Mehlville School District

Individually Focused. Committed to All.

Mehlville R-9 School District
Board of Education
And
Mehlville Healthcare Professionals Association- NEA
Memorandum of Understanding
For the 2026-2027 School Year

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Memorandum of Understanding

Section 1 Foundations

1.1 Employee Relations

It is the policy of the Board of Education of the Mehlville School District, hereinafter referred to as the “Board” or “District”, to Bargain in good faith with employees of an exclusive bargaining representative. The Board or its designee shall meet, with the exclusive representative, for the purposes of negotiations with respect to salaries, benefits and other conditions of employment.

1.2 Exclusive Representative

The Board recognizes the Mehlville Healthcare Professionals Association-NEA (MHPA), hereinafter referred to as the “Association,” as the exclusive bargaining representative for all full-time and regular part-time healthcare workers including RNs, LPNs, licensed health room aides, and unlicensed health room aides employed by the Mehlville School District. All other employees of the District are excluded from the bargaining unit and the terms of this Agreement.

1.3 Definitions

The term “Employee” when used hereinafter in this Agreement shall refer to all regularly employed unit members as defined in 1.2.

1.4 Cases of Emergency or Unlawfulness

Nothing in this agreement shall be interpreted or construed to in any way restrict or affect the Board’s exclusive rights to direct and manage District operations and employees represented by the Association and to adopt, modify or delete District policies. The Board may unilaterally modify the Agreement in emergency situations such as natural disasters or financial hardships. If at any time an emergency situation exists or one or more of the provisions outlined in this Agreement becomes unlawful, the Board and the Association shall open discussions for the particular article(s) affected. The remainder of the Agreement would remain intact.
The Association and the District acknowledge the diversity of the laws and conditions under which school nurses practice.

1.5 Dissemination of Agreement

The Agreement will be posted on the Human Resources portion of the District’s website.

Section 2 Negotiation Procedures

2.1 Present Proposals

During negotiations, the Association has the right to present proposals relative to salaries, benefits, and other conditions of employment.

2.2 Bargaining Teams

Each party shall name its own negotiating team. The Association shall designate a team of up to six (6) members. The Board shall designate a team of up to six (6) members. Subject matter experts may be invited to speak as needed but will not serve as members of the negotiating team. The District agrees not to bargain with any other employee organization or individual who is part of the bargaining unit on any matter subject to bargaining or the terms and conditions of this Agreement.

2.3 Information Requests

Both parties shall furnish each other, upon reasonable request, available information pertinent to the issue(s) under consideration.

2.4 Procedure Basics

The Ground Rules of the negotiations shall be agreed upon prior to the beginning of negotiations and located in the appendix of this Agreement (Appendix A).

The basic bargaining process shall include the initial presentation of Association proposals followed by bargaining session(s), the reaching of a Tentative Agreement, ratification of the Tentative Agreement by Association membership, and ratification of the Tentative Agreement by the Board.

This Tentative Agreement, upon ratification by the Association and the Board, shall become the current Agreement. The duration of the Agreement will be specified by including the effective dates. The Agreement will include a Signature Page signed by the President(s) of the Association and the Board and all bargaining team members.

Until a successor Agreement is negotiated, all provisions of the current Agreement, including the existing salary schedule, without salary step increases, shall remain in effect. None of the issues tentatively agreed upon shall take effect until a successor Agreement is ratified by both the Board and the Association.

2.5 Impasse

If no agreement is reached, an impasse can be declared by either party. Within ten (10) days of the declaration of an impasse the parties will jointly request mediation services through Federal Mediation and Conciliation Services or will jointly agree upon a third-party mediator. The cost of mediation will be equally shared by both parties.

If agreement cannot be reached within ten school days through deliberation with a mediator, then each team will appoint one selector. These two selectors will then choose a consultant to perform as a fact-finder. If the selectors have not agreed upon a consultant within five school days, then they shall choose some professional conciliation-oriented organization to select this consultant according to its rules.

The Board and the Association teams shall present facts on the items of non-agreement to the fact-finder. The fact-finder shall issue recommendations on the items of non-agreement solely to the Board and the Association within ten school days.

The expenses of the fact-finder will be shared equally by the Association and the Board.
The Board at the next scheduled or at a specially scheduled meeting immediately following the report, shall accept or reject the recommendations of the fact-finder. In the event the Board rejects the fact-finder's report, it shall notify the Association, in writing, within five school days, the reason for its decision.

2.6 Reopeners

Should either the District or the Association wish to modify the current Agreement during the length of this agreement, either party shall notify the other party in writing. The following will apply:

A. Nothing shall compel either party to agree to reopen the Agreement with the exception of those issues in Article 1.4.

B. Any reopeners should be of narrow focus and clearly defined. The Ground Rules will be agreed upon prior to the start of negotiations.

C. The negotiations process for reopeners shall be limited to thirty (30) calendar days.

D. Any tentative agreements must be ratified by both parties.

E. Negotiations shall be in conformance with the procedure outlined in this document.

2.7 Duration of Agreement

This Agreement shall be effective as of July 1, 2026 and shall continue in full force and effect through June 30, 2027.

