

## **Article I: DEFINITIONS**

### **A. REPRESENTATIVE.**

The Decorah Education Association, an affiliate of the Iowa State Education Association and the National Education Association, is the certified bargaining representative for all persons employed by the Board of Education of the Decorah Community School District as set forth in the certification instrument issued by the Public Employment Relations Board on the 23rd day of June, 1986, (Case No. 3230).

The bargaining unit described in the above certification is as follows:

INCLUDED: All professional employees of the District including teachers, counselors, librarians, federal program instructors, coaches, and all others employed in a professional capacity that would require a teaching certificate.

EXCLUDED: Superintendent, principals, all non-professional employees, and all others excluded by Section 4 of this Act.

### **B. BOARD.**

The term "Board", "District", or "employer" as used in this Agreement shall mean the Board of Education of the Decorah Community School District and/or its duly authorized representative(s) or agent(s).

### **C. EMPLOYEE.**

The term "employee" as used in this Agreement shall mean a (all) person(s) represented by this Association as members of the bargaining unit as defined and certified by the Public Employment Relations Board.

### **D. SUBSTITUTE EMPLOYEE**

A substitute employee who is employed a minimum of ninety (90) contract days and is subsequently hired with a continuing contract, shall be granted leave days, salary schedule placement, seniority, and RIF points that reflect previous service as a substitute employee.

### **E. ASSOCIATION.**

The term "association" as used in this Agreement shall mean the Decorah Education Association and/or its duly authorized representative(s) or agent(s).

### **F. DAY.**

The term "day" as used in this Agreement shall mean a day when bargaining unit employees are required to be at their assigned locations.

### **G. GRIEVANT.**

The term "grievant" as used in this Agreement shall mean the employee, group of employees, or Association filing a grievance.

### **H. GRIEVANCE.**

The term "grievance", as used in this Agreement, shall mean a claim by a grievant that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement.

### **I. SALARY SCHEDULE BASE SALARY.**

The term "salary schedule base salary" as used in this Agreement shall mean the employee's salary according to proper step and lane placement on Schedule A: Salary Schedule, and shall not include salary for supplemental duties (according to Schedule B: Supplemental Salary Schedule).

## **Article II: GRIEVANCE PROCEDURE**

### **A. PURPOSE.**

The purpose of this procedure is to secure at the lowest possible level equitable solutions to alleged violations, misinterpretations, or misapplications of the provisions of this Agreement.

### **B. REPRESENTATION.**

A grievant may be represented at all stages of the grievance procedure by himself/herself or, at the option of the grievant, by an Association representative. When a grievant is not represented by the Association, the Association shall have the right to be present at all levels as a party of interest.

Grievances involving more than one supervisor and grievances involving an administrator above the building level, and alleged violations of Association rights shall be initiated at Level II.

The Association may continue and submit to arbitration any grievance filed and later dropped by a grievant, if the grievance involves a question of the application or interpretation of this Agreement.

### **C. TIMELINES.**

Failure of the grievant or Association to adhere to the timelines set forth below shall render the grievance null and void. Failure of the appropriate administrator to render a decision within the specified time limits shall cause the grievance to advance to the next Level unless withdrawn by the Association on behalf of the grievant. The time limit specified may be extended by mutual agreement.

### **D. INFORMAL GRIEVANCE RESOLUTION.**

An attempt shall be made to resolve the grievance through an informal discussion between the grievant and his or her principal. The grievant shall have the right to Association representation at this meeting.

### **E. LEVEL I.**

If the grievance is not resolved informally, the grievant shall file the grievance with his or her principal in writing on the Grievance Form (See Appendix A) within fifteen (15) school days from the date of the occurrence of the event giving rise to the grievance, or from the time when such event might reasonably have been ascertained to have occurred. The principal will arrange for a meeting to take place within (5) school days after the receipt of the grievance. The principal shall provide the grievant and the Association with a written answer to the grievance within (5) school days after the meeting. Such answers shall include the reasons upon which the decisions were based.

