SAUK CENTRE PUBLIC SCHOOLS

MASTER AGREEMENT

BETWEEN

INDEPENDENT SCHOOL DISTRICT #743

SAUK CENTRE, MN

AND

SAUK CENTRE EDUCATION ASSOCIATION

FOR THE YEARS

JULY 1, 2025 - JUNE 30, 2027

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ARTICLE I
PURPOSE

Section 1. Parties: THIS AGREEMENT is entered into between Independent School District No. 743, Sauk Centre, Minnesota, hereinafter referred to as the School District, and the Sauk Centre Education Association, hereinafter referred to as Exclusive Representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for teachers during the duration of this Agreement.

ARTICLE II
RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the P.E.L.R.A., the School District recognizes the Sauk Centre Education Association as the Exclusive Representative of teachers employed by Independent School District No. 743, which Exclusive Representative shall have those rights and duties as prescribed by the P.E.L.R.A., and as described in the provisions of this Agreement.

Section 2. Appropriate Unit: The Exclusive Representative shall represent all the teachers of the School District as defined in this Agreement and in said Act.

ARTICLE III
DEFINITIONS

Section 1. Terms and Conditions of Employment: Shall have those meanings defined by the P.E.L.R.A.

Section 2. Teacher: Shall mean all persons in the appropriate unit employed by the School District in a position for which the person must be licensed by the State of Minnesota but shall not include superintendent, assistant superintendent, principals, and assistant principals who devote more than 50 percent of their time to administrative or supervisory duties, confidential teachers, supervisory teachers, essential teachers, emergency teachers, and such other teachers excluded by law.

Section 3. Other terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV
SCHOOL BOARD RIGHTS

Section 1. Inherent Managerial Rights: The Exclusive Representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel. All management rights and management functions are reserved to the School District.

Section 2. Management Responsibilities: The Exclusive Representative recognizes the right and obligation of the School Board to efficiently and effectively 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 Exclusive Representative recognizes that all teachers covered by this Agreement shall perform the teaching and related non-teaching services prescribed by this Agreement and shall be governed by the laws of the State of Minnesota and by School Board rules, regulations, directives and orders issued by properly designated officials of the School District which are not inconsistent with the terms of this Agreement. The Exclusive Representative also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, policies, regulations, directives and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this 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 State and Federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives and orders shall be null and void and without force and effect.

ARTICLE V
TEACHERS RIGHTS

Section 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair or affect the rights of any teacher or his/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 designed to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the rights of the Exclusive Representative; nor shall it be construed to require any teacher to perform labor or services against his/her will. Teachers shall be entitled to full rights of citizenship, and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher. The private and personal life of any teacher is not within the appropriate concern or attention of the School Board so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment. Teachers shall be guaranteed the right to be active politically

Political rights shall include registering and voting, participating in party organization, discussing political issues publicly, campaigning for candidates, contributing to campaigns of candidates, lobbying, organizing political action groups, and running for and serving in public offices. Teachers shall not use institutional privileges or facilities to promote political candidates or to further partisan political activities. However, the right of the teacher and the School District shall be restricted to the provisions M.S.A. 1 22A.40.

Section 2. Academic Freedom:

Subd. 1. The parties seek to educate young people in the democratic tradition to foster recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality. It is recognized that democratic values can best be transmitted in an atmosphere, which is free from artificial restraints upon free inquiry and learning, and in which academic freedom for teachers and students is encouraged.

Subd. 2. Academic freedom shall be guaranteed to teachers and no special limitations shall be placed upon study, investigation, presenting, and interpreting facts and ideas concerning man, human society, and physical and biological work and other branches of learning subject to accepted standards of professional responsibility set forth in the Code of Ethics for Minnesota Teachers, subject to the approval of the building principal. A principal's decision can be appealed to the Superintendent. His/her decision can be appealed to the committee to be known as a "Student's Right to Learn Committee," consisting of seven members. Three members to be appointed by the School Board. Three members to be appointed by the Exclusive Representative. The six thus appointed shall appoint the seventh member. The seventh member must be a resident of the School District and must have been a resident for at least six months prior to his/her appointment. The decision of this committee will be final and shall not be subject to the grievance procedure or arbitration.