Section 3 Association Rights and Responsibilities

3.1 Association Updates

The Association shall have an opportunity to speak at all Employee professional development meetings of the year on such dates, and at such locations and times, as shall be determined by the District. The Association will be provided at least ten (10) minutes to do so.

Following a request, the District will provide to the Association the names, worksite, position, phone number, and address of employees in the bargaining unit.

3.2 Payroll Dues Deduction

If the employee has so authorized, in writing, payroll deductions from his/her pay for Association dues and Association Political Action Committee (PAC) contributions, then those deductions will be made provided that such payroll deductions are uniform for all employees within each dues tier. Any member of the bargaining unit who is a member of the Association, or who has applied for membership, will be eligible for such payroll dues deductions and PAC deductions in accordance with District's financial practices. Such payroll deductions shall continue unless the employee cancels such authorization by notice in writing to the District and the Association or unless such deductions are determined by District to be contrary to law or regulation.

3.3 Use of District Communications Systems and Facilities

The Association shall have uncensored use of mailboxes, email, and other communication systems for communicating with bargaining unit members, except that the Association will not use the District's email accounts, mailboxes, or other communication systems to advocate, support, or oppose any ballot measure or candidate for public office. The Association may use the District's email accounts to direct members to other Association-sanctioned websites, such as the Association web site and other related communication tools; and for all official Association business, provided the incoming e-mail does not include a subject line or information that advocates, supports, or opposes any ballot measure or candidate for public office. The Association shall exercise good judgment, professionalism, and ethical conduct in the nature of the materials and communications distributed using District communication systems.

The Association may use District facilities for Association meetings, provided the appropriate facility usage procedures are followed.

3.4 Collaborative Process

The Lead Nurse will have monthly check-ins with nurses and HRAs. The focus of the meeting will be to discuss and come to solutions on issues of concern regarding the current agreement or other items. These meetings will take place in order to maintain a level of trust between the District and the Association in order to move the district forward with strategic goals. The Association and the District will meet on a monthly basis. The first item on each meeting agenda will be to address progress on previously discussed matters.

3.5 District Committees

The District shall provide an option to the Association for one or more members of the Association to serve on District committees that would benefit from the perspective of a school healthcare professional. This shall include at a minimum the Safety, Wellness, and Insurance committees. Any committee formed to study salaries will be defined through and report to negotiations. The District shall contact the Association representative prior to the start of the school year for their selection of members to serve on committees and shall notify of any committees regarding safety and wellness created or formed after the start of the school year.

3.6 Association Leave

The Association shall be permitted to conduct Association business and/or attend Association conferences or conventions without loss of pay. The total number of Association leave days shall not exceed 7.2 hours or one (1) day per academic year. Notification and designation of Association leave will be made to the Assistant Superintendent of Human Resources at least twenty-four (24) hours in advance.

Section 4 Compensation and Benefits

4.1 Employment Classification

Registered Nurses (RNs) hold Missouri RN licensures from the state of Missouri. The District considers RNs as “Professional Staff” for purposes of applicable District policies. RNs employed by the District are considered salaried employees and are exempt from the Fair Labor Standards Act (FLSA).

Licensed Practical Nurses (LPNs) hold professional licenses from the state of Missouri. LPNs who work as building nurses are considered “Support Staff” for purposes of applicable District policies. LPNs who work as HRAs are considered “Support Staff” for purposes of applicable District policies. LPNs employed by the District are considered hourly employees and are non-exempt under the FLSA. LPNs are entitled to overtime pay at a rate of one and one-half their

hourly rate for actual hours worked over forty (40) hours in one work week. A work week is defined as Saturday to Friday.

Licensed Health Room Assistants can include but are not limited to: Registered Medical Assistant, Certified Medical Assistant, Certified Nurse Assistant. Health Room Assistants (HRAs) are considered hourly employees and are non-exempt under the FLSA. HRAs are considered "Support Staff" for purposes of applicable District policies. HRAs are entitled to overtime pay at a rate of one and one-half their hourly rate for actual hours worked over forty (40) hours in one work week. A work week is defined as Saturday to Friday.

4.2 Timesheets

Employees will submit timesheets as directed by their supervisor.

4.3 Salary

The 2026-2027 salary schedule is attached as Appendix B and shall be part of this Agreement. All employees in the bargaining unit will receive a one step increase on their applicable salary schedule.

4.4 Salary Schedule Placement

Upon hire, employees shall receive credit for prior experience according to the following guidelines:

Placement Credit for Previous Experience	
0 years	Step 1
1 year	Step 2
2 years	Step 3
3 years	Step 4
4 years	Step 5
5+ years	Step 6

4.5 National Board Certification

There is a $2,500 annual stipend for any nurse achieving national certification through the National Board for Certification of School Nurses. Anyone receiving certification after September

1 must wait until the next school year to be eligible for compensation. To receive the stipend, the nurse must submit proof of current certification.