### **F. LEVEL II.**

If the grievant is not satisfied with the disposition of his/her grievance at Level I, the grievance may be referred to the superintendent or his/her official designee within five (5) school days of the written answer at Level I. If no written answer to the grievance has been provided within the specified time limit at Level I, the grievance shall be referred to the superintendent or his/her official designee within five (5) school days of the due date for the written answer at Level I. The superintendent shall arrange for a conference with the grievant and the Association which shall take place within five (5) days of the superintendent's receipt of the grievance. The Association shall have the right to include in the conference witnesses and representatives as necessary to develop facts pertinent to the grievance. Within five (5) school days of the conclusion of the conference, the superintendent shall provide the grievant and the Association with a written decision which shall include the reasons for the decision and the decision shall be final.

**Article II: GRIEVANCE PROCEDURE** continued:

**G. NO REPRISALS.**

The Board and the Association agree that none of their representatives will take reprisals against any bargaining unit member because of any participation in this grievance procedure, or as provided by law.

**H. GRIEVANCE FILES.**

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the grievant until a decision has been reached.

### **Article III: ASSOCIATION RIGHTS**

**A. USE OF FACILITIES.**

The Association shall have the right to make use of school buildings, facilities, and office equipment at reasonable hours. The Association shall pay for the actual cost of the materials and supplies incidental to such use. The Association shall schedule the use of school buildings, facilities, and office equipment through the appropriate building administrators.

**B. COMMUNICATIONS.**

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 by the Board in each school building in areas designated for employee use such as employee lounges and workrooms. The Association may use the District mail service(s), including Email and employee mailboxes for communications to employees and may use the District telephone system. The Association shall pay for any charges incidental to such uses.

## **Article IV: HOURS OF WORK**

### **A. WORKDAY.**

The workday shall be: 7:45 a.m. to 3:30 p.m., including a duty-free lunch period. On Fridays, the work day shall end fifteen (15) minutes before the end of the scheduled workday. On days preceding holidays or vacation periods, the workday shall end at the close of the students' day. Workdays shortened for students by inclement weather or other emergency situations shall be shortened for employees at the same rate of time.

Exceptions to this workday schedule may occur when the administration schedules teachers' meetings, early dismissal, or when employees' presence is necessary for the safety of students. Also, parent-teacher conferences, class or student organizations sponsorship, and other activities which have been usually and customarily performed by the employees will continue to be performed by them at such reasonable times and places as determined by the principal or superintendent. In addition, all employees will perform up to two and a half hours of services annually for parent-teacher meetings/open house as determined by the principal or superintendent.

As has been usual and customary, an employee may request release time for personal business during time blocks not regularly scheduled for direct student instruction or supervision. The employee must request such a release from his/her principal. This release time may not be used to avoid another exceptional assignment.

### **B. DUTY-FREE LUNCH.**

Each employee shall have a paid duty-free lunch period during the work day, except for employees whose assignments require student lunch supervision. This period of time shall equal the lunch period assigned to students at that building, with a minimum of twenty-five (25) minutes.

### **C. PREPARATION TIME.**

Each employee shall have one (1) class period as determined at each building for preparation during the scheduled student day. Such time shall be in addition to the employee's duty-free lunch period and time for travel.

### **D. WORK WEEK.**

The work week shall include the days of Monday through Friday but exclude the days of Saturday and Sunday, except for time required by activities contracted as specified in the supplemental pay schedule. Saturday school days, as allowed by law, will be the exceptions, e.g., make-up day.

### **E. SPECIAL ASSIGNMENTS.**

Any contractual hours, in addition to the workday in Section A of this Article, such as but not limited to early-bird classes, adult education, driver education, and summer and evening courses, but excepting time required by activities contracted as specified in the supplemental pay schedule, shall be by mutual agreement.

## **Article V: HOLIDAYS AND VACATIONS**

### **A. PAID HOLIDAYS.**

The Board shall provide the following six paid holidays: Labor Day; Thanksgiving; The day after Thanksgiving; Christmas Day; New Year's Day; President's Day; and Memorial Day. No employee shall be required to perform duties on any of the above holidays.