Section 3. Right to Join: Teachers shall have the right to or not to form and join labor or teacher organizations and shall have the right by secret ballot to designate an Exclusive Representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such teachers with the School District.

Section 4. Request for Dues Check Off: Teachers shall have the right to request and be allowed dues check off for the Exclusive Representative, provided that dues check off and proceeds thereof shall not be allowed any teacher organization that has lost its right to dues check off pursuant to P.E.L.R.A. Upon receipt of a properly executed authorization card of the teacher involved, the School District will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the Exclusive Representative during the period provided in said authorization. Such authorization shall continue in effect from year to year unless revoked in writing between June 1 and September 1 of any year. Pursuant to such authorization, the School District shall deduct one eighteenth of such dues each pay period for nine months, beginning in September and ending in June of each year. Deductions for

teachers employed after commencement of the school year shall be appropriately prorated to complete payments by the following June. With respect to all sums deducted by the School District pursuant to authorization of the teachers, the School District agrees promptly to remit to the Exclusive Representative the portion allocated to it each month as outlined above, accompanied by an alphabetical list of teachers for whom such deductions have been made. The Exclusive Representative agrees promptly to advise the School District of all members of the Exclusive Representative in good standing upon written request by the School District and to furnish any other information needed by the School District to fulfill the provisions of this section.

Section 5. Personnel Files: Pursuant to M.S. 122A.40, Subd. 19, as amended, any and all evaluations and files relating to each individual teacher shall be available during regular school business hours to each individual teacher upon his/her written request. The teacher shall have the right to reproduce any of the contents of the files at the teacher's expense and to submit for inclusion in the file written information in response to any material contained therein. Whenever material is added to a teacher's personnel file by the School District, the teacher shall be notified by means of a duplicate copy. The School District shall expunge from the teacher's file any material found to be false or inaccurate through the grievance procedure. The Superintendent will consult with the teacher before deleting any material from his/her file if the teacher is still employed by the School District. The School District may destroy such files as provided by law.

Section 6. Recognition: The School District shall not meet and negotiate or meet and confer with any teacher or group of teachers who are at the time designated as a member or part of an appropriate teacher unit except through the Exclusive Representative if one is certified for that unit or as provided for in P.E.L.R.A.

Section 7. Exclusive Representative Meetings: The President of the Exclusive Representative shall meet with the Superintendent prior to the ratification of the school calendar to place on the calendar the scheduled monthly Exclusive Representative meetings to be held during the working day, not to exceed one hour per month. Additional Exclusive Representative meetings, during the working day, may be granted by the superintendent. If a regularly scheduled Exclusive Representative meeting is canceled because of a declared emergency, the meeting will be rescheduled by mutual consent of the President of the Exclusive Representative and the Superintendent.

Section 8. Meeting Away From the School District: At the beginning of each school year, the Exclusive Representative shall be credited with up to but not exceeding six (6) teacher days, without loss of salary, to be used by teachers who are officers or agents of the Exclusive Representative, such use to be at the discretion of the Exclusive Representative. The Exclusive Representative agrees to notify the Superintendent no less than forty-eight (48) hours prior to the date for intended use of said leave.

Section 9. Negotiation Leave: Release time shall, at the request and discretion of the Exclusive Representative, be provided for a teacher (to a maximum of five (5)

teachers per day) engaged during the school day in negotiating in behalf of the Exclusive Representative or participating in the processing of a grievance including arbitration. Cost of the teacher's salary and substitute teacher for said release time shall be shared equally by the School District and Exclusive Representative up to a maximum of twenty-five (25) teacher days per school year. The daily rate for the teacher's salary is to be determined by dividing the teacher's base pay by the number of duty days spelled out in Article XIII, Section 5. Thereafter, the release time shall be without pay and the cost of the substitute shall be paid by the School District. The Exclusive Representative agrees to notify the Superintendent, in writing, no less than twenty-four (24) hours prior to the date for intended use of said leave.

Section 10. Association Privileges and Teacher Organization:

Subd.1. There will be no reprisals of any kind taken against any teacher by reason of the teacher's membership in any teacher organization or participation in any of its activities.

