

Item Appendix A	APPENDIX A Adult Basic Education (ABE) Early Childhood & Family Education (ECFE)
191	
2.29	

Section 1. ABE/ECFE Teacher. The School District recognizes the Association as the exclusive bargaining representative for all ABE and ECFE licensed teaching personnel as defined in the PELRA whether under contract, on leave, on a per diem, hourly or class rate basis.

Section 2. Seniority. ABE and ECFE teachers shall have seniority rights in the separate ABE and ECFE programs. ~~and also separate from teachers licensed under M.S. § 122A.40.~~

Subd. 1. ABE teachers shall maintain a separate seniority list consisting only of ABE teachers, based on continuous and unbroken employment with the District during consecutive school years, measured from the most recent period of continuous employment as an ABE teacher.

Subd. 2. ECFE teachers shall maintain a separate seniority list consisting only of ECFE teachers, based on continuous and unbroken employment with the District during consecutive school years, measured from the most recent period of continuous employment as an ECFE teacher.

Subd. 3. Layoff of ABE and ECFE teachers shall be in the inverse order of seniority. Recall shall be based on appropriate license and shall occur in order of seniority.

Section 3. Step and Lane. ABE and ECFE teachers shall advance one step for each 736 hours worked. Teachers who work fewer than 736 hours shall advance when experience earned equals 736 hours. All hours above 736 are dropped for the remainder of the year. Part year service must be consecutive to receive a year of experience credit. Part years separated by an approved leave shall accumulate toward a year of experience credit.

Section 4. Reimbursable Credits.

Subd 1. Teachers hired prior to July 1, 2014, a maximum of one-half (1/2) of the equivalent of the annually adjusted graduate level tuition of the U of MN, College of Education for approved coursework appropriate to the area of the teacher's assigned responsibilities or taken with the intent of becoming highly qualified in a needed licensure area taken beyond the M.A. + 60/Specialist will be paid by the School District subject to Subd 3:

Subd 2. Teachers hired after July 1, 2014, a maximum of \$2,000 tuition costs for approved coursework appropriate to the area of the teacher's assigned responsibilities or taken with the intent of becoming highly qualified in a needed licensure area taken beyond the M.A. +60/Specialist will be paid annually by the School District subject to Subd 3:

Subd 3 Criteria:

- a. Courses must carry prior approval by the Executive Director of Human Resources.
- b. Payments are for tuition only.
- c. Tuition payments apply only for college credits obtained and shall be made after verification of the satisfactory completion of the course(s).
- d. Tuition payments will not be made for work taken while on a regular or sabbatical leave.
- e. The teacher may elect either the A/F or S/N grading system. A grade no lower than a C or an S must be earned.

Section 5. Calendar: Staff calendars of instruction will be established prior to July 1. Number of student contact hours will vary by assignment. ABE and ECFE may offer classes year round. The basic work year

consists of 184 days aligned with the K-12 program calendar beginning the first day of August workshop week. Only hours worked within the 184 days shall count toward FTE, benefits, and step advancement calculation. Classes may be canceled or combined based on enrollment resulting in a reduction of hours.

Section 6. Non-student contact time. The District shall attempt to assign ABE and ECFE teachers' duty hours concurrently whenever possible. In-service shall be at the same ratio as the K-12 program., to be determined prior to July 1 of each school year.

Subd. 1. ABE and ECFE teachers shall work in blocks of time that are a minimum of three (3) hours in length per duty day. In-service shall be at the same ratio as the K-12 program.

Subd. 2. Preparation time will be provided in the ratio of five minutes of preparation for every twenty-five minutes of instruction. Additional time for meetings and set-up will be calculated at 10 minutes for every 40 minutes of instruction. ABE teachers who work more than 4.5 hours shall have a paid 30-minute meal break. Conference and Preparation Time: A minimum of five minutes of preparation time shall be provided for every twenty-five minutes of instruction time. Preparation time shall be provided within the work week.

Subd. 3. A teacher may be required to reasonably participate in activities such as consultation with parents, faculty meetings, open houses, curriculum meetings, minor administrative assignments, and other teaching responsibilities.

Subd. 4. Teachers who work more than 4.5 hours shall have a paid meal break.

Section 7. Leaves of Absence. Beginning July 1, 1993, ABE and ECFE teachers shall accumulate paid absence leave (Article VIII), prorated based upon hours worked. The definition of "a day" will be equal to the amount of time for which the teacher is employed. If there is a change of status (full-time to part-time or part-time to full-time) the accrued "days" will follow the teacher and be equal in value to the teacher's new status.

Section 8. Group Insurance.

Subd. 1. Effective July 1, 2014, for all teachers who are employed 736 hours or more, who are employed by the School District, who qualify for and are enrolled in the health care insurance plan, the School District will contribute the equivalent value of 95% of the single, (composite) premium. The composite premium shall be based on a health care insurance plan with an HRA (Health Reimbursement Account) whereby the HRA and the in-network deductible equals the in-network out of pocket maximum. The remainder shall be borne by the employee.

Subd. 2. Effective July 1, 2014 a teacher with dependent coverage shall contribute the equivalent value of 20% of the monthly, composite premium as defined in Subd. 1. The balance of the premium shall be paid by the District.