### **B. VACATION PERIODS.**

The Board shall provide the following vacation periods as included in the school calendar:

1. Thanksgiving.
2. Christmas/Winter.
3. Spring.

With the additional three paid holidays starting in for the 2023-2024 school year, it is added that the vacation periods may and in fact, will include paid holidays, specifically Thanksgiving and Christmas/Winter Break.

## **Article VI: SICK LEAVE**

Sick leave will be granted to employees for personal illness or injury according to the following schedule:

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

If there should be any unused portion of sick leave in any one year, it shall be cumulative up to a maximum of one hundred sixty-five (165) days. The annual allotment of sick leave set forth in the above schedule will be granted for each new year only to the extent that it does not increase the total number of sick leave days to more than one hundred sixty-five (165) days. The Board may require such reasonable evidence as it may desire confirming the necessity for such leave.

If an employee uses two (2) or fewer sick 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 day and be available to the employee with the same conditions as personal leave during that 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.

## **Article VII: PAID LEAVES OF ABSENCE**

Employees shall be entitled to the following annual temporary leaves of absence at full pay, which may be used in one-half (1/2) day increments, except as specifically set forth below. Less than full-time employees shall have leaves prorated according to their part-time contract.

**A. BEREAVEMENT LEAVE.**

Employees shall be granted a leave of absence, without loss of salary, for up to five (5) days per incident, for death of the employee's spouse, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, grandchild, grandparent, or any other person regularly residing in the employee's immediate household. In addition, the Superintendent may, in the Superintendent's discretion, grant up to two (2) days leave per incident in the event of the death of a friend or relative outside the employee's immediate household as defined above.

**B. JURY LEAVE AND LEGAL LEAVE.**

Any employee called for jury duty during regular work hours or who is required to appear by subpoena in any judicial or administrative proceeding shall be entitled to leave without loss of pay. Any fees or non-travel remuneration the employee receives during such leave shall be turned over to the Board.

**C. PERSONAL LEAVE.**

Each member of the certified teaching staff shall be allowed two (2) leave days per school year without loss of salary for personal reasons according to the following stipulations:

1. The teacher need not provide any type of explanation.
2. The leave must be requested in writing three (3) days in advance of the leave dates; in cases of emergency, the three day advance notice may be reduced.
3. The leave shall be used in increments of not less than one-half (1/2) day.
4. Unused personal leave days shall be accumulated from school year to school year, up to five days.
5. Teachers will be paid at the same rate of pay as is received by a substitute teacher for each unused personal leave day if requested by the teacher, or for the day(s) that would cause the accumulated total to exceed five. The additional dollars will be included with the first possible check after computation. For those employees less than full-time, the rate of pay will be prorated.
6. Personal leave days may be used to extend a paid or unpaid holiday or vacation provided for in this Agreement or as part of the school calendar.
7. Employees using personal leave or a wellness day shall be limited to the following maximum number of employees on any one day with regard to the following attendance centers, with split assignments identified with the building in which the evaluating supervisor is located, and based upon respective request dates:
  - High School - 3
  - Middle School - 3
  - Carrie Lee - 2
  - John Cline - 2
  - West Side - 1

**D. MILITARY LEAVE.**

Employees shall be granted a military leave of absence as required by law.

**Article VII: PAID LEAVES OF ABSENCE continued:**

**E. PROFESSIONAL LEAVE.**

Each employee may request up to two (2) days per school year to be used for professional leave that is not governed by the Teacher Quality Agreement and is not District Directed leave. Professional leave days may be used for any educational purposes and are to be mutually planned by the employee and the principal, and must have the approval of the superintendent. The employee planning to use a professional leave day shall notify his/her principal at least two weeks in advance of the absence.

**F. FAMILY ILLNESS.**

An employee shall be excused without loss of pay for up to five (5) days annually, with accumulation to seven (7) days, in the event of illness of or injury to the specific relative or members of the immediate household as defined in (A) above. The employee may request in writing additional days of family illness leave, with the cost of the substitute deducted. Family illness leave days may not be used in connection with the normal birth or delivery of a child, except medically necessary in the case of a caesarian section or medical complications related to the delivery of birth.

