

INDEPENDENT SCHOOL DISTRICT NO. 750
COMMUNITY EDUCATION

COLD SPRING, MINNESOTA

2025-2027
SALARY SCHEDULE

AND

TERMS AND CONDITIONS OF EMPLOYMENT

Representing:

Child Care Assistants and Aides

Board Approved: February 23, 2026

AGREEMENT

ARTICLE I
PURPOSE

Section 1. Parties: THIS AGREEMENT is entered into between Independent School District No. 750 Community Education, Cold Spring, Minnesota and Child Care Employees to provide the terms and conditions of employment.

ARTICLE II
DEFINITIONS

Section 1. Terms and Conditions of Employment: The "terms and conditions of employment" means the hours of employment, the compensation therefor, including fringe benefits, and the employer's personnel policies affecting the working conditions of the employees.

Section 2. School District: For purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representative.

ARTICLE III
RATES OF PAY

Section 1. Rates of Pay:

Subd. 1. The wages and salaries reflected in Schedule A, attached hereto, shall be a part of the Agreement for the period July 1, 2025 through June 30, 2027. There is no retroactive pay with this agreement.

Subd. 2. During the duration of this Agreement advancement on any salary schedule shall be subject to the terms of this Agreement.

Subd. 3. Assistants who are assigned to open or close will receive an additional \$1.50 per hour differential, in addition to their base hourly salary rate.

SCHEDULE A
BASE HOURLY RATE OF PAY

Childcare Assistant	2025-2026	2026-2027
	\$16.00	\$16.25

***Any employee at the base hourly rate of pay will receive a \$0.25 per hour increase for each fiscal year starting July 1st.**

Section 2. Overtime: The overtime rate shall be time and one half of the Base Hourly Salary Rate plus salary differentials, for all approved hours worked over 40 per week which are not considered extracurricular.

Section 3. Meeting Attendance: In the event an employee is required by administration to attend a meeting or training, the employee will be paid at their hourly rate.

Section 4. Payment: Payday shall occur according to the pay schedule established for that year.

ARTICLE IV ABSENCE FROM WORK

Section 1. Sick Leave-ESST: All employees are eligible for sick leave-ESST.

Subd. 1. Employees shall earn sick leave at the rate of .05 hours per hour paid, cumulative to a maximum of 544 hours.

Subd. 2. Sick leave with pay shall be allowed by the school district whenever an employee's absence is due to personal illness which shall include pregnancy related disability and which prevented the employee's attendance at school and performance of duties on that day or days.

Subd. 3. Sick leave with pay shall be allowed by the school district whenever an employee's absence is found to have been due to reasons set forth in Minnesota Statutes.

Subd. 4. Sick leave allowed shall be deducted from the accrued sick leave hours earned by the employee.

Subd. 5. The School District may require an employee to furnish a medical statement from a qualified physician as evidence of illness or injury indicating such absence was due to the illness of the employee or the employee's child. Final eligibility for sick leave pay will be determined by the school district. In the event that the school district wishes to have a second opinion, the district may select a physician, at district expense, to make an evaluation and submit a medical statement regarding the illness or injury.

Section 2. Personal Leave Time: Employees must be assigned more than 30 hours per week during the summer season, and/or 15 hours a week during the school year season to be eligible for personal leave.

Subd. 1. Employees shall be granted two (2) days per year of personal leave with pay, non-cumulative, to be used for situations which require the employee's personal attention. One of these days may not be used to extend a vacation or school break as scheduled on

the school calendar. Personal leave time used shall be deducted from the employee's accumulated sick leave. Personal leave time may be used in increments of less than one day but not less than on (1) hour. There will be no pay outs for unused personal time at the end of the fiscal year or end of employment.

Subd. 2. Requests for a personal leave day shall be made in writing to the Director of Community Education no later than two (2) days in advance and no sooner than ninety (90) days in advance. In the event of emergency, an application will be made as soon as possible.

Section 3. Vacation: Employees working 40 hours per week for the full calendar year will earn vacation as follows: 10 vacation days. If hired mid-year, the vacation days will be prorated to their start date.

Section 4. Family Medical Leave Act: The School District agrees to apply the terms of the Family and Medical Leave Act.

