

**Watertown-Mayer Public Schools
Independent School District #111**

Principals

Personnel Policies and Wage Schedules

**for the
2026-2027 and 2027-2028
School Years**

**Approved by the School Board
on June 22, 2026**

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ARTICLE I: PURPOSE

Section 1: Parties:

THIS AGREEMENT, entered into between the School Board of Independent School District No. 111, Watertown, Minnesota, hereinafter referred to as "School District," and the Independent School District No. 111 Principals' Association, hereinafter referred to as "Association," pursuant to and in compliance with Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the PELRA of 1971, to provide the terms and conditions of employment for these principals.

ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1: Recognition:

In accordance with the PELRA of 1971, as amended, District No. 111 recognizes the Association as the exclusive representative of district principals employed by the School District, which exclusive representative shall have those rights and duties as prescribed by the PELRA of 1971, as amended, and as described in the provisions of the Agreement.

Section 2: Appropriate Unit:

The Association shall represent all principals of the district as defined in this Agreement and PELRA of 1971.

ARTICLE III: DEFINITIONS

Section 1: 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 other than employer payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and 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 a school district. "Terms and Conditions of Employment" is subject to section M.S. 179A.07.

Section 2: School District:

For the purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representatives.

Section 3: Principal:

The term "principal" shall mean all persons in the appropriate unit employed by the School District in a position for which the person must be certified by the State Department of Education as Principals or Assistant Principals, who are employed for more than 14 hours per week and for more than 100 work days per year, and who devote more than 50% of their time to administrative or supervisory duties in the capacity of a Principal or Assistant Principal.

Section 4: Other Terms:

Terms not defined in this Agreement shall have those meanings as defined by PELRA.

ARTICLE IV: SCHOOL DISTRICT RIGHTS

Section 1: Inherent Managerial Rights:

The Association recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which includes, but is not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, selection and direction and number of personnel. The rights and responsibilities shall be executed by the School District in conformity with the provisions of this contract.

Section 2: Management Responsibilities:

The Association recognizes the right and obligation of the School District to efficiently manage and conduct the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Section 3: Effect of Laws, Rules, and Regulations:

The Association recognizes that all employees covered by this Agreement shall perform teaching and nonteaching services prescribed by the School District and shall be governed by the laws of Minnesota, and by the School District rules, regulations, directives and orders, issued by the properly designated officers of the School District. The Association also recognizes the right, the obligation and duty of the School District and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time as deemed necessary by the School District insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of the Agreement and recognizes that the School District, all employees covered by the Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, federal laws, rules and regulations of the State Board of Education and valid rules, regulations, and orders of the state and federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, objectives, or orders shall be null and void and without force and effect.

Section 4: Reservation of Managerial Rights:

The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

ARTICLE V: PRINCIPAL RIGHTS

Section 1: Rights to Views:

Nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any principal or his or her 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 designated to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the

rights of the Association.

Section 2: Individual Personnel File:

The portion of the individual personnel file of each principal that is not of pre-employment nature will be made available upon the principal's request within a reasonable period of time. The principal will be provided the opportunity of responding to any statement or document in that file.

Section 3: Association Security:

The Association may be permitted the use of school property at reasonable times provided that this shall not interfere with or interrupt normal school operations. Principals may also use the in-district mail service for official communications to other principals.

Section 4: Severability of Provisions:

Nothing in this Agreement shall constitute a waiver of any statutory right of any administrator under M.S. 122A.40, as amended.

ARTICLE VI: PRINCIPAL ASSIGNMENT AND QUALIFICATIONS

Section 1: Certification:

The School District shall not employ an individual for a regular building assignment who has not been duly certified by the Minnesota Department of Education. The assignment shall be in the area of certification. In the case of an emergency, a temporary appointment of a non-certified but competent person could be assigned by mutual consent of the School District and Association.

Section 2: Professional Responsibilities:

The principals shall fulfill their responsibilities according to their job description and continue their professional development in a manner that exemplifies a professional concern for the students and the program of the School District.

