



COLLECTIVE BARGAINING AGREEMENT

BETWEEN

PCM COMMUNITY SCHOOL DISTRICT

BOARD OF DIRECTORS

AND

PCM EDUCATION ASSOCIATION

July 1, 2026 until June 30, 2027 - Wages

July 1, 2026 - June 20, 2028 - Contract Language

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ARTICLE I – RECOGNITION

A. UNITS

The Board recognizes the PCM Education Association as the exclusive and sole bargaining representative for all personnel as set forth in the PERB certification instrument (Case No. 4511) issued by the PERB on the 6th day of December 1991, whether under contract, either verbal or written, employed by the Board of Education of the PCM Community School District.

Such representation shall cover all personnel assigned to professional positions falling within the PERB certification bargaining unit. The unit described in the above certification is as follows:

Including:

All regular full-time and part-time certified teachers, including counselors, nurses, and librarians.

Excluding:

All other School District employees, Superintendent of schools, principals, and confidential supervisory personnel as defined in the Act.

B. DEFINITIONS

1. The term “District” as used in this Agreement shall mean the Board of Education of the PCM Community School District or its duly authorized representatives.
2. 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.
3. The term “Association” as used in this Agreement shall mean the PCM Education Association or its duly authorized representatives or agents.

ARTICLE II – GRIEVANCE PROCEDURE

SECTION 1

The purpose of this article is to provide for a mutually accepted method for the prompt and equitable settlement of employee grievances and disputes over the interpretation and application of this Agreement. The District, the Association, and the employees shall attempt to resolve informally at the earliest possible stage all grievances.

SECTION 2

Except as otherwise provided in this Agreement, a “grievance” is a claim or dispute concerning the interpretation or application of the terms of this Agreement.

SECTION 3

- a. Every employee covered by this Agreement shall have the right to present grievance in accordance with these procedures.
- b. The failure of an employee (or in the event of an appeal to arbitrate, the Association) to act on any grievance within the prescribed time limits will act as a bar to any further appeal and an administrator’s failure to give a decision within the time limits shall permit the grievance to proceed to the next step.
The time limits, however, may be extended by mutual agreement.
- c. It is agreed that any investigation or other handling or processing of any grievance by the grieving employee shall be conducted so as to result in no interference with, or interruption whatsoever of, the instructional program and related work activities of the grieving employee or other employees.
- d. If requested by the aggrieved party, an Association representative may be present and participate in the second and third steps listed below.
- e. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from, and will not become part of, the personnel files of the participants.
- f. All references to “days” in this article shall be to calendar days.

SECTION 4

- a. First Step
An attempt shall be made to resolve any grievance in informal discussion between complainant and the principal or Superintendent (as appropriate to the issue).

b. Second Step

If the grievance cannot be resolved informally, the aggrieved employee shall file the grievance in writing and, at a mutually agreeable time, discuss the matter with the principal. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the Agreement allegedly violated, and shall state the remedy requested. The filing of the formal, written grievance at the second step must be within twenty-one (21) days from the date of the occurrence of the event giving rise to the grievance. The principal shall make a decision on the grievance and communicate it in writing to the employee and the Superintendent within fourteen (14) days after receipt of the grievance.

c. Third Step

In the event a grievance has not been satisfactorily resolved at the second step, the aggrieved employee shall file within seven (7) days of the written decision at the second step a copy of the grievance with the superintendent and directed to the District. Within fourteen (14) days after such written grievance is denied, the aggrieved employee and the Superintendent or other designee of the District shall meet to resolve the grievance. The Superintendent or other designee shall file an answer within fourteen (14) days of the third step grievance meeting and communicate it in writing to the employee.

ARTICLE III – WORK YEAR AND HOLIDAYS

A. Work Year

The total number of contract days set forth shall be 190 days, which includes 3 paid holidays; Thanksgiving, Christmas, and New Year's Day. Specifically, the school year shall consist of 187 work days, with at least 1080 hours being student contact. These days will include teaching and non-teaching in-service or workdays. A teaching day shall include PT Conference dates during the school year.