Subd.2. The School District will, upon written request, provide the Exclusive Representative with any documents, as applicable under Minnesota Data Practices Act, the federal Family Educational Rights and Privacy Act, and P.E.L.R.A. which will assist the Exclusive Representative in developing proposals on behalf of the teachers, together with any other available information which may be necessary for the Exclusive Representative to process grievances arising over any alleged violation or misinterpretation of this Master Agreement.

ARTICLE VI
BASIC SCHEDULES AND RATES OF PAY

Section 1. Salary Schedule: The wages and salaries reflected in Appendix I, attached hereto, shall be part of the Agreement for the 2025-2026 school year.

The wages and salaries reflected in Appendix II, attached hereto, shall be part of the Agreement for the 2026-2027 school year. Given the salary freeze of 2011-2012 and various compressions of the salary schedule over a number of years, it is recognized that a teacher's step placement will not be the same as their years of experience.

Subd. 1. Longevity Pay: In addition to the payment from Appendix I and Appendix II, staff with the following full years of service completed in the district shall receive the specified career increment:

14-18 years	$ 500
19-23 years	$ 800
24-28 years	$1,100
29+ years	$1,500

Section 2. Placement on Salary Schedule: The following rules shall be applicable in

determining placement of a teacher on the appropriate level of the salary schedule:

Subd. 1. Effective Date: Individual contracts will be modified to reflect qualified lane changes once every year effective at the beginning of the school year providing a transcript of qualified credits is submitted to the Superintendent's office no later than October 15 of each year. Credits submitted by transcript after October 15, even though otherwise qualifying, shall not be considered until the following year.

Subd. 2. Payment of Present Salary: The rules contained herein relating to the application of credits on the salary schedule shall not deprive any teacher of any salary schedule placement already recognized and actually being paid.

Subd. 3. Lane Changes:

(a) Graduate credits which have been mutually agreed upon, in writing, by the Superintendent and teacher shall apply to all lanes of the salary schedule. This credit shall only be granted for work completed after graduation with a Bachelor's Degree.

(b) Ten (10) semester credits are required for a lane change. Credits approved after July 1, 2017 to be used for a lane change, must be applied to the new lane within seven (7) years of receiving credits.

(c) Lane changes that include more than one lane change will be defined as one lane change.

Subd. 4. Prior Experience: Outside experience may be recognized in the placement of incoming teachers in establishing their position on the salary schedule at the discretion of the Superintendent. This provision does not apply to teachers who are presently employed or who have previously been employed by the School District.

Subd. 5. National Board Certification: Any teacher, having received prior written approval of the Superintendent, shall receive two (2) lane changes upon achievement of National Board Certification through the National Board for Professional Teaching Standards (NBPTS). Teachers who provide verification of completion of the certification shall be entitled to the lane changes. Any teacher who is presently in lane 5 shall be granted lane 6 plus additional dollars in the amount that is the difference between lane 5 and lane 6 at his/her existing step. Any teacher who is presently in lane 6 will be paid an additional dollar amount that is equivalent to the difference between lanes 4 and 6 at his/her existing step. Those teachers in lanes 1 through 5 may still gain additional lane(s) with approved credits. In the event a teacher who is nationally certified does not keep up the certification, said teacher's salary will not be reduced.

Subd. 6. School District Discretion: It is agreed by the parties that the School District may, in its sole discretion, compensate probationary teachers in the bargaining unit above scheduled salary as provided herein. Said types of compensation may include, one or more of the following: a relocation allowance, a "signing" stipend for positions determined to be difficult to fill, or an educational stipend.

Subd. 7. License Areas Maintained: A teacher shall maintain a valid Minnesota Teaching License for the duration of their career with the School District. Additionally, a teacher shall maintain all licenses, in good standing, for the duration of their career that lane change credits are granted for.

Subd. 8. Career and Technical Education (CTE) Salary Schedule Placement and Movement: A teacher with a Professional Educator Licensing and Standard Board (PELSB) issued Career Technical Education (CTE) licensure may move horizontally on the salary schedule by earning clock hours as described in the following:

(a) A teacher may elect to apply up to 700 clock hours (70 semester credits) for pre-approved industrial schools, seminars or manufacturer's institutes to move horizontally on the salary schedule. These hours shall be pre-approved by the Superintendent. Ten clock hours shall be considered equivalent to one (1) semester graduate level credit.