Additionally, any employee who has exhausted all their family illness leave and needs additional time off to care for an immediate family member may convert up to five (5) days per year of their own accumulated personal illness leave and use those days for family illness leave. The immediate family shall be construed to mean father, mother, son, daughter, wife, husband, brother, sister, mother-in-law, father-in-law, son-in-law, or daughter-in-law, grandparent or grandchild. A statement from a responsible person other than the employee may be required as proof of illness. This request for conversion of personal illness to family illness days should be made to the superintendent or designee. The conversion should be done on an as needed basis and is non-cumulative.

**G. NATIONAL BOARD CERTIFICATION LEAVE**

Teachers completing the National Certification process will be granted two days of professional leave—one to take the National Board test, and one to prepare the teaching portfolio.

**H. PARENT LEAVE (ADOPTION AND SURROGACY)**

In the case of a non-birthing parent (except in the case of adoption), a parent may take two days of accrued sick leave for paid parental leave.

In the case of adoption (other than a stepchild), a parent may take 15 days of accrued sick leave for paid parental leave for the adoption of a child who is school-age or younger. If both parents work in the district, one parent may take the 15 days of paid parental leave and the second parent may take 2 days of paid parental leave.

Paid parental leave is only granted if the employee has accrued sick leave available.

## **Article VIII: UNPAID LEAVE OF ABSENCES**

Employees shall be entitled to only the following leaves of absence without pay except as specifically set forth below.

### **A. SERVICE LEAVE.**

When an employee has five (5) or more years of employment in the District, the employee is eligible for one (1) unpaid leave of absence, which shall be taken only once either in a full one (1) year increment or in a one (1) full semester (Fall or Spring) increment for any reason provided that a suitable replacement can be found. Upon completion of ten (10) years of service, the employee shall be granted another one (1) leave of absence, which shall be taken under the same terms and conditions as the first leave of absence. Employees may accumulate up to two (2) leaves of absence for use after the tenth (10) year of experience. Two (2) leaves may be taken either in two (2) separate increments or in one (1) full two year increment. Requests for leave of absence must be submitted, in writing, to the Superintendent by March 1 preceding the school year that the leave is to be effective.

Upon returning from the Service Leave, the employee shall be guaranteed employment in the area for which the teacher is certified with all rights and privileges accrued prior to the commencement of the leave. The possibility of the employee resuming the position held prior to the commencement of Service Leave shall be discussed by the employee and the Superintendent prior to commencing leave, and resumption of the position will occur upon return if the position remains essentially intact at the end of the leave. If the position has been eliminated or substantially changed, the resumption of the position cannot be guaranteed by the District.

### **B. EXTENDED LEAVE.**

An employee who is unable to work because of personal illness or disability and who has exhausted all sick leave available shall be granted a leave of absence without pay for the duration of such illness or disability or the exhaustion of sick leave, whichever occurs later. All insurance benefits provided by this Agreement shall be continued for the duration of this leave with costs distributed between the employee and the Board as set forth in Article XIX of this Agreement.

### **C. FAMILY & MEDICAL EXTENDED LEAVE.**

The provisions of the Family and Medical Leave Act are hereby incorporated into this Agreement by reference, with the exception that any employee who has worked for the District for less than 1250 hours during the last twelve (12) month period shall have his or her leave pro-rated to the extent of the number of hours worked during the last twelve (12) month period. The parties agree to restrict the remedy for the violation of the Act to the grievance procedure; provided, however, that if the law prevents such a remedy limitation, then the grievance procedure shall not be available, and the sole remedy shall be that provided in the Act. This inclusion of the Act in this Agreement shall in no way reduce or adversely impact any other provisions of this Agreement.

Upon returning from Extended Leave or Family & Medical Extended Leave, the employee shall be guaranteed employment in the area for which the teacher is certified with all rights and privileges accrued prior to the commencement of the leave. The possibility of the employee resuming the position held prior to the commencement of Extended Leave or Family & Medical Extended Leave shall be discussed by the employee and the Superintendent prior to commencing leave, but the resumption of the position cannot be guaranteed by the District.