At the beginning of the school year, new staff will be required to report one (1) day earlier than returning staff. The purpose of this will be to become familiar with district practices and direction. This will be part of their contract and will be compensated at employee's per diem rate.

The per diem rate shall be equal to 1/190th of an employee's salary.

B. Holidays

Employees shall be entitled to the following non-paid holidays:

Fourth of July
Labor Day
Memorial Day

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

ARTICLE IV – HOURS AND WORKDAY

A. Regular Workday

1. The regular working day for employees shall be 7:40 AM to 3:40 PM. Regular hours may be adjusted up or back by the building administrator and the individual faculty member involved as special circumstances may require.
2. Employee work hours other than regular hours will vary according to supplemental jobs, school activities or other duties connected with the teaching position.
3. The time scheduled for in-service training will be established by the administration and staff shall be notified of the time scheduled in advance.

B. Exceptions

1. On Fridays, days preceding vacations or holidays, and days when adjustments are made due to inclement weather, the workday shall end as soon as the last district bus leaves the parking lot.

C. Lunch Duty/Duty Free Lunch

1. District employees shall have a minimum lunch break of 100 minutes per week with each employee receiving at least twenty (20) minutes uninterrupted duty-free minutes per day.
2. In the event of an emergency, the administration shall have the authority to use the employee in order to protect students. Both the administration and the Association recognize the duty to safeguard students.

ARTICLE V – LEAVES OF ABSENCE

A. PERSONAL/FAMILY ILLNESS (SICK) LEAVE

1. Employees shall receive sick leave pay equal to their regular pay for each day they are unable to perform their regular duties for medical reasons and doctor appointments as a result of illness, injury, or other disability including pregnancy, subject to the limitations set out below. Sick leave may also be used for immediate family illness. Immediate family shall include: spouse, children, parents, siblings, or in-laws. Leave may be granted for grandparents or grandchildren if the employee is a primary caregiver for that family member or if they reside in the employee's household.
2. Employees will be granted 15 work days of sick leave per year.
3. The amount of accumulated sick leave shall be 100 days; however an employee who has accumulated 100 days sick leave will be allowed to utilize the yearly allowance of 15 sick leave days before days are deducted from the 100 days maximum accumulated sick leave.
4. Licensed employees who have a minimum of fifty (50) days in their sick bank may exchange fifteen (15) sick days for one (1) personal day each year. Written requests must be made to the superintendent or business office designee by August 31st of the current school year. Personal leave guidelines apply.
5. All accumulated sick leave will be forfeited upon termination of employment unless otherwise agreed upon in writing.
6. Evidence may also be required to confirm the employee's illness or family member's illness, the need for the illness leave, the employee's ability to return to work, and the employee's capability to perform the duties of the employee's position. It is within the discretion of the board or the superintendent to determine the type and amount of evidence necessary. When an illness leave will be greater than three consecutive days, the employee will comply with appropriate policies and procedures on employee leave.
7. Sick leave should not be used where deferment of treatment of medical service would be possible at a time other than the school year.
8. The minimum amount of sick leave that can be granted is one-quarter (2 hours) per work day. In the event an Employee is off work due to an on-the-job injury, the difference between the Workman's Compensation check and the Employee's regular net earnings will be paid to the Employee and the days absent will be deducted from the Employee's accumulated sick leave.

B. BEREAVEMENT LEAVE

The district understands that employees may need time off to mourn the loss of a family member or close friend.

