INDEPENDENT SCHOOL DISTRICT NO. 283

6311 Wayzata Blvd St. Louis Park, Minnesota Tuesday, May 10, 2022 6:30 PM St. Louis Park High School Room 350C 6425 W 33rd St St Louis Park, Minnesota 55426

AGENDA

2
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79
80

Science, Language Arts, ML Program Review Update Phase III Recommendations



Curriculum & Instructional Program Development Timeline

2019-2022

Mathematics

Gifted/Talented

World Languages

2020-2023

Science

Language Arts & Literacy

Multilingual Learning

2021-2024

Social Studies

Phy Ed /Health

Progress Reporting

2022-2025

Music

Career/Tech. Ed.

Student Services

2023-2026

Art/Design

Summer School

Special Education

2024-2027

Media

Digital Learning

International Baccalaureate

2025-2028

BARR

Advanced Placement

Immersion

2026-2029

Mathematics

Talent Development

3

World Languages &

Cultures



curriculum and instructional development

Personal, Local, Immediate -Keep a Spotlight on Race -

Gather Multiple Perspectives -Establish Parameters -

Establish A Racial Equity Transformation Plan -

PHASE I: LOOKING INWARD

KNOW THYSELF

- Teacher Self-Reflection
- **Examine Disaggregated** Data
- Hear and Reflect upon Students Voice and Community Input
- **Unpack Standards**
- Driven by R.E.P. Statements
- Intersection of IB, AP, & Immersion & CRP
- Engage in Courageous Conversation

PHASE II: LOCKING AROUND

DISTINGUISH KNOWLEDGE FROM FOOLISHNESS

- Research and Visit Regional, National, and International Exemplars
- Engage Scholars of Culturally Relevant Pedagogy, Content Specific Pedagogy and **Tech Enrichment**
- Establish Criteria for Adopting New Materials
- (Pilot Curriculum)
- Engage in Courageous Conversation

PHASE III: LOOKING OUTWARD

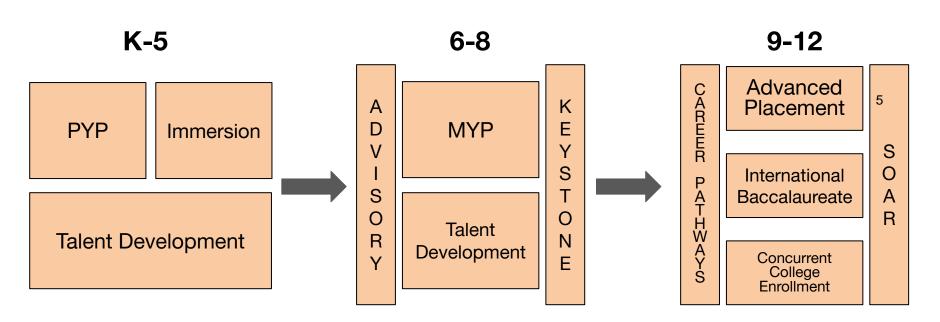
BUILD FOR ETERNITY

- **Develop Content Area Belief Statements**
- Adopt New Curriculum with Fidelity or Engage in Curriculum Writing
- Establish Collaborative Team and PD Plans
- Develop 3, 5, and 8 year benchmarks
- **Engage in Courageous** Conversation



Prepared for 5.10.2022 School Board Meeting

SLP Culturally Relevant and Rigorous Pathways



Science Program - Design Team Members

- Meg Schauer
- Mehgan Setten
- Alex Polk
- Mark Miller



Science Design Team

Racial Equity Purpose Statement

Black, Brown, and Indigenous students will become confident science leaders through collaborative exploration and discovery. Students will experience a challenging science curriculum in a positive, nurturing plearning space that honors student voice, embraces mistakes, and affirms racial identities. Students will develop the skills needed to challenge the status quo and bring change to the world around them.











BUCK INSTITUTE FOR EDUCATION

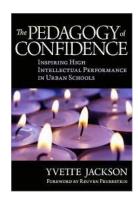


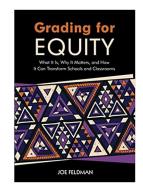
GENERATIONGENIUS STREAM, EDUCATE, ENTERTAIN.

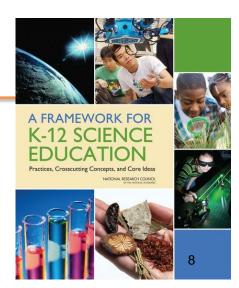
















Our Current Work

Three Dimensional Transformation

- E-12 Pathways
- Westwood Nature Center
- Educator Development





E-12 Pathways (E-5)

- Phenomenon-based learning for each standard
 - Connections to literacy, math, and humanities
 - Materials will be provided to staff through rotations
- Future PD developed to support phenomenon-based teaching methods
- Generation Genius (K-8)



E-12 Pathways (6-8)

- Course alignment to new, phenomenon-based standards
 - 6th Earth Science (2021-22)
 - 7th Life Science (2022-2023)
 - 8th Physical Science (2023-2024)
- Adding and developing scientific literacy
- Talent-development opportunities
- Generation Genius (K-8)





E-12 Pathways (9-12)

2022-23 School year

- 9th Grade (Two options)
 - ½ Biology and ½ Physical science
 - AP Environmental Science
- 10th Grade Chemistry
- 11th Grade Biology
- 12th Grade Physics





E-12 Pathways (9-12)

2023-24 School year and beyond

- 9th Grade
 - ½ Biology and ½ Physical science
 - Honors notation can be chosen
- Four branches of AP/IB Electives
 - Biology, Chemistry, Physics, Environmental Science
 - Other electives that run will depend on student registration each year



E-12 Pathways (9-12)

2023-24 School year and beyond

Pathways for three "example" students

Science 9 Pathway Example



Westwood Nature Center (2023-24 and beyond)

• E-5

 All students will have at least two experiences with Westwood Nature Center per year

6-8

 All students will have at least one experience with Westwood Nature Center Staff

9-12

- Menu of experiences outside of course
- 10th Grade Environmental Career Fair







Educator Development

- **E-8** Phenomenon-based learning training
 - Culturally Relevant Pedagogy
 - Project Based Learning
- 9-12 Graduate level work to support growth in different content areas
 - Culturally Relevant Pedagogy
 - Allow for concurrent enrollment courses



Our Upcoming Work

- Collaborate with other Design Teams
- Summer work
 - Develop phenomenon-based learning experiences for E-5 program
 - Update 7th grade curriculum to match new standards
 - Develop 9th grade science course
 - Develop HS science electives



St. Louis Park Public Schools Language Arts & Literacy Design Team

RECOMMENDATIONS

Callie Hefstad, Evelyn Lashley, Bekah Noble, Nikki Patel, Kelsey Rohde

RACIAL EQUITY PURPOSE STATEMENT

All young people who attend SLP schools will have access to and develop foundational reading and real-world writing skills that empower them to think critically, communicate their ideas clearly and creatively, and "critique the system they are growing up in" (Ladson-Billings). All students will experience windows and mirrors through the texts they read, and, therefore, become curious, independent readers. Finally, assessment will be reimagined so that all students are empowered to make mistakes and take risks, reflect on feedback, and celebrate the process of reading and writing.

INTERNATIONAL **ASSOCIATION**





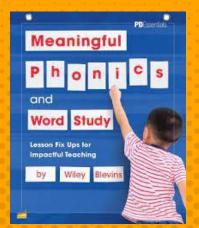






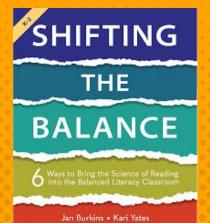








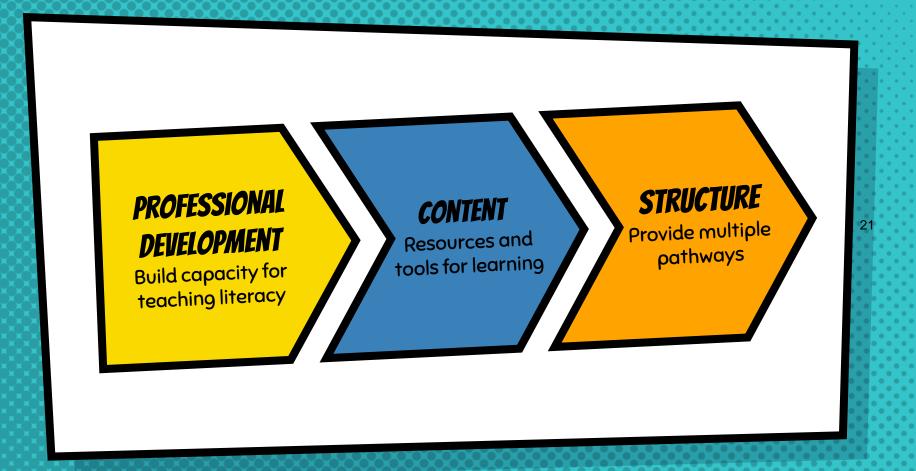








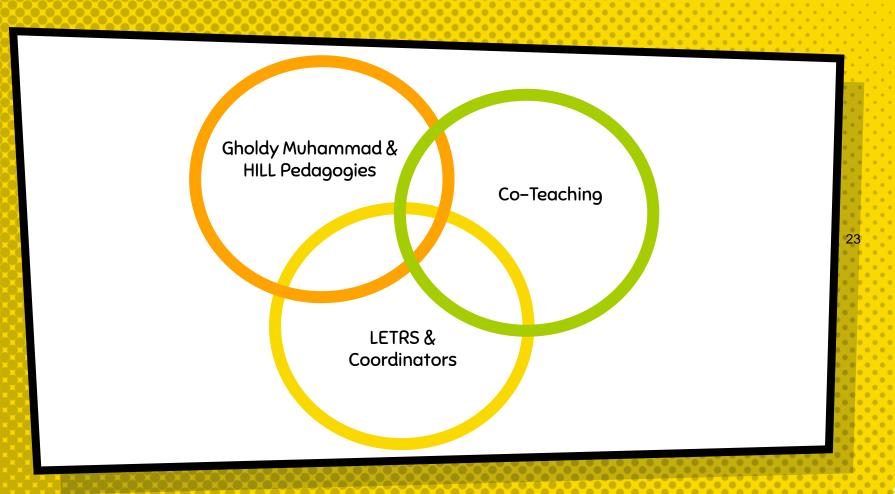




PROFESSIONAL DEVELOPMENT

"Informed teachers are our best insurance against reading failure. While programs are very helpful tools, programs don't teach; teachers do."

-Louisa C. Moats



CONTENT

"All students will experience windows and mirrors through the texts they read, and, therefore, become curious, independent readers."

- LLA Design Team REP

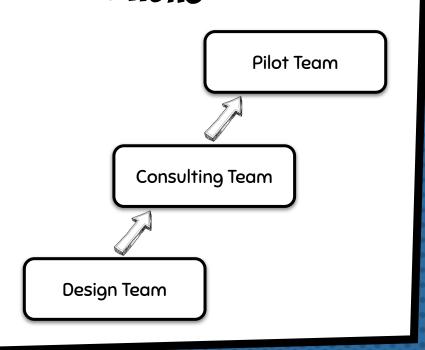
EXPLORE ELEMENTARY CURRICULUM OPTIONS

GOALS:

- Consistency E-5
- English and Spanish
- Based in Science of Reading
- Representative of our Students

EVALUATION TOOLS:

- Culturally Relevant Pedagogy
- Reading League Rubric
- EdReports
- National Council of Teachers of English Rubric

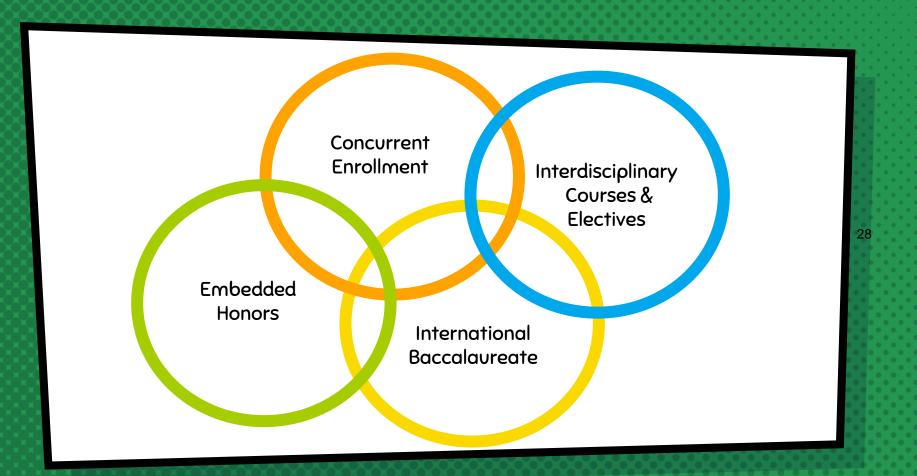


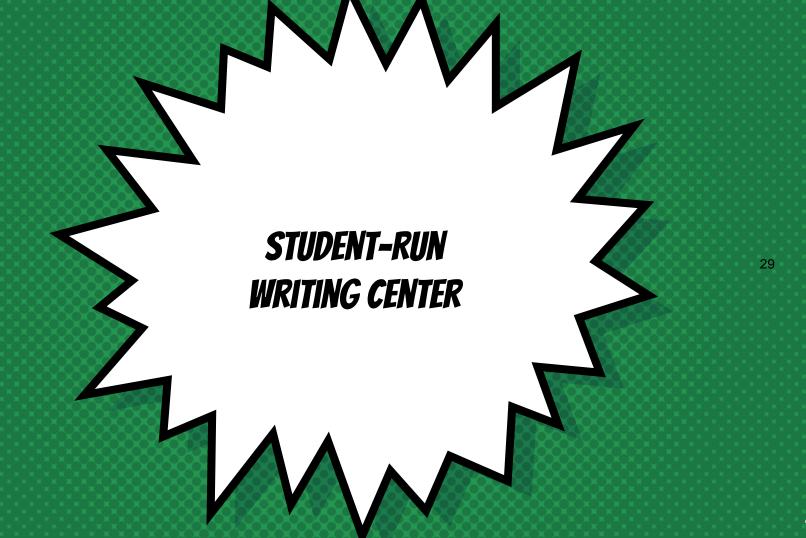
STRUCTURE

Multiple pathways to success are necessary to "empower each learner to live their brilliance" and create "racially equitable learning."

HENNEPIN COUNTY LIBRARY PARTNERSHIP











- Consulting Team Meeting on May 17th
- Develop Benchmarks for Success

St. Louis Park Multilingual Design Team Recommendations





iHola!

こんにちは

ML Design Team





ML Teacher Susan Lindgren



Mayumi Huynh

ML Teacher MIddle School and High School



Molly Kukowski

ML Teacher Aquila



Cory Litzow-Lorentz

> ML Teacher High School



Maurna Rome

IB/PD Coordinator Susan Lindgren



Our Racial Equity Purpose Statement

We are **advocates** for all multilingual students and their families. Each student comes to us as a **whole person** whose racial and cultural identity is an **asset** to our learning community. The ML Design Team will ensure that all students and staff will **recognize** and **honor** the assets that MLs bring to our community.

33

As a team we will work to guarantee that all spaces in the district will be racially, linguistically, culturally and academically safe places for all of our multilingual students, families and staff. In order to achieve this, we will aim to change the mindset of staff and administration toward MLs and their families by bringing them to the forefront of all discussions, including policy and protocol decisions. Students' academic success requires an ongoing collaboration with families and school support teams; we will act as resources for our colleagues and educate staff and administration about multilingual students' needs.

Recommendation #1

Introduce and begin implementation of WIDA* ELD (English Language Development) Standards in all schools through purchasing and utilizing Ellevation Platform and Ellevation Strategies

- Intentionally plan regular PD for building administrators and teachers (WIDA, differentiation, understanding and utilizing student data)
- Pilot Ellevation Strategies Professional Development to build teacher and leadership capacity

*WIDA (World-Class Instructional Design and Assessment) is comprehensive, research-based system of language standards, assessments, professional learning and educator assistance.



