

MASTER CONTRACT

between

The Turkey Valley Education Association

and

The Turkey Valley Community
School District

2023-2025 School Year

TABLE OF CONTENTS

<u>ARTICLE</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
I	General Provisions	1
II	Grievance Procedure	2
IV	Hours, Vacations, Holidays	4
V	Paid Temporary Leaves	5
VI	Non-Paid Extended Leaves	8
VII	Health and Safety	9
VIII	Association Rights	9
IX	In-Service Training	10
X	Seniority Principle	10
XI	Vacancies, Transfers, Reassignments	11
XII	Wages and Salaries	11
Schedule A	Grievance Report	13-14
Schedule B	Salary Index	15
Schedule C	Salary Index	16

ARTICLE I GENERAL PROVISIONS

- SEC. 1.** The Board recognizes the Turkey Valley Education Association as the certified exclusive bargaining representative for all certified personnel as set forth in the Public Employment Relations Board Certification Instrument (Case #214) issued by the Public Employment Relations Board on May 9, 1975, employed or to be employed by the Turkey Valley School District.
- SEC. 2.** The following definitions apply to this Agreement:
- A. The term "Board" in this Agreement shall mean the Board of Education of the Turkey Valley Community School District or its duly authorized representatives.
 - B. The term "employee" 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.
 - C. The term "Association" in this Agreement shall mean the Turkey Valley Education Association or its duly authorized representatives or agents.
 - D. Both parties recognize that the school nurse may be a member of the bargaining unit.
- SEC. 3.** If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law by a court of competent jurisdiction, then such provision or application shall be deemed not valid and subsisting, except to the extent permitted by law. All other provisions of the Agreement shall continue in full force and effect.
- SEC. 4.** Copies of this Agreement shall be given to all employees now employed or to be employed by the Board. Prospective employees may review this Agreement. The Association shall be provided with ten (10) additional copies of this Agreement. The format for the printed contract shall be mutually agreed upon, and the final, printed contract shall be presented to the employees and the Association no later than fifteen (15) calendar days from date signed.
- SEC. 5.** Whenever any notice is required to be given by either party of this Agreement to the other party pursuant to the provisions 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 party by written notification to the other party.
- A. If by Association, to Board of Directors at Jackson Junction, Iowa, 52171.
 - B. If by Board, to Turkey Valley Education Association, Jackson Junction, Iowa, 52171.
- SEC. 6.** This agreement shall be effective for the 2023-2025 school years.
- SEC. 7.** If Supplemental State aid or its equivalent, is set at a rate of 0% or less for the 2018-2019 school year, then either the district or association may ask to have the language of this contract reopened for that school year. Language may also be reopened for the 2020-2021 school year. Wages will be renegotiated each year this contract is in effect.

SEC. 8. If any item that was removed from the 2017-2018 contract because it was thought to be an illegal item of bargaining is found to be permissive by the Iowa PERB or a court of law, during the term of this contract, the item shall be returned to the contract as a permissive item and handled as all other permissive items in the current contract.

SEC. 9. In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, and their signatures placed thereon.

Turkey Valley Education Association (President):_____ Date:_____

Turkey Valley Board of Directors (President):_____ Date:_____

ARTICLE II GRIEVANCE PROCEDURE

SEC. 1. A grievance is a claim by an employee, or group of employees or the Association that there has been a violation, misinterpretation, or misapplication of any provisions of this Agreement.

SEC. 2. A grievant is the person, persons, and/or the Association making the complaint.

SEC. 3. This procedure is used to provide fair solutions to problems which may arise affecting employees.

SEC. 4. A grievant may be represented at all stages of the grievance procedure by oneself, 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 formal levels and shall have the right to grieve any adjustment of the employee's complaint.

SEC. 5. All documents, communications, and records dealing with the processing of a grievance shall be filed in a grievance file and shall not be kept in the employee's personnel file. Such material in a grievance file shall be open to the review of the grievant and Association and shall be available for reproduction at their expense.

SEC. 6. All meetings and hearings under this procedure shall be conducted in private and shall include only the witnesses, the grievant, the grievant's representative and the Association.