The District will reimburse an employee for the cost of examination fees and required textbook(s) (digital or print) related to obtaining National Board Certification (NBC). The District will also reimburse an employee for application fee(s), National Association of School Nurses annual membership fees, examination fee(s), required textbook(s) (digital or print), and/or CEU fees related to obtaining recertification. Reimbursement for the purposes of obtaining NBC or a recertification shall not exceed $500 per employee, every five (5) years of employment with the District. Proof of payment(s) and certification must be submitted to Human Resources along with a completed Course Approval/Tuition Reimbursement Form to be eligible for reimbursement. Requests for reimbursement must be submitted to Human Resources within one-year of obtaining NBC or recertification.

4.6 ACS Contracts

Employees who choose to supervise student activities outside the 7 hours and 20 minute workday, such as clubs, shall be compensated at the rate established on the teacher Additional Compensation Schedule (ACS) (Appendix C). Separate contracts stating the extra assignment pursuant to Board Policy GBAA, will be issued to the employee.

4.7 Overload Pay

Nurses who are required to work outside the standard 7 hour and 20 minute work day will be compensated at a rate of $25 per hour. Payment will be issued after receipt of the Overload Pay Authorization Form (Appendix D) by Human Resources and according to the pay schedule. The Nursing Supervisor shall email the Overload Pay authorization form to bargaining unit members at the start of the school year or at time of onboarding. To be eligible for this rate, a minimum of 15 cumulative minutes must have been worked. Any time less than 15 minutes will not be eligible for such payment.

Administrators will collaborate with the MHPA team members to determine the time that the health room will be closed for lunch unless a MHPA team member is available to keep the health room open. MPHA bargaining unit members who miss their lunch will submit an overload pay form and be compensated for 15 minutes a day with principal approval. The work day will not be extended.

4.8 Substitute Coverage

The District discourages the use of any regular HRA in a substitute building nurse capacity. However, in cases of emergency, this practice may be used. HRA who substitutes for a building nurse will earn their equivalent step on column 1 of the RNsalary schedule. Payment will be issued after receipt of the Substitute Coverage Overload Pay Authorization Form (Appendix E) by Human Resources and according to the pay schedule. In the event that an HRA is pulled from regular duties to substitute for a building nurse, the District will make every effort to find a substitute for the HRA.

4.9 Substitute Pay

Former employees who previously worked for the District three (3) years or more in a MHPA position who return to the District in a substitute capacity will be paid at an hourly rate commensurate with step 16 of RN column of the nurse's salary schedule. In the 2026-2027 school year, the District will review the competitiveness of the District's substitute hourly rate.

4.10 Summer School

Employees who work summer school will be compensated at a minimum hourly rate of $30 per hour or the teacher summer school hourly rate, whichever is higher.

4.11 Benefits

The Mehlville School District will provide medical, dental, vision, and life insurance for full-time employees at a level commensurate with full-time teachers.

4.12 Continuing Education

The district will fund memberships for any nurse wishing to join the Missouri Association of School Nurses and/or the St. Louis Suburban School Nurses Association.

4.13 Tuition Reimbursement

Tuition reimbursement is only available to nurses who have served at least one year in the District, are returning to the District, and who are not on any type of leave. A minimum grade of B in a course is required for reimbursement.

Nurses will be reimbursed for no more than (9) credit hours annually beginning with Summer Session 2026. Nurses may only take a maximum of 6 credit hours per semester during the school year. The District requires pre-approval for all degree programs and graduate courses through the Human Resources office. Once the Program Approval form has been approved, nurses must complete the Course Approval/Tuition Reimbursement Form to the Human Resources office via Talent Ed.

Tuition Reimbursement Pool: The District shall annually budget an amount equal to $6000 to be in the tuition reimbursement pool. The funding year will have a summer semester, fall semester, and spring semester cycle. Nurses will be reimbursed at a percent to total ($6000) with a maximum reimbursement of $1500 annually.

4.14 Building Classified Employee of the Year

Beginning in the 2027-2028 school year, if the Mehlville School District Building Classified Employee of the Year is a nurse, they will receive building and district level recognition and be provided an opportunity to attend district funded regional, state, or national conferences/ professional development of their choice not to exceed $1000. This will apply for bargaining unit members picked as the Classified of the Year in spring 2027.

Section 5 Leave

5. 1 Leave Allocation

Leave will be in accordance with District Policies GCBDA and GCBDB for the 2026-2027 school year except what comes out of the 2026-2027 negotiations.

5.2 Bereavement

The Superintendent or designee may grant additional bereavement days, for a total of ten (10), due to extenuating circumstances as determined on a case by case basis.

5.3 Attendance Incentive

An employee who uses two (2) or fewer regular leave days per year shall be awarded $250 for the year. Attendance incentives will be paid out once a year within thirty (30) days of the conclusion of the school year.

Use of administrative leave, bereavement leave, jury duty leave, crime victim leave, leave for court subpoena, and/or election leave will not be counted as an interruption to the attendance incentive.
An employee will not receive the attendance incentive in the event he/she separates from the District prior to the end of the school year.