Expand "ELM" (English Language in the Mainstream) through "CALL for Access" (Collaborative Action in Language Learning) - an approach to collaboration through co-planning, co-teaching and coaching in all buildings focused on ensuring ML students are guaranteed:

- Access to culturally relevant and antiracist teaching and learning
- Access to educators who are collectively responsible for MLs' growth and learning
- Access to a reduced/eliminated stigma
- Access to district and building leaders who prioritize MLs' success

Recommendation #3





Establish a PreK-12 ML Family/Student/Staff task force to create a comprehensive plan for ML family engagement through these strategies:

- Resource fair—community resources (Central Clinic, STEP, ABE, Xfinity, Early Learning, etc)
 - Welcome packet for new-to-district families
- First generation college student orientation
- Explore options for enhancing how we engage with district liaisons
- Explore options for extended day programming throughout the school year

Recommendation #4

Prioritize improved communication with ML families and increase visibility and clarity about ML programming

- Increase website presence of ML programming district-wide and/or for individual schools
- Prepare all district and building communications in Spanish and Somali
- Create and share videos about ML programs for each school in Spanish, Somali and other languages (Russian, Ukrainian, Dari, French, Arabic, Oromo, Hmong, Amharic, Vietnamese, Chinese, Portuguese, Tibetan)

Recommendation #5

Cultivate Elementary and Secondary ML Leadership

- Focus on sustaining and deepening the work of the ML Design Team
- Engage in a standing meeting with district leadership every 2 weeks
- Share responsibility for communicating pertinent information from M®E
- Share responsibility for updating/reviewing/communicating the SLP ML Program Guide.
- Create elementary and secondary ML advisory committees that include cluster/content teachers, family members and students

Questions

What questions do you have for us?

What opportunities do you see in these recommendations?



	2022-23(student 1)	2022-23(student 2)	2022-23(student 3)
9th	Liked Middle School Science Classes but not really interested in environmental science	Really liked science in MS and wants to take some new and challenging courses	MS science was okay just not really that interested in science
	9th Grade Science(Physical Science and Biology) 1Cr Bio	APES	9th grade science Physical science and Biology
	1Cr Chem		1 Cr Biology 1 Cr Physics
10th	(Really liked Biology as a 9th Grader)	Favorite part of APES was life science related. Also knows they must have a	Liked the physical science part of 9th grade
	IB Biology	year of Biology to graduate	1 Cr Physics of sport
	2 Cr Bio	IB Biology	1 Cr Biology - Genetics
		2 Cr Bio	1 Cr Physics 1 Cr Bio
11th	Wanted more chemistry background based on IB	Liked IB Bio and knows they must have a year of	Really liked the physics of sport
	Bio Experience	chemistry IB Chem	IB Physics
	2 Cr Chemistry	2 Cr Chemistry	2 Cr Physics
12th	Plans on going to college in	Wants to continue in their	Nothing really looking
1201	the field of science	pathway	interesting in science but wants to take two classes
	IB Physics	IB Physics	that their 9th grade science teacher teaches!
	2 Cr Physics	2 Cr Physics	Intro to Exercise science and Intro to Physiology
			2 elective credits
Credit count	3Cr Bio 3Cr Chem 2 Cr Physics	2 APES 2Bio 2Chem 2Physics	2 Cr Bio 4 Cr Physics 2 Elective Credits
Meets Science Graduation requirements	Yes	Yes	Yes

^{**} Names of courses – we will need to work to make sure names of courses work for colleges!

^{**} Note Bio electives are not decided at this time - they are just there for an example!

^{**} We need to make sure we track what physical science component student select as freshmen(Physics or Chemistry)

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August 9 Special Election

Capital Project Levy& Construction Bonds





Items to cover

- 1. Special election details
- 2. Bond project details
- 3. Communication plan







Special Election Details



Two Questions

1. Capital Project Levy for technology

a. renew for 10 years

2. Building Bond focused on items that

- a. enhance the daily lived experience of students
- b. stabilize costs and conserve energy
- c. maintain core operations
- d. improve safety and security





Total Tax Impact

- Focus on items that
 - enhance the daily lived experience of students
 - stabilize costs and conserve energy
 - maintain core operations
 - improve safety and security



	Annual Tax Impact	Monthly Tax Impact
	(\$331,800 home)	(\$331,800 home)
Bond Projects	\$209	\$17.42
Capital Project Levy	\$18	\$1.50
Total	\$227	\$18.92



Capital Project Levy for Technology

Background

- Funds all student/staff/district technology equipment, infrastructure and personnel
- authorized in November 2013 for taxes payable in 2014
- voter-approved for ten years
 - through taxes payable in 2023 (fall 2022 levy)
- 3.812% of net tax capacity

Recommended Renewal

- > 10-year maximum
- ➤ Increase levy by \$500,000 (to \$3.5 million)
- Establish new tax rate (currently 3.812%)





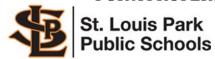
Draft Ballot Language: Capital Project Levy

School District Question 1 Approval of Capital Project Levy for Technology

The board of Independent School District No. 283 (St. Louis Park Public Schools), Minnesota has proposed a capital project levy authorization for technology in the maximum amount of 4.287% times the net tax capacity of the school district. A portion of this new authorization, \$3,063,578, would replace the school district's existing authorization which is scheduled to expire after taxes payable in 2023, would raise approximately \$3,563,578 for taxes first levied in 2022, payable in 2023, and would be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$35,635,780. The proposed authorization will provide funds for the acquisition, installation, support and maintenance of software, technology, technology systems and infrastructure, and to pay the costs of technology related personnel and training.

Shall the capital project levy authorization to fund technology proposed by the board of Independent School District No. 283 (St. Louis Park Public Schools), Minnesota be approved?

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE



Building Bond Projects (\$millions)

2017 Carryover Projects		\$35.1
	Deferred Maintenance	\$44.4
Continuing Operations	Building Renovations	\$21.5
Continuing Operations	Security	\$14.5
	Playground, track and field	\$19.5
	Project Total	\$135 <u>.</u> 0

	Continuing Operations \$99.9 million (74% of total)			
Carryover Projects \$35.1 Million 26% of total	Deferred Maintenance \$44.4 Million 33% of total	Building Renovations \$21.5 Million 16% of total	Security \$14.5 Million 11% of total	Playgrounds, Track, Field \$19.5 Million 14% of total



Draft Ballot Language: Bond Issue



School District Question 2 Approval of General Obligation School Building Bonds

Shall the board of Independent School District No. 283 (St. Louis Park Public Schools), Minnesota be authorized to issue general obligation school building bonds in an aggregate amount not to exceed \$136,000,000 for the acquisition and betterment of school sites and facilities?

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE







Bond Project Details



How to Learn More

Building for Sustainable Excellence

Primary Election August 9

Primary Election August 9

Primary Election August 9

Primary Election August 9

District Information Campaign underway!

COMING SOON!

Vote YES Get-Out-the-Vote Campaign

51

Learn more about Building for Sustainable Excellence by:

- Visiting slpschools.org.org/BuildingSustainableExcellence
- Submitting a question to communications@slpschools.org
- Following #BuildingSustainableExcellence online



Upcoming Community Meetings



Attend a Community Meeting to learn more:

- Monday, May 18, 6 p.m. / HS Room C350
- Thursday, May 26, 7:30 p.m. / HS Room C350
 - Note: change from original announcement
- Monday, June 6, 7 p.m. / Virtual Zoom Link posted at slpschools.org

* All Community Meetings will be recorded for YouTube replay



Questions







St. Louis Park High School Additions/Renovations/Link/Commons





Cuningham



 Registration

 Name:
 John G. Pfluger

 Large No.:
 20926

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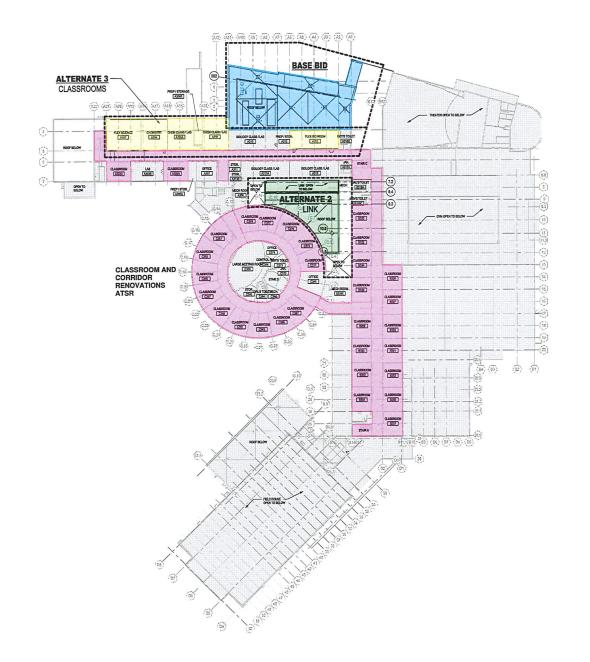
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KEY PLAN A2

A3 B5

EVEL 3 COMPOSITE FLOOR PLAN

R130





Preset Information
Plant Co Date:
Preset No.: 21-002 PC/AIC:
St. Louis Park HS Additions / Renovations

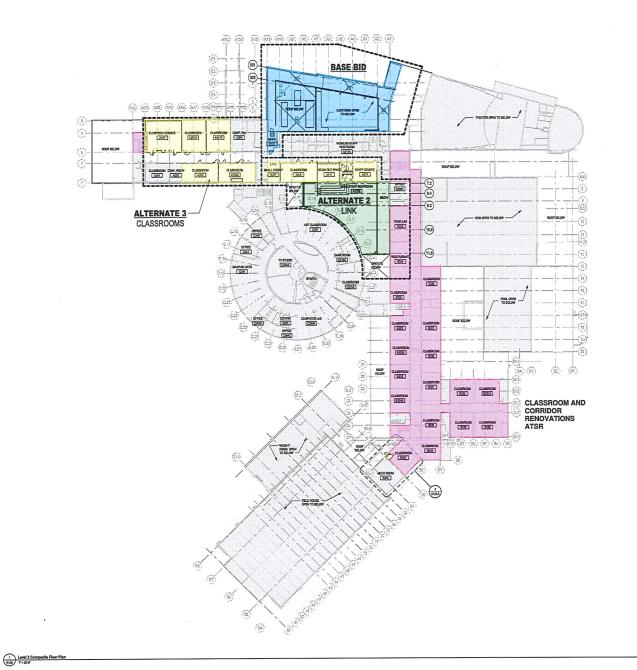
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Sheet Title
LEVEL 2 COMPOSITE FLOOR PLAN

Sheet Number R120



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Registration
Name: John G. Pfluger
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LEVEL 1 COMPOSITE FLOOR PLAN

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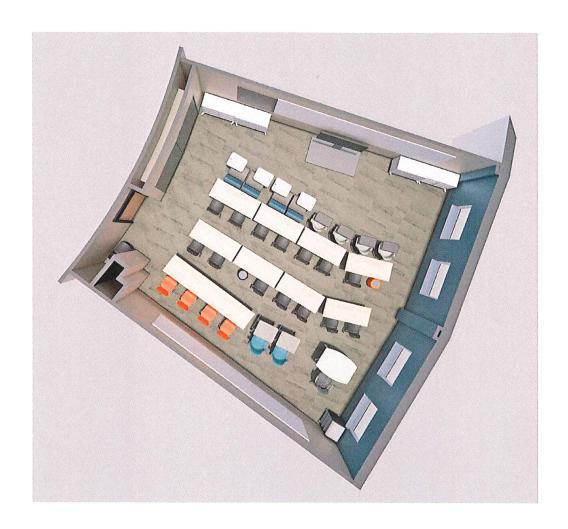
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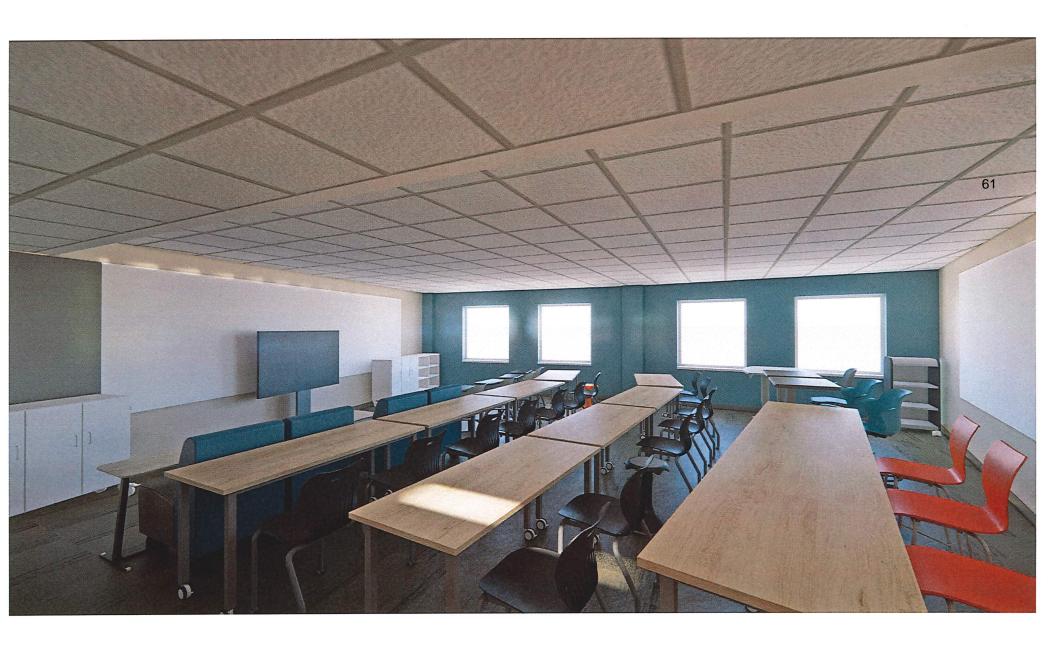
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St. Louis Park HS Additions /
Renovations

BASEMENT COMPOSITE FLOOR PLAN

R100

1 Level 0 Basement Composits Floor Plan









St. Louis Park 63 Public Schools

St. Louis Park High School Kitchen and Cafeteria





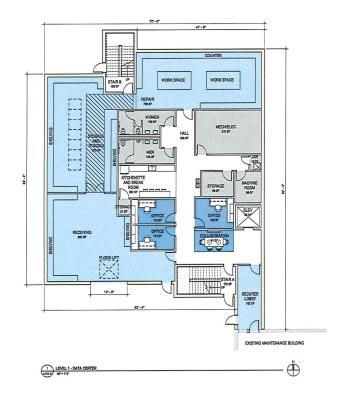


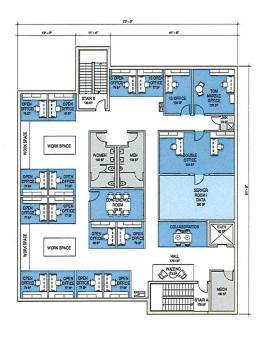




Technology Data Center and Maintenance Garage







1 LENGL 2-DATA CENTER
LENGL MY TYP

GROSS BUILDING AREA		
AREA	SF	
LEVEL 1 - DATA CENTER	5726 SF	
LEVEL 2 - DATA CENTER	5618 SF	
	11344 SF	

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Revisions
No. Date Description

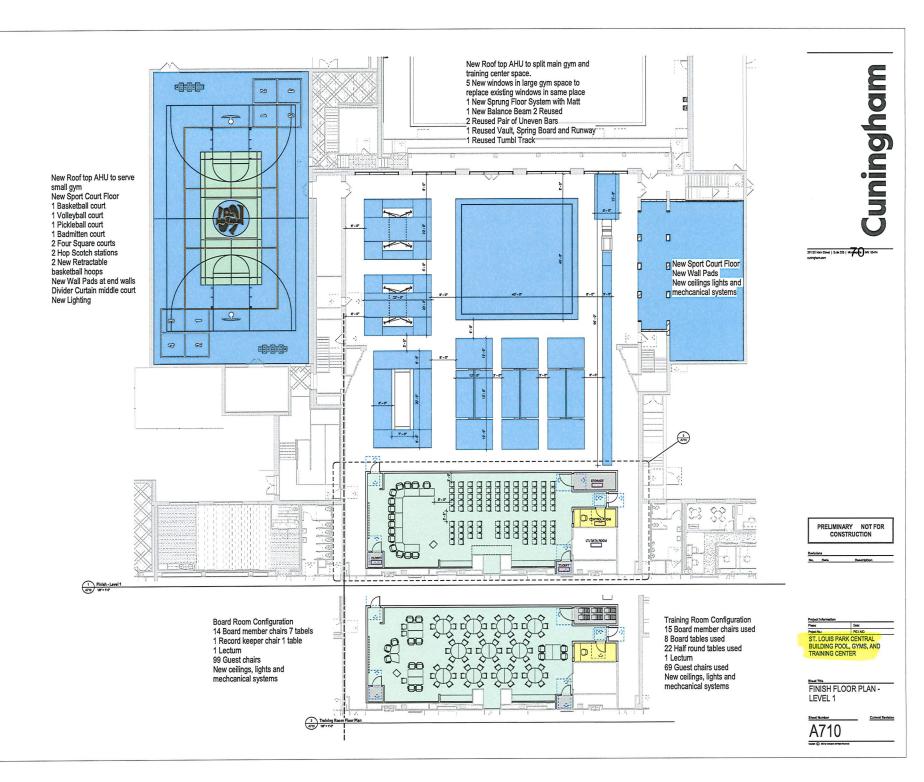
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FLOOR PLANS - DATA CENTER