ARTICLE VII: UNREQUESTED LEAVE AND SENIORITY LIST

Section 1. Principal:

For purposes of this Article, the term "principal" refers to a licensed principal, or a licensed assistant principal, or a licensed administrator serving as an activities administrator at the elementary, intermediate, or high school level.

Section 2. Seniority Date:

For ULA purposes, a principal's seniority date is the principal's first date of service in the bargaining unit. Except as stated in Section 3, below, only continuous service as a member of the principals' bargaining unit counts in determining seniority for ULA purposes, including the exercise of any bumping rights.

Section 3. Seniority Tie:

The following criteria will be used in the following order to break a tie in seniority: (a) initial date of service in the District as a licensed teacher or other licensed professional; (b)

earliest/lowest Professional Educator Licensing and Standards Board (PELSB) file folder number;

Section 4. Break in Seniority:

For ULA purposes, an approved leave of absence will not result in break in seniority. A break in seniority will occur if (a) the principal retires, resigns, or takes any other action to voluntarily end his or her service to the District as a principal; or (b) the principal is absent without leave for more than three duty days in a school year.

Section 5. Seniority List:

The District will publish a seniority list of all continuing contract principals in the District by October 1 of each school year. A principal who disputes his or her standing on the list must grieve the issue pursuant to the grievance procedure. Once the period for filing a grievance has passed, or the grievance has been processed to a conclusion, the seniority list will be conclusive evidence of a principal's seniority ranking in the bargaining unit.

Section 6. Placement on Unrequested Leave of Absence

Subd. 1. The District may place principals on ULA, without pay or fringe benefits as the District deems necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts. The District agrees to consult with the Association regarding proposed alternatives to ULA situations, provided such consultation does not result in delay.

Subd. 2. The District will place principals on ULA in the inverse order of seniority.

Subd. 3. The District will afford bumping rights based on seniority and licensure before identifying the principal(s) to be placed on ULA. Nothing in this Article allows or gives a principal the right to receive a promotion through the ULA process. A principal may not bump into a promotion, demand to be recalled to a position that would be a promotion, or otherwise assert a seniority right in a manner that would result in the principal receiving a promotion.

Subd. 4. Moving from an elementary school position to an intermediate school position or to a high school position would be a promotion. Moving from an intermediate school position to a high school position would be a promotion. Moving from an assistant principal position to a principal position would be a promotion.

Subd. 5. The District is not required to realign any positions when placing principals on ULA or when recalling principals from ULA.

Subd. 6. A principal may not bump into the Activities Administrator position, and the Activities Administrator may not bump into a principal position that would result in the Activities Administrator receiving increased compensation or any other form of a promotion.

Subd. 7. Nothing in this section limits any statutory right that a principal would otherwise have to bump into a licensed teaching position after being placed on ULA from his or her position as a principal.

Section 7. Reinstatement

Subd. 1. Principals who have been placed on ULA will be eligible for recall for a period of three school years. During this three-year period, the District will recall principals and reinstate them to available positions for which they are licensed in the inverse order in which they were placed on ULA.

Subd. 2. The District will not hire or appoint a new principal to fill a vacant principal position if a properly licensed principal is on ULA and is available and willing to accept the vacant position, and the vacant position would not be a promotion.

Subd. 3. The District will use certified mail and email to notify principals that they are being recalled to an available position. The District will use the principal's last known mailing address and the principal's last known email address. A principal will be removed from the recall list permanently if the principal declines an available principal position or fails to notify the District in writing, within fifteen (15) calendar days of the date of notification, that he or she is accepting the position. A principal on ULA is responsible for ensuring that the District has the principal's current contact information.

Section 8. Retention of Rights:

Except as stated in this Article, principals retain all rights that apply to them under Minnesota Statutes sections 122A.40

ARTICLE VIII: LEAVES OF ABSENCE

Section 1: Sick Leave:

All full-time administrators shall earn sick leave at the rate of fifteen (15) days for each year of service in the employ of the School District. Sick leave will accrue at the rate of one and a quarter day (1.25) per month for 12 months. The unused portion of sick leave shall accumulate from year to year up to a maximum of 120 days.