5.4 Inclement Weather/School Closure

Employees will not have their pay reduced if released from duties by the superintendent during inclement weather days, late arrival, early dismissal, or at other times.

5.5 Procedures for Reporting Absences

Unscheduled absences, whether sickness, lateness, or other reason, must be reported with as much notice as reasonably practicable and according to the following notification procedure:

A. Employees must notify the lead nurse prior to their scheduled start time by phone call, voicemail, text message, or email. With the exception of extenuating circumstances, an employee should notify the head nurse no later than one (1) hour before the start of their scheduled shift.

B. For unscheduled absences of more than one day, the employee must follow the notification procedure for each day of absence, unless medical documentation has been submitted informing human resources of the duration of the absence.

Section 6 Work Year, Workday, Calendar

6.1 Work Year

The length of the building nurse's (RN and Building Nurse LPN) contract shall not exceed 182 working days. The 182 contracted working days will include 6.5 self-directed work days and 4.5 professional development days. An additional 7 hours and 20 minutes may be used at the nurse's discretion, if needed, with the approval of the lead nurse, and will be compensated at the rate of overload pay. HRAs may work the five days before students return with lead nurse approval. Nurses may also request substitute nurse help during the first ten contracted days with lead nurse approval.

Professional Development Days	**Self-directed Work Days**
August 17, 2026 October 12, 2026 January 4, 2027 April 6, 2027 *May 17, 2027 (Half Day)** ***Indicates remote work professional development option***	August 18, 2026 August 19, 2026 August 20, 2026 August 21, 2026 *November 3, 2026** December 22, 2026 (Half Day) *May 17, 2027 (Half Day)** May 27, 2027 (Half Day) ***Indicates remote work day option***

6.2 Workday

All employees shall be assigned definite hours of work with designated starting and ending times. A regular day for full-time employees will be seven hours and twenty minutes (7.20).

6.3 Paid Time Off

The following will be paid days for all full-time HRAs (contracted to work more than 26 hours per week) in the bargaining unit.

Labor Day

Day Before Thanksgiving
Thanksgiving Day
Day after Thanksgiving Day
Winter Break
Martin Luther King Day
Presidents Day
Spring Break
Memorial Day*
* To be paid only if Memorial Day was not part of original contract

Section 7 Working Conditions

7.1 Medical Decision Making

Medical decisions that are made by a licensed healthcare professional may not be overridden by a medically unlicensed school administrator.

7.2 Travel Time

Employees who are assigned to more than one school building or who otherwise must travel pursuant to the performance of their assigned duties, shall be provided reasonable paid travel time. Miles driven will be reimbursed by the District at the District mileage rate by completing and submitting to Lead Nurse the online Mileage Reimbursement Form.

7.3 Mehlville Health Services Policy and Procedures

When needed, the District will form a committee to update and review the Mehlville Health Services Policy and Procedures. Such a committee will consist of at least two (2) representatives chosen by the Association.

7.4 Staffing

If an employee believes their health room is not properly staffed, they may appeal to the lead nurse to request additional staffing and/or explore other solutions. If the employee is not satisfied with the solution provided by the lead nurse, the employee may appeal to the Assistant Superintendent of Human Resources. Additionally, HRA staffing will be evaluated and discussed using caseload data at Health Services Department meetings at least twice per year. The lead nurse will check in with building nurses by the end of October about staffing needs and possible adjustments as needed.

The District and the Association are working towards the goal of increasing the number of HRA positions to at least 3 days a week, 3 hours per day, in all schools. The recruitment and retainment of healthcare professionals will be continuously assessed and improved by the District and

Association during the school year and during next year's negotiations. This assessment also includes the sub pool for our Healthcare Professionals.

Before an additional part-time HRA is hired, existing part-time HRAs will be offered the opportunity to move to a full-time HRA position and or receive additional hours. The opportunity to move to a full-time position and or receive additional hours will be offered to current part-time HRAs in the order of reverse district seniority.

7.5 New Employee Onboarding

New MHPA employees shall be properly oriented upon assuming a position. The orientation shall be the responsibility of the lead nurse. All new employees to the district will receive a consistent and defined orientation from the lead nurse that includes but is not limited to training on the handbook, student information systems, overload pay and the MHPA agreement. They will also be given access to the policy and procedure book(s). Additionally, training will be provided on the opening and closing of health rooms. The lead nurse will make an orientation manual or checklist. The back to school meeting will include a skills check portion.

7.6 Mentorship

By September 1, the district will provide the MHPA/Mehlville NEA with a list of mentors in order for the Association to familiarize mentors on the MHPA MOU. Upon hire all new employees will be assigned a mentor by the lead nurse. The new employee shall shadow their mentor for a minimum of five (5) working days during the orientation process. A minimum of three (3) of the five (5) days of shadowing will occur on student attendance days. Employees who serve in a mentor role will receive the “Teacher Mentor” stipend on the certified staff ACS schedule. Mentors will serve in their role for one year. The job description for a mentor will be developed by the District in collaboration with MHPA representatives. MHPA employees who serve as mentors must have worked at least three (3) years in a MHPA position. A prospective mentor may decline the role.