(b) A teacher may earn credits to move horizontally on the salary schedule by applying work related experience. "Work related experience" is defined to mean work experience for the purpose of obtaining a CTE (Career Technical Education) license or to gain knowledge and skills directly related to the teaching assignment or content area. These hours shall be pre-approved by the Superintendent. Each forty (40) hours of work experience equals one (1) semester graduate level credit.

(c) Any current Sauk Centre teacher who earns a CTE (Career Technical Education) license shall be granted one lane change on the salary schedule provided the lane change has been pre-approved by the Superintendent. Any credits earned as a part of the CTE licensing process are not eligible for separate lane change purposes.

Section 3. Miscellaneous Provisions:

Subd. 1. Release from a Contract: The School Board is not under obligation to grant release from a teacher's contract after the deadline as set by Minnesota Statutes.

Subd. 2. Payment of Salary: The annual salary will be made in twenty-four (24) equal installments. Any authorized deductions other than fair share and dues check off shall be distributed over this same period and an accurate record kept for each teacher. Pay dates will be the 15th and 30th of each month. If a payday falls on a weekend or a banking holiday, the pay day will be the previous business day. Payroll is issued via Electronic Deposit. An Employee must provide the District with bank account information.

Subd. 3. Termination of Employment - Final Payment: When a teacher resigns effective at the end of the school year, final payment of salary shall be made in full, prior to the end of the fiscal year ending June 30.

Subd. 4. The Working Day:

(a) Work Day: The specific hours at any individual building may vary according to the needs of the educational program of the School District. Each teacher will work

an eight-hour day, including a thirty (30) minute duty free lunch period, between the hours of 7:15 a.m. and 4:00 p.m. On Fridays or days before vacations, teachers may leave any time after the regular buses have departed. The building principals may schedule faculty meetings at 7:15 a.m. Teachers will be notified of a meeting at least two days in advance, except for emergency situations, as defined by the Superintendent. Attendance at these meetings is required, unless exempted by the building principal.

(b) Delayed Starting Time: If school is delayed by two hours, teachers will be expected to be on duty two hours later than their regular starting time.

(c) Early Dismissal: If school is dismissed early, teachers will be expected to remain on duty for 30 minutes beyond the student dismissal time.

(d) Make-Up Time: When the total amount of student instructional time missed, as a result of emergency-related late starts or early dismissals, is equal to or greater than seven and one-half (7.5) hours in a school year, this missed instructional time with students may be made up as determined by the School Board.

Section 4. Grant Payment: In addition to other salaries addressed in this article, teachers who write and receive "new or nontraditional" grant dollars for school programs/use shall be allowed to be paid up to 15% of said grant moneys. All such grants and percentages of payment shall be approved by the Superintendent, in writing, prior to application. Said payment must not be in conflict with terms of the grant.

Section 5. Peer Mentoring: The purpose of this provision is to improve the instructional effectiveness of the teachers.

Subd. 1. A teacher will not be a mentor unless said assignment is mutually agreeable between said teacher and his/her building principal.

Subd. 2. Any mentor will provide to his/her building principal a summary of the "mentee's" professional development no later than June 30 of the school year in which said assignment is given.

Subd. 3. Said mentor may be asked to work with the "mentee" through the probationary period or for one year in the case of a tenured teacher.

Subd. 4. The peer mentoring process shall not be used as an evaluation tool, provided that information obtained through the peer mentoring process does not in any way limit the School District's teacher evaluation process.

Subd. 5. Training shall be provided for peer reviewers.

ARTICLE VII
EXTRA COMPENSATION

Section 1. Compensation for Use of Private Vehicle: The compensation for use of a teacher's personal vehicle for travel between building assignments within the School District

will be established by School Board policy.

Section 2. Extra-Curricular Schedule: The wages and salaries reflected in Appendix III attached hereto shall be a part of this Agreement. Wages and salaries for extra-curricular positions not listed in Appendix III shall be mutually agreed upon by the School Board and the Exclusive Representative.

Section 3. College in the Schools

Subd. 1. A concurrent enrollment/College in the Schools (CIS) class is defined as a class where students earn a letter grade from a college or university, yet the class is taught by a Sauk Centre Secondary School instructor at the Sauk Centre Secondary School.