Section 5. Minnesota Paid Leave: Employees should refer to the Minnesota Paid Leave program for information on eligibility, payments, time off, and job protections.

ARTICLE V
GROUP INSURANCE

Section 1. Health and Hospitalization Insurance:

Subd. 1. Employees working an average of 30 to 40 hours per week for the full calendar year: The district shall contribute up to the following amount annually toward the premium for health insurance coverage. All additional premium shall be paid by the employee.

Effective July 1, 2025	
Single	\$9,955
Employee + Spouse	\$13,940
Employee + Children	\$11,940
Family	\$18,542
Effective July 1, 2026	
Single	\$10,752
Employee + Spouse	\$15,055
Employee + Children	\$12,894
Family	\$20,025

Subd. 2. Employees participating in the group insurance plan will receive a base annual district contribution of \$2,200 into a health care savings account, deposited per payroll on a prorated basis.

ARTICLE VI HOURS OF SERVICE AND DUTY YEAR

Section 1. Basic Work Week: The regular work week shall be prescribed by the school district.

Section 2. Basic Work Year: The regular work year shall be prescribed by the school district.

Section 3. Shifts and Starting Time: All employees will be assigned starting time and shifts as determined by the school district.

Section 4. Holidays: Paid holidays shall constitute the following: Thanksgiving Day, Christmas Eve Day, Christmas Day, New Year's Day, the Friday before Easter, Memorial-Day, Juneteenth, and Fourth of July. Holiday pay will be prorated based off of the previous week's hours paid.

Section 5. Pre-Employment Orientation: All new employees may be required to participate in up to 8 hours of pre-employment training activities related to the position. These hours will be considered as paid time.

ARTICLE VI Discipline

Section 1. Child Care Employee Discipline:

Subd. 1. Purpose: Disciplinary action shall be imposed for just cause.

Subd. 2. Disciplinary Action:

- a. All disciplinary action, where possible and appropriate, shall be corrective in nature and not punitive.
- b. Reprimands: If an administrator has reason to reprimand an employee, it shall, if possible, be done in such a manner that will not embarrass the employee before other employees, students, or the public.
- c. Notification: A copy of a written reprimand shall be given to the employee prior to having such reprimand placed in the personnel file.

Subd. 3. Personnel File: An employee's personnel file shall contain only materials that are related to his/her employment. Initial infractions, irregularities, or deficiencies shall first be privately brought to the attention of the employee and, if corrected, shall not be entered into the employee's personnel file.

ARTICLE VI Probationary Period

Section 1. Probationary Period: An employee shall serve a probationary period of three hundred (300) hours of service in the program during which time the school district shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee.

Section 2. Completion of Probationary Period: An employee who has completed the probationary period may be suspended without pay or discharged for cause.

ARTICLE VII Childcare Aides

The following sections are applicable to Childcare Aides. Childcare Aides are identified by employees at the age of 15 years or younger. When Childcare Aides turn 16 years of age, they will be moved to a Childcare Assistant position.

Section 1. Rates of Pay

Subd 1. Aides will receive the hourly rate of \$11.15 until December 31, 2025. Effective January 1, 2026, Childcare Aides will receive an hourly rate of \$11.50 through December 31, 2026. If the minimum wage effective January 1, 2027 increases, the childcare aide hourly rate will be increased accordingly.

Section 2. Sick Leave-ESST: All employees are eligible for sick leave-ESST.

Subd. 1. Employees shall earn sick leave in accordance with Minnesota Statute 181.9446.

Subd. 2. Sick leave with pay shall be allowed by the school district whenever an employee's absence is due to personal illness which shall include pregnancy related disability and which prevented the employee's attendance at school and performance of duties on that day or days.

Subd. 3. Sick leave with pay shall be allowed by the school district whenever an employee's absence is found to have been due to reasons set forth in Minnesota Statutes.

Subd. 4. Sick leave allowed shall be deducted from the accrued sick leave hours earned by the employee.

Subd .5. The School District may require an employee to furnish a medical statement from a qualified physician as evidence of illness or injury indicating such absence was due to the illness of the employee or the employee's child. Final eligibility for sick leave pay will be determined by the school district. In the event that the school district wishes to have a second opinion, the district may select a physician, at district expense, to make an evaluation and submit a medical statement regarding the illness or injury.