7.7 Safe Facilities and Conditions

The District agrees to continue to provide safe working conditions. Employees who become aware of conditions which they believe are unsafe or jeopardize the health or safety of employees or students shall notify the Lead Nurse utilizing the Staff Safety Concern Form. The Staff Safety Concern Form may be submitted via google forms or by utilizing the paper form located in the appendix of this agreement (appendix F). If the employee is not satisfied with the resolution provided by the Lead Nurse, they may then appeal to Human Resources utilizing the District grievance procedures.

Section 8 Employee Rights

8.1 Right to Representation

Employees have the right to have an Association representative present when meeting with a school district administrator(s) where the employees may face discipline or when a meeting could lead to any actions or memorandums associated with the employee's discipline; including but not limited to meetings involving performance concerns, administrative leave pending an investigation, suspension, or termination.

Except in cases where the immediate safety and security of students and/or staff is at risk, in all meetings dealing with any items or memorandums associated with the employee's discipline, suspension, or termination, the employee shall receive written communication at least two (2) contract days in advance with the nature/purpose of the meeting and who will be in attendance.

Except in cases where the immediate safety and security of students and staff is at risk, two (2) contract days, if requested, will be given to arrange for a representative. When a request for Representation is made, no action shall be taken with respect to the employee until the representative is present, provided such representation is timely. Any District decision regarding disciplinary action will be provided in writing to the employee.

8.2 Due Process

Employees with employment contracts will be terminated after due process in accordance with the contract and law.

Employee discipline shall be exercised for just cause and employees will be provided due process. Except in cases of severe violation of District policy, serious or severe misconduct and/or illegal behavior under state or federal law, progressive discipline will be applied by the District. Progressive discipline shall include but not be limited to:

1st incident: informal discussion

2nd incident: formal discussions with written documentation

3rd incident: Formal write-up signed by an employee. The formal write-up will include clear expectations of what the employee needs to do to improve. The employee may request additional resources to assist meeting such expectations. The employee's signature on the write-up signifies receipt not agreement.

4th incident: Subject to further disciplinary action including but not limited to suspension and/or termination, pending the outcome of an investigation.

8.3 Written Rebuttals

Employees shall have the right to submit a written rebuttal to disciplinary letters/memos/write-ups. The rebuttal shall be attached to the disciplinary letter and placed in their personnel file.

8.4 Suspension/Leave Pending an Investigation

If an employee is placed on leave pending the outcome of an investigation, such employee shall continue to receive pay and benefits until the Board renders its decision. A suspension resulting from progressive discipline after the fourth (4th) incident may be without pay.

8.5 Timeline of Progressive Discipline

Progressive discipline shall remain in effect for no more than one (1) academic year.

8.6 Written Statements

If the District requires a written statement from an employee following an incident, the employee shall have forty-eight (48) hours to provide such statement.

8.7 Concerns, Complaints

Employees must be made aware of complaint(s)/concern(s) within five (5) working days of an administrator's knowledge if the complaint(s)/concern(s) may be used as the basis of disciplinary action. Anonymous complaints/concerns will not be used as the basis for disciplinary action. Any complaint/concern/material mutually determined by the District and the employee to be inappropriate or invalid shall be removed from the employee's personnel file.

Section 9 Grievances

9.1 Grievances Process

Because violations of Board policies, regulations, and collective bargaining agreements are particularly problematic, the Board has developed a formal process for addressing these grievances.

Grievance processing should be viewed as a positive and constructive effort to establish the facts upon which the grievance is based and to accurately implement Board policies, regulations, or collective bargaining agreements. The Board strictly prohibits discrimination or retaliation against an employee for filing a grievance and directs all district employees to cooperate in the grievance process.

The grievance process applicable to certified staff will be the grievance process applicable to all employees subject to this agreement (District policy GBM-3).

Section 10 Reduction in Force

10.1 Reduction in Force Procedures

The district will make every effort to minimize and/or eliminate the need for layoff through attrition. That is, healthcare professionals who resign will not be replaced if there is qualified staff available in the district.

Any reduction of positions shall be accomplished using reverse District seniority in the following manner:

1. Employees shall exercise their total employment seniority to replace a less senior employee.

2. In the event that a vacancy occurs within the following 12 months of a layoff, a laid off employee shall be entitled to recall thereto on the order of his/her seniority. Notice of a recall to work shall be addressed to the employee's last known address appearing on the District's records, by certified mail, return receipt requested. Within twenty (20) calendar days from receipt of such notice of recall, the employee shall notify the Human Resources Department, in writing, whether or not he/she desires to return to the work involved in the recall. If the offer to return to work is rejected, or if the said employee fails to respond, said employee shall forfeit all rights to the recall list.

