CARMEL CLAY SCHOOLS

TOGETHER WE ACHIEVE

CONTRACT

between the

Board of School Trustees
of
Carmel Clay Schools

and the

Carmel Teachers' Association

July 1, 2025 - June 30, 2026

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INTRODUCTION

A. Parties to Agreement

This Contract is entered into this 1st day of July 2025, by and between the Board of School Trustees of Carmel Clay Schools of Hamilton County, Indiana, hereinafter called the “Board”, and the Carmel Teachers’ Association, hereinafter called the “Association”. As used in this Contract, “School Corporation” means the Carmel Clay Schools and “Administration” means the Superintendent of a designee.

B. Recognition

In consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

For the terms of this Contract, the Association is recognized by the Board as the exclusive representative as defined by Indiana Code 20-29-2-9, of a bargaining unit consisting of the following school employees of the Board.

INCLUDED: All certificated employees, as defined in Indiana Code 20-29-2-4 including social workers and intense behavioral therapists, of Carmel Clay Schools of Hamilton County, Indiana (hereinafter called “teachers” and “long term substitute teachers”) other than those excluded below:

EXCLUDED:

- Superintendent, assistant superintendents, directors and supervisors with corporation-wide responsibilities
- Confidential employees and employees performing security work within meaning of Indiana Code 20-29-2-8
- Principals, assistant principals, administrative assistants, athletic directors, director of student activities, and department chairs, all of whom have the responsibility for evaluating teachers
- Casual and short-term substitute teachers

ARTICLE 1: CONTRACT PROCEDURES

A. This contract shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties in a written and signed agreement.

B. Should any clause, portion, or paragraph of this Agreement be declared unenforceable, invalid, or illegal for any reason, it shall not affect the enforceability, validity, or legality of the remainder of this Agreement.

ARTICLE 2: PAID LEAVE FOR ASSOCIATION BUSINESS

The Association President, or his/her designee, shall be entitled to five (5) days each year for Association business without loss of compensation. An additional three (3) days are available for purposes of lobbying with the Indiana General Assembly. The Association may request that the Superintendent grant additional paid days for Association business and the Superintendent, in his discretion, may grant or deny any such request. The Board, for the cost incurred for substitute teachers, may bill the Association.

ARTICLE 3: GRIEVANCE PROCEDURE

1. A “grievance” is a claim by one teacher of a violation of an Article in this contract.

2. “Days” are calendar days except during the summer recess when days are defined as weekdays when the Educational Services Center (ESC) offices are open for business.

3. Nothing in this Contract shall limit the right of any teacher having a grievance from discussing the matter informally with any appropriate Administrator.

4. A teacher who files a grievance may request a representative be present with them when the teacher files the grievance and at any meetings held to address the grievance.

5. The process for addressing a grievance is as follows:

   Step 1:

   (a) Within twenty-five (25) days of the time the grievant first knew, or should have known, of the act or condition which is the basis for the grievance, a written copy of the grievance is delivered to the Superintendent’s office.

   (b) Within ten (10) days after receiving the grievance, the Superintendent/designee will determine if a meeting with the grievant is

necessary and, if so, will schedule a meeting to occur within seven (7) additional days or as soon thereafter as is convenient for the parties.

(c) The Superintendent/designee will reply to the grievant within ten (10) days after the meeting or, if no meeting is held, within ten (10) days after the grievance is filed.

(d) The Superintendent's designee (if one is used) shall send his/her decision to the Superintendent, grievant and the Association. If the grievance is denied by the designee, but is found by the Superintendent to be in violation of the terms of this Contract, he/she shall notify the grievant and the Association within five (5) days of his/her receipt of the designee's decision that the designee's decision has been overruled.

Step 2:

If the teacher is not satisfied with the Superintendent/designee's response, then the teacher has seven (7) days after the date of the Superintendent's response, or seven (7) days after the expiration of the Superintendent's five (5) day consideration period, whichever is less, to appeal the grievance to the Board of Education by providing written notice to the President of the Board and a copy to the Superintendent. The Board of Education will schedule a mutually agreeable time to hold a hearing on the appeal.

6. If the teacher does not file or appeal the grievance within the times set forth above, the grievance is invalid and cannot be pursued any further. If the Superintendent/designee fails to comply with any of the times above, the grievance is denied and the teacher will have ten (10) days to appeal the grievance to Step 2.

7. The decision of the Board does not preclude a breach of contract lawsuit.

ARTICLE 4: ALTERNATIVE CONTRACTS

A. Part-time and Reduced Contracts

1. If a teacher is employed on a part-time basis < 50% of a regular teacher contract (therefore not eligible for insurance benefits), all pay and all paid leave days shall be prorated in accordance with the amount of time the teacher works as compared to a Full-Time Equivalent (FTE).

2. A teacher employed on a part-time basis at or more than 50% of a regular teacher contract all pay, including eligible insurance benefits, and all paid leave days, shall be prorated in accordance with the amount of time the teacher works as compared to a Full-Time Equivalent.

3. Travel time will be applicable on days the teacher is required to travel between schools.

4. Teaching duties that equate to more than 80% of a full time contract are considered full-time and the teacher will be given a 100% contract.

B. Job Sharing

1. A teacher employed on a job share receives all pay, including eligible benefits, and prorated paid days.

2. Job share teachers shall move on the salary schedule the same as full-time teachers, except, as stated above, salary is prorated. Upon return to full-time employment, they shall receive full salary credit for each year of job share teaching in which they received a Meets Expectations evaluation, as if they are full time.

C. Long Term Substitute Teachers

1. A LTS shall receive a regular teacher's salary based on the negotiated teachers' salary model as provided for in Appendix A of this Contract. To the extent permitted by law, the District has the right to determine the initial placement of the LTS Teacher on the salary model. If it is determined to be unlawful for a contract to authorize the District to do this, then for initial placement LTS Teachers will be placed on the salary schedule giving credit for all years of teaching experience and education. In that case, Row A would equal no experience, Row B would equal one (1) year of experience and so forth. However if a LTS Teacher is rated Does Not Meet Expectations in any given year or years, those years will not count towards their placement.

