at Martensdale, Iowa
 - 2. If by Board, to Association at Martensdale, Iowa
- D. The District and Association will collaborate and mutually agree on any and all changes to the Employee Handbook prior to submission to the Board of Directors for annual / as needed approval.
- E. Duration Period
This Agreement shall be effective as of July 1, 2026, and shall continue in effect until June 30, 2028 (2026-2027 and 2027-2028 school years). This Agreement shall remain in full force and effect during the period of negotiations.
- F. Finality and Effect of Agreement
The parties acknowledge during the negotiations which resulted in the Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or

matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, except as provided elsewhere in this Agreement, the Board and the Association, for the life of this Agreement, each voluntarily waives any right which might otherwise exist under law to negotiate over any matter during the term of this Agreement, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

Nothing in this Section shall be construed to limit or affect in any way collective bargaining during the term of this Agreement for the purpose of amending, modifying, substituting, or adding to provisions of this Agreement where said amendments, modifications, substitutions, or additions are to become effective after the term of this Agreement as set forth in the Finality and Effect of Agreement of this Article, providing that said collective bargaining shall not begin before September 1, 2026.

G. Savings Clause

Nothing contained herein shall be construed to deny or restrict to any employee such rights as he/she may have under Iowa School Laws or other applicable laws and regulations. The rights granted to employees hereunder shall be deemed to be in addition to those provided elsewhere.

H. Signature Clause

In witness whereof, the parties hereto have caused this Agreement to be signed by their respective Presidents, attested to by their respective Chief Negotiators and their signatures placed hereon, all on the ____ day of _____ of 2026.

Association

By Kelsey Nickell
Its President

By B. N. Si
Its Chief Negotiator

Board of Education

By B. J. Dwyer
Its President

By W. R. W. R.
Its Chief Negotiator

Article 10 - Wages and Salaries

A. Placement of Salary Schedule

1. Each employee shall be placed on his/her proper step of the Salary Schedule as of the effective date of this Agreement. Part-time employees will be paid on a proportional basis under the schedule.
2. New employees will be placed on the salary schedule in line with their years of experience and education comparable to existing employees and will receive the minimum compensation outlined by state law.

B. Advancement of Salary Schedule

1. Increments - Employees on the regular salary schedule shall be granted one (1) increment of vertical step on the schedule for each year of service until the maximum for their education classification is reached. A year of service consists of employment in the MSTM District for seventy-three (73) consecutive teaching days or more in one school year.
2. Educational Lanes - Employees on the regular salary schedule who move from one educational lane shall move to the corresponding eligible step on the higher lane. For an employee to advance from one education lane to another, he/she shall submit course work requests in writing to the Superintendent for approval prior to enrollment and shall file suitable evidence of approved semester hours or converted staff development hours with the Superintendent no later than twenty (20) days after the beginning of the first semester. Employees will file a letter of intent to advance lanes by September 1 of the current school year / year the employee wishes to have the increase approved. Transcript/proof of completion of coursework will be submitted to the Superintendent no later than twenty 20 days after the beginning of the first semester of the year preceding the new contract year. Any pay adjustments shall be retroactive to the beginning of the semester. If the September 1 deadline is missed, then the employee may file a letter of intent and provide transcript/proof of completion the following year. MA will be counted only if granted in the area of academic discipline being taught.

C. Method of Payments

1. Each employee shall be paid once monthly during the months from September through August by direct deposit on or before the 10th day of the month.

D. Extra Assignment and Extended Contract Rate, and Teacher Salary Supplement

1. The salary schedule is based upon the regular school calendar and the normal teaching load as set forth in this Agreement.
2. Any employee whose assignment exceeds the normal hours (Article 18) will be additionally at a rate of \$28.00 per hour.
3. Teacher Salary Supplement
The Salary Schedule includes a total salary which is supported by three separate sources of funding. The primary source of salary funds is the School District's general fund which is supported by state aid payments under the state foundation formula. General

fund resources support all school programs and activities, including teachers' salaries. The other sources of funds for teachers' salaries are state programs known as Phase II and Teacher Quality. These two sources of state funds are combined and known as the Teacher Salary Supplement ("TSS"), and these resources may only be used to support teachers' salaries.

The negotiation of this contract was based on the understanding that the District would receive certain levels of state foundation aid payments and TSS funds for the 2026-27 and 2027-2028 school years.

Minimum salaries will be paid according to the salary provisions of the law.

If the District does not receive all of the anticipated state aid, the District nevertheless agrees to fully pay the non-TSS portion of the teachers' salaries.

When the District receives teacher compensation funds from the State of Iowa, the District will first use these monies to bring professional employees up to state minimum salary levels. Any remaining funds from the District's annual allocation will be distributed to eligible employees.