SEC. 7. The parties agree to follow the steps as herein below set out in the processing of a grievance. If at any time the Board's representative fails to provide written disposition to the grievant within the time limit therein set forth or any extension agreed to in writing, the parties may appeal the grievance to the next step of the grievance procedure. Any grievance not carried to the next step within the prescribed time limit including any such extension agreed to in writing, shall be automatically closed upon the basis of the last disposition rendered.

SEC. 8. A grievance shall be presented in accordance with these procedures within fifteen (15) calendar days of the day of the event giving rise to the grievance.

SEC. 9. Step One -- INFORMAL, PRINCIPAL

An employee with a grievance shall first discuss it with his/her principal or immediate supervisor, either directly or through the Association's designated representatives with the objective of resolving the grievance informally.

SEC. 10. Step Two -- FORMAL, PRINCIPAL

If the grievance still exists as a result of the informal discussion with the Principal or immediate supervisor at Step One, the grievance shall be filed on the form set forth in Schedule A within fifteen (15) calendar days of the Step One meeting(s). Said form shall be signed by the grievant and a copy shall be delivered to the appropriate principal or immediate supervisor. The principal or his immediate supervisor shall indicate his/her disposition of the grievance in writing to the grievant within five (5) calendar days after receipt of said grievance form.

SEC. 11. Step Three -- FORMAL, SUPERINTENDENT

If the grievance still exists as a result of the Step Two disposition, the grievant may, within five (5) calendar days, transmit said grievance to the superintendent. The superintendent shall have twenty (20) calendar days to meet with the grievant and indicate his/her disposition of the grievance in writing.

SEC. 12. Step Four -- FORMAL, ARBITRATION

If the grievance still exists as a result of the Step Three disposition, the grievant may, within ten (10) calendar days, transmit said grievance to arbitration. The Association reserves the exclusive right to determine which grievance shall be supported by the Association in an arbitration proceeding, and shall notify the Board of its position and intent prior to any such arbitration.

SEC. 13. Within five (5) calendar 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 time period, a written request for a list of five (5) arbitrators shall be made to the American Arbitration Association. Each of the two parties shall alternately strike one name at a time from the list until one name remains. The order of choice shall be determined by a toss of a coin. The first party to choose will exercise his/her choice within two days of the determination. The second party will exercise his/her choice within two days of the choice of the first party. The first party will then exercise his/her second choice within one day of the choice by the second party. The second party will exercise his/her second choice within one day of the second choice by the first party. The name of the arbitrator in charge of the arbitration proceedings is the name remaining. The arbitrator shall act and the arbitration proceedings shall be conducted under the rules of the American Arbitration Association.

SEC. 14. The arbitrator's award shall not amend, modify, nullify, ignore or add to the provisions of the agreement. His/her authority shall be strictly limited to deciding only the issue or issues presented to him/her in writing by the school district and the grievant and his/her decision must be based solely and only upon his/her interpretation of the meaning or application of the expressed relevant language of the agreement. The arbitrator's award shall be final and binding on the parties and said award shall be issued not later than ten (10) days from the date of the close of the hearings or, if oral hearings have been waived, from the date the final statements and proofs on the issues are submitted to the arbitrator.

SEC. 15. The costs for the services of the arbitrator shall be borne equally by the parties.

- SEC. 16.** If a grievance affects a group or class of employees, and more than one principal or immediate supervisor is responsible for the group or class, then the grievance may be submitted after the informal step in writing directly to the superintendent and the processing of said grievance shall bypass Step Two.
- SEC. 17.** Dispositions rendered at all formal steps of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be transmitted promptly to the grievant, and parties of interest, including the Association and any representatives serving the grievant.
- SEC. 18.** No reprisals of any kind shall be taken by the Board or any member of the administrative body against any party in interest, any representative, any member of the Association, or any other participant in the grievance procedure by reason of such participation.
- SEC. 19.** Any provision of the Agreement that states a decision or action is discretionary establishes that decision or action as final and not grievable.

ARTICLE IV HOURS, VACATIONS, HOLIDAYS

- SEC. 1.** The arrival and departure times for full-time employees shall be no later than 7:45 a.m. and no earlier than 3:30 p.m. respectively. The employees shall be required to be at their assigned positions by 8:00 a.m. A flexible schedule occurs when a full-time employee's arrival or departure time has been adjusted. The employee and administration shall mutually agree upon a flexible schedule and notify the Association. If an employee agrees to a flexible schedule, the agreement shall be in writing. The employee shall not be required to attend meetings before or after the flexible contracted hours.