A101-B



Central Community Center
Pool, Gyms, Central Office & Training Center





NEW POOL CHEMICAL STORAGE ROOMS NEW POOL BOILER NEW EXTERIOR BOILER ROOM DOOR REFURBISHED POOL IN SLAB WATER TANK NEW POOL SAND FILTER SYSTEM

BOLER

FLTER

NEW DRINGING FOUNTAIN WITH BOTTLE FILLERS —

201 SE Main Street | Sula 225 | Managook | NN 55414

WOMENS LOCKER ROOM AND SHOWERS
NEW ADA ACCESSIBLE ENTRY INTO LOCKER
ROOM SPACE
2 NEW SINGLE USE UNISEX RESTROOMS
1 NEW 2 PERSON RESTROOM IN SHOWER AREA
1 NEW FAMILY SHOWER ROOM
1 NEW SINGLE USE ADA SHOWER STALL
8 NEW SINGLE USE SHOWER STALLS
NEW POURED FLOORING THROUGHOUT
LOCKER ROOM AND SHOWER AREA
POURT AND REFURBISH EXISTING LOCKERS
COMMON ADA ACCESIBLE LIFT TO POOL DECK

NEW CEILINGS AND LIGHTING

MENS LOCKER ROOM AND SHOWERS
NEW ADA ACCESSIBLE ENTRY INTO LOCKER
ROOM SPACE

1 NEW SINGLE USE UNISEX RESTROOM
1 NEW 2 PERSON RESTROOM IN SHOWER AREA
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9 NEW SINGLE USE SHOWER STALLS
NEW POURED FLOORING THROUGHOUT
LOCKER ROOM AND SHOWER AREA
PAINT AND REFURBISH EXISTING LOCKERS
COMMON ADA ACCESIBLE LIFT TO POOL DECK
NEW CEILINGS AND LIGHTING

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Project Information

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St. Louis Park 72 Public Schools

St. Louis Park High School Track/Field Elementary Playgrounds

The St. Louis Park - Central Playground is designed for a combination of prescriptive and non-prescriptive play for children between 2 months and 5 years of age. The activities and equipment of the playground offer a diverse, engaging range of challenge and skill level that supports the development of all ages. Between the oversized step-down sandbox, continuous bike path, and rolling play mounds, this dinosaur-themed playground stimulates curiosity, exploration, and imagination for each user. Not only does this playground provide opportunities for growth and learning, it hosts a continual place of fun!





Designing to include all ages and skills



Overall Site Plan



Legend

Play Spaces + Equipment

2-5 yr. Play Structure

Accessible See-Saw

Custom Dinosaur Bench 0 Custom curved bench featuring a section of netted "hammock" seating

Play Mounds 4

With integrated climbing ropes, mountaineering ropes, climb holds, roller slide and tunnel

0

Spinners
Seated and standing spinners for a range of play

Accessible Sandbox 0

Step down sandbox with digger equipment; elevated sand table and accessible diggers

Four sets of swings including: multi-user swing, traditional belt swings, toddler swings, expression

Basketball Hoops 0

Chalk Zone + Accessible Surface Mounted Chalk Board 0

1 **Balance Steppers**

Looped Dino-Print Bike Path 0

Active Lawn 0

Materials

Poured - in - Place Rubber Surfacing







The St. Louis Park - PSI Playground encourages all types of play for a range of children 5-11 years old. The playground uses existing site conditions, most notably mature trees and topography, to shape a space that works with the natural environment. Flexible classroom spaces centered around gardening and rain gardens give teachers a chance to bring students outside and learn through sensory experiences. The playground surfacing undulates over mounds and play equipment, activating play with color and movement for year-round fun.





Overall Site Plan



Legend

Classroom Spaces

- Chalkboard/Dry Erase Classroom Wall
 Chalkboard/dry erase board with outlet connection
- Terraced Rain Garden Classroom
 Wood deck top, concrete steps, flagstone steps
- Rain Garden

 Natural water collection and filtration with native perennials and grasses
- Garden Classroom
 Large group table, two raised planting beds, spigot connection, edible plantings

Play Spaces

- Olimbing Poles over Mounds
 Poles with ladders and climb holds
- Climb Wall to Roller Slide Rock climbing holds over mound with roller slide down to grade
- Shaded Area
 Three benches under colorful shade sall
- Spinners
 Seated and standing spinners for a range of play
- (5) Mound with Tunnel

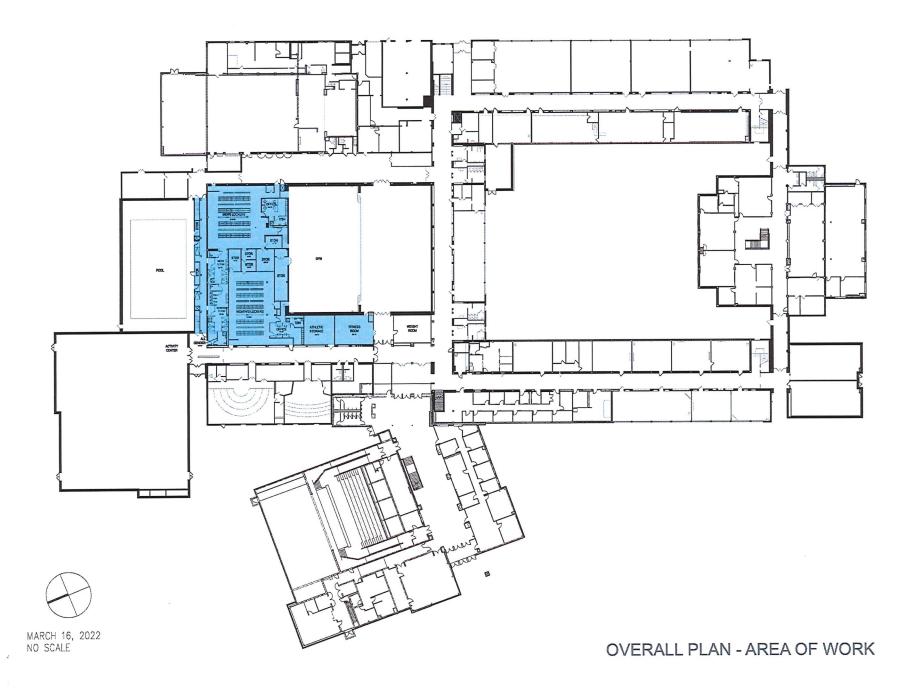
 Mound to run up and down with internal tunnel feature
- Climbing Structure

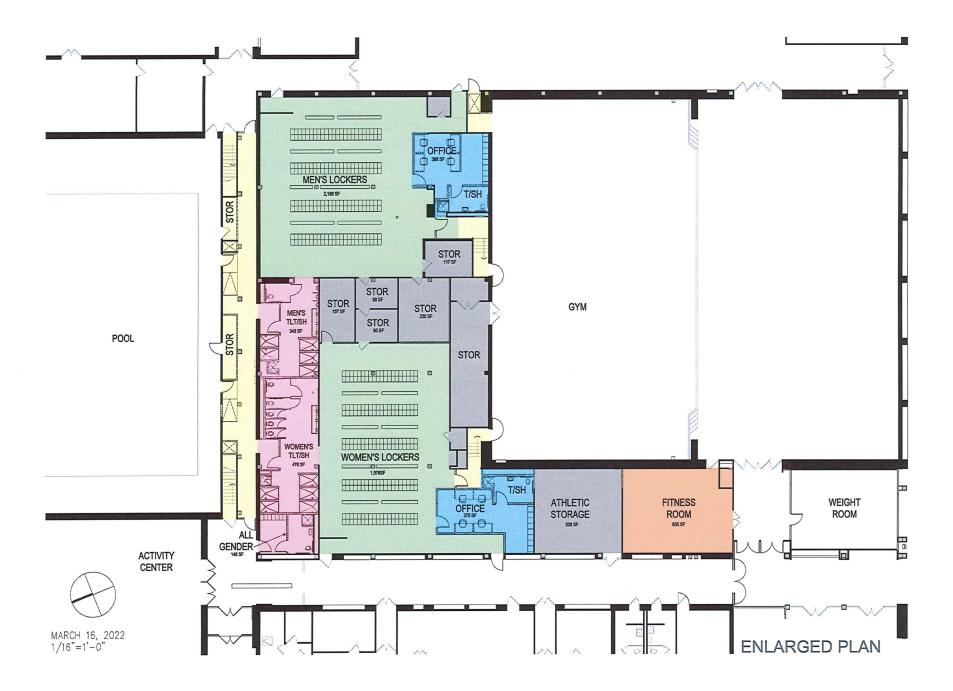
 Large free standing climber see Landscape
 Structures "Crab Trap"
- Open Play

 Flexible open space amongst existing trees



St. Louis Park Middle School Locker Rooms





	Operating Capital Summary of Revenue, Expend	ditures and Fund Balance					
	Fiscal Year 2022-23						
			FY	/ 2023	Operati	ng Capital Esti	mates
		Account Code	D.	udget	FY 2024	FY 2025	FY 2026
		Account Code	Б	uuget	Forecast	Forecast	Forecast
Beginning Restricted Fund Bal	ance 6/30/2022		\$ 2	2,190,484	\$ 1,394,234	\$ 813,384	\$ 261,434
Potential FY 2021 Carryover Fu	nds (see carryover projects below)			125,000	-	-	-
Local Levy		01 R 000 850 112 302 001		972,700	900,000	900,000	900,000
State Aid		01 R 000 000 000 302 211		260,400	250,000	250,000	250,000
Subtotal Operating Capital Rev	venue		\$ 1	1,358,100	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
Funds Available			\$ 3	3,548,584	\$ 2,544,234	\$ 1,963,384	\$ 1,411,434
	Department Ongoing Operating Capital	al Expenses					70
Assessment, Eval & Research	Standardized tests, software licenses, technology equipment	01 E 005 711 000 302 406		114,000	114,000	114,000	114,000
Business Services	Skyward Finance System - through December 31, 2022	01 E 005 110 000 302 405		18,400	move to Power	School eFinanc	ePLUS
Business Services	Copier Leases	01 E 005 605 000 302 380		120,000	120,000	120,000	120,000
Communications	Engagement Tool, Website Hosting, Mass Communications	01 E 005 130 000 302 405		57,500	57,500	57,500	57,500
Curriculum & Instruction	Textbook/Curriculum Cycle	01 E 100 201 000 302 460		250,000	200,000	200,000	200,000
Facilities, Safety & Security	Work order and inventory systems, security, contingency	01 E 005 810 000 302 530		169,200	69,200	69,200	69,200
Human Resources	New Hire Equipment and Technology	01 E 005 160 000 302 530		30,000	0	-	-
School Nutrition	Equipment Replacement/Software	01 E 005 770 000 302 405		30,800	30,800	move to Scho	ol Nutrition
Technology-Instructional	Instructional software licenses	01 E 005 108 000 302 406		13,500	13,500	13,500	13,500
Technology-Operational	Library management, software licenses, internet, fiber locates, phone, web filtering	01 E 005 108 000 302 305		115,000	115,000	115,000	115,000
Transportation	Routing, mapping, and GPS Software	01 E 005 760 000 302 405		67,500	67,500	67,500	67,500
	District Wide Ongoing Capital Exp	penses					
Affinety/Wordware	Fee payment and school meal payment system	See Affinety Sheet		7,300	7,300	7,300	7,300
	Student Information & Enrollment, learning management, recruit/hire, candidate						
PowerSchool	assessment, professional learning, talent management, data analytics,	See PowerSchool Sheet		278,000	278,000	278,000	278,000
B. J. J. Mg.L.	finance/HR/payroll	04 5 005 020 000 202 520		400.000	100.000	400,000	100 000
District Wide	Capital Contingency	01 E 005 020 000 302 530		100,000	100,000	100,000	100,000
Flore entered by the state of the	Site Operating Capital Allocation (appellment)			00.450	00.450	00.450	00.450
Elementary Instructional	Annual Capital Allocation (enrollment)	See Allocations Sheet		90,450	90,450	90,450	90,450
Secondary Instructional	Annual Capital Allocation (enrollment)	See Allocations Sheet		173,000	173,000	173,000	173,000
High School Athletics	Athletic Uniforms and Equipment	01 E 303 292 000 302 530		30,000	30,000	30,000	30,000
Middle School Athletics	Athletic Uniforms and Equipment	01 E 302 292 000 302 530		10,000	10,000	10,000	10,000
District-Wide Music	Instrument/Equipment Replacement Cycle	01 E XXX 259 000 302 530		79,700	54,600	56,500	50,000
Site Facilities	Annual Capital Allocation (square footage)	See Allocations Sheet		275,000	200,000	200,000	200,000
Country long 9 to the street	One-Time Operating Capital Exp			F0 000			
Curriculum & Instruction	(Carryover) Textbook/Curriculum Cycle	01 E 100 203 000 302 460		50,000	-	-	-
Communications	(Carryover) Signage and Branding - New Construction	01 E 005 130 000 302 530		50,000	-	-	-
High School Music	(Carryover) Music Allocation	01 E 303 259 000 302 530		25,000	A 4 = 00 5 = 0	4 4 = 04 0 = 0	A 4 60 T 45 5
Subtotal Operating Capital Exp			<u> </u>	2,154,350	\$ 1,730,850	\$ 1,701,950	\$ 1,695,450
Ending Restricted Fund Balance	<u>e</u>		\$ 1	1,394,234	\$ 813,384	\$ 261,434	\$ (284,016)

SAINT LOUIS PARK PUBLIC SCHOOLS and SAINT LOUIS PARK PRINCIPALS' ASSOCIATION 2021-2023 Contract

4/7/2022 Proposal and Tentative Agreement

Contract Term: Two (2) years, July 1, 2021, through June 30, 2023

Tentative Agreement subject to Board approval: 4-7-2022

Employees Covered: currently 11 with two 10-mo AP assignments

Economic Items:

Wages: (See proposed Schedules)

2021-22: 1.0 % increase for all rates Step 1-9 and an additional 1.5% on top Step 9. This proposal is retroactive to July 1, 2021 (beginning of the contract for retirees and active employees on the payroll as of the ratification of the contract).

2021-22: 1.0% increase for all rates Step 1-8. Add a new step 10 at 1.4% over the old step 8. New step 8 half way between old 8 and new 10. See salary schedules for actual numbers.

Insurance:

The District will contribute up to the following amounts to the coverage selected by eligible employees:

	2020-21	2020-21	2021-22	2022-23	2023-24
	Enrollment		District Contributions/mo		
	11	Yr0-Base	Yr1	Yr2	I Ext Yr3*
	11	110-base	111	112	EXCIIS
Single - VEBA Plan B	4	\$620	\$ 640	\$ 655	\$ 665
Single - Standard Plan A	0	\$580	\$ 580	\$ 580	\$ 600
E+1 VEBA Plan B	1	\$1,300	\$1,350	\$1,365	\$1,385
E+1 Standard Plan A	0	\$1,220	\$1,220	\$1,220	\$1,225
Family - VEBA Plan B	6	\$ 1,725	\$1,775	\$1,795	\$1,815
Family - Standard Plan A	0	\$ 1,673	\$1,673	\$1,700	\$1,725

^{*}these numbers for 7-1-2023 will be subject to bargaining in the 2023-25 bargaining cycle.

The Deferred compensation max in Article 8.11 will be removed.

One-time payment MOA: Upon ratification of the contract on the first possible paycheck, the District will provide a one-time payment of an additional \$250 to all active principals covered by this agreement who were actively employed during the 2020-21 school year and received pay for 100 days or more, with the exception of people on approved FMLA or Military leaves and are also actively employed for this 2021-22 school year as of the ratification of this agreement.