2. Individuals who have served or are serving as LTS Teachers, upon subsequently receiving and accepting Regular or Temporary Teachers' Contracts, not associated with filling in for a leave of absence teacher, shall be granted full credit for all time served as a LTS Teacher, if they receive a Meets Expectations evaluation.

3. LTS Teachers are not eligible for the group insurance programs (Article 9), retirement programs, (Article 11), or Early Retirement/VEBA Trust Account (Article 12).

D. Home Instruction or Instruction in Hospitals and/or Institutions

A teacher employed to provide home instruction or instruction in hospitals and/or institutions is paid at his/her hourly rate.

ARTICLE 5: ACADEMIC/EXPERIENCE CREDIT

A. Academic Credit (Education)

1. The Human Resources Coordinator must be notified in writing of content-area additional college or university course hours by August 1 or December 1 of each calendar year. An official transcript must be provided from an accredited college or university. Movement on the salary table due to additional content-area academic credit or degrees beyond the requirements for employment will take effect at the beginning of the semester following notification if otherwise permitted by law. A teacher may only move one column for any contract/school year regardless of degrees/credits earned in that year. This limitation does not prohibit a teacher from moving additional columns in future years if the teacher is otherwise eligible to move multiple columns.

2. A teacher must file an official transcript of additional content-area course hours and degrees with the Human Resources Coordinator by October 1, following the August 1 notification, and February 1, following the December 1 notification.

3. Credit for additional hours toward or beyond a content-area degree and earned after degree was awarded, e.g. BS+15, BS+30, MS+15, MS+30, Doctorate is subject to either a, or b, below.

    a. Content area graduate hours are used until the teacher secures a post-graduate degree toward which they were earned.

    b. Content area shall be defined as any content area, as defined by IDOE, in which the teacher currently teaches or any other content area approved by the superintendent.

B. Teaching Experience Credit

Teachers on reduced or alternative contracts shall have the number of teaching days accumulate. In the year in which the teacher has accumulated service of 120 days or more, the teacher is credited with an additional year of service.

ARTICLE 6: COMPENSATION

The parties did not bargain any parameters or restrictions on the School's ability to assign ancillary duties. Any information in this Contract on assignment of duties is included for information only.

A. General Provisions

1. The Board shall pay the teachers' 3% contribution to the Indiana Teachers' Retirement Fund.

2. The teacher's daily rate shall be determined by dividing the teacher's contract salary by the number of contracted days.

3. The teacher's hourly rate shall be determined by dividing the teacher's daily rate by six (6).

4. The number of pay periods is either twenty-six (26) or twenty-one (21) per year as selected by the teacher.

5. Teachers will remain on their selected pay period unless they request a change in writing to the Human Resources Coordinator prior to August 1. No changes will be made during a contract year.

6. Teachers on part-time regular teacher contracts shall have their pay and benefits prorated according to the terms listed in Article 4 (Alternative Contracts).

7. The District will pay for criminal history checks it requires of teachers during their employment. If the District required a teacher to get a criminal history check during his/her employment and the District did not pay for it, then the District will reimburse the teacher for the cost of the criminal history check.

8. Teachers working approved extended contract days shall receive their daily rate for the additional days worked.

9. Teachers selected by the District who voluntarily perform approved ancillary duties outside regular school hours are compensated at the teacher's hourly rate. These ancillary duties include homebound instruction, credit recovery, and remediation.

   Teachers selected by the District and who voluntarily perform ancillary duties outside regular school hours are compensated at the hourly rate of cell A-1

(B.S.). These additional ancillary duties include curriculum projects, and the preparation for leadership of professional development.

10. Teachers selected by the District who voluntarily agree to work in the Early Bird Program, which occurs outside of the regular school day, receive compensation at 1/6th of the teacher's base salary.

11. Teachers hired on or before December 31, 2013, whose compensation would have been adjusted pursuant to Article XIV Section B(6) of the 2008-2012 contract between the parties, shall advance on the salary schedule in accordance with this Article, plus one additional lettered step for every three years of employment until he/she reaches the highest placement on the salary schedule his/her actual years of Meets Expectations experience would warrant.

12. Teachers that cover a 90-minute block at the secondary level will receive a $25 stipend for covering the class when a substitute teacher is not available. Teachers that cover half of a 90-minute block will receive a $12.50 stipend. Stipends will be paid to teachers twice a year in January and June on a pay date to be determined by payroll.

13. Early Literacy Endorsement
    a. All teachers with an Early Literacy Endorsement added to their license will receive a one-time additional $200 added to their base pay compensation.
    b. The Human Resources Coordinator must be notified in writing of an Early Literacy Endorsement by August 1 or December 1 of each calendar year.
    c. A teacher must provide a copy of their teacher license that includes the Early Literacy Endorsement with the Human Resources Coordinator by October 1, following the August 1 notification, and February 1, following the December 1 notification.

B. Compensation Plan

1. Compensation is based on the Salary Schedule and Compensation Plan (Appendix A) and the Extracurricular Payment Schedule (Appendix B). Although no longer required by statute, all compensation increases contained in this Agreement are subject to the requirement that the teacher Meets Expectations on their evaluation. If that does not occur, then the teacher is not eligible for any increase of any type for the school year following the school year to which the evaluation applied.

2. The amount of any increase a teacher is not eligible to receive due to his/her evaluation is redistributed to all of the other eligible teachers as a stipend at the same time and on the same basis as the Teacher Appreciation Grant funds.

3. National Board Certification Stipend
   Eligibility - To be eligible for the National Board Certification Stipend a teacher:
   1. must have started the certification process or received certification prior to July 1, 2025.
   2. National Board Certification applies to those seeking certification by the National Board for Professional Teaching Standards or American Speech-Language Hearing Association.
   3. eligible employees are paid an additional $1,500 stipend per year.

4. Newly Hired Teachers - To the extent permitted by law, the School Corporation, in its discretion, may determine the placement on the salary schedule (Appendix A) for a newly hired teacher. Subsequent adjustments to salary for newly hired teachers are governed by this Agreement or successor agreements.