The arrival and departure times for part-time employees shall be determined when establishing the work day. Part-time employees shall be required to be present all day for workshop days, parent-teacher conference days, and in-service days and shall be paid on a per diem basis for their services for these days. This requirement may be waived at administrative discretion. If the starting time of a school day is delayed because of adverse weather conditions, the employee's arrival time will be adjusted accordingly. If school is delayed one hour, the employees' arrival time will be delayed one hour, etc. If school is dismissed early for inclement weather, employees may leave after the buses have departed.

- SEC. 2.** Additional meetings may be scheduled, but employees will not be required to attend more than an aggregate of three hours per month. No morning meetings or assignments shall be scheduled prior to 7:30 a.m.; no after-school meetings or assignments shall last beyond 4:30 p.m. No employee shall be expected to attend a meeting or assignment that begins before 7:45 a.m. and an after-school meeting or assignment on the same day. An employee who is to attend a meeting or assignment outside the regular school day shall receive notice of this meeting or assignment no later than the preceding school day.
- SEC. 3.** No employee shall be assigned more than four (4) involuntary extra-duty assignments per contract year. Volunteers for five (5) or more extra duty assignments shall be assigned no more than two (2) involuntary assignments.

Extra-duty assignments on a paid basis, but not on individual contracts, shall be assigned on a voluntary basis first.

- SEC. 4.** Elementary employees shall have at least forty-five (45) consecutive minutes of preparation time per instructional day. In the event the school day is shortened, preparation time shall be prorated accordingly.

A part-time employee's workday shall include a preparation time prorated on the same percentage as their contract is to a fulltime contract.

An additional aggregate of thirty-six (36) hours of planning and collaboration time during the contract year shall be accrued from professional development days and early dismissals.

- SEC. 5.** Full-time secondary classroom teachers shall have a minimum preparation time of five (5) periods per week per semester. In the event the school day is shortened, preparation time shall be prorated accordingly.

A part-time employee's workday shall include a preparation time prorated on the same percentage as their contract to a fulltime contract.

An additional aggregate of thirty-six (36) hours of planning and collaboration time during the contract year shall be accrued from professional development days and early dismissals.

- SEC. 6.** Non-classroom elementary and/or secondary employees with flexible scheduling (i.e., those who teach three classes or less per day such as librarians, school nurse, and guidance counselors) shall arrange for personal work breaks as deemed practical and possible, not to exceed fifty (50) minutes per day.

- SEC. 8.** The following will be vacation days or vacation periods: Labor Day; Thanksgiving Day and the Friday following Thanksgiving Day; spring break (Good Friday and Easter Monday); the winter break (Christmas vacation including New Year's Day as observed); and Memorial Day. On the workday preceding Thanksgiving vacation; on the workday preceding winter break (Christmas); on the workday preceding spring break (Easter) and the last student day of school, the employee workday shall end at 2:15 pm for the 2016-17 school year. On those specific workdays, the student day will end at 1:00 pm and the remaining workday will be scheduled for employee planning and collaboration.

- SEC. 9.** When parent-teacher conferences/staff meetings are scheduled for two (2) days following student dismissals, a day off will be granted to employees the day following the second date. This day off shall constitute one employee day of service.

- SEC. 10.** Make-up days shall be in the following order: Time allocated for parent teacher conferences for a maximum of two (2) days; the Thursday before Easter; additional days at the end of the school year.

- SEC. 11** For the purpose of conducting professional development and an open house prior to the start of the student school year, the employee's arrival time shall be no later than 11:15 am and the employee departure time shall be no earlier than 7:00 pm.

ARTICLE V PAID TEMPORARY LEAVES

SEC. 1. General Provisions for Leaves

All leaves must be taken for a portion of the day or on a full day basis. Use of leaves will be pro-rated accordingly with a minimum of one-tenth (1/10) pro-rated. Part-time employees shall receive the same leave benefits as stated for full-time employees with the exception that their leave day shall be defined as a period of time equal to their normal working day.