Non-Economic Items:

- 1. General clean-up of dates and references.
- 2. Propose a two-year contract July 1, 2021 to June 30, 2023.
- 3. **Credit Union Art 5.6:** Update title and language to refer to Direct Deposit.
- 4. **Holidays Art 6.3:** Update the list of paid holidays to delete Good Friday and replace it a Spring Break Holiday, typically celebrated the Friday of Spring Break.
- 5. **Jury Duty Art 9.2:** Employees may keep the compensation paid for jury duty.
- 6. **Personal Time Off (PTO) Art 7.2**: Upon leaving the district, employees may be paid for unused vacation upon termination of up to 30 days. This would be a change from the current 45 day limit. [If the overall proposal is accepted, then the District would agree to withdraw this proposal and keep the 45 day limit]
- 7. Remote Work New Art 7.3: Principals will generally be expected to perform work onsite on student instructional days or other teacher duty days. Over breaks, principals may choose to work remotely if they determine that is the best location to perform their work for that day. Principals would be expected to get supervisor approval and notify staff that they will be working remotely that day and how to reach them. Principals would be expected to be available by phone and computer to conduct needed business that may arise during that workday. In an emergency, the principal may be required to alter work locations for that day and report to the site, if required. In the event that there are performance concerns regarding the remote work assignment, a principal may be returned to on-site work status.
- 8. **Insurance Art 10.2.B:** Change timing of VEBA deposit from July 1 to Sept 1 each year to avoid payments being made and then people quitting before school starts.
- 9. **Health Care Savings Plan Art 10.6:** Eligible, employees will automatically be enrolled and receive payments starting with the completion of their 3rd year of service.
- 10. **Duration of Insurance Contribution Art 10.8:** Change reference to actively employed in a position covered by this agreement.
- 11. Leaves of Absence Art 12.2.K and L Workers Comp/LTD and sick leave: Propose to standardize language across District employee groups so it is clear that when getting paid by WC or LTD, the CAPS employee can use available Sick Leave to cover the cost of any insurance payments, instead of writing a check to the Business Office.
- 12. **Art 9.3 Supp and 17.7 Professional Development:** In recognition that during the previous months during the pandemic professional development opportunities were limited, principals may move up to \$2,000 of the funds in 17.7 for uses specified in Art 9.3. This is a one-time shift and must be completed before June 30, 2022. The \$5,000 limit in Art 9.3 will not be enforced until June 30^{,2023}.
- 13. Update Severance Appendix B to update the payout method consistent with the MOA on Severance payouts.

For specific items, see draft copy of new contract language provided in strikethrough version.

The District reserves the right to add or delete items to this proposal and to correct errors. Principal Salary Schedules (Tentatively agreed as proposed April 7, 2022)

2020-21 12-mo Contract – Prior Contract

STEP	Elem	MS	HS	Elem	MC Dringing	MS Principal HS Principal	10mo	10mo	10mo
STEP	AP	AP	AP	Principal	IVIS Principal		Elem AP	MS AP	HS AP
1	\$101,279	\$113,037	\$116,671	\$119,151	\$123,184	\$131,402	\$89,982	\$100,429	\$103,658
2	\$104,435	\$116,547	\$120,229	\$122,864	\$126,831	\$135,157	\$92,786	\$103,548	\$106,819
3	\$107,590	\$120,057	\$123,787	\$126,577	\$130,476	\$138,912	\$95,590	\$106,666	\$109,980
4	\$110,745	\$123,567	\$127,345	\$130,289	\$134,123	\$142,667	\$98,393	\$109,785	\$113,141
5	\$113,901	\$127,077	\$130,902	\$134,001	\$137,769	\$146,421	\$101,197	\$112,903	\$116,301
6	\$117,057	\$130,586	\$134,460	\$137,715	\$141,414	\$150,176	\$104,001	\$116,021	\$119,463
7	\$120,213	\$134,096	\$138,019	\$141,427	\$145,060	\$153,931	\$106,805	\$119,139	\$122,625
8	\$123,369	\$137,605	\$141,577	\$145,139	\$148,705	\$157,686	\$109,609	\$122,257	\$125,786
9	\$132,614	\$147,573	\$151,776	\$156,341	\$160,002	\$169,544	\$117,822	\$131,113	\$134,847

\$3,000 PhD/ED payment above schedule rates

2021-22 12-mo Contract

STEP	Elem AP	MS AP	HS AP	Elem Principal	MS Principal	HS Principal	10mo Elem AP	10mo MS AP	10mo HS AP
1	\$102,292	\$114,167	\$117,838	\$120,343	\$124,416	\$132,716	\$90,882	\$101,433	\$104,694
2	\$105,479	\$117,712	\$121,431	\$124,093	\$128,099	\$136,509	\$93,714	\$104,583	\$107,887
3	\$108,666	\$121,258	\$125,025	\$127,843	\$131,781	\$140,301	\$96,545	\$107,733	\$111,080
4	\$111,852	\$124,803	\$128,618	\$131,592	\$135,464	\$144,094	\$99,377	\$110,882	\$114,273
5	\$115,040	\$128,348	\$132,211	\$135,341	\$139,147	\$147,885	\$102,209	\$114,032	\$117,464
6	\$118,228	\$131,892	\$135,805	\$139,092	\$142,828	\$151,678	\$105,041	\$117,181	\$120,657
7	\$121,415	\$135,437	\$139,399	\$142,841	\$146,511	\$155,470	\$107,873	\$120,331	\$123,851
8	\$124,603	\$138,981	\$142,993	\$146,590	\$150,192	\$159,263	\$110,705	\$123,479	\$127,044
9	\$135,949	\$151,284	\$155,593	\$160,273	\$164,026	\$173,808	\$120,786	\$134,410	\$138,239

\$3,000 PhD/ED payment above schedule rates

2022-23 12-mo Contract

CTED.	Elem	MS	HS	Elem			10mo	10mo	10mo
STEP	AP	AP	AP	Principal	MS Principal	HS Principal	Elem AP	MS AP	HS AP
1	\$103,315	\$115,309	\$119,016	\$121,546	\$125,660	\$134,043	\$91,791	\$102,448	\$105,741
2	\$106,534	\$118,890	\$122,646	\$125,334	\$129,380	\$137,874	\$94,651	\$105,629	\$108,966
3	\$109,753	\$122,470	\$126,275	\$129,121	\$133,099	\$141,704	\$97,511	\$108,810	\$112,191
4	\$112,971	\$126,051	\$129,905	\$132,908	\$136,819	\$145,535	\$100,370	\$111,991	\$115,415
5	\$116,190	\$129,631	\$133,533	\$136,694	\$140,538	\$149,364	\$103,231	\$115,172	\$118,639
6	\$119,410	\$133,211	\$137,163	\$140,483	\$144,256	\$153,195	\$106,091	\$118,353	\$121,864
7	\$122,629	\$136,791	\$140,793	\$144,270	\$147,976	\$157,025	\$108,951	\$121,534	\$125,089
8	\$125,849	\$140,371	\$144,423	\$148,056	\$151,694	\$160,855	\$111,812	\$124,714	\$128,314
9	\$132,540	\$147,654	\$151,886	\$156,099	\$159,840	\$169,430	\$117,757	\$131,185	\$134,945
10	\$139,231	\$154,936	\$159,349	\$164,142	\$167,986 82	\$178,004	\$123,701	\$137,655	\$141,576



2019 20202021-2023

TERMS AND CONDITIONS OF EMPLOYMENT between

INDEPENDENT SCHOOL DISTRICT NO. 283
St. Louis Park, Minnesota

and

ST. LOUIS PARK PRINCIPALS ASSOCIATION

Representing

The Principals and Assistant Principals in the District

Effective through June 30, 20234

Board Approved_____

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<u>2021-2023</u>2019-2021

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ARTICLE 1 - PURPOSE

1.1 Parties

THIS AGREEMENT is entered into between the St. Louis Park Public Schools, Independent School District No. 283, St. Louis Park, Minnesota and the St. Louis Park Principals Association, pursuant to and in complete compliance with the Public Employment Labor Relations Act (P.E.L.R.A.) of 1971, as amended, to provide the terms and conditions of employment for principals during the duration of this agreement.

ARTICLE 2 - DEFINITIONS

2.1 School Board or District

For purposes of this agreement, the term "District" shall mean the St. Louis Park Public Schools Independent School District No. 283, St. Louis Park, Minnesota, its School Board or designated representative(s) of the School Board.

2.2 Association

For purposes of this Agreement, the term "Association" shall mean the St. Louis Park Principals Association or its designated representative(s).

2.3 P.E.L.R.A.:

For purposes of this Agreement, the term "P.E.L.R.A.," shall mean the Public Employment Labor Relations Act of 1971, as amended.

2.4 Terms and Conditions of Employment:

Terms and conditions of employment means the hours of employment, the compensation therefore, including fringe benefits, except retirement contributions or benefits, the employer's personnel policies affecting the working conditions of the employees. In the case of professional employees, the term does not mean educational policies of the District. The terms in both cases are subject to the provisions of P.E.L.R.A. regarding the rights of public employers and the scope of negotiations.

2.5 Principal

Reference to principal in this Agreement shall mean Principals and Assistant Principals, except in those cases where there is a clear distinction between the two positions.

2.6 Other Terms

Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE 3 - RECOGNITION OF EXCLUSIVE REPRESENTATIVE

3.1 Recognition

In accordance with P.E.L.R.A., the District recognizes the St. Louis Park Principals Association as the exclusive representative of principals employed by the District. The Association shall have those rights and duties as prescribed by P.E.L.R.A., and as described in the provisions of this Agreement.

3.2 Appropriate Unit

The appropriate unit shall consist of all employees of Independent School District No. 283, St. Louis Park, Minnesota, who are certified by the Minnesota Department of Education as Principals or Assistant Principals, including those on leave of absence who are guaranteed a position upon their return, who are employed for more than fourteen (14) hours per week and for more than 100 work days per year, and who devote more than fifty percent (50%) of their time to administrative or supervisory duties in the capacity of a Principal or Assistant Principal, and excluding all other employees.

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ARTICLE - DISTRICT RIGHTS

4.1 Inherent Managerial Rights

The parties recognize that the School Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel, and that all management rights and management functions not expressly delegated in this Agreement are reserved to the School Board. This Section shall not be construed to limit the right of the Association to meet and confer with the District, pursuant to P.E.L.R.A., regarding policies and matters not included under terms and conditions of employment.

4.2 Management Responsibilities

The parties recognize the right and obligation of the School Board to efficiently manage and conduct the operation of the District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the District.

4.3 Effects of Laws and Regulations

The parties recognize that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, Federal laws, rules, regulations and orders of State and Federal government agencies. Any provisions of this Agreement found to be in violation of any such laws, rules, regulations, directives and orders shall be null and void and without force and effect.

ARTICLE 5 - EMPLOYEE RIGHTS

5.1 Right to Views

Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any principal or her/his representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative.

5.2 Right to Join

Principals shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations.

5.3 Personnel Files

Pursuant to M.S. 122A.40, Subd. 19 as amended, all evaluations and files relating to each individual principal shall be available during regular school business hours to said principal upon reasonable notice. The principal shall have the right to reproduce any of the contents of the files at the principal's expense and to submit for inclusion in the file written information in response to any material contained therein. The District may destroy such files as provided by law.

5.4 School Buildings and Facilities

The Association shall have the right in accordance with established regulations to reasonable use of the school buildings and facilities, provided such use shall not interfere with normal school activities or functions. The District reserves the right to assess charges for additional expense or for other additional operational expense beyond normal maintenance costs resulting from such use.

5.5 Information

The parties agree that the Association shall have access, upon reasonable notice, to appropriate any available information, not deemed confidential, necessary for the Association to exercise its responsibilities as exclusive representative.

5.6 Direct DepositCredit Union

The District shall allow a payroll deduction plan for the United Educator's Credit Union or direct deposits to a credit union or other eligible banking institution of the principal's choice that accepts standard ACH deductions.

5.7 Private and Personal Life

The private and personal life of a principal is not within the appropriate concern of the District, provided such private and personal life does not adversely affect the principal's performance or ability to perform the job duties of a principal or assistant principal in the District.

5.8 Meet and Confer

The District shall meet and confer with the Association pursuant to P.E.L.R.A.

ARTICLE 6 - WORK YEAR

6.1 Employee Duty Days

The District shall establish the calendar and principals' duty days for each school year, and the principals shall perform services on such days as determined by the District, including those legal holidays on which the District is authorized to conduct school, and pursuant to such authority, has determined to conduct school.

6.2 Employee Duty Year

The standard duty year for principals will be fifty-two (52) weeks with twelve (12) paid holidays.

6.3 Holidays

The twelve (12) paid holidays shall be as follows:

- 1. New Year's Eve Day
- 2. New Year's Day
- 3. Dr. Martin Luther King Jr. Day
- 4. Presidents' Day
- 5. Good Friday Spring Break Friday
- 6. Memorial Day

- 7. Independence Day
- 3. Labor Day
- 9. Thanksgiving Day
- 10. Friday after Thanksgiving Day
- 11. Christmas Eve Day
- 12. Christmas Day

6.4 Rescheduling Holidays

The District reserves the right, if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof.

6.5 Holidays on a Weekend

In the event a paid holiday falls on a Saturday or Sunday, another week day will be designated by the District.

ARTICLE 7 - WORK DAYS

7.1 Scheduling of Duty Days

The duty day schedule for principals shall be flexible, subject to the approval of the Superintendent, or his/her designee.

7.2 Personal Time Off (PTO)

- A. In addition to the Duty Year in Article 6, principals will be eligible for Personal Time Off (PTO). Available PTO time will be credited as vacation at the beginning of each school year. Principals will receive 25 days of PTO for a full 52-week assignment and prorated for less than full years for employees who start after July 1 or leave prior to June 30 of any duty year
- B. PTO for a given school year may be used up to the following school year January 31, except that the principal may carry over days of unused PTO time when necessitated by the requirements of her/his work schedule. Unused PTO time may accumulate to a maximum of forty-five (45) days. The use of PTO days is subject to approval by the Superintendent or appropriate supervisor.

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C. A principal who resigns or retires their position with the District will receive payment for up to the maximum of forty-five (45) days of accumulated unused PTO days at the time of separation from employment with the District. A principal terminated for cause would not be eligible for this payment.

7.3 School Closings and Modifications in Calendar Length of School Day

- A. In the event of energy shortage, severe weather, or other exigency, the District reserves the right to modify the scheduling of duty days, and if school is closed on a normal duty day(s), the principal shall perform duties on such other day(s) in lieu thereof as the School Board, or its designated representative, shall determine, if any.
- The Association also agrees that in the event of an order by authorized federal or state authority, the District may modify the duty day or duty week to place the District in compliance with such federal or state order.

7.4 Remote Work

Principals are generally expected to conduct work onsite during student instructional days and other teacher duty days. Should principals desire to work remotely over breaks, they are expected to seek supervisor approval, be available by phone and computer to conduct business, and ensure that staff members know how best to contact them. In the event of an emergent need, the principal (or approved designee) may be required to alter their work location for the day(s) and work on site. Should there be performance concerns regarding the remote work assignment, a principal may be required to work on-site.

ARTICLE 8 - BASIC COMPENSATION

8.1 Rates of Pay

- A. The wages and salaries reflected in Schedules A & B attached hereto, shall be part of the agreement for the 2021-222019-20 and 2022-232020-21 school years.
- **B.** A new employee must have been hired prior to February 1 to be eligible for the following July 1 increment adjustment.
- C. Returning employees shall advance on the salary schedule one (1) step each year of the agreement subject to the right of the Board as defined in this Section to withhold increments for just cause. For the purpose of this section the employee also must have been actively paid on the payroll at least (a) 1,000 hours if the employee is a 12-month, 40-hour per week employee, or (b) 50% of the hours for that person's FTE, if the employee is a less that 12-month or less than 40-hour per week employee.
- **D.** An increment shall not be withheld unless the employee is notified of the deficiency in writing and given reasonable opportunity to correct the deficiency. An action withholding an increment shall be subject to the grievance procedure.

8.2 Method of Payment

- A. Employees shall be paid in twenty-four (24) payments, such pay days to be on the fifteenth (15th) and last day of each month.
- **B.** In the event that pay dates fall on a weekend or holiday, the payday shall be the preceding workday.
- **C.** The District may choose to move payroll to 26 payments and pay every other Friday. In the event the District plans to move pay dates, it will give the Association not less than six (6) months of notice and meet and confer on the plan for implementing the change.

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8.3 Deduction

In the event that an employee is absent without leave and a pay deduction is to be made for such absence, the amount of the deduction shall be one (1) day or one half day of pay for each such day or half day of absence. Absences of less than one day that are covered by other paid leaves such as sick time or vacation may be made on an hour for hour basis as long as the person has available leave time.