ARTICLE 7: SUMMER SCHOOL

Teachers on summer teaching employment (Summer School) are paid their hourly rate. The Superintendent has determined, under Indiana Code § 20-28-6-7(d), that summer school salary will be bargained.

ARTICLE 8: VOLUNTARY TAX DEFERRED RETIREMENT SAVINGS PLANS

The District will provide a voluntary tax deferred retirement savings plan in which teachers may participate.

ARTICLE 9: GROUP INSURANCE PROGRAM

A. Except as specifically set forth in the Agreement, the School Corporation has the right, in its discretion, to change, modify or alter any aspects of the insurance programs contained in this Agreement, including without limitation, carriers, eligibility requirements, plan design, premium, and open enrollment periods.

B. Group Hospital, Medical, Dental, and Vision Insurance

1. The Board shall pay the amounts below for insurance coverage for the, Standard or either of the High Deductible/Health Savings Plans (HSA) as selected by the Teacher for hospital, medical, dental and vision insurance coverage:

Single Plan	An amount equal to 80% of Standard Plan
Employee / child(ren)	An amount equal to 65% of Standard Plan
Employee / spouse	An amount equal to 65% of Standard Plan
Family	An amount equal to 65% of Standard Plan
*Married 2 CCS Employees	An amount equal to 72% of Standard Family Plan

*Applies only if both spouses are employed by Carmel Clay Schools, both are eligible for benefits, and they select a Family Plan

2. Teachers may enroll in the medical, dental and vision plan or change their enrollment status within thirty-one (31) days prior to retirement with the change to be effective on the date of retirement. Teachers with a part-time or alternative contract <50% of a regular teacher contract who subsequently accept another part-time/full-time contract at or more than 50% of a full time contract will be eligible to enroll or change their status in medical, dental and vision plans within 31 days after accepting the full-time contract.

3. Teachers may enroll in the medical, dental and vision plan or change their enrollment status within thirty-one (31) days following any qualifying event as generally defined by state and federal law.

4. For any new teacher hired to the School District, insurance will begin on September 1 of each new school year. For any teacher hired after September 1, their insurance will begin the month after they were hired.

5. The lifetime maximum for the orthodontia benefit shall be $5,000. The orthodontia benefit shall not have an age limitation.

C. Short Term Disability (“STD”) Program

The Board shall provide to the teacher a short-term disability program as follows:

1. After a seven (7) calendar day elimination period,STD will begin paying benefits.

2. The teacher will receive 60% of base pay from STD for qualifying leaves.

3. To supplement the STD benefits, a teacher who qualifies for STD may use one (1) of his/her available personal illness or personal business days per five (5) days on STD to receive an additional 20% of base salary (for a total of 80% of base salary) or two (2) such days per five (5) days on STD to receive an additional 40% of base salary (total of 100% of base salary).

4. The Board shall pay all but $1.00 per year of the cost for the STD Program.

5. CCS will continue to pay the employer's contribution toward insured benefit premiums during the STD period.

D. Income Protection (LTD)

1. The Board shall pay all but $1.00 per year for each teacher covered by the group insurance carrier for Income Protection Insurance Coverage pursuant to the group insurance policy purchased for teachers by the Board. Such coverage shall include:

    a. a maximum ninety (90) continuous calendar day waiting period,

    b. at least 66 ⅔% of salary to a maximum gross monthly benefit up to $10,000 and up to Social Security Normal Retirement Age (SSNRA) for disability due to illness or accident,

    c. no coordination with INPRS,

    d. a cost of living adjustment for total disability,

    e. the minimum requirement for active employment which shall be no more than 17.5 hours per week, and

    f. a waiver of premium clause.

2. The premium amount is not received in lieu of enrollment in the group income protection insurance plan.

E. Group Life Insurance

1. Seventy-five thousand dollars ($75,000) Term Group Life Insurance is provided for each teacher employed by the Board.

2. The Board shall pay all but $1.00 per year of the premium for such group insurance.

3. Accidental death and/or dismemberment apply in double the face amount.

4. At age 70, the face value of basic coverage begins to reduce.

5. The premium amount is not received in lieu of enrollment in the group life insurance plan.

F. Section 125

1. The benefits provided to teachers by Section 125 of the Revenue Act of 1978 is made available to any teacher so requesting.

2. The monies set aside for Section 125 benefits will include medical, dental and vision non-reimbursed medical expenses, and any premium payment that the teacher pays for the aforementioned insurance, and dependent care.

3. The teacher will pay cost of the plan.

4. Such monies are deducted from either nineteen (19) or twenty-four (24) pays in equal amounts.

5. The plan shall provide for individual counseling of the teachers.

6. The Administrator of the plan shall have a letter of approval on file from the Internal Revenue Service.

ARTICLE 10: PAID LEAVE DAYS

All approved leaves, paid or unpaid, will run concurrently with the Family and Medical Leave Act (FMLA) where applicable.

A. Personal Illness

1. Ten (10) personal illness leave days will be granted the first year of employment with CCS. Eight (8) personal illness days are granted each year thereafter.

2. Unused personal illness leave shall accumulate. Accumulated days of personal illness leave are available for use in subsequent years

3. “Personal illness” or “sick days” accumulated in the last Indiana school district in which the teacher taught shall be transferable to CCS at the rate of three (3)

days per school year of service with CCS beginning with the second school year of employment.

4. The Superintendent or designees may require a teacher who is on personal illness leave for more than three (3) days to provide proof of the need for the leave from a healthcare provider, including but not limited to the nature of the illness and certification of teacher's ability, or inability to return to work.

5. Personal illness leave days are taken in half-day increments. One-half (½) day shall be deducted when a teacher is absent four hours or less.

6. A teacher may use a maximum of ten (10) personal illness leave days annually for family illness. In the case of a serious health condition as defined by the Family and Medical Leave Act (FMLA), a teacher may apply to use any portion of the remainder of his/her accumulated leave. The teacher must make the request in writing to the Assistant Superintendent of Staff & Student Services . The letter must include the relationship and name of the relative.
(Those considered immediate family would be mother, father, brother, sister, spouse, children, grandchildren, or any relative living in the household of the teacher. The above leave shall also be granted for mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt, uncle, and grandparents in the event of illness, surgery, or accident. The Superintendent or designee may require proof of the illness, surgery, or an accident for in-laws, aunts, uncles, or grandparents).