3. All benefits to which an employee was entitled at the time of his/her layoff, including seniority, unused accumulated sick leave, personal leave and vacation entitlement will be restored to the employee upon his or her return to active employment and the employee will be placed at the proper salary level for the current position but at no less salary than earned at time of layoff.

10.2 Seniority List

A District seniority list shall be provided to the Association upon request and/or at the time of a contemplated layoff.

Section 11 Evaluations

11.1 Fair Evaluations

The primary purpose of employee evaluations shall be the improvement of an employee's professional skills. All evaluations shall be fair and just.

11.2 Evaluator

All building nurse evaluations will be completed jointly by the building principal and lead nurse. Medical skills and standards of care will be evaluated by the lead nurse. Professional conduct will be evaluated by the building principal. Evaluations will be completed by the building principal(s) with the conversational input from the building nurse before submitting the HRA evaluation.

11.3 Evaluation Employee Comments

Employees shall have the right to a written rebuttal to their evaluation. The rebuttal shall be attached to the employee's evaluation and placed in their personnel file.

11.4 Evaluation Appeal Process

An employee may appeal his/her evaluation as noted in the appeal process below when he/she employee believes that the procedures outlined in the evaluation process have not been followed or if the employee feels that information presented is not factual.

The employee may submit an appeal in writing to their immediate evaluator after receipt of the evaluation documentation. The employee must identify the reason for the appeal, including an explanation of the information supporting the appeal. When an appeal is submitted, the evaluator will schedule a conference with the employee within seven (7) working days of receipt to discuss the appeal. The evaluator will notify the employee of his/her decision within seven (7) working days after the conference to discuss the appeal. If the employee is not in agreement with the decision or if timelines are not followed, he/she may appeal to the Assistant Superintendent of Human Resources in writing within seven (7) working days of receipt of their evaluator's decision. The Assistant Superintendent of Human Resources will schedule a conference with the employee within seven (7) working days of receipt of the appeal. The Assistant Superintendent of Human Resources will notify the employee of his/her decision within seven (7) working days of the conference to discuss the appeal.

Section 12 Ratification

This MOU shall be effective July 1, 2026 and shall continue in full force and effect through June 30, 2027.

District Team	Association Team
Shannon Pike, Chief Negotiator	Marissa Barham, Chief Negotiator
Jennifer Ahearn, Bargaining Team Member	Rebekah Roberson, Bargaining Team Member
Abby Makowsky, Bargaining Team Member	Kelly Gowens, Bargaining Team Member
Adam Smith, Bargaining Team Member	Jennifer Nonnenkamp, Bargaining Team Member
Whitney Maus, Bargaining Team Member	Sarah Regan, Bargaining Team Member
Paul Morris, Bargaining Team Member	Alice Floros, Bargaining Team Member

Approved by the Board of Education on: _____

Peggy Hassler, President of the Board of Education

Approved by the Association on: _____

Cindy Kidwell and Sara Regan,
Co-Presidents of the Association

Appendix A

Ground Rules

1. The District and the Association agree to bargain in good faith on any matter subject related to the terms and conditions of this Agreement. To ensure good faith bargaining, the District negotiation team and the Association negotiation team have decision-making authority to negotiate on behalf of their respective constituencies at the table. The negotiation teams shall have the authority to reach tentative agreement on proposals submitted for negotiations.
2. The best interests of the students will be the objective for any and all agreements made. All discussions shall be conducted in an atmosphere of mutual respect for the process, the individuals and the opinions expressed. Out of mutual respect and common courtesy, the parties agree to eliminate side talking and agree that only one person will talk at a time. The parties agree to devote their time and attention to the negotiation process in each session.
3. All communications during the bargaining process will be at the discretion of both sides.
4. Suggested modifications to the text of proposals/counterproposals/responses will be presented in written form, using bold (**dddd**) text for additions and strike-through (~~dddd~~) for deletions.
5. Both parties agree to respond to legitimate bargaining proposals and will do so in a timely manner.
6. Parties agree to attempt to preschedule multiple meetings. If more than one meeting cannot be scheduled in advance, the date for the next meeting will be the last agenda item for each subsequent meeting until such time as tentative agreement or impasse has occurred. The teams will make the most efficient use of time between sessions by utilizing digital communications in order to seek clarification on issues between scheduled sessions, that may include exchanging proposals.
7. The District agrees to negotiate employee wages to be incorporated in this binding agreement for the 2026-2027 school year.
8. During the negotiation meetings, each negotiating team is free to caucus as needed. Each team will be provided a private space in which to caucus.
9. All tentative agreements shall be dated and initialed by the team leader for each party. Teams may mutually agree to reopen previous tentative agreed upon proposals. The entire contents of a tentative agreement are subject to either acceptance or rejection by the Board of Education on behalf of the District and by majority vote of the Association members, within the prescribed bargaining unit, on behalf of the Association.
10. Upon completion of the negotiations process and ratification, representatives of both bargaining teams will meet to review the negotiations process and make recommendations for the next bargaining cycle.
11. Any changes made to contract MHPA signs must be discussed and agreed upon during negotiations.