In the event an administrator is absent without leave and a pay deduction is to be made for such absence, the amount of the deduction for each day's absence shall be determined by the following formula:

Daily Rate = (Annual 52-week Contract Salary + Career Increments) / 260 total paid days

8.4 Additional Days

In the event a principal works additional duty days on special projects and/or activities approved by the Superintendent or immediate supervisor, the amount of daily pay shall be determined by the following formula:

Daily Rate = (Annual 52-week Contract Salary + Career Increments) / 260 total paid days

This provision shall not be utilized by elementary principals for the purpose of procuring additional duty days in order to conduct regular activities.

8.5 Initial Placement

New employees may be hired within the salary schedule based on experience and qualifications to be determined by Human Resources. Employees will then move one step on the schedule for each full year of service in that classification working in another K-12 school district, subject to 8.1.B. This provision shall not be retroactive. For employees hired after 7/1/2018, Human Resources will also look back up to 15 years for outside service credit that will be considered toward Career Increments and other benefit calculations. The guideline HR will use in determining outside service credit will be granting one half year of service credit for each year of experience as a licensed P-12 teacher and year for year credit for experience as a licensed principal or assistant principal.

8.6 Change of Position

- A. In the event a principal is promoted to a higher paying position within the bargaining unit, he/she shall be placed on the salary schedule of the higher paying position at the appropriate lane and at the lowest step on the schedule which is not less than a 5% increase in the principal's salary would be in the lower classification for the next contract year, or at such steps as is mutually agreed by the principal and the District.
- **B.** In the event a principal is voluntarily demoted to a lower paying position within the bargaining unit, he/she shall be placed on a salary step of the lower paying position that is closest to a 5% decrease, or at such step as is mutually agreed by the principal and the District

8.7 Status of the Salary Schedule

The salary schedule shall not be construed to be part of the principals' continuing contract. In the event a successor agreement is not entered into prior to the commencement of school in 2021, a principal shall be compensated according to the last individual contract executed between the principal and the District until such time that a successor agreement is executed.

8.8 Recognition of Doctorate Degree

The training level of the principal as of September 15 will be the basis of pay for that contract year, except evidence of an eligible Doctorate degree submitted by February 15 shall be counted in determining the basis of pay for the second half of the contract year. Applications for a salary adjustment due to receiving a doctorate degree shall be made to the Director of Human Resources by the submission of a transcript prior to September 15 for the first half of the contract year. If a transcript is not available by these dates, other satisfactory evidence of the completion of the doctorate degree will be recognized, pending the receipt of the official transcript. However, the salary adjustment shall not be made until the official transcript is received.

8.9 Career Increments

A principal will qualify for a career increment above the principal's Schedule A or B Salary Matrix rate after the completion of the designated number of full years of experience credits effective as of July 1 of any year. The amounts below will be prorated or assignments of less than 1.0 FTE or full 52-week contract.

After ten (10) years of experience = \$1,800
After fifteen (15) years of experience = \$3,600
After twenty (20) years of experience = \$5,400
After twenty-five (25) years of experience = \$6,700
After twenty-eight (28) years of experience = \$8,500

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8.10 Tax Sheltered Annuity

The District shall participate in a matching tax-sheltered annuity program for all full time full-time principals.

Principals will be eligible for this match starting in the first year of employment with the District. Effective starting July 1, 2019, the District will match up to 2.5% of salary. Effective July 1, 20220, the District will match up to 3.0% of salary.

8.11 Deferred Compensation (hired on or after 7/1/2008)

Principals hired after July 1, 2008 will not be eligible to participate in the District's severance program. In lieu thereof, they shall be eligible to participate in the Deferred Compensation Program starting July 1, 2008. The principal can choose a 403b or 457 plan from the list of providers in the plan and the District will make contributions to the selected plan up to, the amounts defined in Section 8.13.C

- A. Principals hired before July 1, 2008, who previously choose to participate in the Deferred Compensation Program will continue to participate in this program, with the understanding that it will not be retroactive and that there is no re-election of the severance program in the future.
- B. The District will pay its share of FICA taxes as provided in Minnesota Deferred Compensation legislation.
- **C.** The District will make contributions in the following amounts for principals who have completed the following years of approved service:

0 to 4 years of service: \$1,000 annually 5 to 9 years of service: \$2,000 annually 10 to 14 years of service: \$3,000 annually 15 to 19 years of service: \$4,000 annually 20 or more years of service: \$5,000 annually

- D.—The maximum a principal may receive through this plan shall be up to \$85,000 in District Contributions.
- **E.D.** The amounts above will be prorated or assignments of less than 1.0 FTE or full duty year worked.

ARTICLE 9 – ADDITIONAL COMPENSATION AND BENEFITS

9.1 Local Travel Allowance

An allowance of \$200 per month or \$100 per pay-period shall be provided for transportation expenses incurred in connection with District business in the metropolitan area. This allowance will be prorated for the year based on the 12 or 10-month duty year for the principal.

9.2 Jury Duty

A principal who serves on jury duty will be granted the day or days necessary, as stipulated by the court to discharge this responsibility, without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall kept by the employeebe remitted to the District, less the mileage and other expenses, as regulated by state guidelines. If an employee is released from jury duty for a full or half day, the employee shall report back to work for the remainder of the day while on paid status.

9.3 Supplemental Health Care and Business Related Expense Allowance

The District shall allocate the sum of \$2,500 per principal as a supplemental medical/dental/business related expense fund to pay health related expenses incurred by the principal or her/his dependents which are not covered by the District's regular health insurance program and business related expenses which are not reimbursed by the District. Such expenses shall include, but are not limited to, the following: doctor bills, dental bills, prescriptions, eye care, eye glasses, and other health related costs, unreimbursed professional development expenses, microcomputers, peripheral equipment and cellular telephones, and monthly usage charges. In the case of microcomputer equipment, peripheral equipment and software, all will be purchased by the District and remain the property of the District. It will be relinquished to the District upon cessation of employment. Unused portions of the annual allowance may be carried over into next year, but the total allowance shall not exceed \$5,000 in any one year. Upon cessation of employment any unused balance in this account shall accrue to the District and not to the individual. The amounts above will be

prorated or assignments of less than 1.0 FTE or full 52-week contract. In recognition that during the previous months during the pandemic professional development opportunities were limited, principals may move up to \$2,000 of the funds in 17.7 for uses specified in Art 9.3. This is a one-time shift and must be completed before June 30, 2022. The \$5,000 limit in Art 9.3 will not be enforced until June 30, 2023.

9.4 Death Benefits

In the event of the death of a principal, all benefits accrued at the time of death, as defined in this contract, shall be payable to the principal's designated beneficiary. This includes unused non-duty days.

ARTICLE 10 - GROUP INSURANCE

10.1 Selection of Carrier

The selection of the insurance carrier and policy shall be made by the District. Opportunity shall be afforded to the Association to meet and confer on such matters.

10.2 Eligibility and Employer Contribution

The District will contribute up to the following amounts to the coverage selected by full-time eligible employees scheduled to work at least 30 hours/week. Employees assigned to work at least 20 hours per week, but less than 30 hours per week, the district contributions will be 50% of the amounts shown below Contributions for less than full time (1.0 FTE) employees will be made on a prorated basis:

A. <u>District Health Insurance Program Non-Deductible/Standard:</u>

District Monthly	Employee	Employee + 1	Family
Contributions Standard-Plan A			
July 1, 20 <u>21</u> 49	\$58 <u>0</u> 5mo.	\$1,220 /mo.	\$1,673 /mo.
July 1, 20 <u>22<mark>20</mark></u>	\$580 /mo.	\$1,220 /mo.	\$1, 673 700 /m
			0.
July 1, 2023	<u>\$600</u>	<u>\$1,225</u>	<u>\$1,725</u>

B. District Health Insurance Program Deductible/VEBA:

District Monthly	Employee	Employee + 1	Family
Contributions VEBA-Plan B			
July 1, 20 <u>21</u> 19	\$640 \$590mo.	\$1,350 \$1,22	\$1,775 \$1,700/
		0/mo.	mo.
July 1, 202 <u>2</u> 0	\$620mo. \$655	\$1,300/mo.\$	\$1,725/mo.\$1
		<u>1,365</u>	<u>,795</u>
July 1, 2023	<u>\$665</u>	<u>\$1,385</u>	<u>\$1,815</u>

For eligible employees who select the \$1,000 Deductible Health Insurance Plan, the District will deposit \$1,000 annually into an employee owned Health Reimbursement Account (HRA) during active employment. The District will deposit that amount by September 1 of the plan year. at the beginning of the plan year.

C. Effective for July 1, 2021 the District will make the following contributions to either the Standard Plan A or Deductible/VEBA Plan B:

District Contributions	Employee	Employee + 1	Family
July 1, 2021 Plan A Standard	\$580/mo.	\$1,220/mo.	\$1,673/mo.
July 1, 2021 Plan B VEBA	\$640mo.	\$1350/mo.	\$1,775/mo.

10.3 Dental Insurance

The District shall pay the premium for full single or family dental coverage for eligible full-time employees,

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10.4 Group Income Protection – Long Term Disability (LTD)

- **A.** The District shall pay the premium for the LTD insurance in force on the effective date of this Agreement for all employees who are eligible for and are enrolled in the LTD plan.
- **B.** Subject to the provisions of the policy, the plan provides for a benefit of 2/3 of income.
- C. When a principal is placed on long-term disability under the provisions of this section, the District shall continue the District's contribution in the dollar amount in effect at such time for the disabled employee toward the group medical plan as provided in Section 10.2 of this Article for a period of two (2) years from the date of placement on long-term disability, or the occurrence of the employee's 65th birthday, whichever occurs first

10.5 Life Insurance

The District will provide a group term life insurance plan in an amount equal to three times the annual salary as of July 1 each year to the next highest thousand with a maximum coverage of no greater than the policy limit. Upon retirement and until the age of 65, employees shall be eligible to continue participation in the group term life insurance plans, if permitted by the terms of the policy with the insurance carrier, by paying the entire premium for such coverage.

10.6 Health Care Savings Plan in Lieu of Retiree Health Insurance (Hired on or after 7-1-2008)

- A. Employees hired on or after July 1, 2008 and eligible for health insurance coverage will participate in a Health Care Savings Plan (HCSP) in lieu of retiree health insurance. Employees hired prior to July 1, 2008 and who previously elected to participate in this HCSP will continue to participate in this program with the understanding that it will not be retroactive and that there is no re-election of the retiree health insurance program (Appendix B) in the future.
- **B.** Employees who have completed full years of employment by June 30th of any year after 7-1-2008 and who are eligible for health insurance coverage will be automatically enrolled and receive the following District contributions to be placed in the employee's HCSP account:
 - \$1,000 annually for three (3) through four (4) completed years of service
 - \$2,000 annually for five (5) through nine (9) completed years of service
 - \$3,000 annually for 10 through 14 completed years of service
 - \$4,000 annually for 15 through 19 completed years of service
 - \$5,000 annually for 20 or more full years of service
- **C.** The maximum total District contributions to any employee's HCSP account will be \$75,000.
- D. The amounts listed above in section B will be prorated for less than full-time (1.0 FTE) employees.

10.7 Claims against the District

It is understood that the District's only obligation under Article 10 is to purchase insurance policies and pay such premium amounts as agreed to herein, and no claim shall be made against the District as a result of a denial of insurance benefits.

10.8 Duration of Insurance Contribution

An employee is eligible for monthly District contributions as provided this article as long as the employee is employed by the District on regular active pay status in an eligible position covered by this agreement. Upon termination of employment or moving to a position no longer covered by this agreement, all District participation and contribution shall cease on the last day of the month in which the employee terminated. However, a principal who has been employed for the full school year shall be entitled to District contributions for hospitalization-major medical insurance for twelve (12) calendar months (July 1 - June 30).

10.9 Continued Coverage

Principals who terminate employment shall be eligible to continue participation in the District health, dental and life insurance plan through COBRA coverage, if permitted by the terms of the policy with the insurance carrier, by paying the entire premium for such insurance, under the following circumstances:

- The employee retires prior to the age of Medicare Eligibility;
- Is at least 55 years of age; and
- Has completed at least ten (10) years continuous service in the District.
- Life insurance will be frozen at the amount stated in Section 10.5 at the time of termination.
- A. The employee's right to continue participation in such group insurance; however, shall discontinue upon reaching Medicare Eligibility or the age of 65, whichever is later. A principal who is on unrequested leave of absence shall be eligible for continued coverage while on URL. The right to participation pursuant to this Section 10.9 shall not be retroactive in application.

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- **B.** A principal who retires prior to age sixty-five (65) but is not eligible for the early retirement provisions within the former Severance Plan and who is at least fifty-five (55) years of age, and has completed at least ten (10) years of continuous service in the school district, shall be eligible for continued coverage in 10.9.
- C. A principal who retires early pursuant to this subdivision shall be eligible for spouse coverage as follows: a principal who has reached the age of sixty-five (65) and has maintained continuous coverage under this Section, and has a spouse less than sixty-five (65), shall be eligible to purchase hospitalization and major medical insurance at group rates covering such spouse by paying the entire premium for such coverage, until such time that the spouse reaches age sixty-five (65) or upon the expiration of five (5) years from the date the principal reached age sixty-five (65), whichever occurs first.
- D. It is the responsibility of the principal to make arrangements with the school business office to pay the monthly premium amounts in advance and on such date as determined by the District. The principal's right to continue participation in such group insurance, however, shall discontinue upon the principal reaching Medicare eligibility. The right to participation pursuant to this Section shall not be retroactive in application.

10.10 Liability Insurance

The District shall, during the term of this Agreement, continue in effect the following insurance covering principals, and shall provide a current copy of each policy to the Association:

- o Excess automobile liability coverage
- General tort liability coverage
- A. The District agrees, subject to the provisions of this Section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the principal from any and all demands, claims, suits, actions, and legal proceedings brought against the principal in his/her individual capacity, or in his/her official capacity as an agent and employee of the District, provided the incident arose while the principal was acting within the scope of his/her employment and acting in good faith.
- B. The School Board shall provide legal counsel and pay fees for services rendered and costs advanced by such counsel in defense of the principal, and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the principal. In the event that a conflict exists as regards the defense to any claim between the legal position of the principal and the legal position of the District, the District agrees to engage separate counsel for the principal and the District agrees to pay the fees for services rendered and costs advanced by such counsel. The District further agrees that the choice of such separate counsel shall be made by the Superintendent and subject only to final approval by the School Board.
- C. The School Board shall furnish such defense and pay such expenses and judgment only if the insurance carrier of the District and the insurance carrier of the Superintendent, if any, declines to furnish the defense or pay such judgment, or both.
- **D.** Provisions of counsel, payment of judgments, or any other costs or disbursements as provided herein, shall not be construed to render the District liable for any claim, except as otherwise provided by law.

10.11 Proration for Less Than Full-Time or Full-Year Assignments:

The benefits described throughout this contract are for 1.0 FTE 12 month or 52 week assignments. If the assignment is for less than 1.0 FTE or less than full duty year, the benefits will be prorated accordingly. The benefits for 10-mo assignments generally are the same as 12-mo and wherever different will be as described in Appendix D - 10-mo positions.

ARTICLE 11 - LEAVES OF ABSENCE

11.1 Basic Leave Allowance

Employees working 12-month assignments will receive a leave allowance of fifteen (15) days and employees scheduled less than 12 months will receive twelve (12) days. The leave allowance of paid days shall be granted for each full school year provided the principal has served for a minimum of twenty (20) duty days each year. Leave not used during any school year shall accumulate without limit.

11.2 Sick Leave

- A. An employee may use one (1) day of accumulated leave for each day of personal illness. An employee may use one (1) day of accumulated sick leave for each day of illness or disability of the employee's child, for such reasonable period as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. §181.9413).
- **B.** Basic accumulated leave pay shall be allowed by the District whenever an employee's absence is found to have been due to illness which prevented the employee's attendance at school and performance of duties on that day or days or as otherwise allowed in Section 11.2.
- **C.** The District may require an employee to furnish a medical certificate as evidence of illness, indicating such absence was due to illness, in order to qualify for basic accumulated leave pay.
- D. In the event that a medical certificate will be required, the employee will be so advised in writing.
- E. For necessary absence because of illness in the immediate family, the employee, upon approval of the responsible administrator, may use up to five (5) of the days from accumulated leave allowance in any one school year at no salary deduction. The immediate family shall be interpreted to mean husband, wife, father, mother, brother, sister, son, daughter, father-in-law, mother-in-law, grandparents, grandchildren and step parents. In the case of a son or daughter less than eighteen (18) years old, refer to Section 11.2.A.
- F. For necessary absence because of illness in the close family, the employee, upon approval of the responsible administrator, may use up to three (3) of the days from accumulated leave allowance in any one school year at no salary deduction. The close family shall be interpreted to mean: son-in-law, daughter-in-law, brother-in-law and sister-in-law. Close family shall also include any other person residing in or who has resided in the same household as the employee and who clearly stands in the same relationship with the employee.
- **G.** Eligible employees may access up to a maximum of 160 hours of accumulated and unused sick leave in a school year for the care of relatives in accordance with Minn. Stat. § 181.9413 and sections A- F of this Article.
- H. The employee may utilize up to twelve (12) work weeks per year of job-protected leave for:
 - 1. Family Leave
 - a. The birth of a child of the employee and in order to care for such child.
 - b. The placement of a child with the employee for adoption or foster care.