The Superintendent may, in his/her discretion, grant unpaid leaves of absence in emergency situations or in situations where an employee is unable to return to the District for work due to reasons beyond the employee's control. Each employee shall be granted one (1) unpaid leave day per year with an accumulation not to exceed five (5) days. All personal and wellness days **MUST** be used before unpaid leave will be granted.

## **Article IX: ASSOCIATION BUSINESS LEAVE**

### **A. ASSOCIATION BUSINESS LEAVE.**

At the beginning of each school year, the Board will credit the Association with five (5) days of paid leave for the transaction of Association business. The Association shall provide advanced notice of when those leave days will be used and who will use them. Association business leave days may be used in increments of one-half (1/2) day.

## **Article X: SENIORITY PROVISIONS**

### **A. SENIORITY DETERMINATION.**

Seniority shall be District-wide and shall be computed from the date the employee signed his/her individual contract. Employees who work less than full-time shall receive prorated seniority. If two (2) or more employees have the same seniority date, the relative order of seniority, for purposes of this Agreement, shall be determined by drawing lots.

### **B. SENIORITY LIST AND REPORTING**

No later than December 1 of each school year, the Board will provide employees access upon request to a list showing the seniority date of each employee employed by the Board and the employee's area(s) of certification, job category for purposes of Article XI, building assignment(s) and courses taught. Each employee's district seniority rank shall be reported in the RIF list provided in Article XI. The Board will notify the Association within two (2) weeks of any changes of rank on the Seniority List.

## Article XI: WAGES AND SALARIES

### A. **BASE WAGE.**

The base wage of the district will be \$3534,686. As set by the state, the negotiated, the recruitment base salary for full-time certified employees will be a minimum of \$47,500,000 and \$60,000 for teachers with 12 years of experience or more..

### B. **SCHOOL YEAR.**

The school calendar has a minimum of 1080 hours of instruction for students. Teachers will have a 191 day contract. Each calendar may be slightly different in class days and professional development / work days.

Teacher contact days:

Class days + Parent Teacher Conference days

+ Professional Development/Work Days = 185 days

Holidays = 6 days

Total Contract days = 191 days

Student hours

Iowa law allows the use of Parent-Teacher Conference days as instructional time. Since hours are needed for student contact, the minimum and maximum amount of hours for each area is listed below:

	Minimum	Maximum
Class Days	1065 hours	1180 hours
Parent-Teacher Conferences	15 hours	16 hours

### C. **REGULAR SALARY SCHEDULE.**

All employees shall be paid according to their proper placement on the regular salary schedule set forth in Schedule A: Salary Schedule. An employee who is offered and accepts an assignment beyond the one hundred ninety-one (191) days will be additionally compensated according to the per diem rate of his/her salary schedule base salary. An employee who works less than full-time shall be paid according to the fractional part of the regular work day that he/she has contracted to work.

### D. **PLACEMENT OF NEW HIRES.**

Upon initial employment, full credit up to the sixteenth (16th) step of any lane on the employee salary schedule shall be given for previous outside teaching experience in a duly accredited school, and full educational lane credit shall be given for graduate school credit earned. New hires without previous teaching experience shall be placed at the base step of the lane appropriate to their education.

### E. **PLACEMENT OF FORMER EMPLOYEES.**

Upon returning to the District, any employee with previous teaching experience in the District shall receive full credit on the salary schedule for all outside teaching experience in the interim and for all graduate school credits earned in the interim, in addition to full credit for previous experience in this District. Such employees who during their absence have not been engaged in teaching or other activities indicated, upon returning to the system, shall be restored at the next step on the salary schedule above that which they left, in addition to receiving credit for all graduate school credits earned.

### F. **LICENSED PROFESSIONAL NURSE**

Licensed professional employees who are nurses having obtained a Bachelor of Science in Nursing degree (BSN), shall be placed at an appropriate step in the nurse lane on the salary

schedule in accordance with their level of experience and education, and education, and shall receive Teacher Salary Supplement (TSS) monies provided the nurse also possesses a Statement of Professional Recognition (SPR) from the Iowa Board of Educational Examiners. Nurses having obtained a Registered Nursing degree (RN) shall be placed on the appropriate step on the salary schedule in accordance with their level of experience and education but are not eligible for Teacher Salary Supplement monies.