1. Each employee shall receive up to five [5] days of bereavement leave for the death of an immediate family member – spouse, parent, brother, sister, child, step-child, father-in-law, mother-in-law, or the spouse of any of the above. Bereavement may be used to attend the funeral and for any other purpose directly arising out of said death within 90 days; no deduction of pay shall be made.
2. Employees shall receive up to three [3] days of bereavement leave for the death of grandparents or grandchildren without loss of pay.
3. Employees shall receive one [1] days of bereavement leave for the death of aunts, uncles, nieces, and nephews without loss of pay.
4. In cases where employees feel an obligation to attend a funeral of a close friend or other relative not specified in Sections B.1, B.2 or B.3, the employee may request leave to the Superintendent or his/her designee. Paid leave may be granted. If paid leave is not granted, the employee may be excused and shall lose only the amount of pay which would be paid to a substitute teacher.

C. RELIGIOUS LEAVE

Any employee with a recognized religious affiliation which requires observance of a recognized religious holiday other than those scheduled in the school calendar shall be excused without pay and shall notify the appropriate principal at least one (1) day in advance.

D. JURY DUTY LEAVE

Employees may be summoned for jury duty. Employees who are called for jury service will notify their immediate supervisor within twenty-four hours after notice of call to jury duty and will provide suitable proof of jury service to the school district.

Employees will receive their regular salary. However, any payment for jury duty will be paid to the school district. The employee will report to work within one hour on any day when the employee is excused from jury duty during regular working hours.

E. EDUCATIONAL IMPROVEMENT

A leave of absence without pay of up to one (1) year may be granted to any employee upon application for the purpose of engaging in study at an accredited college or university reasonably related to professional responsibilities. The District shall be the sole judge as to whether or not leave can be granted without disruption of the educational

process of the district. Applications must be made at least six (6) months prior to the requested leave. Upon returning from leave, the employee shall be placed on the schedule where he/she would have been at the beginning of the leave.

F. PROFESSIONAL LEAVE

1. Employees shall be granted paid leave up to two (2) days to attend professional conferences, meetings, workshops, or visitations of other programs. In no case will staff in any academic year exceed two (2) days multiplied by the full time equivalent (FTE) staff. The District may request an employee attend a conference and thereby exceed the two (2) day limit, but not to exceed four (4) days. Any unused professional leave days during the academic year will be available at the discretion of the administration for employees wishing to use additional days. Unused portions of this leave do not accumulate to the next academic year. The District agrees to pay or reimburse the employee for approved mileage and/or registration fees. Each employee will be allotted \$150 per year for professional leave to cover conference costs.
2. Professional leave shall be used for the purpose of:
 - a. Visitation to view other instructional techniques or programs.
 - b. Conferences, workshops or seminars conducted by colleges, universities or other educational institutions or organizations.
3. Employees shall present their request for professional leave in writing to the building principal at least two (2) weeks, if possible, prior to the leave date. The school administration shall be the judge as to whether the request is granted. Reason for not granting leave shall be given to the requesting employee in writing at least three (3) days prior to the requested leave.

G. EMERGENCY LEAVE

Three (3) days per contract year, non-accumulative, may be granted for emergency use when another category of leave is not appropriate for the situation or the employee has exhausted personal or family sick leave. Emergency leave is defined as serious illness or injury by accident or any other special circumstance which must be approved by the district superintendent.

H. MATERNITY/PATERNITY/ADOPTION LEAVE

All employees are entitled to ten days of paid parental leave for parental bonding following the birth or adoption of a child. This parental leave shall be in addition to, and will not be deducted from, any other District-provided paid leave available to the employee. Such leave must be continuous and runs concurrently to any unpaid leave available to the employee pursuant to FMLA and/or ADA.

I. PERSONAL LEAVE

Employees receive (3) personal days per school year. Personal leave requests must be submitted at least three (3) days in advance. All personal leave requests must receive approval from the employee's direct supervisor.