7. A teacher's new allotment of personal illness days will be credited upon completion of the first contract day each new school year.

B. Personal Business

1. Each teacher shall be entitled to four (4) days for the transaction of personal business, civic affairs, and/or family illness during each school year of employment without loss of compensation. No reason is required other than personal business.

2. If by the end of the school year, a teacher has not used any of the personal business days available to him/her that year, one (1) of those days shall carry forward giving the teacher a maximum of five (5) personal business days which can be used during the following school year. In the event of retirement before usage, the carry over days will count as personal illness leave days. Any additional unused days are added to the accumulation of personal illness leave at the end of each school year.

3. Personal business leave days may be taken in half (½) day increments.

4. If a teacher wants to use three (3) or more personal business leave days consecutively, then the teacher must give at least two (2) weeks written notice to the Assistant Superintendent of Staff & Student Services. .

5. Under unusual circumstances, the Superintendent may extend the maximum allowance of personal business days.

6. A teacher's new allotment of personal business days will be credited upon completion of the first contract day each new school year.

C. Professional Leave Days

A teacher may request leave for professional day(s) to attend education conferences and/or educational workshops, or to visit other schools. If a teacher requests a professional day, the Board may, at its option, approve or deny the request.

D. Bereavement Leave

1. For a death in the immediate family, a teacher may utilize no more than five (5) contract days, which do not need to be taken consecutively. Full compensation is granted for bereavement leave days. Immediate family is defined as spouse, child, unborn child, parent, brother, sister, grandparent, grandchild, and each similar relationship established by marriage or any person who at the time of death had established the teacher's home as his/her permanent residence.

2. In the case of death of any uncle, aunt, first cousin, niece, or nephew a teacher is entitled to two days of absence without loss of compensation. In the case of death of a close friend, a teacher is entitled to one day of absence on the day of the funeral without loss of compensation. A teacher may be granted an additional day of absence for travel to the funeral without loss of compensation.

3. In the case of a co-worker or student, arrangements to attend services are determined by the building principal in consultation with the School Corporation and with input from staff.

The Superintendent or his/her designees may grant additional bereavement days based on individual circumstances. A request for additional days shall be made in writing.

E. Executor / Executrix Leave

In the event a teacher is Executor/Executrix of an estate, the teacher may utilize up to four (4) paid leave days within twelve months following the death.

F. Maternity Leave

1. A teacher who is pregnant and is determined by her doctor to be temporarily disabled, eligible for Short-Term Disability benefits, and, as in other circumstances in which Short-Term Disability benefits apply, may use personal illness leave days as described above in Article 9 Section E(3) to supplement the STD benefit.

2. While any portion of leave taken by a teacher because of temporary disability caused by pregnancy may be charged to her available leave days in half-day increments, a teacher will be required to provide proof of this disability after six (6) weeks following the birth of her child.

3. In the case of a medical emergency caused by pregnancy, the teacher is granted a leave immediately upon her request

4. The teacher will provide certification of the emergency by an attending physician upon request form the Superintendent or designee.

G. Paternity/Parental Leave

Up to (10) additional accumulated family illness leave days may be used for the birth of an employee's child. This leave must be used within one (1) year following the birth of the child.

H. Adoption Leave

When a teacher adopts a child, before or after the adoption, s/he may utilize up to thirty (30) of his/her leave days for adoption-related activities. Two married employees of the Board will be limited to a total of forty (40) leave days per couple.

I. Foster Placement Leave

After using all available personal business days, a teacher may appeal to the Assistant Superintendent of Staff & Student Services for the use of up to five (5) days annually for Foster Placement issues. If approved, these days are deducted from the teacher's sick leave balance.

J. Legal Circumstances Leave

1. Court leave with pay is granted to teachers for the time necessary to make subpoenaed appearance(s) in any court proceeding resulting from activities relating to the teacher's employment with the School Corporation.

2. A teacher may serve as a member of a jury in response to a summons for jury duty. A teacher so serving shall pay all jury earnings to the School Corporation within ten (10) days after being paid for jury service. Parking fees, room, meals and any school-approved mileage are deducted from these earnings upon the filing of a signed statement of actual expense.

3. A teacher subpoenaed to give testimony before a judicial or governmental administrative tribunal (except to give testimony for an alleged personal violation of the law or when named a party to a lawsuit neither of which is related to the teacher's professional responsibilities) shall receive compensation as in Section H (2) above upon showing evidence of performance.

K. Other Leave Circumstances

1. Absence of a teacher due to injury and/or disability resulting from an assault and/or battery by an individual shall not be charged against the teacher's leave if the teacher was properly discharging his/her duties for the School Corporation at the time of the assault and/or battery. Also, if the assault and/or battery was a result of the victim's status as a teacher, the leave will not be charged against the teacher's leave. During the period of absence, the teacher's salary and benefits shall continue in full to a maximum of ninety (90) days without reduction in accumulated personal leave days. If Workers' Compensation benefits are paid during the 90-day period, the teacher shall return that portion of the benefits allotted for salary.

2. A teacher who is absent from work due to an illness or injury which is covered by Workers' Compensation shall receive full compensation and benefits for a maximum of 90 days without reduction in accumulated personal leave days. As the teacher begins receiving Workers' Compensation, the teacher shall return that portion of the benefits allotted for salary.

ARTICLE 11: UNPAID LEAVES

All approved leaves, paid or unpaid, will run concurrently with the Family and Medical Leave Act (FMLA) where applicable.

A. General Conditions Applicable to All Corporation Awarded Unpaid Leaves

1. All unpaid leaves are taken without jeopardy to re-employment, retirement, salary and accrued fringe benefits, length of service or prior place on the salary schedule.

2. While on any Corporation awarded unpaid leaves, the teacher will be given the opportunity to continue insurance coverage in the school insurance programs at his/her own expense, paying one hundred percent (100%) of the cost, except those who qualify under FMLA.