SEC. 2. Sick Leave

- A. Public school employees are granted leave of absence for medically related disability with full pay in the following minimum amounts:

The first year of employment	12 days
The second year of employment	13 days
The third year of employment	14 days
The fourth year of employment	15 days
The fifth year of employment	15 days
The sixth and subsequent years of employment	15 days

- B. An employee's current year of sick leave, according to the above schedule, shall be available for use in the current year. Unused sick leave shall be accumulative to one hundred thirty (130) days. Sick leave shall be determined on the first day of the school year. First year employees shall work one contract day prior to receiving any sick leave benefits.
- C. New employees may transfer in a maximum of ten (10) days of unused sick leave from an accredited school district.
- D. Employees with less than a one hundred ninety (190) day contract shall have sick leave pro-rated accordingly.
- E. Employees shall be granted sick leave for a medically related disability or adoption of a non-school age child. Employees who know that such an adoption or disability will be occurring, such as childbirth, doctor diagnosed stress, or elective surgery shall notify the Board in writing.
- F. The Board may request confirmation of the necessity for use of sick leave. Sick leave shall not be denied prior to conferring with the employee.
- G. Up to ten (10) days of sick leave may be used for family/dependent medically related reasons.
- H. If an employee uses two (2) or fewer sick/family medical leave days during a school year, one (1) sick leave day provided during the next school year may be designated by the employee as a wellness and be available to the employee with the same conditions as personal leave during the school year. The wellness day does not

accumulate, and no additional compensation is provided if the wellness day is not used during the school year in which it is provided.

SEC. 3. Personal Leave

- A. Each employee shall be entitled to three (3) days personal leave to be used at the employee's discretion each year. Each employee shall be able to carry over two (2) full personal days per year for a total of no more than five (5) days.
- B. The employee shall notify his/her immediate supervisor of the intent to use personal leave three (3) calendar days in advance.
- C. The employee shall state the general reasons for the use of such leave, such as medical, legal, or family reasons.
- D. No more than two (2) employees from elementary and no more than two (2) employees from junior-senior high school may use personal leave in one day.
- E. Personal leave may not be used during the first eight workdays of the school year, the last eight work days of the school year, one day preceding or following a holiday or vacation period, or on an inservice day that had been originally scheduled on the school calendar.
- F. Exceptions to the above provisions may be granted by the administrator in charge at his/her discretion.

SEC. 4. Emergency Leave

Emergency Leave shall be granted at the discretion of administration.

SEC. 5. Association Leave

- A. Four (4) school days shall be granted to the President of the Association or his/her designees for the Iowa State Education Association Delegate Assembly.
- B. Two (2) school days each year shall be granted to the President of the Association or his/her designee for conducting Association business.
- C. The Association shall reimburse the district for the substitute pay necessitated by the use of Association Leave.

SEC. 6. Professional Leave

- A. Employees shall be granted five (5) school days of employee-directed professional leave each year.
- B. A request for professional leave shall be in writing and shall include a general description of the intended use of such leave. At least three (3) of the five (5) days shall directly tie to the Comprehensive School Improvement Plan or to the individual career plan.

- C. Administrative approval of professional leave shall be in writing and returned to the employee within five (5) school days of receiving the request.
- D. A request for professional leave must be made at least five (5) school days in advance of the day(s) to be used.
- E. The administrator in charge may waive the advance notice requirement at his/her discretion.
- F. Exception to the above provisions may be granted by the administration in charge at his/her discretion.

SEC. 7. Bereavement Leave

- A. Immediate Family
 - 1. An employee shall be granted up to three (3) school days at one time without loss of pay or sick leave in the event of a death of a member of his/her immediate family (spouse, child, father, mother, father-in-law, mother-in-law, brother, sister, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandchild, maternal or paternal grandparents).
 - 2. Two additional bereavement days with pay may be granted by the administrator in charge at his/her discretion.
- B. Outside of Immediate Family
 - 1. An employee shall be granted up to one school day leave in the event of the death of a friend or a relative outside the immediate family.
 - 2. No more than two (2) employees may be absent for this purpose in one school day.
 - 3. The administrator in charge may allow more than two (2) employees to be absent for this purpose in one day at his/her discretion.