2. Medical Leave

- a. To care for a family member who has a serious health condition.
- b. Treatment of a serious health condition that makes the employee unable to perform the functions of the position of such employee. The employee may elect to use accrued paid leave or may request a leave without pay or a combination of the two for the leave period. Such leave is subject to the provisions of Public Law 103-3, the Family and Medical Leave Act of 1993.
- After accumulated sick leave has been used, and under conditions of a chronic or continuous illness or disability as certified by a medical doctor, an additional number of days of sick leave may be granted for the duration of such illness or disability in accordance with M.S. 122A.40, Subd. 12.

- J. At the time an employee becomes eligible to receive long-term disability compensation as provided in this Agreement, the employee will not also receive a regular check from the District for those same days, but may draw upon available Sick Leave to cover the employee cost of any insurance benefits as long as the employee continues on long-term disability compensation. At the time an employee becomes eligible to receive long terr disability compensation as provided in this Agreement, so long as the LTD policy allows, such employee will be allowed to coordinate the use of LTD and basic leave pay so as not to receive more than the employee's full regularly scheduled salary payment. Only the fraction of the regular pay not covered by LTD will be deducted from the employee's accrued basic accumulated leave.
- K. When an employee is injured on the job in the service of the District and is collecting worker's compensation insurance payments, the employee will not also receive a regular check from the District for those same days, but may draw upon available Sick Leave to cover the employee cost of any insurance benefits. If an employee injured on the job in the service of the District and is collecting Worker's Compensation Insurance as well as drawing on basic accumulated leave and receiving full salary from the District, the employee's salary shall be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from the employee's accrued basic accumulated leave.

11.3 Personal Leave

- A. A principal may be granted personal leave at the discretion of the immedicate supervisor of no more than two (2) days per year, such leave to be deducted from the accumulated leave. Personal days which qualify for use of this leave allowance are those extraordinary situations that arise requiring the employee's urgent or emergency attention which cannot be attended to when school is not in session and which are not covered under other policies.
- B. Requests for such leave must be made online to the immediate supervisor using the District's absence management system at least two (2) days in advance, except in cases of emergency. If an emergency makes it impossible to submit a written request in advance, an oral request shall be submitted to the immediate supervisor and then confirmed online immediately upon the return of the employee. The request shall state the reason for the proposed leave. The Director of Human Resources reserves the right to refuse to grant such leave.
- **C.** A personal day normally shall not be granted for the days preceding or the day following holidays or vacations, and the first five (5) days and the last five (5) days of the school year.
- **D.** In case of religious holidays or extreme emergency, additional leave with pay may be granted by the Director of Human Resources and such leave shall be deducted from the employee's basic accumulated leave.

11.4 Bereavement Leave

Employees eligible for basic accumulated leave also may be granted up to five (5) days bereavement leave in a contract year for death in the immediate family or close family (as defined in Section 11.2). The amount of leave allowed under this provision is subject to the discretion of the responsible administrator and shall not be deducted from basic accumulated leave. The amount of leave allowed under this provision is subject to the discretion of the Director of Human Resources and may depend on circumstances such as distance, the individual's responsibility for the funeral arrangements, and the employee's responsibility for taking care of the estate of the deceased, and shall not be deducted from sick leave. Additional requests for Bereavement consistent with this section may be granted and days in excess of five Bereavement Leave (5) days would be deducted from available accumulated leave. Requests to be absent from work for other than immediate or close family (as defined in Section 11.2, may be granted based on overall attendance and ability to cover the assignment. Any of these days granted would be deducted from available accumulated leave. Documentation, such as an obituary or funeral program, may be requested by the District for any bereavement leave request.

11.5 General Leaves of Absence

- **A.** Employees with a minimum of three (3) years of experience as a principal in the District may apply for an unpaid leave of absence subject to the provisions of this Section. The granting of such leave shall be at the discretion of the District.
- **B.** Such leave may be granted by the District, upon request by the principal, for extended illness of the principal's family, adoption, civic activities or other reasons deemed appropriate by the District. (For insurance, benefits and seniority, see Sections 10.11, 10.12 and 10.13 of this Article)
- C. An employee on leave is eligible to participate in group insurance programs for which the employee is eligible if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the employee wishes to retain, commencing with the beginning of the leave. If the employee's unpaid leave is under the Family and Medical Leave Act of 1993, the District will continue their medical coverage contribution for up to twelve (12) weeks. It is the responsibility of the employee to make arrangements with the Benefits Office to pay to the District the monthly premium amounts in advance and on such date as determined by the District.
- D. An employee on leave of absence under Section 11.5 shall retain such amount of accumulated leave days, experience credit, seniority and other accrued benefits which the employee had accrued, if any, at the time the employee went on leave for use upon the employee's return. No additional basic accumulated leave, experience credit, seniority or other benefits shall accrue for the period of time that an employee is on leave except as otherwise provided herein.
- E. Leaves of absence of thirty (30) days or less granted under Section 11.5 shall accrue basic accumulated leave, experience credit, seniority and other benefits as if continuously employed.
- F. An employee on leave of absence under Section 11.5 shall notify the District, in writing, of their intent to return to the District, at least two weeks prior to the expiration of the leave. Failure to so notify the District shall constitute a resignation. An employee granted a leave of absence under Section 11.5 of thirty (30) days or less shall return to their former position. An employee returning from a leave of absence under Section 11.5 of more than thirty (30) days, but less than one year, shall be re-employed in the position the employee had prior to taking the leave of absence or a comparable position for which the employee is qualified. Qualifications and assignment of employees returning from a leave of absence under Section 11.5 of more than thirty (30) days shall be determined by the District.

11.6 Medical Leave

- **A.** A continuing contract principal who is unable to perform because of illness or injury and has exhausted all leave credit available, or has become eligible for long-term disability compensation, shall, upon request, be granted a medical leave of absence up to one (1) year. The District may, in its discretion, renew such a leave.
- B. A request for leave of absence, or renewal thereof, under this Section, shall be accompanied by a doctor's written statement outlining the condition of health and estimated time at which the principal is expected to be able to assume her/his normal responsibilities. (For insurance, benefits and seniority, see Sections 10.11, 10.12 and 10.13 of this Article)

11.7 Child Care Leave

- **A.** The District shall grant, upon request of the employee, a child care leave, without pay, to one parent of a child, natural or adopted, subject to the provisions of Section 11.7. For purposes of Section 11.7, the term child care shall include but not be limited to the period of time when an employee is pregnant.
- **B.** In the event of pregnancy, an employee may continue her duties until the onset of the disability and thereafter utilize disabilitysick leave. Thereafter, an employee may request a child care leave. However, if the employee requests a child care leave prior to the onset of disability, such child care leave shall be in effect for the date of commencement through the period of child birth and recovery.

- C. In the interest of planning for staffing, a principal seeking a childcare leave shall notify the Human Resources Department in writing as soon as practicable concerning the principal's plans relating to the period of time requested absence for the childcare leave.
- **D.** An employee may take a child care leave of up to twelve (12) months. The commencement and return date of child care leave shall be determined by mutual agreement between the employee and the Superintendent or designee, taking into account the continuity of the administrative needs of the program and the desires of the employee.
- E. In approving a child care leave of absence, the District shall not be required to grant any leave more than twelve (12) months in duration or permit the employee to return to employment prior to the date designated in the approved child care leave.
- **F.** An employee returning from child care leave <u>(for either birth or adoption)</u> shall be re-employed in the same position and/or classification. In the event of staff reduction, an employee returning from child care leave is subject to Article 13 (URL) of this Agreement.
- G. An employee on child care leave is eligible to participate in those group insurance programs for which the employee was eligible when employed, if permitted under the insurance policy provisions, and shall pay the entire premium for such programs as the employee wishes to retain after the twelve (12) weeks leave permitted by the Family and Medical Leave Act of 1993. It is the responsibility of the employee to make arrangements with the Benefits Office to pay the District the monthly premium amounts in advance and on such dates as determined by the District. The right to continue participation in such group insurance programs, however, will terminate if the employee does not return to the District pursuant to Section 11.6.
- H. An employee on leave of absence under Section 11.7 shall retain such amounts of basic accumulated leave days, experience credit, and other accrued benefits which the employee accrued, if any, at the time the employee went on leave for use upon the employee's return. No additional basic accumulated leave, experience credit or other benefits shall accrue for the period of time that an employee is on leave except as otherwise provided herein.

11.8 Military Leave

Military leave shall be granted pursuant to applicable laws.

11.9 Sabbatical Leave

- **A.** A sabbatical leave of absence for professional study may be granted to one (1) principal per year, subject to the following provisions.
- **B.** In order to be eligible for sabbatical leave, a principal must have completed at least seven (7) consecutive full school years of employment in St. Louis Park Public Schools since the principal's initial date of employment or the expiration of such principal's last previous sabbatical leave.
- **C.** The proposed program of study must be approved in advance by the Superintendent. The professional study for which sabbatical leave is granted shall be directly related to the principal's assignment, unless otherwise agreed to in writing.
- D. The allowance granted to a principal on sabbatical leave shall be three-fourths (3/4) of the basic contract salary of the individual for the work year in which the application for sabbatical leave is made. It is understood that sabbatical leave will be granted for one (1) school year. The principal may have the option of requesting a sabbatical leave of one (1) semester at full pay according to the basic contract salary of the individual for the work year in which the application for sabbatical leave is made.
- E. A principal who has received a sabbatical leave and fails to complete two (2) years of service with the District, for any reason other than placement on an unrequested leave of absence or incapacity to perform duties, shall refund monies received from the District for sabbatical leave and said monies shall be due and payable to the District forthwith upon the cessation of employment in the District.
- F. Applications for sabbatical leave shall be submitted in writing to the Superintendent no later than March 1st of the preceding school year. Additional information may be submitted up to March 15th. Notice of action

- by the Superintendent and School Board shall be given prior to April 15th. The principal must confirm acceptance of a sabbatical leave offer by May 1st.
- **G.** Upon satisfactory completion of a sabbatical leave the individual shall be assigned to a position commensurate with the one he/she occupied prior to the leave.
- **H.** A principal is eligible to continue his/her group insurance benefits, if permitted by the terms of the policy, including the District contribution, pursuant to this Agreement.
- A principal returning to the District from sabbatical leave shall be entitled to compensation as if he/she had been on duty in the District.

11.10 Insurance Coverage During Approved Leave of Absence

A principal on leave under General Leave 11.5 and Medical Leave Section 11.6 of this Article is eligible to continue to participate in group insurance programs, if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave. It is the responsibility of the employee to make arrangements with the District Business Office to pay to the District the monthly premium amounts in advance and on such date as determined by the District. The right to continue participation in such group insurance programs, however, will discontinue upon termination of employment.

11.11 Experience Credit During Approved Leave of Absence

A principal on leave under General Leave 11.5 and Medical Leave Section 11.6 of this Article shall retain such amount of sick leave days, experience credit for pay purposes, and other accrued benefits, if any, at the time he/she went on leave for use upon her/his return. No additional sick leave, experience credit for pay purposes, or other benefits shall accrue for the period of time that a principal is on leave except as otherwise provided herein.

11.12 Seniority Credit During Approved Leave of Absence

For purposes of seniority standing, a principal on leave, pursuant to this Article, shall continue to accrue seniority during such leaves of absence.

ARTICLE 12 - VACANCIES AND TRANSFERS

12.1 Posting of Vacancies

All regular vacancies will be posted on the District website for a minimum of ten (10) working days, unless the District and Association mutually agree to a different timeline. A regular vacancy is defined as one anticipated to last more than six (6) months. A position description and other pertinent information shall be accessible to all applicants. The school may fill vacancies temporarily pending the posting and processing of applications. Openings of less than one (1) full school year that exists due to leave provisions of this Agreement shall not require posting.

12.2 Application for Vacancies

All employees under this Agreement may submit an application in writing on the District's online employment application for any vacancy that is posted pursuant to this Article. Any principal possessing the necessary qualifications may apply for a vacancy, and all qualified applications shall be considered. All applications shall be in conformance with prescribed application procedures for the particular vacancy.

12.3 Promotional Positions

- **A.** In filling any vacancy, the position shall be filled by the District with the best qualified candidate. In making its determination, the District shall consider the employee's qualifications and seniority with the District, along with other relevant factors.
- **B.** Employees promoted to a higher classification shall be placed on the step in the higher classification pay range that is not less than their current rate of pay and provides an increase of at least 5% on the salary schedule. This provision shall not be retroactive.

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12.4 Filling of Vacancies

Vacancies shall not be filled until notice of such vacancy has been posted for at least ten (10) calendar days. Notice of candidate selection shall be given within fifteen (15) working days after the selection has been made. All internal applicants will be given written notification by the District indicating whether or not they are successful candidates.

12.5 Outside Applicants

The District reserves the right to fill any position with an outside applicant if no internal candidates apply or if internal candidates do not have the needed qualifications for the position.

12.6 Voluntary Transfers

- A. Principals desiring a transfer shall submit a written request to the Superintendent or her/his designee by March 15 of any school year stating the specific assignment or nature of the assignment and the school or schools preferred. Such request shall be acknowledged in writing.
- **B.** Each transfer applicant shall be notified of the status of that application on or before June 1st of the school year in which the request is made.

12.7 Involuntary Transfers

Notice of involuntary transfer shall be given to the principal involved as soon as practicable. An involuntary transfer shall be made only after a meeting between the principal involved and the Superintendent or his/her designee, at which time the principal shall be notified of the reasons for the transfer.

ARTICLE 13 – UNREQUESTED LEAVE AND SENIORITY

13.1 Unrequested Leave Purpose

Both parties acknowledge that they are governed by applicable Minnesota Statutes regarding unrequested leave of absence. The purpose of this article is to implement the provisions of M.S. 122A.40, Subd. 10. which shall constitute the required plan for ULA because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of Districts.

13.2 Seniority Date

The seniority dates for new principals shall be the first day of service in the bargaining unit in a given job classification.

13.3 Unit Service

Principals shall be allowed to count only service as a unit member for purposes of placement on unrequested leave of absence from a principal's unit position. Service in other non-units within the district cannot be counted for purposes of bumping another unit member. For employees hired into this bargaining unit prior to 7/1/2018, the seniority date will be determined by total time in the District as a teacher or principal.

Principals retain all other rights under Minnesota Statutes 122A.40.

13.4 Seniority List

The District shall promulgate a seniority list of all certified employees in the District. An employee who disputes her/his standing in the list promulgated by the District may process a grievance pursuant to the grievance procedure.

13.5 Ties on Seniority

In the event of a staff reduction action affecting employees whose first date of employment commenced on the same date, and who have equal seniority, the selection of the employee for purposes of discontinuance shall be at the discretion of the District, based upon criteria including: performance, training, experience, special skills and other relevant factors.

13.6 Placement on Unrequested Leave

A. General. The District may place principals and/or assistant principals on unrequested leave of absence, without pay or fringe benefits at the close of the school year. The District agrees to consult with the Association regarding proposed alternatives to unrequested leave of absence situations, provided such consultation does not result in delay.

B. Method. The District will place the least senior principal within a category on unrequested leave of absence. All unit members will be assigned a category. The categories are: Principal and Assistant Principal. A principal with more seniority may bump down and displace the least senior person in the Assistant Principal category. An Assistant Principal does not have a right to a promotional position and cannot displace a person in the Principal category. These categories are inclusive of both 10 and 12 month positions. Movement from 10-mo to 12-mo is not a promotion and movement from 12-mo to 10-mo is not a demotion.

13.7 Reinstatement

Recall: Principals will be recalled from an unrequested leave of absence to available positions within their category for which they are licensed. Principals cannot assert a reinstatement right to a promotional position. The principal on unrequested leave with the highest seniority date will be reinstated to the first available 10 or 12-mo assignment in the appropriate category. Refusal of recall to a position with the category will end any further recall rights. Recall rights end upon refusal of an appropriate assignment or after three years from the effective date of the Unrequested Leave.