3. Non-emergency leaves are taken in increments of at least one (1) semester.

4. Confirmation of the intent to return from leave must be given, in writing, to the Assistant Superintendent of Staff & Student Services on or before March 1, prior to the fall semester, for which the teacher plans to return, or on or before October 1, prior to the spring semester for which the teacher plans to return. In the event that a teacher has notified the Assistant Superintendent of Staff & Student Services of his/her intent to return from leave prior to the full extent of the leave allowed, that teacher may, because of unforeseen circumstances occurring at any time before actually returning to work, request that the leave be reinstated to the full extent of leave time allowed.

5. Upon ending unpaid leave, a teacher shall be placed in the same or any position for which the teacher is certified. Should, however, any provisions concerning reduction in force apply to such teacher on leave, this teacher will be placed in a teaching position prior to any new teacher being offered a contract in his/her area of certification.

B. Other Unpaid Leaves

1. The Board will grant an unpaid leave for a period of up to one (1) year to a teacher for illness or disability, eldercare, extended or family illness. The teacher may request that his/her teaching position be reduced to a part-time position with the School Corporation during this leave. Upon the teacher's return from said leave, the School Corporation will follow the guidelines set forth under A.5. above.

2. The Board may grant an unpaid leave for a period of up to one year to a teacher with 3 or more consecutively signed contracts for educational advancement, No teacher will be granted more than one (1) educational advancement leave (for reasons other than those covered in B.1 above) during their career and the leave is not taken in conjunction with a maternity leave unless approved by the Superintendent.

3. The following conditions shall apply to unpaid leaves:

    a. A teacher's request for educational attainment leave is filed with the Superintendent or his/her designee at least sixty (60) days prior to the beginning of the period for which such leave is requested. Educational attainment leave must begin at the start of a CCS semester and must be taken in increments of a semester.
    b. Educational attainment leave cannot be taken immediately following any other unpaid leave
    c. For an educational attainment leave, the teacher must submit documentation of full-time enrollment in an approved and accredited college or university pursuant to IDOE teacher licensure and related to the scope of a teaching position.
    d. Unpaid leave for illness, disability, or extended family illness does not require 60 days notice.

    e. For leaves requested based on illness or disability, or extended family illness, the Superintendent shall require proof of illness.

4. A teacher who runs for elective office will be granted an unpaid leave for the period of campaigning and if elected, the term of office, if in the opinion of the Superintendent the campaigning and/or holding of such office interferes with the performance of teaching responsibilities. If the teacher disputes the Superintendent's determination in this regard, the teacher may petition the Board of School Trustees for reconsideration. The teacher must notify the Superintendent or his/her designee at least thirty (30) days prior to the commencement of such leave, and the teacher's return from such leave must coincide with the start of a semester.

C. Unpaid Maternity/Paternity/Adoption Leave

    1. When the teacher gives birth to a child, the teacher shall be entitled to an unpaid leave of absence for the remainder of the semester in which the birth occurs and for no longer than two (2) semesters thereafter provided (a) a written request has been submitted to the Assistant Superintendent of Staff & Student Services or designee at least thirty (30) days prior to the anticipated commencement of such leave; (b) the notice indicates the expected date of return from leave

    2. The parent of a newborn child shall be entitled to an unpaid leave of absence for the remainder of the semester in which the birth occurs and for no longer than two (2) semesters thereafter provided (a) a written request has been submitted to the Assistant Superintendent of Staff &

Student Services or designee at least thirty (30) days prior to the anticipated commencement of such leave; (b) the notice indicates the expected date of return from leave; (c) only one spouse of two married employees of the Board may take this unpaid leave at any one time.

3. A teacher who adopts a child shall be entitled to an unpaid leave of absence for the remainder of the semester in which the adoption occurs and for no longer than two (2) semester thereafter provided (a) a written request has been submitted to the Superintendent or designee as soon as possible following the teacher having learned the date the adoption is to occur; (b) the notice indicates the expected date of return from leave; and (c) only one spouse of two married employees of the Board may take this unpaid leave at any one time.

ARTICLE 12: CARMEL CLAY RETIREMENT PROGRAM

A. Teachers must submit a letter of retirement to the Superintendent or his/her designee by March 1 to retire by the end of the school year or October 1 to retire at the end of first semester. The Superintendent may waive this requirement.

B. Buy Out of Retirement Compensation

1. This section A applies only to teachers employed or on an approved leave in the 2002-2003 school year, and only to teachers who will be at least fifty-four (54) years old and will attain their earliest retirement date with unreduced benefits under INPRS on or before June 30, 2018.
2. The present value of each eligible teacher's retirement compensation as of June 30, 2003 was calculated using assumptions set forth below based on (i) actual sick leave as of June 30, 2003 plus projected sick leave to earliest retirement date, and in no event more than 130 days; (ii) projected years of service with Carmel Clay Schools at earliest retirement date; (iii) earliest retirement will be after meeting all of the following: (a) completion of 15 or more years of INPRS service; (b) employment in a certificated position with Carmel Clay Schools for the complete 10 consecutive years preceding retirement; and (c) eligible for INPRS retirement, which is the earlier of at least age 65 plus at least 10 years of service, at least age 60 plus at least 15 years of service, or at least age 55 with age plus years of service equal to at least 85. This notwithstanding, a teacher whose buyout percentage for accumulated sick leave would have increased under the prior plan by June 30, 2004, did receive additional buyout funds to account for the higher percentage of accumulated sick leave, if the teacher was still employed by the Board as a teacher through the 2003-2004 school year.

3. The present value amount was deposited into a 401(a) plan account for the given teacher. Calculations to determine the present value amount assumed (a) that the sick leave days were bought out at the given teacher's per diem rate at retirement reflective of 3% annual growth in salary; (b) that the account earned an annual rate of return of 7%; (c) that the value did not include the equivalent of the employer's FICA contribution but did include the equivalent of the employee's FICA contribution as each would have applied if the value were not paid into a tax deferred plan account; and (d) that the value did not include the equivalent of the employer's and employee's INPRS contributions as each would have applied if the value were not paid into a tax deferred plan account; and (e) such other terms as the parties might subsequently agree in writing were to apply.