- Personal leave will be denied if it falls on the day before or the day after a holiday or vacation, it falls during the first or last week of school, or it would cause undue interruption to the educational program. Personal leave will not be granted if this results in more than two (2) employees being absent from a building on the same date. Those who first give notice shall be granted said leave. Exceptions to these limitations may be made by the superintendent or building principal in his/her sole discretion.
- Of the three (3) personal days allocated annually, employees may roll forward a maximum of two (2) personal days each year. The maximum number of personal days an employee may accumulate is five (5) days. In the event that an employee's personal leave balance prohibits him or her from carrying days over at the end of the year, the employee will be compensated at the substitute pay rate for the unused personal days. Personal days are paid out in full day increments only. Rollover requests must be made by May 15 of the current year.
- Once granted, personal leave will not be rescinded if another employee is absent for professional, emergency, or sick leave.

End of the Year Buy-Back

Employees will receive payment for unused personal leave with their June paycheck. Payment will be determined on a full-day basis as follows:

1. One (1) unused day; employees will receive payment the equivalent to one day of sub pay.
2. Two (2) unused days; employee will receive payment the equivalent to two days of sub pay.

J. FMLA LEAVE

Employees will be provided FMLA leave in accordance with Board Policy 409.03.

K. DEDUCTION FOR ABSENCE

Unless otherwise expressly provided in this Article, employees shall have deducted from their pay for a leave of absence an amount equal to one (1) contracted day's pay of the annual salary including supplemental pay for in season work for each day of absence.

Upon the superintendent's prior approval, an employee may be granted unpaid leave upon the filing of a written request. Such action shall not be considered precedent setting.

L. FLEX DAYS

If the board approved school calendar designates one or more "flex days" for certified staff, administration will communicate tasks that need to be completed on or before the

occurrence of each flex day (e.g. mandatory training, administrative tasks, curriculum review, unit planning, etc.). If certified staff complete assigned tasks outside of contract time prior to the flex day(s), they can elect not to report to work on the flex day(s) unless a required meeting or task is deemed necessary by administration. Administration may require documentation of work hours or task completion at their discretion.

ARTICLE VI – PAYROLL DEDUCTION

Upon appropriate written authorization from the employee, the District shall deduct from the salary of any employee and make appropriate remittance for:

- 1. Annuities
- 2. Insurance
- 3. Flexible Spending Account
- 4. Health Savings Account

Employee changes may only be made during the open enrollment period unless the employee experiences a qualifying event, as defined by the insurance carriers’ conditions and regulations. Each calendar year, the deadline for new employees will be September 1st or as defined by the insurance carriers’ conditions and regulations.

Amounts withheld shall be remitted to the designated person, persons, or company within ten (10) calendar days of the withholding.

ARTICLE VII – WAGES & SALARIES

1. BASE WAGE

- A. All certified staff members will receive a minimum salary consistent with Iowa Code 284.15 or a pool raise of \$1300 for the 2026-2027 school year, whichever is greater.
- B. All newly hired or current staff that have 12 years of teaching experience or more will be paid a combined salary minimum of \$62,000.
- C. The following base salary amounts will be used for new employees:

BA	BA+12	BA+24	MA	MA+12
\$50,000	\$52,000	\$54,000	\$56,000	\$58,000

- D. Employees new to the District will receive a salary comparable to employees in the same education pool and similar years of teaching experience (up to 12 years), unless there is an identified need from the District. Anything else notwithstanding, the District shall have the right to deviate from and pay differently, as previously specified, as the District may deem necessary to hire or when otherwise deemed to be in the District’s best interest.
- E. The salaries of part-time employees shall be at a ratio proportionate to their part-time service.

2. EDUCATION LANES (Horizontal Advancement)

Employees may move from one educational lane to a higher educational lane by completing sufficient graduate hours or degree requirements in the teacher's particular subject area, pending proof of course completion and approval of the coursework by the superintendent. Employees who advance from one educational lane to another shall receive a salary increase of \$2,000 per lane. Employees may move more than one educational lane in a year as long as all requirements are met.

Advancements shall only begin with the start of the school year following the completion of the required graduate credits. Credits earned for lane advancement must be from an accredited institution, must lead toward a degree, or be approved by the superintendent.