ARTICLE 14 - EVALUATION

14.1 Formal Evaluation

All formal evaluations of personnel shall be conducted openly and with full knowledge of the principal concerned by an administrator or supervisor of the District.

14.2 Procedure

All formal evaluations of personnel shall be online or in writing. The evaluation will be viewed online or two (2) copies of the written evaluation shall be submitted to the employee at the time of the personal conference or within five (5) working days thereafter, one (1) to be signed and returned to the administration, the other to be retained by the employee. When using an online evaluation process, the employee will be given access to the online evaluation and be able to review and sign online. In the event that the employee feels that the evaluation was incomplete or unjust, the employee may put those objections in writing and have them attached to the evaluation report to be placed in the employee's personnel file.

ARTICLE 15 - CORRECTIVE ACTION

15.1 Corrective Action

The District recognizes the concept of progressive discipline. The purpose of the taking corrective action through progressive steps of discipline is to inform the employee of the correct way to perform the job and of any consequences for not making needed changes. The corrective action process consists of informal and formal steps consisting informal coaching conversations and of formal actions of: 1) oral reprimand, 2) written reprimand, 3) suspension without pay, and 4) termination. The employee shall be allowed representation at any stage of formal discipline. A conference between the employee and his/her supervisor shall be held prior to the imposition of any formal discipline. Normally, the District will utilize the levels of progressive discipline in order. However, in the case of more serious infractions, the District reserves the right to impose discipline, at any level, consistent with the seriousness of the infraction. Normally, a written warning and time to correct, when appropriate, will precede a suspension without pay or discharge.

15.2 Grounds for Disciplinary Action

The imposition of an oral reprimand shall not be subject to the grievance procedure. An employee may challenge the contents of any written materials pursuant to the provisions of Section 5.6. An employee shall receive a written reprimand, be suspended without pay or terminated only for just cause and such action shall be subject to the grievance procedure. This provision does not preclude or supersede the provision contained at Section 16.1.

15.3 Opportunity to Meet

Suspension without pay shall be imposed only by the Superintendent. If a suspension without pay is to be considered pursuant to Section 15.2, the employee shall be afforded an opportunity to meet with the Superintendent. The employee may elect to have representation in attendance at any such meeting. In the absence of the Superintendent, another District office administrator may act as the Superintendent's designee for purposes of this section.

15.4 Subject to Arbitration

Suspension without pay shall take effect only after written notification from the Superintendent to the employee and group representative stating the grounds for suspension without pay. The exclusive representative for employees in the group shall have the right to invoke the grievance procedures set forth in this Agreement at the arbitration level, provided written notification requesting arbitration is sent to the Superintendent within five (5) working days after receipt of the written notice of suspension without pay. The arbitrator's authority shall include a review of whether the suspension without pay, and length thereof, was appropriate considering all circumstances surrounding the

15.5 Time of Suspension

Suspension without pay shall take effect upon receipt by the employee of the written notice of suspension or shall take effect as otherwise indicated in the written notice. The suspension shall continue in effect for the time period provided in the written notice of suspension without pay. The maximum suspension without pay shall not exceed the length of one school year.

15.6 Suspension with Pay

The parties acknowledge that the District has the right to impose a suspension with pay as a disciplinary action under special circumstances. Such an action on the part of the District would be subject to the just cause standard as provided for suspensions without pay. If used, the suspension with pay shall have the same weight in the progressive process as the same length suspension without pay.

15.7 Application of Suspension Without Pay

Suspension without pay shall not apply to an employee who is removed from duty pending investigation of allegations, which period shall be covered by a paid Administrative Leave and which shall not be subject to the grievance procedure.

ARTICLE 16 - GRIEVANCE PROCEDURE

16.1 Purpose and Procedure

- A. Good morale is maintained, whenever problems arise, by the sincere efforts of all persons concerned working toward constructive solutions in an atmosphere of courtesy, cooperation and good faith. The parties acknowledge that it is desirable for an employee and the employee's immediate supervisor to informally resolve grievances. However, since all matters cannot be resolved satisfactorily in this manner, a formal process must be provided as an alternative. Thus, this formal grievance procedure has been developed as a means of securing, at the lowest possible administrative level, prompt and equitable solutions to those disputes not settled on an informal basis.
- **B.** The parties agree that grievance proceedings shall be kept as informal and confidential as may be appropriate to any level of the procedure. Further, it is agreed that the investigation and processing of any grievance shall be conducted in a professional manner at such times as not to cause undue interruptions of established work schedules.

16.2 Representative

The grievant shall be represented during all of this procedure by the Principals Association representative. The District shall be represented during all steps of this procedure by its designated representative.

16.3 Grievance Definition

A "grievance" shall mean an allegation by a member covered by this agreement resulting from a dispute or disagreement as to the interpretation or application of any term or terms of this Agreement.

16.4 Definitions and Interpretations

- A. <u>Employee:</u> The term "Employee" except where otherwise indicated, is considered to apply to all members of the appropriate unit.
- B. Grievant: An "aggrieved employee" or "grievant" is the employee or employees making the claim.
- C. <u>Time Limits:</u> The time limits provided in the grievance procedure shall be strictly observed, but may be extended by written mutual agreement of the parties concerned. In the event a grievance is filed after May 1, of any year, and strict adherence to the time limits may result in hardship to any party, the parties shall make reasonable efforts to process such grievance prior to the end of the school year.
- D. Working Days: Reference to "days" regarding time periods in this procedure shall refer to working days. A working day is defined as all days excluding Saturdays, Sundays and holidays as defined by this Agreement.
- E. <u>Computing Time</u>: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday, or legal holiday.
- **F.** Filing/Service of Process: The filing or service of any notice or document herein shall be timely if it is personally served or served by electronic means within the time period designated.
- G. <u>Grievance Form:</u> The grievance form that must be used for filing of grievances shall be provided by the District. Such form shall be readily accessible in all school buildings. (See Appendix D.)

16.5 Adjustment of Grievance, Time Limitation and Waiver

The parties shall attempt to adjust all grievances that may arise during the course of employment of any employee within the District in the following manner:

Informal

If an employee or the exclusive representative believes there has been a grievance, the employee and representative shall discuss the matter with the responsible supervisor and/or the Human Resources director within fifteen (15) days of the occurrence of the act which gives rise to the grievance or within fifteen (15) days after the employee and unit representative acquired or should have acquired knowledge of the facts which give rise to the grievance. If the grievance is not resolved as a result of this meeting, the employee and representative, written consent signed by employee and representative, may file a formal written grievance. Failure to grieve at the informal step within the time period set forth above shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the periods hereafter provided shall also constitute a waiver of the grievance.

Formal

- A. Level 1: The formal written grievance, signed by the employee involved and approved by the representative must be presented to the responsible supervisor within fifteen (15) days after the responsible supervisor and/or Human Resources Director respond to the grievance at the informal step. An employee and representative may file a formal written grievance within fifteen (15) days after the informal grievance submission, if no response has been received by that time. The responsible supervisor shall meet with the employee and representative within ten (10) days after receipt of the written grievance and give a written answer to the grievance to the representative within ten (10) days of the meeting. The unit representative has ten (10) days in which to either accept the answer or appeal it in writing to the next level.
- B. <u>Level 2:</u> If the grievance has not been resolved in Level 1, it may then be processed to Level 2 by the employee and representative presenting the written grievance to the Superintendent. The Superintendent or his/her designee shall meet within fifteen (15) days after receipt of the written appeal to discuss the

problem with the employee and his/her representative. Within ten (10) days of the meeting the Superintendent or his/her designee shall submit his/her written answer to the grievance. The unit representative has ten (10) days in which to either accept the answer or appeal it in writing to the next level. Such appeal shall be served in the office of the Superintendent.

- C. Level 3: If the grievance has not been resolved at Level 2, the Union may present the grievance to the School Board for consideration. The School Board reserves the right to review or not to review the grievance, but must make that decision within fifteen (15) days after receipt of the written appeal. In the event the School Board chooses to review a grievance, the Board or a committee thereof shall within fifteen (15) days, meet to hear the grievance. After this meeting, the Board shall have a maximum of fifteen (15) days in which to answer the grievance in writing. If the matter is not resolved at this level, the Union has five (5) days in which to either accept the answer or appeal it to arbitration by filing such an appeal in the office of the superintendent. The School Board reserves the right at its own instance to review any decision under Level 1 or Level 2 of this procedure, provided the School Board serves such notice within fifteen (15) days after the decision is issued. In the event the School Board reviews a grievance under this subdivision, the School Board reserves the right to affirm, reverse or modify such decision.
- D. <u>Denial of Grievance</u>: Failure by the District to issue a decision within the time periods provided herein shall constitute a denial of the grievance, and the unit representative may appeal it to the next level. This shall not negate the obligation of the District to respond in writing at each level of this procedure.
- E. <u>Mediation</u>: Provided both parties (Principals Association and the District) agree in writing, the grievance taken directly to Bureau of Mediation Services (BMS) Grievance Mediation or arbitration. Grievance mediation is optional and voluntary. If mediation is pursued, the contractual timelines for processing a grievance shall be delayed during the period of mediation. Should the matter be unable to be resolved in mediation, the parties retain the right to move to the Arbitration procedure outlined in Article 16.6.

16.6 Arbitration

- **A.** <u>Procedure:</u> In the event that the parties (Principals Association and the District) are unable to resolve a grievance it may be submitted to arbitration as defined herein.
- B. Selection of Arbitrator: Upon submission of a grievance to arbitration under the terms of this procedure, the Union may request a list of seven (7) qualified arbitrators from the Bureau of Mediation Services (BMS). The District and the unit representative shall determine who is to strike the first name from the list by the toss of a coin. Each party will then alternately strike names until only one remains, who shall be the arbitrator who shall hear and decide the grievance. The unit representative and the District shall, within fifteen (15) days after getting the list from the BMS, meet to strike names or attempt to agree upon the selection of an arbitrator. Failure to request an arbitrator from the BMS within the time periods provided herein shall constitute a waiver of the grievance. Failure to request an arbitrator from the BMS within the time periods provided herein shall constitute a waiver of the grievance.
- C. Hearing: The grievance shall be heard by a single arbitrator. The grievant shall be represented by unit's representative. The parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, present witnesses, and make oral or written arguments relating to the issues before the arbitrator.
- D. <u>Decision</u>: The decision by the arbitrator shall be rendered within thirty (30) days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided in the P.E.L.R.A. The arbitrator shall issue a written decision and order including findings of fact that shall be based upon substantial and competent evidence presented at the hearing. The arbitrator shall swear all witnesses upon oath.

- E. Expenses: Each party shall bear its own expenses in connection with arbitration, including expenses relating to the party's representatives, witnesses, and any other expenses that the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of the transcript shall pay for such copy.
- **F.** <u>Restriction on Arbitrator:</u> The arbitrator shall not have the power to add to, subtract from, or to modify the terms of the Agreement.

16.7 Election of Remedies and Waiver

A party instituting any action, proceeding or complaint in a federal or state court of law or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall immediately thereupon waive any and all rights to pursue a grievance under Article 16. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive her/his right to initiate a grievance pursuant to Section 16.5, or, if the grievance is pending in the grievance procedure, the right to pursue it further shall be immediately waived. Section 16.7 shall not apply to actions to compel arbitration as provided in this Agreement or to enforce the award of an arbitrator.

ARTICLE 17 - MISCELLANEOUS

17.1 Mileage Reimbursement

Mileage reimbursement for travel outside of the local metro area shall be paid for authorized use of personal cars in connection with District business in an amount determined by District policy. The mileage allowance shall be in accordance with IRS guidelines.

17.2 Excess Liability Coverage

The District shall provide automobile liability insurance coverage for employees as excess to the automobile liability coverage carried by the individual employee when their personal automobiles are used for District business.

17.3 Hold Harmless Clause

The District agrees, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify employees from any and all demands, claims, suits, actions and legal proceedings brought against them in his/her individual capacity, or in his/her official capacity as agent and employee of the District, provided the incident arose while the employee was acting within the scope of his/her employment and acting in good faith.

17.4 Publication of the Agreement

Copies of this Agreement shall be made available to all members of the appropriate unit by posting the Agreement on the District's website within thirty (30) working days after the Agreement is executed.

17.5 Individual Contracts

Individual contracts for regular appointments issued by the District shall be in a form similar to Attachment C and updated as needed. Temporary or Interim contracts to fill leaves of absence or other needs may also be issued by the District and do not have an expectation of continuing contract rights to an Assistant Principal or Principal level position after this temporary or interim assignment ends.

17.6 Professional Organizational Dues

The District shall pay the cost of membership in one (1) national organization and its state affiliate annually for each principal or assistant principal.

17.7 Professional Development

The District shall allocate the sum of \$2,000 each year per principal as professional development funds to reimburse principals for costs incurred for professional development. Such costs shall include but are not limited to continuing education, professional seminars and meetings of professional associations. Unused portions of the annual allowance may be carried over into next year, but the total allowance shall not exceed \$4,000 in any one year. Funds from this Article 17.7 and the Article 9.3 Supplemental Health Care and Business Related Expense Allowance may be used in conjunction for larger approved conference and other unreimbursed professional development experiences and school related business expenses. Upon cessation of employment any unused balance in this account shall accrue to the District and not to the individual.

17.8 Computers

Computers that are owned by the District and assigned to principals are available to administrators for personal use within the defined boundaries of the District acceptable use policy. District email addresses are also available for administrator personal use under the same parameters.

ARTICLE 18 - DURATION

18.1 Term and Reopening Negotiations

This Agreement shall remain in full force and effect for a period commencing on July 1, 2019 through June 30, 2021 and thereafter as provided by P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 120 days prior to the expiration of this Agreement.

18.2 Effect

This Agreement constitutes the full and complete Agreement between the District and the exclusive representative for the St. Louis Park Principals Association. The provisions herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

18.3 Finality

Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement unless mutually agreed to by both parties.

18.4 Severability

The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provision of this Agreement or the application of any provision thereof.

SIGNATURES

IN WITNESS WHEREOF, the parties have	executed this Agreement as follows:
For: St. Louis Park Principals Association	For: St. Louis Park Public Schools
Authorized Representative	Chairperson
Authorized Representative	Clerk
Authorized Representative	Superintendent
	Human Resource Director
Dated	Dated

SCHEDULE A - 2019 2021-22 Salary Schedule – 12-month Principals and Assistant Principals

CTED	Elem	MS	HS	Elem	MS	HS	
STEP	AP	AP	AP	Principal	Principal	Principal	
1	\$102,292	<u>\$114,167</u>	<u>\$117,838</u>	<u>\$120,343</u>	<u>\$124,416</u>	<u>\$132,716</u>	
1	\$100,276	\$111,918	\$115,516	\$117,971	\$ 121,965	\$130,101	\square
2	\$105,47 <u>9</u>	\$117,712	\$121,431	<u>\$124,093</u>	<u>\$128,099</u>	<u>\$136,509</u>	$\mathbb{L}_{}$
	\$103,401	\$115,394	\$119,039	\$ 121,647	\$ 125,575	\$ 133,819	\mathbb{L}
3	\$108,666	<u>\$121,258</u>	<u>\$125,025</u>	<u>\$127,843</u>	<u>\$131,781</u>	<u>\$140,301</u>	
3	\$106,525	\$118,868	\$ 122,561	\$ 125,324	\$129,184	\$137,537	
4	<u>\$111,852</u>	<u>\$124,803</u>	<u>\$128,618</u>	<u>\$131,592</u>	<u>\$135,464</u>	<u>\$144,094</u>	
4	\$109,649	\$122,343	\$ 126,084	\$128,999	\$132,795	\$141,255	\prod
5	<u>\$115,040</u>	<u>\$128,348</u>	<u>\$132,211</u>	<u>\$135,341</u>	<u>\$139,147</u>	<u>\$147,885</u>	
5	\$112,774	\$125,819	\$ 129,606	\$ 132,675	\$ 136,405	\$144,971 _.	
6	<u>\$118,228</u>	<u>\$131,892</u>	<u>\$135,805</u>	<u>\$139,092</u>	<u>\$142,828</u>	<u>\$151,678</u>	
Ü	\$115,899	\$129,293	\$ 133,129	\$ 136,351	\$140,014	\$148,689	
7	\$121,41 <u>5</u>	<u>\$135,437</u>	<u>\$139,399</u>	<u>\$142,841</u>	<u>\$146,511</u>	<u>\$155,470</u>	
/	\$119,022	\$132,769	\$ 136,652	\$140,026	\$143,624	\$152,407	\prod
8	<u>\$124,603</u>	<u>\$138,981</u>	<u>\$142,993</u>	<u>\$146,590</u>	<u>\$150,192</u>	<u>\$159,263</u>	\mathbf{I}
٥	\$122,147	\$136,243	\$140,175	\$143,702	\$14 7,233	\$156,125	ıΠ
9	<u>\$135,949</u>	\$151,284	<u>\$155,593</u>	\$160,273	<u>\$164,026</u>	<u>\$173,808</u>	
9 1	\$129,680	\$144,308	\$148,418	\$152,882	\$156,462 _.	\$165,793	П