Article 11 - School Nurse

- A. Salary - The salary of the School Nurse shall be established by the MSTM negotiation teams each year and shall reflect the same percentage salary increase as the staff.
- B. Leaves - The School Nurse is granted sick leave days on the same basis as all other staff accumulative to ninety (90) days. In addition, two (2) personal leave days shall be granted the Nurse.
- C. Other Provisions
 - 1. The School Nurse shall be entitled to the protection and benefits of the following provisions established for employees in this Agreement:
 - Article 5, Grievance Procedure
 - Article 6, Employee Rights
 - 2. Only those provisions of this Agreement specified in this Article shall apply to the School Nurse.
 - 3. The School Nurse will not be included in the rotation system and will not be assigned additional activity duties under this provision.
 - 4. The School Nurse can participate in the insurance program at his/her expense if allowed by the carrier.

Article 12 - Employees Work Year

A. Work Year

The teachers' contract shall be for up to one hundred sixty-five (165) days. Of this, up to a maximum of one hundred forty-eight (148) will be teaching days, and the remainder will be in-service, work, and parent-teacher conference days.

New employees may be required to attend two (2) additional day of orientation at the beginning of the school year.

B. School Calendar

The school calendar shall be determined with input from the Association and final approval by the Board. No calendar shall be adopted by the Board without Association input. The Salary Schedule is based on a 160-day contract for the 2026-2027 school year.

C. If due to applicable law or board policy, the District is required to move back to a five-day work week, the District and Association will agree to restart the negotiations process by exchanging initial bargaining positions at a mutually agreed upon time.

D. Professional development days shall be held as identified in the District calendar. The contract time for these days shall be 7:30am – 3:30pm. Teachers will be provided at least two (2) hours of time to work in their classroom on these days.

E. In the event of a day of school cancellation due to inclement weather, there will be days identified in the District calendar to use as a make-up day in lieu of extending the school year. In addition, Professional development days may be used as make-up days as well. If the District is unable to make up the required time in that time frame, the District and Association will work to find a resolution.

Article 13 - Employee Hours and Load

A. Workday

1. The teacher work day shall be from 7:30 AM to 3:50 PM. Except as provided elsewhere in this Agreement, teachers shall not be required to be in attendance beyond these times, unless mutually agreed upon by the employee and administration.
2. All school personnel must get approval from the Principal and/or Superintendent when necessary to be absent from the building during the school day.

B. Teaching Load

1. The daily teaching load shall not exceed seven and one-half (7 1/2) hours of pupil contact per day.
2. Junior and senior high school employees shall not be required to teach / supervise students more than a total of seven (7) of eight (8) periods each day. Study Halls count as part of the employee's teaching load, but not as a preparation.
3. Every effort will be made to allow all K-12 teachers the equivalent of 30 minutes prep

time each day during student contact time.

4. Independent Study: Teachers who elect to teach independent study students shall be compensated \$100.00 per prep. Pre-Approval is required in writing to the superintendent; it is the responsibility of the student to get the pre-approval form from the guidance office and provide it to the principal for his/her consideration prior to beginning the independent study course.

C. Lunch Periods

Duty Free Lunch - The administrator in charge shall make every effort to provide employees with a daily, uninterrupted, duty-free lunch period of at least twenty (20) minutes. In the event a teacher must work/cover during their 20-minute lunch break, they will be exempt from being directed to work during their planning period.

E. Extra Compensation or Released Time

In those cases where regular substitutes are not available, regular employees who volunteer may be used as substitutes during their preparation time. In the absence of volunteers, an employee may be assigned to serve as a substitute. Employees will not be assigned to substitute more than two preparation times per quarter.

If assignments exceed two preparation times per quarter, then assigned employees shall be paid as follows:

Elementary teacher: \$20 per preparation time

Secondary teacher: \$20 per preparation time

Such coverage shall be arranged by the principal of the school in question and shall be distributed equitably as possible among employees in said school.

- Coverage only applies to preparation time that is scheduled during normal student contact hours. Recess, whether you have duty or not, is not considered a preparation time.
- Duties or meetings before or after school do not apply to this provision.
- Teachers must substitute for the teacher and class at that scheduled time including teaching an appropriate lesson or activity for that class.
- Substitute pay only applies if the teacher has no other preparation block/preparation time during the same day (during student contact hours).
- The absent teacher must be on leave, or the coverage must be pre-approved by the Building Principal.
- Employees will not be obligated to substitute more than one duty or period per day.