Sick leave with pay shall be allowed only whenever the employee's absence is found to have been due to illness and/or disability which prevented his/her attendance and performance of duties on that day or days, except as provided for by other provisions in this article or by law. Effective January 1, 2024, the School District will follow MN Statute 181.9447 (Use of Earned Sick and Safe Time).

Section 2: Child Care Leave:

A child care leave shall be granted by the School District subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and provide parental care for a child or children of the principal for an extended period of time. A principal making an application for child care leave shall inform the superintendent in writing of intention to take

the leave at least three calendar months before commencement of the intended leave. Allowances will be made for extenuating circumstances.

If the reason for the child care leave is occasioned by pregnancy, a principal may elect to utilize sick leave pursuant to the sick leave provisions of the Agreement. A pregnant principal will also provide, at the time of the leave application, a statement from her physician indicating the expected date of delivery. The School District may adjust the proposed beginning or ending date of child care leave so that the dates of the leave are coincident with some natural break in the school year - i.e., winter vacation, spring vacation, semester break, or quarter break, ending of a grading period, end of the school year, or the like.

In making a determination concerning the commencement and duration of a child care leave, the School District shall not, in any event, be required to:

- A. Grant any leave more than twelve (12) months in duration;
- B. Permit the principal to return to his or her employment prior to the date designated in the request for child care leave.

A principal returning from child care leave shall be reemployed in his or her original position or a position of like status and pay for which he or she is licensed unless previously discharged or placed on unrequested leave. Failure of the principal to return pursuant to the date determined under this Section shall constitute grounds for termination unless the School District and the principal mutually agree to an extension in the leave.

The parties agree that the applicable periods of probation for principals as set forth in Minnesota Statutes are intended to be periods of actual service enabling the School District to have the opportunity to evaluate a principal's performance. The parties agree, therefore, that periods of time for which the principal is on child care leave shall not count in determining the completion of the probationary period.

A principal who returns from child care leave within the provisions of this Section shall retain all previous experience credit for pay purposes and any unused leave time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The principal shall not accrue additional experience credit for pay purposes or leave time during the period of absence for child care leave. A principal on child care leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the principal wishes to retain, commencing with the beginning of the child care leave. The right to continue participation in such group insurance programs, however, will terminate if the principal does not return to the district pursuant to above provisions of this Section. Leave under this Section shall be without pay and paid fringe benefits.

Section 3: Sabbatical Leaves:

A sabbatical leave of absence for one year, or a part of a year, may be granted to administrators upon written request to and with approval at the discretion of the School Board. The number of administrators on sabbatical leave in any school year will not exceed one. In order to qualify, an

administrator must have completed three (3) years service to the District and must return to the District's service for two years after the sabbatical leave. The District will pay 60% of the administrator's most recent salary and full fringe benefits which are in force at the time the leave is taken. If the principal does not return, he or she will repay and lose seniority rights.

Section 4: Leave of Absence Without Pay:

A leave of absence for one year or part of a given year may be granted to administrators without pay. The same provisions for qualifications of sabbatical leave apply for a leave of absence without pay.

Section 5: Job-Related Personal Injury Duty Leave:

Administrators disabled as a result of assault on school premises or while acting in an emergency capacity for the School District on its premises will not be charged with loss of sick leave or personal leave benefits for the length of time required for recovery. Sick leave or personal leave shall not be used when long-term disability benefits are available under any insurance provided by the District. Disability pay (Workman's Comp Pay) will be deducted from the salary.

Section 6: Bereavement Leave:

Subd. 1. Up to five (5) days of leave shall be allowed due to a death in an employee's immediate family. Immediate family is defined as the employee's spouse, child, parent, parent-in-law, and individuals for whom the employee serves as legal guardian.

Subd. 2. Up to three (3) days of leave shall be allowed due to the death of an employee's brother, sister, grandparent, grandchild, brother-in-law, or sister-in-law.

Subd. 3. Up to one (1) day of leave per year shall be allowed to attend the funeral of a friend or relative other than those relatives specified in subds. 1 and 2 in this Section.

Subd. 4. Bereavement leave allowed in this Section will be deducted from accumulated sick leave.