**G. ADVANCEMENT ON SALARY SCHEDULE.**

1. Increments. Employees properly placed on the regular salary schedule shall be granted one (1) vertical step on the schedule for each year of service until the maximum for their educational classification has been reached. A year of service consists of employment in the District for more than one semester in one school year. An employee who works a semester in one school year shall be granted one-half (1/2) vertical step on the schedule.

**Article XI: WAGES AND SALARIES continued:**

2. Educational Lanes. An employee properly placed on the regular salary schedule who qualified for advancement to a higher educational lane shall move to the corresponding incremental step on the higher lane.

Educational lane movement shall not preclude earned vertical increment advancement; an employee who was at the highest incremental step (maximum salary) on the former training lane shall be advanced one (1) step on the new training lane if such step is available.

The employee shall file suitable evidence of additional educational credit with the Superintendent by September 1. An official transcript must be filed in the Superintendent's Office by September 30 of the contract year.

Pay adjustments shall be retroactive to the beginning of the same semester.

3. Teachers who achieve the accreditation of National Board Certification for Professional Teaching Standards will be granted MA equivalency on the salary scale. Should the teacher(s) already qualify for the MA or MA12 lane and receive National Board Certification, the teacher(s) shall be granted MA12 or MA24 equivalency on the salary scale. Members shall benefit from horizontal advancement only once, either through initial National Board Certification licensure or renewal.

**H. EXTRA ASSIGNMENTS AND COMPENSATION**

Employees will be paid per diem for work requested by the District pertaining to curriculum or in-service which occurs outside the normal work day and/or outside specified contract days.

**I. ACTIVITY PASS.**

Employees who work an athletic or extra-curricular event will be paid \$25.00 per event (i.e.: ticket taker/seller, box office, bench worker, field event worker). A complementary pass will be issued to all employees who sign up and work their two (2) dates or find a suitable replacement. Suitable replacement must be approved by the Administrator beforehand. Professional employees will first have the opportunity to sign up for the two (2) duties of their choice. The administration reserves the right to assign staff members who have not signed up for two (2) of the above duties.

**J. METHOD OF PAYMENT.**

1. Pay Periods. Each employee shall be paid in twenty-four (24) equal installments on the fifteenth (15th) and twenty-eighth (28th) of each month beginning with the 15th and 28th of September. However, upon termination of employment for any reason, salary earned but not yet paid shall be paid to the employee according to law.
2. Procedures. Each employee shall receive his/her checks at his/her regular building(s) and on regular school days unless otherwise designated by the employee or under the following exceptions:

- a. Holidays, Vacations, and Weekends. When a pay date falls on or during a school holiday, vacation, or weekend, employees shall receive their paychecks on the last previous working day.
- b. Summer Checks. Summer checks, other than for summer school teachers, shall be mailed to the address designated by the employee for receipt on or before the pay period days listed above.

## **Article XII: SAFETY PROVISIONS**

### **A. PROTECTION OF EMPLOYEES, STUDENTS, AND PROPERTY.**

1. Unsafe and Hazardous Conditions. Employees shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety, or well-being.
2. Active Threats. In all cases in which a school official is notified of an active threat, the affected building or buildings shall be closed by the Superintendent and all employees and students evacuated until such time as a thorough search reveals that a danger does not exist.

### **B. CLASSROOM VISITATION.**

When parents or guardians request the opportunity to visit a classroom to observe his/her student, the scheduling of such visitations shall be through the school building principal or designee and include appropriate and timely notice to the affected employee.