SCHEDULE B - 2022-232020-21 Salary Schedule – 12-month Principals and Assistant Principals

CTED	Elem	MS	HS	Elem	MS	HS	
STEP	AP	AP	AP	Principal	Principal	Principal	
1	<u>\$103,315</u>	<u>\$115,309</u>	<u>\$119,016</u>	<u>\$121,546</u>	<u>\$125,660</u>	<u>\$134,043</u>	4
Т	\$ 101,279	<mark>\$113,037</mark>	\$116,671	\$119,151	\$123,184	\$131,402	
2	\$106,534	\$118,890	\$122,646	\$125,334	<u>\$129,380</u>	<u>\$137,874</u>	4
	<mark>\$104,435</mark>	\$116,547	\$120,229	\$122,864	\$126,831	\$135,157	
2	\$109,753	<u>\$122,470</u>	<u>\$126,275</u>	<u>\$129,121</u>	<u>\$133,099</u>	<u>\$141,704</u>	4
3	<mark>\$107,590</mark>	<mark>\$120,057</mark>	<mark>\$123,787</mark>	<mark>\$126,577</mark>	<mark>\$130,476</mark>	<mark>\$138,912</mark>	Ш
4	<u>\$112,971</u>	\$126,051	<u>\$129,905</u>	<u>\$132,908</u>	<u>\$136,819</u>	<u>\$145,535</u>	4
4	\$ 110,745	<mark>\$123,567</mark>	\$127,345	<mark>\$130,289</mark>	\$ 134,123	<mark>\$142,667</mark>	
_	<u>\$116,190</u>	<u>\$129,631</u>	<u>\$133,533</u>	<u>\$136,694</u>	<u>\$140,538</u>	<u>\$149,364</u>	4
5	\$ 113,901	\$127,077	<mark>\$130,902</mark>	<mark>\$134,001</mark>	\$ 137,769	\$146,421	
6	<u>\$119,410</u>	<u>\$133,211</u>	<u>\$137,163</u>	<u>\$140,483</u>	<u>\$144,256</u>	<u>\$153,195</u>	4
U	\$117,057	\$130,586	\$ 134,460	\$137,715	\$141,414	\$150,176	

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7	<u>\$122,629</u>	\$136,791	\$140,793	\$144,270	<u>\$147,976</u>	\$157,025	4
/	\$120,213	\$134,096	\$ 138,019	\$141,427	\$145,060	\$153,931	
0	\$125,849	\$140,371	\$144,423	\$148,056	\$151,694	\$160,855	4
8	\$123,369	\$137,605	\$141,577	\$145,139	\$148,705	\$157,686	
00	\$132,540	\$147,654	\$151,886	\$156,099	\$159,840	\$169,430	4
<u>8</u> 9	\$132,614	\$147,573	\$151,776	\$156,341 ₄	\$160,002	\$169,544	
8	\$139,231	\$154,936	\$159,349	\$164,142	\$167,986	\$178,004	4
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Principals who possess an Ed.D or PhD in addition to the Specialist Degree and license will be paid an additional \$3,000 over the annual rates listed in the schedules above.

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APPENDIX A: Principal Association Job Titles

HIGH SCHOOL PRINCIPAL

MIDDLE SCHOOL PRINCIPAL

ELEMENTARY SCHOOL PRINCIPAL

PRINCIPAL ON SPECIAL ASSIGNMENT

HIGH SCHOOL ASSISTANT PRINCIPAL

MIDDLE SCHOOL ASSISTANT PRINCIPAL

ELEMENTARY ASSISTANT PRINCIPAL

Note: The pay rate for a principal on special assignment will paid in the salary range from the principal's regular assignment of Elementary, Middle School or High School.

APPENDIX B: Provisions that apply to employees hired prior to specified dates

SEVERANCE PAY (formerly Article 12 for employees hired prior to 7/1/2008)

Article XII - SEVERANCE PAY

Section 1. Eligibility: The principal must have been hired on or before July 1, 2008. Subject to M.S. 465.72, full time principals who have completed at least ten (10) years of service with the school district, and who are at least fifty-five (55) years of age, or full time principals regardless of age who have completed at least (30) years of teaching credit with the Minnesota State Teachers' Retirement Association, at least ten (10) of which involves service in the St. Louis Park School District, shall be eligible for severance pay, pursuant to the provisions of this Article, upon submission of a written resignation accepted by the school board. Severance pay shall not be granted to any principal who is discharged for cause by the school district.

Section 2. Number of Days:

<u>Subd. 1</u>. An eligible principal, upon severance, shall elect to have their severance pay based on one of the two following options:

Option A. The principal shall receive an amount representing one half of their annual base salary. In addition to the one-half annual salary, the principal shall receive the amount obtained by multiplying the principal's daily rate of pay by the number of unused sick leave days, but in any event, not to exceed the number of days in the principal's basic duty year (235 duty days).

Option B. The principal shall receive an amount represented by multiplying the principal's daily rate of pay times the number of accumulated unused leave days, such number of unused leave days shall not exceed the number of days in the principal's basic duty year (235 duty days).

Section 3. Daily Rate of Pay: In applying these provisions, a principal's daily rate of pay shall be the daily rate (Basic Schedule + Career Increments) divided by 235 duty days at the time of retirement, as provided in the basic schedule.

Section 4. Payment: The District will provide payment equal to the value of the employee's severance pay directly into the employee's health care reimbursement plan maintained by the State of Minnesota for such plans pursuant to the provisions of Minn. Stat. §356.24, consistent with IRS limitations. Eligible employees will not receive any direct payment from the School District for severance pay. In no event will a principal receive more than one year's salary from this severance option. The district reserves the right to make equal payments into this account all in one year or for cash flow purposes spread it out not to exceed three years from the date of retirement The District will provide payment equal to the value of the employee's severance pay directly into the employee's 403b account or other tax sheltered provision of the Internal Revenue Code over a period of three (3) years until paid in full, and employees will no longer receive any direct payment from the School District for severance pay. The School District's annual contribution into the employee's 403b account or other tax sheltered provision shall not exceed the annual IRS contribution limit for such contributions. If any part of the remaining severance pay due to the employee exceeds the IRS contribution limits over the three (3) year period, any such amount shall be paid to an account on behalf of the employee for a health care reimbursement plan maintained by the State of Minnesota for such plans pursuant to the provisions of Minn. Stat. §356.24, consistent with IRS limitations. In no event will a principal receive more than one year's salary from this severance option.

SEVERENCE - Retiree Insurance (formerly Article 12 Section 6 for employees hired prior to 7/1/2008)

Section 6. Group Insurance: A principal, who was hired on or before July 1, 2008, retiring pursuant to this Article shall be eligible for insurance benefits as provided in this Section.

Subd. 1. The principal shall be eligible to continue participation in the school district group hospitalization-major medical, life and dental insurance plans, if permitted by the terms of the policy with the insurance carrier, until the date of the principal's 65th birthday. The school district shall pay the entire premium for such coverage. Life insurance will be frozen at the amount stated in Article VIII. Section 4. at the time of retirement.

<u>Subd. 2.</u> A principal who has reached the age of sixty-five (65) and has maintained continuous coverage under this Section, and has a spouse less than sixty-five (65), shall be eligible to purchase hospitalization and major medical insurance at group rates covering such spouse by paying the entire premium for such coverage, until such time that the spouse reaches age sixty-five (65) or upon the expiration of five (5) years from the date the principal reached age sixty-five (65), whichever occurs first.

SEVERANCE Continuing Rights (formerly Article 12 for employees hired prior to 7/1/2008)

Section 9. Continuing Rights: The rights and benefits outlined in Article XII SEVERENCE are deemed to fully vest in the principal on the first day of retirement. The school district acknowledges and recognizes that the principal is reasonably relying on receiving

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all of the benefits set forth in Section XII. The school district further acknowledges and recognizes that nothing in this Agreement

or			ct the principal's right to receive the full and total benefit outlined
	PPENDIX C:	INDIVIDUAL PRINCIPAL CON	TRACT - St. Louis Park Public Schools
	pursuant to M.S. 12	22A.40, as amended, with	Minnesota, St. Louis Park, Minnesota, enters into this agreement,, a legally qualified Principal who agrees to nsed by the State of Minnesota for theschool year.
	The following provis	ions shall apply and are a part of this cor	ntract:
l.	designated represer	ntative, abide by the rules and regulation ated below, and agrees to effectively m	services of the above position as prescribed by the Board or its is as established by the Board and State Board of Education, for the nanage the school of said District as assigned and for which the
2.	State of Minnesota Thereafter, this cor	, relevant to qualification, licensing, em stract shall remain in full force and effo	122A.40, as amended, and to all laws, rules and regulations of the ployment, termination, and discharge for cause of a PRINCIPAL ect, except if modified by mutual consent of the Board and the ritten resignation pursuant to M.S. 122A.40, Subd. 7.
3.		· ·	se named on the school calendar as adopted by the School Board, n which the Board is authorized to conduct school if the Board so
1.	established compen	sation for such services which exceed the ut the consent of the PRINCIPAL except	gnee, may assign the PRINCIPAL other assignments subject to e services prescribed the Principal Contract. Such assignments shall on a temporary basis when no qualified PRINCIPAL is available to
5.	representative for P	rincipals in the District, if any, and the pr	
5.	Salary: In consider	ration thereof, the Board agrees to pa	ay said teacher the following annual salary:
	\$	For basic services (Schedule Lane=	Step= Years of outside experience granted)
	\$	Other Compensation (if any):	
	\$	Total salary, exclusive of fringe benefits:	
		effective only upon signature by the officers ate action, recorded in its minutes.	s of the Board after authorization for such signatures has been taken by Date of Board action
			authorizing execution
	IN WITNESS THEREO	F I have subscribed my signature this	IN WITNESS THEREOF we have subscribed our signature this day of,
	Principal		Chairperson

Clerk

APPENDIX D: 10-MONTH PRINCIPAL AND ASSISTANT PRINCIPAL POSITIONS

MEMORANDUM OF AGREEMENT

BETWEEN THE ST. LOUIS PARK PRINCIPALS ASSOCIATION AND SAINT LOUIS PARK PUBLIC SCHOOLS

10-MONTH ASSISTANT PRINCIPAL ASSIGNMENTS

WHEREAS, the Saint Louis Park Public Schools (District) and St. Louis Park Principals Association have a negotiated a master collective bargaining agreement for 2019-212021-23 that covers the terms and conditions of employment for principal and assistant principal positions within the District;

WHEREAS, the District is seeking to provide additional administrative and supervisory support to schools and create terms and conditions of employment for 10-month assistant principal positions duty year option, which is not spelled out by the master labor contract;

THEREFORE, the parties agree to the following terms and conditions of employment for employees hired into 10-mo Assistant Principal positions in the District:

- 1. The terms and conditions in the 2021-232019-21 Master Principals contract generally shall apply to 10-mo Appositions with the following adjustments or pro rations for the shorter year assignment:
- 2. Article 6 Work Year: The work year shall be 200 duty days with 12 paid holidays that are within the scheduled work year for the 10-mo. assignment. Independence Day will not be a paid holiday for this assignment.
- 3. Article 7 Work Days Section 7.2 PTO (Vacation): The assistant principal in this assignment will receive 20 days of PTO (vacation) in addition to the Article 6 Duty Year days and Holidays. A 10-mo AP who leave the District will be paid out for the prorate days earned up to 20 days of unused accumulated vacation time.
- 4. Article 8 Basic Compensation: The rate of pay for this position will be based on the 200 duty day assignment. Deductions or additions will be based on the 231 total paid day divisor (200 duty days, 11 holiday and 20 vacation days). The rate of pay will be determined by taking the appropriate rate in the Salary Schedule and dividing by 260 and multiplying by the 231 duty days. The assistant principal working full-time in this 10-month assignment will receive the amounts stated for 1.0 FTE for Sections 8.11 Career Increments, 8.13 Deferred Compensation.
- 5. Article 9 Additional Compensation and Benefits: The assistant principal working full-time in this 10-month assignment will receive the amounts stated for 1.0 FTE for Section 9.3 Supplemental Health Allowance.
- 6. Article 10 Group Insurance: The assistant principal working full-time in this 10-month assignment will receive the amounts stated for 1.0 FTE for Sections 10.2 Health Insurance, 10.3 Dental Insurance, 10.4 LTD, 10.5 Life Insurance and will be eligible for 100% of the contributions in 10.6 Health Care Savings Plan.
- 7. Article 17 Miscellaneous: The assistant principal working full-time in this 10-month assignment will receive the amounts stated for 1.0 FTE for Section 17.7 Professional Development.
- 8. Salary Schedules: The annual salaries for the 10-mo AP positions will be as described in the tables below. Employees who start later than the beginning of the year or leave before completing the full duty year, will receive the appropriate prorated portion of the annual salary.

10-mo AP Salary calculations for 2019-202021-22:

	10mo	10mo	10mo
STEP	Elem AP	MS AP	HS AP
1	\$90,882	\$101,433	\$104,694
1	<mark>\$89,091</mark>	<mark>\$99,435</mark>	\$102,631
2	<u>\$93,714</u>	\$104,583	\$107,887
	<mark>\$91,868</mark>	\$ 102,523	\$105,761
3	\$96,545	\$107,733	\$111,080
3	<mark>\$94,643</mark>	\$ 105,610	\$108,891
4	\$99,377	\$110,882	\$114,273
4	<mark>\$97,419</mark>	\$108,697	\$112,021
5	\$102,209	\$114,032	\$117,464
5	\$ 100,195	\$111,785	\$115,150
6	\$105,041	\$117,181	\$120,657
6	\$ 102,971	\$114,872	<mark>\$118,280</mark>
7	\$107,873	\$120,331	\$123,851
/	\$ 105,747	<mark>\$117,960</mark>	\$121,410
0	\$110,705	\$123,479	\$127,044
8	\$ 108,523	\$121,047	<mark>\$124,540</mark>
0	\$120,786	\$134,410	\$138,239
9	\$115,216	\$128,212	\$131.863

10-mo AP Salary calculations for 2020-212022-23:

	•		
	10mo	10mo	10mo
STEP	Elem AP	MS AP	HS AP
1	\$91,791	\$102,448	\$105,741
1	<mark>\$89,982</mark>	<mark>\$100,429</mark>	<mark>\$103,658</mark>
2	\$94,651	\$105,629	\$108,966
	<mark>\$92,786</mark>	<mark>\$103,548</mark>	<mark>\$106,819</mark>
3	<u>\$97,511</u>	\$108,810	\$112,191
3	<mark>\$95,590</mark>	\$ 106,666	<mark>\$109,980</mark>
4	\$100,370	\$111,991	\$115,415
4	<mark>\$98,393</mark>	<mark>\$109,784</mark>	\$113,141
5	\$103,231	\$115,172	\$118,639
5	<mark>\$101,197</mark>	<mark>\$112,903</mark>	\$116,302
6	\$106,091	\$118,353	\$121,864
0	<mark>\$104,001</mark>	\$116,021	\$119,463
7	\$108,951	\$121,534	\$125,089
/	<mark>\$106,804</mark>	<mark>\$119,139</mark>	\$122,624
8	\$111,812	\$124,714	\$128,314
ŏ	\$109,608	\$122,25 <mark>7</mark>	<mark>\$125,785</mark>
9	<u>\$117,757</u>	<u>\$131,185</u>	<u>\$134,945</u>
100	\$123,701	\$137,655	\$141,576
<u>109</u>	\$117,823	\$131,113	\$134,847

9. All other terms and conditions of employee are as set forth in the 2019 212021-23 contract and its successor.

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APPENDIX E:

GRIEVANCE REPORT FORM

St. Louis Park Public Schools

Name:	Building
Date if Grievance Occurred:	
Statement of Facts:	
Specific Provisions of Agreement Allegedly Vio	lated:
Particular Relief Sought:	
Particular Relief Sought:	
Date:	Signature of Grievant
	Signature of Grievant
	Signature of Unit Representative

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