Subd. 5. The length of this bereavement leave will be arranged between the principal involved and the Superintendent. Additional days can be granted by the Superintendent, and any additional days will be deducted from accumulated sick leave.

Section 7: Emergency Leave:

Subd. 1. Employees shall be allowed up to three (3) days per year for absence due to emergency, serious illness or injury in the immediate family. Immediate family is defined as the employee's spouse, child, parent, parent-in-law, and individuals for whom the employee serves as legal guardian.

Subd. 2. The amount of leave allowed will be arranged between the principal and the Superintendent.

Subd. 3. Exceptions can be granted by the Superintendent

Subd. 4. Emergency leave allowed in this Section will be deducted from accumulated sick leave.

Section 8: Jury Duty Leave:

A principal who serves on jury duty shall 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, not mileage, shall be remitted to the School District.

Section 9: Absence for Professional Responsibilities:

Principals, who are selected or elected to serve on regional and/or state, or national professional association committees, boards, or as officers, may be granted the necessary, reasonable time to perform these duties without loss of pay upon approval of the superintendent.

Section 10: Wellness Bonus:

Subd. 1. Sick Day Exchange. At the end of each school year, principals may elect reimbursement for unused sick leave days accrued in accordance with Section 1, and accumulated from prior years. The reimbursement will be paid to the principal's VEBA/HSA/MSRS account in accordance with the following schedule. Notification of such a decision will be given in writing to the School District's Payroll Clerk by May 31.

Total # of Unused Sick Days at Year End	# of Unused Days Exchange for Reimbursement
Less than 60 days	0 - Not Eligible
60-79.9 days	Up to 2 - \$100 / day
80-99.9 days	Up to 4 - \$100 / day
100-119.9 days	Up to 6 - \$100 per day
120+ days	Up to 8 - \$100 per day

ARTICLE IX: DUTY YEAR

Section 1: Basic Work Year:

Each principal's duty year shall be for the entire 12-month contract year from July 1st to June 30th.

Section 2: Number of duty days:

Principals will be contracted to work 220 (two hundred and twenty) duty days each year. At a minimum, 172 contract days need to be teacher contract days established by the school board approved calendar. Each principal shall submit a schedule which specifies the 220 contracted

days which will be worked during the year to the Superintendent by June 30 of each year. Non-contract days will not be granted for the first and last student contact day; parent-teacher conference days and District staff development days.

Section 3: Substitution of Contract Days:

In order to facilitate the operations of schools throughout the year, the Superintendent, at his/her discretion may substitute the contract days of individual principals for non-contract days, and the non-contract days of the individual principals for contract days. This will be mutually agreed upon between the principal and the Superintendent.

ARTICLE X: BASIC SCHEDULES AND RATES OF PAY

Section 1: Salary Schedules:

Appendix A, which includes the 2026-2027 and 2027-2028 salary schedules, is included herein and by this reference made a part thereof.

Section 2: Required Work over Contract Duty Days:

Per the Superintendent, up to five (5) days of salary at the daily rate of pay shall be paid to a principal who is required to work days over 220 days. A principal's daily rate of pay shall be determined by calculating the following: Principal's salary / 220 days.

Section 3: Advanced Degrees:

A principal shall earn an additional \$4,000/year if he or she possesses a Doctorate (Ed. D or Ph. D). If the principal does not possess a doctorate but does possess an Education Specialist (Ed. S) degree, he or she shall receive an additional \$1,000 per year. Stipends shall be paid at a prorated rate upon receipt of the degree.

Section 4: Schedule of Payment:

Each principal's salary will be paid over the entire calendar year consisting of twenty-four (24) equal payments payable on the fifteenth day or the last legal business day before the fifteenth day of each month, and the last legal business day of each month. The first payment will be made on the fifteenth day of July or the last legal business day before the fifteenth of July.

Section 5: Automobile:

The School District shall compensate the High School Principal \$1200 per contract year for business use of each individual's private automobile.

Section 6: New or Replacement Positions:

In the event that a member of this bargaining unit is reassigned to a newly-established or other existing administrative position, said reassignment shall be done without a reduction in salary.