Section 9. TSA Match.

Effective July 1, 2021, a District match to an approved Minnesota deferred compensation program is available to teachers who are beginning their fourth year of teaching in the District at 736 hours or more. Contributions as permitted by MS 356.24 will be made.

Subd. 1. Commencing with the 2021-2022 school year, the District will match up to \$1,500 to an approved 403(b) plan.

Subd. 2. Commencing with the 2021-2022 school year, the District will match up to \$2,250 per year to an approved 403(b) plan when the employee has completed ten years of

satisfactory service in the District. The match will begin in the teacher's 11th year of employment in the -District.

Subd. 3. Commencing with the 2021-2022 school year, the District will match up to \$3,000 to an approved 403(b) plan when the employee has completed fourteen years of satisfactory service in the District. The match will begin in the teacher's 15th year of employment in the District.

Section 10. Inclement Weather. If an employee is notified not to report for, or, if after arriving for work, the employee is dismissed by authority of the Executive Director of Human Resources, a full day's wages shall be paid for the first day of each occurrence.

Section 11. Career Increment shall be determined based on the Appendix A seniority list as of July 1, 2024.

~~Effective July 1, 2020, active teachers who are compensated under Appendix A Schedule ABE/ECFE shall be eligible for longevity pay in addition to annual salary, according to the schedule in this Section.~~

**ABE/ECFE Wage Schedule Changes
COMPENSATION
2021-2022-2023-2024**

STEP	BA	BA20	BA40	MA	MA20	MA40	MA60
1	\$ 28.28	\$ 29.13	\$ 29.95	\$ 30.82	\$ 31.45	\$ 32.08	\$ 32.73
2	\$ 29.13	\$ 29.95	\$ 30.82	\$ 31.66	\$ 32.30	\$ 32.95	\$ 33.61
3	\$ 29.95	\$ 30.82	\$ 31.66	\$ 32.51	\$ 33.16	\$ 33.83	\$ 34.52
4	\$ 30.82	\$ 31.66	\$ 32.51	\$ 33.37	\$ 34.06	\$ 34.92	\$ 35.42
5-9	\$ 31.66	\$ 32.51	\$ 33.37	\$ 34.22	\$ 34.90	\$ 35.60	\$ 36.31

TBD

**COMPENSATION
2022-2023 2024-2025**

STEP	BA	BA20	BA40	MA	MA20	MA40	MA60
1	\$ 28.83	\$ 29.70	\$ 30.54	\$ 31.42	\$ 32.06	\$ 32.71	\$ 33.36
2	\$ 29.70	\$ 30.54	\$ 31.42	\$ 32.27	\$ 32.93	\$ 33.59	\$ 34.27
3	\$ 30.54	\$ 31.42	\$ 32.27	\$ 33.15	\$ 33.81	\$ 34.49	\$ 35.19
4	\$ 31.42	\$ 32.27	\$ 33.15	\$ 34.02	\$ 34.73	\$ 35.60	\$ 36.11
5-9	\$ 32.27	\$ 33.15	\$ 34.02	\$ 34.89	\$ 35.58	\$ 36.30	\$ 37.02

TBD

Effective July 1, 2021:

Longevity Eligibility Criteria Longevity Pay Active Teacher

- a. 10-14 years with seniority date between 7/1/2007 and 6/30/2012 and at or below the BA+40 salary lane top step plus \$2.25 per hour.
- b. 15-19 years with seniority date between 7/1/2002 and 6/30/2007 and at or below the BA+40 salary lane top step plus \$3.25 per hour.
- c. 20+ Years with seniority date on or before 6/30/2002 and at or below the BA+40 salary lane top step plus \$4.25 per hour.
- d. 10-14 years with seniority date between 7/1/2007 and 6/30/2012 and at or above the MA/BA+60 salary lane top step plus \$4.25 per hour.
- e. 15-19 years with seniority date between 7/1/2002 and 6/30/2007 and at or above the MA/BA+60 salary lane top step plus \$6.25 per hour.
- f. 20+ years with seniority date on or before 6/30/2002 and at or above the MA/BA+60 salary

lane top step plus \$8.25 per hour.

Effective July 1, 2022:

Longevity Eligibility Criteria Longevity Pay Active Teacher

- a. 10-14 years with seniority date between 7/1/2008 and 6/30/2013 and at or below the BA+40 salary lane top step plus \$2.25 per hour.
- b. 15-19 years with seniority date between 7/1/2003 and 6/30/2008 and at or below the BA+40 salary lane top step plus \$3.25 per hour.
- c. 20+ Years with seniority date on or before 6/30/2003 and at or below the BA+40 salary lane top step plus \$4.25 per hour.
- d. 10-14 years with seniority date between 7/1/2008 and 6/30/2013 and at or above the MA/BA+60 salary lane top step plus \$4.25 per hour.
- e. 15-19 years with seniority date between 7/1/2003 and 6/30/2008 and at or above the MA/BA+60 salary lane top step plus \$6.25 per hour.
- f. 20+ years with seniority date on or before 6/30/2003 and at or above the MA/BA+60 salary lane top step plus \$8.25 per hour.