An employee who will meet the requirements of advancement in educational lanes shall give written notice to the superintendent no later than January 30th of the school year prior to the anticipated lane advancement. The employee shall file with the superintendent suitable proof of meeting the requirements by August 30th of that contract year (completion of PCMEA Lane Change Form and official transcripts from the accredited institution).

The District shall have the option to work with other school districts in determining the salary and benefits for a staff member who is shared with one or more districts.

3. EXTRA-CURRICULAR ACTIVITIES

- A. The base generator for 2026-2027 is \$38,000.
- B. All employees with positions on Appendix B will be eligible for an Anniversary Bonus and/or a Multi-Position Bonus, both explained below:

Anniversary Bonus: One-time stipend payable to a coach/sponsor in the fiscal year their anniversary is achieved, for the activity they are coaching. Eligibility is based on the number of years served at PCM. This bonus/stipend will be paid in June of the year that the anniversary is achieved.

Multi-Position Bonus: For any coach/sponsor who has more than one position on Appendix B, they will receive a percentage of each position. The multi-position bonus will be paid in June of that year.

*See attached, Appendix B, Extra-Curricular Activities

4. METHOD OF PAYMENT

- a. Each employee on a regular contract will receive twelve (12) equal payments on the 20th of each month beginning on September 20th of the contract year.
- b. Employees on extended contracts shall receive equal monthly pay over the term of their employment in the same manner as set out in paragraph one (1) above.
- c. Employees shall receive their check via direct deposit at their designated financial institute.
- d. When a pay date falls on a holiday or weekend, employees shall receive their paychecks on the last previous workday.

5. EXTRA DUTY PAY

Extra duties are defined as those duties required of the employee other than their normal contracted position (during the normal working hours), and excluding duty related to the job from which the employee is receiving supplemental pay.

Rates and types of extra duty pay can be found on Appendix A.

Each employee shall perform three (3) extra duties without compensation. These extra duties are listed in Appendix A. Other extra duties may be added to this list by the building administrator for compensation, but no extra duty will be excluded from this list.

If enough volunteers are not obtained for the needed extra duties, employees shall be assigned, beginning with those individuals who have volunteered for the least number of duties.

No employee shall be required to perform more than six (6) extra duties, but employees may volunteer for an unlimited number of extra duties.

Extra duty pay shall be at the rate of \$25.00 per extra duty above three (3) duties.

All-day duties shall be at the rate of \$40.00 per duty and compensation for a pep bus will be at \$15.00.

6. EXTENDED CONTRACTS

Employees assigned to extended contract duties shall be paid at 1/190th of their combined contract salary for each day of the extension.

7. SCHOOL NURSE PLACEMENT

School nurses who have obtained a Bachelor of Science in Nursing degree (BSN) and Statement of Professional Recognition from the Iowa Board of Educational Examiners (BOEE) are recognized as personnel covered under this bargaining agreement and will be paid as such. School nurses who have not attained a BSN and/or SPR will be compensated at 80% of what their salary placement would be.

ARTICLE VIII – DURATION

The duration of this contract shall be from July 1, 2026 - June 30, 2028 for contract language, and from July 1, 2026 - June 30, 2027 for wages.

ARTICLE IX – GENERAL PROVISIONS

A. 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 at the following designated addresses or at such other address as may be designated by a part in written notification to the other party.

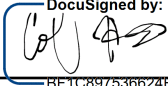
1. If by Association to the District, at the Central Office where Superintendent is located.
2. If by the District to Association, at the building where the PCMEA president is located.

B. SIGNATURES

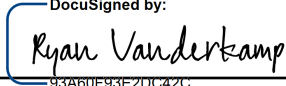
IN WITNESS WHEREOF the parties hereto have caused this Agreement to be signed by their respective chief negotiators, and their signatures placed thereon.

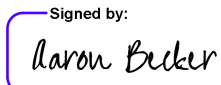
DATED this 27 day of April, 2026.