Section 7: Technology Stipend:

A \$50 monthly stipend will be paid to each Principal for technology costs they incurred from district uses and responsibilities.

Section 8: Career Increment Stipend:

The Career Increment Stipend is structured as follows and paid out each year on the June 30th payroll.

Years of Principal Services in the District	Amount
0-3	0
4-8	\$1,000
9-12	\$1,500
13+	\$2,000

ARTICLE XI: INSURANCE

Section 1: Health and Hospitalization Insurance and/or Dental Insurance:

The School District shall contribute a sum not to exceed \$14,575 in 2026-2027 and \$15,075 in 2027-2028 toward the premium for coverage of each full-time principal who is employed by the School District (and his/her eligible dependents) who qualifies for and is enrolled in the School District group health and hospitalization plan and/or dental plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

In the event that the premium for insurance coverage is less than the allowable employee maximum District allowance per annum for the school year, the annual coverage amount will be paid in full and the balance of the allowance will be deposited into the employee health savings account. Part-time personnel shall receive a pro rata share of the School District contribution if they elect coverage and are eligible for coverage by the insurer.

If the School District implements a change in the current health and hospitalization plan during the term of the Agreement, and if such change requires a change in the language of the Agreement, the parties agree to enter any required language changes into a memorandum of understanding.

Section 2: Long-Term Disability Insurance:

The School District shall provide long-term disability insurance for members of the Association. Benefits shall be payable in accordance with the terms of the existing policy. This disability insurance is paid in full by the District.

Section 3: Life Insurance:

The School District shall pay the full annual premium for a \$100,000.00 face value, term life insurance policy via the District's life insurance plan for each member of the bargaining unit.

Section 4: Distribution of Copies:

The School District shall make available on the district's human resource platform all insurance policies to each principal covered by insurance.

Section 5: General Liability Insurance:

The School District will provide liability insurance for each administrator to cover legal suits prompted by the administrator's actions or inactions while performing his or her regular duties. The insurance will pay up to the statute maximum. The policy shall include errors and omissions.

Section 6: Claims Against the School District:

The parties agree that any description of insurance benefits contained in this Section are intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Section. It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by insurance carriers.

ARTICLE XII: INSURANCE COVERAGE - EARLY RETIREES

Section 1: Health and Hospitalization:

Principals with twenty (20) years service in Independent School District No. 111 who elect to retire from active administrative service and who are between the ages of fifty-five (55) and sixty-five (65) shall be eligible to continue in the School District-sponsored health and hospitalization insurance plan subject to the insurance company's approval. The School District shall contribute a sum of up to \$1,000.00 per annum for such insurance.

Section 2. Contributions:

The School District's contributions and the retiree's participation in the School District-sponsored insurance plan(s) shall cease on the date of the retiree's sixty-fifth (65th) birthday.

Section 3: Prepayment:

Any premiums in excess of the School District's \$1,000.00 contribution shall be paid by the retiree as arranged with the School District business office and in advance of the coverage period.

Section 4: Notification of Retirement:

A principal intending to retire at the end of the current school year shall notify the School District in writing by June 1st. A principal intending to retire at any other time shall notify the School District in writing at least ninety (90) calendar days prior to the projected retirement date. The District reserves the right to waive this requirement.

Section 5: Membership Eligibility:

Any member of the bargaining unit with less than twenty (20) years of service in Independent School District No. 111 who elects to retire from active TRA employment and who is between the ages of fifty-five (55) and sixty-five (65) may retain membership in the School District's health and hospitalization plan, subject to the insurance company's approval, provided they pay the full insurance premium to the school district business office on or before the first of each month. Failure to make timely payment will result in immediate plan disqualification.

ARTICLE XIII: OTHER BENEFITS

Section 1: Professional Organization Dues:

The School District shall annually pay the state and national professional organization dues for each principal.

Section 2: Professional Conferences, Conventions, and Meetings:

The School District shall allocate \$2,500 per year for each principal for the cost of attending state or national professional conferences, conventions, and meetings, provided they have been pre-approved by the Superintendent.