SEC. 8. Paternity Leave

- A. A male employee may use up to three (3) accumulated sick leave days for paternity leave within the first five days of the child's birth.
- B. If the child is born on a non-school day, the leave shall be at the discretion of the administrator in charge.

SEC. 9. Court Duty

An employee shall be excused for grand or petit jury duty or as a subpoenaed witness to district court except where the employee is a party to the litigation. The employee shall notify the district secretary of the amount of the per diem compensation to be received from serving Court duty and that amount will be deducted from the employee's salary.

SEC. 10. Emergency Public Service Leave

An employee who is a member of a community emergency service unit, such as fire department, EMTs and First Responders, may be granted leave as necessary to perform these duties upon the approval of the administrator in charge. This leave shall not exceed one day per year per employee.

ARTICLE VI NON-PAID EXTENDED LEAVES

SEC. 1. Non-Paid Sickness-Disability Leave

- A. If an employee has exhausted his/her sick leave accumulation and is still unable to return to his/her assigned duties as certified by his/her physician, the employee will be granted non-paid sickness-disability leave for the duration of his/her contract year.
- B. Such request for leave must be supported by a physician's written statement explaining the nature of the sickness-disability which prevents the employee from performing his/her contractual duties.
- C. Such leave shall terminate when the employee's physician certifies in writing that the employee has the physical and mental ability to return to service.
- D. The employee on sickness-disability leave shall have the option to continue health and major medical insurance coverage at his/her own expense for the duration of the contract year up to the age-eligibility limits of such benefits.

SEC. 2. Non-Paid Extended Leave

Extended leaves of absence without pay for up to one (1) year may be granted and renewed by the Board at its discretion. An employee returning from non-paid extended leave shall be reinstated.

SEC. 3. Family Medical Leave Act of 1993

Employees of the District are entitled to unpaid family and medical leaves to the same extent and subject to the same terms and conditions as set forth in The Family Medical Leave Act of 1993.

ARTICLE VII HEALTH AND SAFETY

SEC. 1. Each new employee is required to have a physical examination and be certified fit for employment by a licensed physician, a certified nurse practitioner, or a licensed physician's assistant.

SEC. 2. Each new employee shall be advised in writing of the physical requirements herein set forth at the time of employment. New employees, upon advisement in writing of the physical requirements, shall have a minimum of forty-five (45) calendar days to comply with such requirements as defined in Section 5. If the employee is not notified, the September pay slip cannot be withheld as provided in Section 5 of this article.

- SEC. 3.** Each continuing employee is encouraged to have a physical examination every three years.
- SEC. 4.** An employee's physical examination may be conducted by any licensed physician, a certified nurse practitioner, or a licensed physician's assistant.
- SEC. 5.** Certification of fitness for initial employment shall be presented to the Board by the employee prior to or on September 20th. If the physical statement is not received by the Board on or before September 20, the employee's September pay slip shall be withheld until such time that the physical statement is received.
- SEC. 6.** The above deadlines may be waived by the Board at its discretion.
- SEC. 8.** The Board shall provide first aid equipment for the use of employees.

ARTICLE VIII ASSOCIATION RIGHTS

- SEC. 1.** The Turkey Valley Education Association shall have the right to make reasonable use of school buildings, facilities, and equipment when such is not otherwise in use. Meetings of the full Association to be held in the building shall be with the approval of the building principal.
- SEC. 2.** The Association shall have the right to post notices of activities and matters of Association concern on employee bulletin boards, at least one of which shall be provided in the faculty workroom. The Association may use employee mailboxes for communications with its membership.
- SEC. 3.** Whenever any representative of the Association is specifically requested or required by the Board to participate in a transaction with the Board, he/she shall suffer no loss in pay.
- SEC. 4.** The Board agrees to allow the Association to maintain reasonable materials in the building necessary to conduct Association business.
- SEC. 5.** Affiliate representatives of the Association may confer with employees after school hours, or, with administrative approval, during the school day.

ARTICLE IX IN-SERVICE TRAINING

The Board shall establish an In-Service Education Committee (which may also be referred to as the District Leadership Team) which shall include Association membership. This District Leadership Team shall be responsible for planning and evaluating the content and format of any in-service training.