SO AGREED:
For the Association: Marissa Barham Date: 3.31.26
For the Board: Shannon Pike Date: 3.31.26

Appendix B

Mehlville School District

Healthcare Professionals Salary Schedules 2026-2027

Placement on the salary schedule will be given for up to five year's previous experience, or Step 6. Nurses who have earned an approved National Board Certification will receive $2,500 added to their scheduled salary.

Step	LPN		RN	BSN	Masters Degree
1	$34,971	$25.62	$45,972	$47,877	$50,127
2	$35,845	$26.26	$47,121	$49,074	$51,380
3	$36,741	$26.92	$48,299	$50,301	$52,665
4	$37,660	$27.59	$49,507	$51,558	$53,982
5	$38,601	$28.28	$50,744	$52,847	$55,331
6	$39,566	$28.99	$52,013	$54,168	$56,714
7	$40,556	$29.71	$53,313	$55,523	$58,132
8	$41,570	$30.45	$54,646	$56,911	$59,586
9	$42,609	$31.22	$56,012	$58,333	$61,075
10	$43,674	$32.00	$57,413	$59,792	$62,602
11	$44,766	$32.80	$58,848	$61,287	$64,167
12	$45,885	$33.62	$60,319	$62,819	$65,771
13	$47,032	$34.46	$61,827	$64,389	$67,416
14	$48,208	$35.32	$63,373	$65,999	$69,101
15	$49,413	$36.20	$64,957	$67,649	$70,828
16	$50,648	$37.11	$66,581	$69,340	$72,599

Substitute Rate - 3 Yrs MSD Exp	$48.78

Nurse Substitutes	$33.00

Appendix B

Mehlville School District

Healthcare Professionals Salary Schedules 2026-2027

Unlicensed Health Room Assistants		Licensed Health Room Assistants	
Step	Hourly Rate	Step	Hourly Rate
1	$20.11	1	$24.84
2	$20.61	2	$25.46
3	$21.13	3	$26.10
4	$21.65	4	$26.75
5	$22.20	5	$27.42
6	$22.75	6	$28.11
7	$23.32	7	$28.81
8	$23.90	8	$29.53
9	$24.50	9	$30.27
10	$25.11	10	$31.03
11	$25.74	11	$31.80
12	$26.38	12	$32.60
13	$27.04	13	$33.41
14	$27.72	14	$34.25
15	$28.41	15	$35.10
16	$29.12	16	$35.98

Unlicensed HRA Substitutes
$20.11
Licensed HRA Substitutes
$24.84

ACS Schedule 2026-2027

Mehlville School District

Appendix C

$49,100

Level	Percent	Experience in Position 1-3	4-7	8+
1	14%	$6,874	$7,548	$8,222
2	12%	$5,892	$6,470	$7,048
3	11%	$5,401	$5,931	$6,461
4	10%	$4,910	$5,392	$5,874
5	9%	$4,419	$4,851	$5,283
6	8%	$3,928	$4,312	$4,696
7	8%	$3,928		
8	7%	$3,437	$3,773	$4,109
9	6%	$2,946	$3,234	$3,522
10	6%	$2,946		
11 Department Chair	5.5%	0-4: $2,701	5-10: $3,201	11-14: 3,701 / 15+: $4,201
12	5%	$2,455	$2,695	$2,935
13	4.25%	$2,087		
14	4%	$1,964	$2,156	$2,348
15	3.5%	$1,719	$1,887	$2,055
16	3%	$1,473	$1,617	$1,761
17	1.5%	$737		
18	1.0%	$491		

Athletics

Level	Positions
1	4 Head Basketball 2 Head Football
2	4 Head Soccer 4 Head Wrestling
3	2 Head Baseball 4 Head Swimming 4 Head Track
4	4 Head Water Polo 4 Head Volleyball 2 Varsity Cheer 2 Head Dance
5	1 Head Field Hockey 4 Head Cross Country 4 Head Golf 2 Head Softball 4 Head Tennis 8 Asst Basketball 8 Asst Soccer 16 Asst Football 4 Asst Wrestling 1 Head Girls Lacrosse
6	4 Freshman Basketball 4 Freshman Soccer 2 Freshman Wrestling 4 Asst Baseball 4 Asst Softball 8 Asst Track 4 Asst Swimming 4 Asst Cheer
7	2 Weight Room
8	2 Freshman Baseball 8 Asst Volleyball 2 Asst Water Polo 2 Freshmen Cheer
9	2 Freshman Softball 4 Asst Cross Country 1 Asst Field Hockey 4 Asst Tennis 4 Asst Golf 1 Asst Lacrosse

Notes:

- There is no change to years of experience within a program with the movement from five columns to three columns

Fine Arts

Level	Positions
1	2 HS Band
2	2 HS Vocal Music 2 HS Head Drama
5	2 HS Asst Band
8	4 MS Instrumental Music 1 Strings Coordinator 1 Strings Director
12	4 HS Asst Drama 2 HS Asst Vocal Music
14	4 MS Vocal Music
15	4 MS Asst Instrumental Music
16	4 Color Guard
18	22 Elementary Fall & Spring Music All-District Honor Choir