Section 3: 403(b) Match Plan:

The School District has implemented a matching plan to a 403(b) tax-sheltered annuity plan as allowed under Minnesota Statutes, Section 356.24. Only full-time administrators of I.S.D. No. 111 are eligible to participate.

Subd. 1. Applicable Laws: The 403(b) annuity-match program of I.S.D. No. 111 is subject to the laws of the State of Minnesota (M.S. Sect. 356.24) and the Internal Revenue Code [26 U.S.C.S.S. 403(b)].

Subd. 2. Eligibility: Eligible administrators may elect to participate in the 403(b) matching program pursuant to the annuity plan requirements. Said election must be made by the 9th of July (or the Friday before if the 9th falls on a weekend) of the plan year. Once an eligible administrator elects to participate in the 403(b) annuity-match program, said election is irrevocable for that school year and will continue each subsequent year unless modified by the administrator at the mentioned deadline of a new school year.

Subd. 3. Approved Plans: Administrators may select an annuity plan from up to four vendors having been mutually agreed upon by the Association and the School Board.

Subd. 4. Match Amounts: The School District's 403(b) matching contribution shall be as follows for full-time administrators.

Years of Principal Services in the District	Match Amount
0 (first 12 months of service)	\$0
1	\$1,000
2	\$2,000
3+	\$3,000

Subd. 5. Required Match:

In order to receive the School District's 403(b) contribution, an administrator must match the total School District contribution.

Subd. 6. Non-Accumulative Match:

The School District's match responsibilities are non-accumulative. That is, an administrator who does not participate one or more years cannot reclaim the School District matched dollars in subsequent years.

Subd. 7. Payroll Deduction:

The administrator's contribution to the 403(b) match plan shall be done via payroll deduction over 24 equal installments as directed by the administrators.

ARTICLE XIV: GRIEVANCE PROCEDURE

If an administrator believes there has been a violation or misinterpretation of the Agreement, he or she shall discuss the matter verbally with the superintendent. If a satisfactory settlement cannot be reached as a result of this meeting, the complaint or controversy shall be submitted in writing and processed through this grievance procedure.

Step 1: The written grievance signed by the principal(s) involved and District No. 111 Principals' Association representative shall be presented to the superintendent, who shall, within ten (10) working days, meet the principal(s) and his/her representative and give a written answer to the grievance. The grievant(s) has/have five (5) working days to appeal the grievance to the next step. Failure to meet the ten-day limitation automatically moves the grievance to Step 2.

Step 2: If the grievance is not resolved at Step 1, the Association representative shall present the grievance to the School Board clerk for consideration at that level. The School Board shall at its next scheduled meeting or within fifteen (15) calendar days, meet the Association representative and the grievant to discuss the matter and attempt to reach a satisfactory settlement. The School Board shall have a maximum of fifteen (15) calendar days in which to answer the grievance. If the matter is not resolved at this step, it is then processed to mediation within five (5) working days of receipt of the School Board's answer. At this point, either party may request the Bureau of Mediation Services to review the grievance.

Step 3: If no solution to the grievance is reached through the mediation process, the parties shall meet within five (5) working days in an attempt to pick an impartial arbitrator to hear the grievance. If the parties are unable to agree upon an arbitrator, they shall request a list of five names from the Bureau of Mediation Services, State of Minnesota. The parties shall alternately strike names from the list until only one name remains. The remaining person shall be the arbitrator to hear and decide the grievance. If unable to agree as to whom shall strike the first name, the decision will be made by a flip of a coin, the parties shall share equally the costs of the arbitrator's fee and necessary expenses.

The decision of the arbitrator shall be final and binding upon the parties and shall be limited to the written grievance only. The arbitrator shall submit his or her written decision to the parties involved within ten (10) calendar days and he or she shall have no right to add, delete, or modify the Agreement in any way.

ARTICLE XV: PUBLICATION OF THE CONTRACT

The Agreement shall be posted on the School District website within thirty (30) days after the Agreement is signed.