ARTICLE X SENIORITY PRINCIPLE

- SEC. 1.** The following seniority principle applies to degree professional employees:
- A. The seniority principle shall be defined as the total number of years of teaching experience in the Turkey Valley System.
 - B. The seniority principle shall apply to all employees employed by the Turkey Valley School District.
 - C. For the purpose of determining seniority, credit shall be allowed for probationary status. Employees must be fully certified and approved to have seniority in that area except for remedial math, remedial reading and media specialist.
 - D. In grades PK-6, the basic seniority principle shall apply within the following areas: classroom teachers PK-6, specific learning disabilities, music, art, physical education, remedial math and remedial reading, PK-6 guidance, talented and gifted, school nurse, and at-risk coordinator with full allowance for mixed areas of assignment at Turkey Valley.
 - E. In grades 7-12, the basic seniority principle shall apply within the following areas of assignment: agriculture, specific learning disabilities, science, language arts, social studies, family consumer science, languages, mathematics, speech, business education, music, art, physical education, industrial arts, guidance, library science, health, safety, driver education, media specialist, talented and gifted, school nurse, and at-risk coordinator with full allowance for mixed areas of assignments at Turkey Valley.
 - F. When two or more professional employees have the same basic seniority as defined above, then the employee with the higher educational classification shall have seniority over the other(s). Educational classification is determined by the adopted salary schedule.
 - G. Part-time employees who are employed 50% or more of full time employment shall receive a full year of seniority. Part-time employees who are employed 49% or less shall receive one half (1/2) year of seniority.
This section applies to seniority only and is not applicable to wages and salary.
- SEC. 2.** The Board shall prepare a tentative employee seniority list, distribute the list to each employee and post it in the designated area by October 1 of each year. Employees and/or the Association must notify the Board Secretary in writing by October 15 of any seniority list inaccuracies. The Board will post a revised list by October 30.

ARTICLE XI VACANCIES, TRANSFERS, REASSIGNMENTS

- SEC. 1.** Vacancies

The Superintendent shall notify the Association and shall post in the faculty workroom a list of all full-time and part-time vacancies and new positions which occur during the school year and for the following school year upon the knowledge of such vacancies.

ARTICLE XII WAGES AND SALARIES

- SEC. 1.** The salary of each employee covered by the regular salary schedule is set forth in Schedule B, which is attached hereto and made a part thereof. Part-time employees shall be paid a salary prorated on the same percentage as their contract is to a full-time contract. The school nurse shall be paid at 90% of the scheduled wages if the nurse has less than a BA/BS degree.
- SEC. 2.** Any employee hired after the start of the school year must be employed for one hundred twenty (120) or more school days in a school year to be given full credit for one (1) year of service toward the next increment step for the following year.
- SEC. 3.** Credit for fifteen (15) years of teaching experience within an accredited school accrued within the preceding twenty (20) years shall be applied to the salary schedule upon initial employment or return to the system. Credit for teaching experience beyond fifteen (15) years shall be at the discretion of the superintendent and said credit shall be applied to the salary schedule upon initial employment or return to the system. An employee being recalled from lay-off shall retain all experience applicable to his/her position on the salary schedule prior to lay-off.
- SEC. 4.** Each employee shall be granted a maximum of one (1) vertical step or increment on the salary schedule for each year of service until the maximum for his/her educational classification is reached. An employee may be denied a vertical advancement if the Board judges the employee's performance to be unsatisfactory. Written notice of such increment denial with the specific statement of reasons for such action shall be given to the affected employee prior to January 15.
- SEC. 5.** Employees on the regular salary schedule who move from one educational lane shall move to the corresponding eligible step on the higher lane. Employees may move more than one educational lane on the salary schedule in a given year. For an employee to advance from one educational lane to another, he/she shall file a notice in writing of completion of requirements for educational lane change by September 15 to the administrator in charge. The employee shall submit his/her grade report by October 15 and submit his/her official transcript on or before the first workday in November indicating graduate credit, quarter or semester hours. He/She shall also provide verification of course title. A new contract shall then be issued to the employee with pay adjustments made over the balance of the pay periods.
- SEC. 6.** To advance on schedule beyond a BA degree, horizontally, any graduate hours in the employee's teaching area(s) or related field(s) shall apply. The graduate hours in related fields shall be approved in writing by the Board prior to course registration. Any graduate hours in a college approved Master's Degree program in the employee's teaching area(s) or related field(s) shall apply. This provision does not apply to hours earned or hours applied to the salary schedule prior to July 1, 1977.