4. Heretofore, all teachers who were affected by the buyout shall retain accumulated sick leave in excess of the number of days bought out, if any, and all teachers will continue to accrue sick leave in accordance with sick leave provisions in this Contract. Only in the event a teacher exhausts all of his/her accumulated sick leave and personal leave and needs additional sick leave, will he/she be able to use his/her bought out sick leave days.

5. The given teacher's 401(a) account shall vest once the teacher has met all of the following: (a) completion of 15 or more years of INPRS service, (b) employment at Carmel Clay Schools in a certificated position for the complete 10 consecutive years preceding retirement, and (c) attainment of age 50. A teacher's bought out sick leave days will be restored in the event the teacher separates from employment prior to meeting all the vesting requirements and, thus, forfeits his/her claim to his/her 401(a) account.

In lieu of all of the above, within 60 days following this Section A taking effect, a teacher was entitled to elect in writing to the Superintendent to be considered eligible for the benefits of Section B, below.

6. The Corporation's buy out of sick leave and other benefits related to this Section A took place on December 31, 2003.

7. Funds related to this Section A that are subsequently forfeited by non-vested teachers who separate from employment with this Corporation shall be used to reduce future employer contribution.

C. Supplemental Contributions, Part 1

1. This Section B applies only to teachers not included in Section A, above, employed or on approved leave of absence in the 2002-2003 school year and

who will attain their earliest retirement date under TRF after June 30, 2018 but before July 1, 2023.

2. For each year subsequently worked at Carmel Clay Schools, each teacher covered under this Section will receive a contribution equal to 2% of his/her annual compensation into a 401(a) plan account for that teacher. Contributions are made within two weeks of the end of each payroll period. For this purpose, annual compensation will be the sum of the teacher's salary schedule pay plus any Extra Curricular pay the teacher received(s) in the year of contribution.

3. This account will vest after the teacher is employed at Carmel Clay Schools for no less than 10 years following the 2002-2003 school year.

D. Supplemental Contributions, Part 2

1. This Section C applies only to teachers who attain their earliest retirement date with unreduced benefits under INPRS after June 30, 2023 and in any event, have a hire date that falls after the 2002-2003 school year.

2. For each year subsequently worked at Carmel Clay Schools, each teacher covered under this Section C will receive a contribution equal to 1% of his/her annual compensation into a 401(a) plan account for that teacher. Contributions are made within two weeks of the end of each payroll period. For this purpose, annual compensation will be the sum of the teacher's salary schedule pay plus any Extra Curricular pay the teacher received(s) in the year of contribution.

3. This account will vest after the teacher is employed at Carmel Clay Schools for no less than 10 years following the 2002-2003 school year.

In the event of the death or total disability of any teacher, his/her retirement account shall be considered vested and it will be provided to the teacher's designated beneficiary as filed with the Indiana Public Retirement System (INPRS) Fund or to the teacher's estate should there be no beneficiary.

E. 457 Plan - Carmel Clay Schools shall offer a salary reduction 457(b) deferred compensation plan for all interested teachers.

F. Any retired teacher of Carmel Clay Schools may elect to continue the District-approved Health and Dental (for those family members covered at the time of retirement) and Life Insurance Plans, to the extent allowable under the applicable insurance contract, by paying the total premium provided the following requirements are met:

1. Any retired teacher approved for this continuance in the District-approved Insurance Plans shall submit proper additional payment annually or

semi-annually, 10 working days in advance of the premium date, to the payroll division. Without said payment, timely filed, the privilege will be lost.

2. Within 90 days after the teacher's retirement date, the teacher must file a written request with the employer for group insurance.

3. The teacher must be at least 50 years of age and must have acquired 15 or more years of experience and have been employed by Carmel Clay Schools for the complete preceding 10 consecutive years, as recognized by the Indiana Public Retirement System Board, at the time of his/her retirement.

4. The health insurance privilege ends when the teacher becomes eligible for Medicare. If a retired teacher's spouse or estate pays the amount the retired teacher would have been required to pay for coverage for those family members covered at the time of retirement, eligibility to continue insurance under this section is not affected by the death of the retired teacher. For those family members covered at the time of retirement, eligibility continues under COBRA regulations, which are in effect on the date this contract is implemented, namely:

    a. until the spouse becomes eligible for Medicare coverage,
    b. until 3 years after the date of the teacher's death,
    c. until the date of the spouse's remarriage, or until eligible for other insurance coverage, and/or
    d. until the date a covered dependent reaches the age of majority.

ARTICLE 13: EARLY RETIREMENT INCENTIVE / VEBA TRUST ACCOUNT

A. Teacher Early Retirement Incentive Plan

1. Eligibility - To be eligible for the Early Retirement Incentive Plan, a teacher:

    1. must have been employed with Carmel Clay Schools as a certificated employee during the 2002-2003 school year;

    2. must be projected, as of March 1, 2003, to reach the TRF Rule of 85 by no later than June 30, 2023;

    3. subsequently must have been employed by Carmel Clay Schools for the complete 10 consecutive school years immediately preceding the effective date of his/her retirement;

4. who has the necessary years of service, may receive the Teacher Early Retirement Incentive Plan as early as the beginning of the contracted school year (July 1 - June 30) during which he/she will meet the corresponding age eligibility requirement for the Indiana State Teachers' Retirement Fund Rule of 85;

5. must retire within five years after becoming eligible for retirement under the Indiana State Teachers' Retirement Fund Rule of 85; and

6. must submit a letter of resignation to the Superintendent or his/her designee, by March 1 to retire by the end of the school year, and October 1 to retire at the end of first semester. . The Superintendent may waive this requirement.