ARTICLE XVI: MAINTENANCE OF STANDARDS

Section 1: Standards: This contract shall constitute the full complete commitments between both parties and may be revised only through the voluntary, mutual consent of the parties in written, signed amendment to this Agreement. An individual contract between the School District and individual principal heretofore executed shall be subject to and consistent with the terms and conditions of this contract. If an individual contract contains any language inconsistent with the contract, this contract, during its duration, shall be controlling. The School District shall not solicit execution of any individual contract at such time or in such manner as shall constitute an unfair labor practice under the PELRA of 1971, as amended. Within thirty (30) days of the execution of the contract, individual contracts will be issued to all principals. This contract shall supersede any rules, regulations, or practices of the School District that shall be contrary to or inconsistent with its terms. The provisions of this contract shall be incorporated into and be considered part of the established policies of the School District.

Section 2: Meet and Confer: The Principals' Association shall meet with the School Board at the request of either party to meet and confer on matters as defined in PELRA of 1971, as amended.

APPENDIX A

Salary:

	<u>2026-2027</u>	<u>2027-2028</u>
Bob Hennen - High School Principal	\$143,596	\$149,699
Nick Guertin - Middle School Principal	\$140,512	\$146,484
Jody Hansen - Elementary School Principal	\$122,754	\$127,971
Rande Peyton - Special Education Director	\$107,635	\$112,209

* The salaries listed are for principals currently employed by the School District. If a new principal is hired for any part of the contract term, his or her salary will be negotiated and the contract will be changed accordingly.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows

ISD NO. 111:

School Board Chair	Date
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School Board Clerk	Date
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ISD NO. 111 PRINCIPALS:

Nick Guertin	Date
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Robert Hennen	Date
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Jody Hansen	Date
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Rande Peyton	Date
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Addendum - Sick Leave Bank

A. Medical Emergency. The District and Association have established a sick leave bank (SLB) for qualifying employees and immediate family who experience a “medical emergency.” A “medical emergency” is defined as a medical condition of the employee that will require a prolonged absence from duty (meaning more than 5 consecutive duty days) and will result in a substantial loss of income because the teacher or employee has exhausted all forms of paid leave.

B. Donations. Donations into the Sick Leave Bank will be open to all qualifying employees. Employees who choose to become a member of the SLB must donate one (1) day or eight (8) hours of their accumulated sick leave to the Sick Leave Bank. Employees will need to complete a donation form indicating participation by the 15th day of September the school year. An employee that previously declined membership, or is newly hired, can elect to participate at the beginning of the next school year. A completed SBL form must be completed and submitted to the District Office by the fifteenth (15th) day of September. Any employee who does not complete the proper form by the deadline stated within this section will not be a member of the Sick Leave Bank for that year.

C. Renewing SLB Balance. If the Sick Leave Bank reaches a balance below 120 days or 960 hours, each member will be notified and an additional donation of 1 (one) day or eight (8) hours to the SLB. If the employee does not donate the additional day or hours within the timeframe established by the school district, will not be a renewed member of the sick leave bank. At the renewal time, each member will need to complete a new SBL form. The SLB may not go into a negative balance.

D. Application Process. Employees who want to request a withdrawal of leave from the SLB must submit a written application to the District along with a medical certification from the teacher’s or employee’s treating physician. The District will approve the application if all criteria in this Section are met.

The application will be reviewed by the SLB committee. Members of the committees shall consist of: 2 teachers, 1 person from the administration contracts, 1 from the managers group, 1 from the food services and custodial group, 1 from the para group, 1 from Secretary group and 1 from the school board. The committee will make the final decision on granting the use of SLB approval. The committee’s decisions are final and they cannot be grieved.

The SLB committee may approve fewer days than the employee requests, but the employee may reapply if approved days are exhausted. The number of approved days will be deducted from the SLB upon use by the employee.

E. Limit and Eligibility for Other Benefits. Employees may use up to 60 days or 480 hours from the SLB for full time employees. An employee may reapply if more days are needed. If a part time employees is granted SLB approval, the maximum amount of leave to be use is the employee's FTE *60 days or 480 hours during their career with the School District. Employees will immediately become ineligible to draw from the SLB if they become eligible to receive long term disability benefits, workers’ compensation, other pay, or other benefits from the District or the State in place of any part of their salary.