PCM Education Association

By: 
DocuSigned by: BFTC897536624FD...
 Chief Negotiator Collin Harrison

PCM Community School District

By: 
DocuSigned by: 93A60F93E2DC42C...
 Board President Ryan VanDerKamp

By: 
Signed by: 957297B99AA2496...
 Superintendent Aaron Becker

Appendix A – Extra Duties

HIGH SCHOOL

Athletic Events

Ticket seller
Ticket taker
Chain gang
Timer
Scorer
Press box
Announcer
Supervisor

Music/Drama Events

Ticket Seller
Supervisor
Music
contest

Other

Dance

MIDDLE SCHOOL

Athletic Events

Ticker seller
Timer

Scorer
Press box
Announcer
Supervisor
Chain gang

Music/Drama Even

Ticket seller
Supervisor

Music contest

Other

Dances
6th grade
orientation

ELEMENTARY SCHOOL

Open house
Supervision of Music Programs (must attend 2 concerts/programs to count as 1 duty)

Appendix B - Supplemental Pay (Extracurricular Pay Levels)

Level 1 13.00% \$4,940	Football Head Coach, HS Boys' Basketball Head Coach, HS Girls' Basketball Head Coach, HS Boys' Wrestling Head Coach, HS Girls' Wrestling Head Coach, HS Baseball Head Coach, HS Softball Head Coach, HS HS Band Instructor-Pep/Marching Band HS FFA Sponsor	Level 6 5.80% \$2,204	Football Coach, MS Volleyball Coach, MS Boys' Basketball Coach, MS Girls' Basketball Coach, MS Boys's Wrestling Coach, MS Girls' Wrestling Coach, MS Boys' Track Coach, MS Girls' Track Coach, MS Cross Country Coach, MS Baseball Coach, MS Softball Coach, MS
Level 2 10.50% \$3,990	Volleyball Head Coach, HS Boys' Track Head Coach, HS Girls' Track Head Coach, HS Soccer Head Coach, HS HS Vocal Music Instructor-Jazz Music	Level 7 5.00% \$1,900	Dance Team Assistant Coach, HS Cheerleading Assistant Coach, HS HS Speech, Head Sponsor HS E-Sports Sponsor HS Robotics HS Jazz Band Director HS DECA Sponsor HS Skills USA Sponsor MS Musical Director MS Show Choir MS Yearbook Sponsor MS Jazz Band Director
Level 3 8.75% \$3,325	Football Assistant Coach, HS Boys' Basketball Assistant Coach, HS Girls' Basketball Assistant Coach, HS Boys' Wrestling Assistant Coach, HS Girls' Wrestling Assistant Coach, HS Baseball Assistant Coach, HS Softball Assistant Coach, HS	Level 8 3.25% \$1,235	HS Musical (Vocal Assistant) HS Speech Assistant Sponsor MS Musical Assistant HS Newspaper Sponsor Junior Class Sponsor
Level 4 8.25% \$3,125	Cross Country Head Coach, HS Boys' Golf Head Coach, HS Girls' Golf Head Coach, HS Dance Team Head Coach, HS Cheerleading Head Coach, HS HS Yearbook Sponsor	Level 9 2.00% \$760	HS Color Guard Sponsor HS Musical/Drama Set Director HS Student Government
Level 5 6.75% \$2,565	Volleyball Assistant Coach, HS Boys' Track Assistant Coach, HS Girls' Track Assistant Coach, HS Soccer Assistant Coach, HS HS Drama/Musical Director MS Band Instructor HS Show Choir	Level 10 1.50% \$570	Senior Class Sponsor NHS Sponsor MS Student Council

***Percentages are calculated with base generator of \$38,000**

Anniversary Bonus		Multi-position Bonus	
5	\$500	2	10%
10	\$1,000	3	15%
15	\$1,500	4 +	20%
20 +	\$2,000		

The Anniversary Bonus shall reflect cumulative, not consecutive, years of service to the district in a supplemental role at the same level. Only the bonus for the most current accrued years of service will be paid (years prior to 2008 may require proof of employment).