### **Article XIII: IN-SERVICE EDUCATION**

- A. **Definitions.** In-service education in any professional education that occurs during the regular school work day and during the in-school work year.
- B. **Reimbursement.** To the extent that an employee is requested or required to receive any training, the Board shall pay the full cost of such education to include fees, tuition, books, materials, mileage, meals, and other room and board charges, and reasonable out-of-pocket expenses.
- C. **Collaboration Time.**
1. Teachers will be required to participate in at least 36 hours annually of teacher driven collaboration time to deliver educational programs and assess student learning, or to engage in peer review pursuant to section 284.8, subsection 1.
  2. Designated professional development (as long as practitioner collaboration is a substantial component of the professional development) or professional learning community time shall count toward the requirement.
  3. Individual educator preparation time shall not count as collaboration time.

**Article XIV: COMPLIANCE CLAUSES AND DURATION**

**A. SEPARABILITY.**

If any term of this Agreement or any application of this agreement to any employee or group of employees is held to be contrary to law, then such item or application shall be deemed valid and subsisting only to the extent permitted by law. The Board and the Association shall enter into immediate negotiations to replace said item under appropriately modified impasse timelines under Chapter 20, Code of Iowa, as same may be amended. All other items and applications shall continue in full force and effect.

**B. DURATION.**

This Agreement shall be effective as of July 1, 2024~~2023~~. This Agreement shall continue in effect until June 30, 2025. During the term of this agreement, the Article WAGES AND SALARIES can be reopened to negotiation by either party for the duration of the contract and all other articles may be reopened through the mutual consent of both parties.

**C. SIGNATURE CLAUSE.**

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

**Decorah Education Association**

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
Chief Negotiator

**Decorah Community School District**

By: \_\_\_\_\_  
Board President

By: \_\_\_\_\_  
Superintendent

## APPENDIX A: GRIEVANCE FORM

Distribution of Form

# \_\_\_\_\_

1. Association
2. Employee
3. Employer

\_\_\_\_\_  
Step 1: Date Filed

\_\_\_\_\_  
Step 2: Date Filed

\_\_\_\_\_  
Grievant(s)

### STEP 2

A. Date Violation Occurred \_\_\_\_\_

B. Section(s) of the Contract Violated

\_\_\_\_\_

C. Statement of Grievance \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. Relief Sought \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

E. Disposition by Principal or Immediate Supervisor

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or Immediate Supervisor

\_\_\_\_\_  
Date

STEP 3

A. \_\_\_\_\_  
Signature of Grievant Date

B. Disposition by Superintendent or Designee

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Superintendent or Designee Date

**Decorah Community School District  
BASIC SALARY SCHEDULE  
2024-25**

Schedule A

Years Experience		95% Nurse	BA Base	BA+12 1.03	BA+24 1.06	BA+36 1.075	MA 1.10	MA+12 1.13	MA+24 1.16
Contract Days ->			191	State Minimum teacher salary					47,500
				State Minimum teacher salary with with 12 years experience					60,000
Step	Index	95%	I	II	III	IV	V	VI	VII
1	1.00000	33,617	35,386	36,448	37,509	38,040	38,925	39,986	41,048
2	1.03400	34,760	36,589	37,687	38,784	39,333	40,248	41,346	42,443
3	1.06920	35,943	37,835	38,970	40,105	40,672	41,618	42,753	43,888
4	1.10510	37,150	39,105	40,278	41,451	42,038	43,016	44,189	45,362
5	1.14320	38,430	40,453	41,667	42,880	43,487	44,499	45,712	46,926
6	1.18210	39,739	41,830	43,085	44,340	44,967	46,013	47,268	48,523
7	1.22230	41,089	43,252	44,550	45,847	46,496	47,578	48,875	50,173
8	1.26390	42,488	44,724	46,066	47,408	48,079	49,197	50,539	51,880
9	1.30690	43,934	46,246	47,633	49,021	49,714	50,871	52,258	53,645
10	1.35130	45,426	47,817	49,252	50,686	51,403	52,599	54,033	55,468
11	1.39720	46,969	49,441	50,925	52,408	53,149	54,385	55,869	57,352
12	1.44470	48,566	51,122	52,656	54,189	54,956	56,234	57,768	59,302
13	1.49380	50,217	52,860	54,445	56,031	56,824	58,146	59,731	61,317
14	1.54460			56,297	57,937	58,757	60,123	61,763	63,402
15	1.59710			58,210	59,906	60,754	62,166	63,862	65,557
16	1.61510			58,866	60,581	61,438	62,867	64,582	66,296
17	1.63620			59,636	61,372	62,241	63,688	65,425	67,162
18	1.65140			60,190	61,943	62,819	64,280	66,033	67,786
19	1.67000				62,640	63,527	65,004	66,777	68,550
20	1.68870				63,342	64,238	65,732	67,525	69,317
21	1.70750				64,047	64,953	66,464	68,276	70,089
22	1.72670				64,767	65,684	67,211	69,044	70,877
23	1.74610					66,422	67,966	69,820	71,673
24	1.76540					67,156	68,717	70,592	72,466
25	1.78540					67,917	69,496	71,391	73,287
26	1.80540					68,677	70,274	72,191	74,108
27	1.82540						71,053	72,991	74,929
28	1.84610						71,859	73,818	75,778
29	1.86680						72,664	74,646	76,628
30	1.88750						73,470	75,474	77,478