F. Outside Employment

1. Certified employees of the School District may engage in gainful employment outside the provisions of their contract since that employment does not adversely affect their ability to carry their standing with the students, associates and community.
2. Employees shall not attempt to sell any product or service from which they may gain financially to students or other staff members during school hours. Employees shall not attempt to sell any product or service to any students, staff or member of the community if the school position held would influence the outcome of the sale or imply school approval of the product or service.

MStM School Board - Teacher Salary Schedule
2026-2027

Years of Teaching	BA	BA+15	BA+30	MA	MA+15	MA+30
0	40,000.00	40,725.00	41,450.00	42,175.00	42,900.00	43,625.00
1	40,625.00	41,350.00	42,075.00	42,800.00	43,525.00	44,250.00
2	41,250.00	41,975.00	42,700.00	43,425.00	44,150.00	44,875.00
3	41,875.00	42,600.00	43,325.00	44,050.00	44,775.00	45,500.00
4	42,500.00	43,225.00	43,950.00	44,675.00	45,400.00	46,125.00
5	43,125.00	43,850.00	44,575.00	45,300.00	46,025.00	46,750.00
6	43,750.00	44,475.00	45,200.00	45,925.00	46,650.00	47,375.00
7	44,375.00	45,100.00	45,825.00	46,550.00	47,275.00	48,000.00
8	45,000.00	45,725.00	46,450.00	47,175.00	47,900.00	48,625.00
9	45,625.00	46,350.00	47,075.00	47,800.00	48,525.00	49,250.00
10	46,250.00	46,975.00	47,700.00	48,425.00	49,150.00	49,875.00
11	46,875.00	47,600.00	48,325.00	49,050.00	49,775.00	50,500.00
12	47,500.00	48,225.00	48,950.00	49,675.00	50,400.00	51,125.00
13	48,125.00	48,850.00	49,575.00	50,300.00	51,025.00	51,750.00
14	48,750.00	49,475.00	50,200.00	50,925.00	51,650.00	52,375.00
15	49,375.00	50,100.00	50,825.00	51,550.00	52,275.00	53,000.00
16	50,000.00	50,725.00	51,450.00	52,175.00	52,900.00	53,625.00
17	50,625.00	51,350.00	52,075.00	52,800.00	53,525.00	54,250.00
18	51,250.00	51,975.00	52,700.00	53,425.00	54,150.00	54,875.00
19	51,875.00	52,600.00	53,325.00	54,050.00	54,775.00	55,500.00
20	52,500.00	53,225.00	53,950.00	54,675.00	55,400.00	56,125.00
21	53,125.00	53,850.00	54,575.00	55,300.00	56,025.00	56,750.00
22	53,750.00	54,475.00	55,200.00	55,925.00	56,650.00	57,375.00
23	54,375.00	55,100.00	55,825.00	56,550.00	57,275.00	58,000.00
24	55,000.00	55,725.00	56,450.00	57,175.00	57,900.00	58,625.00
25	55,625.00	56,350.00	57,075.00	57,800.00	58,525.00	59,250.00
26	56,250.00	56,975.00	57,700.00	58,425.00	59,150.00	59,875.00
27	56,875.00	57,600.00	58,325.00	59,050.00	59,775.00	60,500.00
28	57,500.00	58,225.00	58,950.00	59,675.00	60,400.00	61,125.00
29	58,125.00	58,850.00	59,575.00	60,300.00	61,025.00	61,750.00
30	58,750.00	59,475.00	60,200.00	60,925.00	61,650.00	62,375.00
31	59,375.00	60,100.00	60,825.00	61,550.00	62,275.00	63,000.00
32	60,000.00	60,725.00	61,450.00	62,175.00	62,900.00	63,625.00
33	60,625.00	61,350.00	62,075.00	62,800.00	63,525.00	64,250.00
34	61,250.00	61,975.00	62,700.00	63,425.00	64,150.00	64,875.00
35	61,875.00	62,600.00	63,325.00	64,050.00	64,775.00	65,500.00
36	62,500.00	63,225.00	63,950.00	64,675.00	65,400.00	66,125.00
37	63,125.00	63,850.00	64,575.00	65,300.00	66,025.00	66,750.00
38	63,750.00	64,475.00	65,200.00	65,925.00	66,650.00	67,375.00
39	64,375.00	65,100.00	65,825.00	66,550.00	67,275.00	68,000.00
40	65,000.00	65,725.00	66,450.00	67,175.00	67,900.00	68,625.00
41	65,625.00	66,350.00	67,075.00	67,800.00	68,525.00	69,250.00
42	66,250.00	66,975.00	67,700.00	68,425.00	69,150.00	69,875.00
43	66,875.00	67,600.00	68,325.00	69,050.00	69,775.00	70,500.00

Schedule B

2025-2026

All salaries for Schedule B will be based on the percentage of the BA Experience salary step for each specific activity assigned up to the specified limits.