2. Benefit - A teacher meeting the eligibility requirements set forth in Section 1, above, shall be entitled to remain on the Carmel Clay Schools' Health, Vision, and Dental Insurance Plan until he/she is eligible for Medicare benefits or until the death of the teacher. The spouse of the teacher is not eligible to remain on the Plan if he/she becomes eligible for Medicare.

    a. The Board shall pay 100 percent (100%) of the premiums to maintain coverage (*i.e.*, single or family) the teacher had at the time of retirement.

    b. The insurance benefit ends upon death of the teacher, or when the teacher becomes eligible for Medicare. However, a retired teacher's spouse or estate may continue participation in the Corporation's insurance plan(s) subject to the following:

        1. until the spouse becomes eligible for Medicare benefits,

        2. until covered dependents reach the age of majority,

        3. the spouse pays 102% of the premium(s),

        in the event the spouse was a Carmel Clay Schools teacher who qualified for the Teacher Early Retirement Incentive Plan, the Board will pay 100% of the premium until he/she is eligible for Medicare benefits or until the death of the teacher.

3. Employees who choose to retire under this Teacher Early Retirement Incentive Plan will be fully vested with these benefits regardless of any future contract negotiations.

B. VEBA Trust Account

1. By no later than August 1, 2003, the Carmel Clay Schools may establish an aggregate VEBA (Voluntary Employees' Beneficiary Association) trust account in order to provide partial or total funding for Paragraph A (2), above.

2. By no later than August 1, 2003, the Carmel Clay Schools shall establish individual VEBA Trust Accounts for all teachers presently or subsequently employed in certificated positions and who are eligible for the benefits provided in Paragraph A (2), above

    a. The Carmel Clay Schools shall deposit an amount equal to 1% of each of these teacher's respective gross pay into the given teacher's Trust Account within two weeks of the end of each pay period. For this purpose, gross pay will be the sum of the teacher's salary schedule pay plus an Extra Curricular pay the teacher received(s) in the year of contribution.

    b. Teachers will vest in this program when they have completed ten (10) consecutive years of employment with Carmel Clay Schools, with years of employment counting whether the given teacher was in a paid or unpaid status.

3. Unless otherwise agreed to between the Carmel Clay Schools Superintendent and the Carmel Teachers' Association President, the vendor of the VEBA Trust Accounts program shall be VALIC.

ARTICLE 14: Attestation, Effective Date, and Term of Agreement

The undersigned attest to the following:

1. A public hearing was held in compliance with I.C.§ 20-29-6-1(b) on July 21, 2025, and electronic participation from the parties and/or public was not permitted; and
2. A public meeting in compliance with I.C.§ 20-29-6-19 was held on October 3, 2025, to discuss the tentative agreement and electronic participation from the governing body and/or public was not permitted.

This contract shall be effective on July 1, 2025, and shall continue in effect until June 30, 2026.

In WITNESS whereof, the parties hereto have duly executed this Contract on this 14th day of October, 2025.

CARMEL CLAY SCHOOLS

President

CARMEL TEACHERS ASSOCIATION

President

Attest by:

Secretary

Vice President

APPENDIX A - TEACHER SALARY SCHEDULE and COMPENSATION PLAN

Any teacher rated Does Not Meet Expectations in the prior year remains at his/her prior year salary, is not moved on salary schedules, and does not receive base salary increases whatsoever. If such a teacher is rated Meets Expectations in a subsequent year, the teacher will receive the increase(s) for that year but not for the previous year for which the teacher's evaluation rating prevented a salary increase.

This model and all compensation under this Agreement must be implemented consistent with all applicable legal requirements, including identification and weighting of the statutory factors.

The compensation plan awards increases through transition to and advancement on the Salary Schedule.

Evaluation-Based Increases

Teachers that satisfy the evaluation rating factor (Meets Expectations the prior year) transition to the 2025-2026 salary schedule in the same row and column and receive a 2% increase.

Salary increases within the salary schedule shall be determined by evaluation rating of Meets Expectations, which will result in movement on the schedule to the next row down unless the teacher has reached the highest salary for that column, in which the teacher remains in the same column and row.

Increase for Content-Area Credit Hours / Degree

A teacher who obtains the necessary content area credit hours and/or degrees beyond the requirements for employment will move one column to the right. However, a teacher may only move one column for any contract/school year regardless of degrees/credits earned in that year. This limitation does not prohibit a teacher from moving additional columns in future years if the teacher is otherwise eligible to move multiple columns.

Increase Based on Academic Needs of Students

Academic Needs of Students, defined as the importance of retaining all teachers to provide educational continuity for students, resulting in a 2% increase for all eligible teachers.

Assignment of Instructional Leadership Roles,defined as obtainment of a license including a literacy endorsement, resulting in a $200 increase for all eligible teachers who meet this factor.

TEACHER SALARY SCHEDULE for 2025-2026

Teachers who obtain enough content area credit hours and/or degrees to move to a different lane (BS+15, BS+30, MS, MS+15, MS+30, Doctorate) and who notify the Human Resources Coordinator of such by August 1, 2025 and December 1, 2025, will be paid in 2025-2026 according to the schedule below. However, a teacher may only move one column for any contract/school year regardless of degrees/credits earned in that year. This limitation does not prohibit a teacher from moving additional columns in future years if the teacher is otherwise eligible to move multiple columns.

	1	2	3	4	5	6	7
	B.S.	B.S.+15	B.S.+30	M.S.	M.S.+15	M.S.+30	Doctorate
A	45,939	47,403	48,940	50,470	52,661	54,840	57,021
B	48,365	49,830	51,365	52,896	55,086	57,266	59,448
C	50,790	52,257	53,793	55,322	57,514	59,691	61,874
D	53,217	54,683	56,219	57,749	59,940	62,119	64,301
E	55,644	57,110	58,645	60,176	62,366	64,545	66,726
F	58,070	59,535	61,073	62,600	64,792	66,970	69,154
G	60,496	61,962	63,498	65,026	67,218	69,399	71,581
H	62,924	64,390	65,925	67,454	69,646	71,824	74,005
I	65,348	66,815	68,350	69,878	72,071	74,250	76,432
J	67,775	69,241	70,777	72,306	74,497	76,676	78,859
K	70,202	71,667	73,202	74,732	76,925	79,104	81,285
L	72,628	74,094	75,630	77,158	79,350	81,529	83,711
M	75,055	76,520	78,057	79,586	81,775	83,955	86,137
N	77,480	78,947	80,481	82,012	84,203	86,382	88,563
O	79,906	81,373	82,908	84,437	86,630	88,808	90,990
P	82,334	83,800	85,334	86,865	89,054	91,235	93,417
Q		86,227	87,761	89,291	91,482	93,660	95,841
R			90,187	91,716	93,907	96,087	98,270
S				94,144	96,334	98,515	100,696