Notes:

- There is no change to years of experience within a program with the movement from five columns to three columns
- Beginning in the 2025-2026 school year, longevity steps have been added to middle school fine arts programs

Teaching and Learning

Level	Positions
6	2 HS Yearbook
8	2 HS Speech & Debate 4 HS Student Council 2 HS Newspaper 2 HS Broadcast Journalism
10	11 Student Support 2 HS Detention 6 Building Technology Coordinators
11	HS Department Chairs MS Department Chairs
13	2 Prof Dev Co-Chair
14	2 HS Asst Speech & Debate 1 HS Quiz Bowl 2 HS Robotics
16	2 HS Honor Society
17	18 Prof Dev Associate 22 Clubs per HS 9 Clubs per Elementary 31 Clubs per MS 2 Seal of Biliteracy
18	Teacher Mentors

Notes:

- There is no change to years of experience within a program with the movement from five columns to three columns
- Middle school and high school department chairs stipends are determined by number of staff in department

Appendix D

Mehlville School District
Individually Focused. Committed to All.

OFFICE OF HUMAN RESOURCES

Health Services
OVERLOAD PAY AUTHORIZATION FORM
2026-2027

Please complete this form and return to Human Resources in cases where a building nurse is required to work outside the standard 7 hour and 20 minute work day. Reimbursement will be at the approved rate of **$25.00** per hour. To be eligible for this rate, a minimum of 15 minutes must have been worked. **Per Article 4.7 Overload Pay, missed lunches will be compensated at no more than 15 minutes per day. Any time less than 15 minutes will not be eligible for such payment; time worked should be reported in increments of 15 minutes.** Payment will be issued after receipt of this timesheet in Human Resources and according to the pay schedule.

Building:_____ **Date:**_____

Employee Name:_____

Name	Date	Reason	Total Hours Worked
		Total Hours worked:	

Employee Signature **Date**

Principal and/or Lead Nurse's Signature **Date**

Appendix E

Mehlville School District
Individually Focused. Committed to All.

OFFICE OF HUMAN RESOURCES

Health Services Substitute Coverage
OVERLOAD PAY AUTHORIZATION FORM
2026-2027

Please complete this form and return to Human Resources in cases where a Licensed Health Room Assistant or an Unlicensed Health Room Assistant substitutes for a building nurse. Reimbursement will be at the approved rate of the equivalent step on column 1 of the building nurse salary schedule. To be eligible for this rate, a minimum of 30 minutes must have been worked. Any time less than 30 minutes will not be eligible for such payment. Payment will be issued after receipt of this timesheet in Human Resources and according to the pay schedule.

Employee Name:_____ **Date Submitted:**_____

Date Worked	Nurse Substituted For	Building	Total Hours Worked

Employee Signature **Date**

Lead Nurse's Signature **Date**

Appendix F

Staff Safety Concern Form

This form is for staff members to openly share safety concerns in regards to the building or District-wide concerns. This form can be anonymous, and you can fill in or leave blank any of the questions. Please only write one concern per form submission.

Name (if you'd like to share): _____

Building (if you'd like to share): _____

What concern do you have that you'd like to share? Indicate if it is a building or district level concern (only list one concern per submission)

_____

_____

What is something you have done in attempt to address this concern if applicable?

_____

_____

What is a possible solution you have to help this concern?

_____

_____

Mehlville School District
Individually Focused. Committed to All.

Memorandum of Understanding (MOU)
Between
Mehlville R-9 School District
And
Mehlville Healthcare Professionals Association-NEA

Re: Permanent Salary Schedule Change - Appendix B

This document confirms that the Mehlville R-9 School District, and the Mehlville Healthcare Professionals Association-NEA (MHPA), hereby make the following agreements effective for the 2026-2027 school year.

Upon review and approval of the Board of Education and subject to the aforementioned terms and conditions, this Side Letter Agreement will become effective and attached to the 2026-2027 MHPA MOU.

Appendix B: The 2026-2027 MHPA MOU was Board approved with the Master's column at $49,157, not the Tentative Agreement that was ratified in the amount of $50,127. When the edits were removed from the Tentative Agreement, and the final document was merged, there was an error when uploaded to eBoards for Board approval in May, 2026. The Master column in the salary schedule has been updated to reflect, $50,127, the agreed upon amount; however, the 2026-2027 MHPA MOU is being brought back to the BOE to approve the corrected amount.

Attached for review is the amended 2026-2027 MHPA MOU with the updated Master's column located in the salary schedule.

There is no financial change or impact to the FY27 budget with this amendment.

It is recommended that the Board approve the amended 2026-2027 MHPA MOU to reflect the Tentative Agreement that was ratified in May, 2026 with the updated Master's column in the salary schedule.

Agreed as set forth herein on this 20 day of August, 2026.

Peggy Hassler, President of the Board of Education

Kyle Farley, President of the Association