10.0% Activity

Head High School Football Coach
Head High School Volleyball Coach
Head High School Boys Basketball Coach
Head High School Girls Basketball Coach
Head High School Boys Wrestling Coach
Head High School Girls Wrestling Coach
Head High School Boys Track Coach
Head High School Girls Track Coach
Head High School Boys & Girls Golf Coach
Head High School Baseball Coach
Head High School Softball Coach
Instrumental Music
Vocal Music
FFA Sponsor – School Year
FFA Sponsor - Summer

7.0% Activity

Assistant High School Football Coach
Assistant High School Volleyball Coach
Assistant High School Boys Basketball Coach
Assistant High School Girls Basketball Coach
Assistant High School Boys Wrestling Coach
Assistant High School Girls Wrestling Coach
Assistant High School Boys Track Coach
Assistant High School Girls Track Coach
Assistant High School Boys & Girls Golf Coach
Assistant High School Baseball Coach
Assistant High School Softball Coach
Cheerleading Coach – Football
Cheerleading Coach – Basketball
Cheerleading Coach – Wrestling
Drama Director
Speech Director
Robotics Sponsor
Prom Sponsor

3.0% Activity

Junior High School Assistant Coach
Student Council Sponsor
National Honor Society Sponsor
Yearbook Sponsor

8% Activity

Head High School Boys & Girls Cross Country Coach

5.0% Activity

Junior High School Football Coach
Junior High School Volleyball Coach
Junior High School Boys Basketball Coach
Junior High School Girls Basketball Coach
Junior High School Boys Wrestling Coach
Junior High School Girls Wrestling Coach
Junior High School Boys Track Coach
Junior High School Girls Track Coach
Junior High School Baseball Coach
Junior High School Softball Coach

Stipend Amounts

Academic Bowl - \$500.00
Counselor Extension - \$2,500.00

Current Employees shall not be reduced in supplemental pay as a result of implementation of this new schedule.

1. Coaches changing coaching assignments in the same sport, up or down, in our system will be allowed one (1) year of assistantship towards one (1) year as a Head Coach or vice-versa.
2. Coaches new to the system, at the Board's discretion, will be offered supplemental pay for any or all experience in the same sport.
3. Any Varsity Coach that has to coach J.V. because of the inability to fill that position would be paid on Base 0 of the J.V. scale, or his/her J.V. experience step in the MSTM system.
4. If a Varsity sport requires a Head Coach and two (2) assistants and the Board is unable to fill the second position, the pay for the second Assistant will be equally divided between the Head Coach and the first Assistant.
5. In the event that an athletic sport has 13 or more participants (players), an assistant coach shall be hired at the rate of currently specified percents in the Supplemental Pay Schedule.
6. All coaches will start on step 4 during their first four years of employment.
7. For junior high and high school sports, if an athletic sport has 13 or more participants, an assistant shall be hired at the rate on Schedule B. If an assistant cannot be found for the sport, the Head coach of a Junior High sport will receive a \$250 overload and the head coach of a varsity sport will receive a \$500 overload. Numbers are determined after the first practice.

All teachers who coach and are assigned to drive an activity school bus shall be paid forty (40) dollars per trip.

Coaching Assignments included are:

Head High School Football Coach	Junior High School Football Coach
Head High School Volleyball Coach	Junior High School Volleyball Coach
Head High School Boys & Girls Cross Country Coach	Junior High School Boys Basketball Coach
Head High School Boys Basketball Coach	Junior High School Girls Basketball Coach
Head High School Girls Basketball Coach	Junior High School Boys Wrestling Coach
Head High School Boys Wrestling Coach	Junior High School Girls Wrestling Coach
Head High School Girls Wrestling Coach	Junior High School Boys Track Coach
Head High School Boys Track Coach	Junior High School Girls Track Coach
Head High School Girls Track Coach	Junior High School Baseball Coach
Head High School Boys & Girls Golf Coach	Junior High School Softball Coach
Head High School Baseball Coach	
Head High School Softball Coach	
Assistant High School Football Coach	
Assistant High School Volleyball Coach	
Assistant High School Boys Basketball Coach	
Assistant High School Girls Basketball Coach	
Assistant High School Boys Wrestling Coach	
Assistant High School Girls Wrestling Coach	
Assistant High School Boys Track Coach	
Assistant High School Girls Track Coach	
Assistant High School Boys & Girls Golf Coach	
Assistant High School Baseball Coach	
Assistant High School Softball Coach	
Cheerleading Coach – Football	
Cheerleading Coach – Basketball	
Cheerleading Coach – Wrestling	