APPENDIX B - ECA SCHEDULES

Index Based on Beginning Teacher's Salary (BS/A)					
Level	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
10	10.00%	11.25%	12.50%	13.75%	15.00%
9	9.00%	10.13%	11.25%	12.38%	13.50%
8	8.00%	9.00%	10.00%	11.00%	12.00%
7	7.00%	7.88%	8.75%	9.63%	10.50%
6	6.00%	6.75%	7.50%	8.25%	9.00%
5	5.00%	5.63%	6.25%	6.88%	7.50%
4	4.00%	4.50%	5.00%	5.50%	6.00%
3	3.00%	3.38%	3.75%	4.13%	4.50%
2	2.00%	2.25%	2.50%	2.75%	3.00%
1	1.00%	1.13%	1.25%	1.38%	1.50%

ORGANIZATIONAL POSITIONS

Level 10
None

Level 9
None

Level 8
High School Technology Coordinator/Webmaster
Summer Radio
Summer TV

Level 7
Middle School Technology Coordinator/Webmaster

Level 6
None

Level 5
High School Assistant Auditorium Director
High School IB Coordinator
High School Planetarium Director
Middle School Auditorium Director
Elementary Technology Coordinator/Webmaster

Level 4
Middle School Bus Supervision
Middle School Car Duty
Elementary Bus/Car Supervision
Extended Essay & Case Coordinator
Elementary MLL ToR Support

Level 3
Middle School Team Leader
Elementary Lead Teacher

Level 2
Freshman Center House Leader
High School Student Orientation

Level 1
None

CO-CURRICULAR POSITIONS

Level 10
None

Level 9
None

Level 8
High School Band Director
High School Choir Director
High School Orchestra Director
High School Radio Director
High School TV Director

Level 7
None

Level 6
High School Assistant Band Director
High School Assistant Choir Director
High School Assistant Orchestra Director
High School DECA Sponsor/Cafe
High School Holiday Spectacular
High School House of Representatives
High School Newspaper
High School Spring Musical Producer
High School Spring Musical Technical Director
High School TechHounds Sponsor
High School Yearbook

Level 5
High School Head Debate
High School Head Speech
High School Student Senate

Level 4
High School Assistant DECA Sponsor
High School Assistant TechHounds Sponsor
High School Honor Society Sponsor
High School Thespian Sponsor

Level 3
High School Academic Competition Sponsor (Science Olympiad, Mock Trial, Economics Club, Model UN, Science Bowl, Brain Game, Cyberpatriot, Math Club)
High School Assistant Honor Society
High School Assistant Thespian Sponsor
High School CTSO (FCCLA/HOSA)
High School Drama, Fall Production
High School Drama, Winter Production
High School Key Club Sponsor
High School Greyhound Nation
High School Spring Musical/Music Director
High School Spring Musical/Orchestra
Middle School Musical/Drama Production
Middle School Assistant Production
Middle School Band
Middle School Choir
Middle School Orchestra
Middle School Robotics Sponsor
Middle School Yearbook
Elementary Student Broadcast

Level 2
High School Assistant Academic Competition
High School Assistant Radio
High School Assistant Speech
High School Assistant TV
High School Class Sponsor
High School Principal Assignment
High School Prom/Fundraiser Sponsor
Middle School Academic Competition
Middle School National Junior Honor Society
Middle School Performing Arts Competition
Middle School Principal Assignment
Middle School Student Government
Elementary Choir
Elementary Principal Assignment
Elementary Student Government
Middle School Robotics Club Assistant Sponsor
Middle School DECA Junior Sponsor
Middle School Speech/Debate Sponsor
Elementary Robotics Club Sponsor

Level 1
Elementary Academic Competition Sponsor

ATHLETIC POSITIONS

Level 10
High School Athletic Performance
High School Head Baseball
High School Head Cross Country
High School Head Fall/Competition Cheer
High School Head Golf
High School Head Soccer
High School Head Softball
High School Head Swimming
High School Head Tennis
High School Head Track
High School Head Volleyball
High School Head Wrestling
High School Head Lacrosse
High School Head eSports

Level 9
High School Assistant Basketball
High School Assistant Football

Level 8
None

Level 7
None

Level 6
High School Assistant Baseball
High School Assistant Cross Country
High School Assistant Golf
High School Assistant Lacrosse
High School Assistant Soccer
High School Assistant Softball
High School Assistant Swimming
High School Assistant Tennis
High School Assistant Track
High School Assistant Volleyball
High School Assistant Wrestling
High School Dance Team (Fall)
High School Dance Team (Winter)
High School Head Unified Sports
9th Grade Head Baseball
9th Grade Head Basketball
9th Grade Head Football
9th Grade Head Soccer
9th Grade Head Softball
9th Grade Head Tennis
9th Grade Head Volleyball
High School Head Winter Cheerleading

Level 5
High School Assistant Cheerleading
High School Assistant eSports
High School Head Intramurals
9th Grade Assistant Baseball
9th Grade Assistant Basketball
9th Grade Assistant Football
9th Grade Assistant Softball
Middle School Head Baseball
Middle School Head Basketball
Middle School Head Cross Country
Middle School Head eSports
Middle School Head Football
Middle School Head Softball
Middle School Head Tennis
Middle School Head Track
Middle School Head Volleyball
Middle School Head Wrestling

Level 4
High School Assistant Intramurals
High School Assistant Unified Sports
Middle School Assistant Baseball
Middle School Assistant Basketball
Middle School Assistant Cross Country
Middle School Assistant Football
Middle School Assistant Softball
Middle School Assistant Tennis
Middle School Assistant Track
Middle School Assistant Volleyball
Middle School Assistant Wrestling
Middle School Fall Cheerleading

Level 3
None

Level 2
None

Level 1
Unified Bocce