**Decorah Community School District  
2024-25 Certified Staff**

Schedule B

**Supplementary Salary Schedule - Generator Base      \$31,518**

Positions	Level	Step 1	Step 2	Step 3	Step 4	Step 5
		Percent Dollars	Percent Dollars	Percent Dollars	Percent Dollars	Percent Dollars
Head Football, Basketball, Baseball, Wrestling, Softball Volleyball, Cross Country Strengthening & Conditioning HS Band Director	A	0.150 4,728	0.160 5,043	0.170 5,358	0.180 5,673	0.190 5,988
Head Track, Golf, Tennis, Soccer, Swimming, Bowling, HS Dramatics, MS Activities Director HS Vocal Music, 9-12 Orchestra	B	0.120 3,782	0.130 4,097	0.140 4,413	0.150 4,728	0.160 5,043
Varsity Ath. Assistant Football, Basketball, Wrestling, Bowling, Softball, Baseball, Volleyball, Cross Country, Girls Swimming Sophomore Football, Basketball FFA Orchestra 5-8 (.75), Asst. HS Band Director (1)	C	0.090 2,837	0.100 3,152	0.110 3,467	0.120 3,782	0.130 4,097
Varsity Ath. Assistant Track, Soccer, Tennis 9th Grade Football, Volleyball, Basketball, Baseball, Softball 8th Baseball, Softball HS Cheerleader Sponsor, HS Yearbook, HS Individual Speech, HS Speech/Lg. Group HS Large Group Speech f/k/a Asst. Drama (every year)	D	0.090 2,837	0.095 2,994	0.100 3,152	0.105 3,309	0.110 3,467
Middle School Football, Basketball, Wrestling, MS Strength and Conditioning, MS Track, Volleyball, Cross Country MS Assistant Volleyball, Cross Country, Basketball, Track HS Temp. Coaching Assistants Assistant Band Director (1), MS TAG, MS Vocal Music	E	0.068 2,143	0.074 2,332	0.080 2,521	0.085 2,679	0.091 2,868
D-Club, Public Relations MS Yearbook/Photography	F	0.057 1,797	0.063 1,986	0.068 2,143	0.074 2,332	0.080 2,521
FFA Assistant HS Flag Corp., HS Newspaper, First Tech Challenge/Robotics Advisor MS Cheerleading, Auditorium Tech., MS Assistant TAG	G	0.040 1,261	0.045 1,418	0.050 1,576	0.055 1,733	0.060 1,891
Envirothon, Junior Class Sponsor, MathCounts, MS Drama, Elem TAG, Nat. Honor Society (2) Asst. Math Counts	H	0.028 883	0.032 1,009	0.035 1,103	0.039 1,229	0.042 1,324
Approved Student Activity Clubs (unless shown elsewhere), Senior Class Sponsor, Community Club, Art Club Sponsor	I	0.017 536	0.019 599	0.022 693	0.023 725	0.026 819
Outdoor Education	J	0.012 378	0.014 441	0.017 536	0.018 567	0.021 662