- SEC. 7.** Each employee shall have the option to be paid in either ten (10) or twelve (12) installments. Employees shall receive their pay slips at their regular building and on regular school days. During summer months, pay slips shall be forwarded by mail to the employee's designated address.
- SEC. 8.** Any tax-sheltered account must be in the same terms as the wage installment period chosen by the employee.
- SEC. 9.** If an employee is not under contract for the following year, and is on a twelve (12) month installment pay period, the employee shall receive his/her last two pay slips June 30, upon request.
- SEC. 11.** Longevity payment of six hundred dollars (\$600.00) shall be made after the third year an employee is at the top of the educational lane on the salary schedule and has not received an increment step during that three (3) year period. An additional \$600 shall be received after each 3 year period the employee has not received an increment step. If an employee moves across on the salary schedule during a 3 year period, the employee shall begin a new three year period. Longevity payment shall be retained annually once received.

Each employee in the BA through MA lanes shall receive a maximum of three (3) longevity payments. Each employee in the MA+15 lane shall receive a maximum of four (4) longevity payments. Each employee in the MA+30 lane shall receive a maximum of five (5) longevity payments. In the event the employee changes educational lanes, he/she shall begin a new three (3) year period.

-13-

GRIEVANCE REPORT

Turkey Valley Community School District

NAME OF AGGRIEVED PERSON _____
(If additional space is needed, attach additional sheets)

STEP TWO

A. Date Violation Occurred _____

B. Article(s) and Section(s) of Contract Violated _____

C. Statement of Grievance_____

D. Relief Sought_____

Date_____ Signature _____

E. Disposition by Principal or Immediate Supervisor_____

Date_____ Signature _____

of Principal or Immediate Supervisor

GRIEVANCE REPORT (Cont.)

STEP THREE

A. Signature of Aggrieved Person_____

B. Date Received by Superintendent_____

C. Disposition by Superintendent_____

Date _____ Signature _____
of Superintendent

STEP FOUR

- A. Signature of Aggrieved Person _____
B. Signature of Association President (Optional) _____
C. Date Submitted to Arbitration _____
D. Date Received by Arbitrator _____
E. Disposition and Award of the Arbitrator _____

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Date _____ Signature _____
of Arbitrator

-15-

**TURKEY VALLEY SALARY SCHEDULE
Including all TSS Monies**

SCHEDULE B

2024-2025

<u>DEGREE EXPERIENCE</u>	<u>B.A.</u>	<u>B.A.</u>	<u>B.A.</u>	<u>B.A.</u>	<u>M.A.</u>	<u>M.A.</u>	<u>M.A.</u>
	<u>+10</u>	<u>+20</u>	<u>+30</u>		<u>+15</u>	<u>+30</u>	

1	43,940	45,317	46,695	48,073	49,451	50,828	52,206
2	45,514	46,892	48,270	49,648	51,025	52,403	53,781
3	47,089	48,467	49,844	51,222	52,600	53,978	55,355
4	48,663	50,041	51,419	52,797	54,175	55,552	56,930
5	50,238	51,616	52,994	54,371	55,749	57,127	58,505
6	51,813	53,190	54,568	55,946	57,324	58,701	60,079
7	53,387	54,765	56,143	57,521	58,898	60,276	61,654
8	54,962	56,340	57,717	59,095	60,473	61,851	63,228
9	56,536	57,914	59,292	60,670	62,048	63,425	64,803
10	58,111	59,489	60,867	62,244	63,622	65,000	66,378
11	59,686	61,063	62,441	63,819	65,197	66,574	67,952
12		62,638	64,016	65,394	66,771	68,149	69,527
13			65,590	66,968	68,346	69,724	71,101
14				68,543	69,921	71,298	72,676
15					71,495	72,873	74,251

Generating Base: 39,365

-16-

TURKEY VALLEY SALARY

SCHEDULE C

2024-2025

Degree/Experience BA

1	37,493
2	38,935
3	40,377
4	41,819
5	43,261
6	44,703
7	46,145
8	47,587
9	49,029
10	50,471
11	51,913

Generating Base: 34,051 (+2000)