Subd. 2. In accordance with the requirements established by the Higher Learning Commission; any teacher who obtains/sustains credentialing and uses these credentials to teach concurrent enrollment courses in the Sauk Centre Public School System; will be given a $700 stipend for each semester section taught and $350 for each quarter section taught beginning with the 2021-22 school year.

ARTICLE VIII
GROUP INSURANCE

Section 1. Health and Hospitalization Insurance: The School District will pay the teacher's coverage not to exceed $1,100.00 per month for the period from September 1, 2025 to November 30, 2025 and $1,300.00 per month for the period from December 1, 2025 to August 31, 2026 and $1,400.00 per month for the period from September 1, 2026 to August 31, 2027 towards individual or family, health and hospitalization insurance for any full time teacher employed by and enrolled in the group health and hospitalization plan.

The balance of a premium, if any, shall be paid by the teacher through payroll deduction. In the event of a husband and wife teaching combination, those teachers have the option of either two single plans with premiums paid as listed above, providing said coverage is compatible with the School Districts contract with the insurance provider, or one family plan with benefits for both teachers applied to the cost of the family plan. Benefits for part-time teachers will be paid on a pro rata basis. It shall be understood that any teacher has the right to elect to be covered by a family plan; coverage in a family plan as defined in the health and hospitalization plan includes spouse and/or unmarried dependent children. Bidding on the health contract shall be subject to Minnesota Statutes. Specifications for any bidding shall be mutually determined by the Exclusive Representative and the School District and shall in no way weaken the existing coverage.

Subd. 1. Deductible: Effective October 1, 2026 a high deductible plan with an HSA will be made available for employees eligible for group insurance. Any remaining HSA contribution dollars after the high deductible premium has been paid will be contributed to the employee's HSA, said contribution shall not exceed the IRS allowable amount for the calendar year. It is the teacher's responsibility to complete all paperwork for said account.

Section 2. Income Protection Insurance: The School District will provide a group income protection program for all teachers, employed for at least 75% of an FTE. The Exclusive Representative and the School District shall mutually agree upon specifications for this program. The School District will subsidize this program up to but not exceeding an annual expenditure of $25,000.00. The balance of the premium, if any, shall be paid by the teacher through payroll deduction.

Section 3. Workers' Compensation: Pursuant to M.S.A. 176, a teacher injured on the job in the service of the School District and collecting Workers' Compensation Insurance may draw sick leave and receive full salary from the School District, his/her salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from his/her accrued sick leave. In no event shall salary be paid by the School District beyond the accrued sick leave, and compensation payments for medical expenses shall not be considered as payment to the teacher for loss of time-and/or work days.

ARTICLE IX
LEAVES OF ABSENCE

Section 1. Sick Leave: At the beginning of each school year each teacher shall be credited with a 15-day sick leave allowance to be used for absences caused by illness or physical disability of the teacher or immediate family. Immediate family is defined as the employee's child (including step, adopted, foster), adult child, spouse, sibling, parent, parent in-law, grandchild, grandparent, or stepparent. **State Statute 181.9447 (ESST) defines what this leave can be used for and which family members are included. However, if this statute is null or void the above language supersedes.** The unused portion of such allowance shall accumulate from year to year to a maximum of one hundred ten (110) days. The current year's allowance shall be fully exhausted before any usage of accumulated sick leave begins. Time lost beyond the accumulated maximum will be without pay. The daily rate is to be determined by dividing the teacher's base pay by the number of duty days spelled out in Article XIII, Section 5. Teachers who have been granted a leave of absence will not lose their accumulated sick leave. However, in the event first year teachers do not complete the year teaching they shall pay back an amount equal to 1 2/3 days for each month not employed.

Subd. 1. Sick leave pay shall be approved only upon submission of an electronic request.

Subd. 2. The School Board may require a teacher to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness. In the event that a medical certificate will be required, the teacher will be so advised by the Superintendent prior to the teacher's return to school.

Subd. 3. When a teacher becomes eligible for benefits under the income protection program, he/she may elect to also receive sick leave pay at the rate of 1/3 day's pay for every full day of absence up to the maximum allowed by his/her unused accumulated sick leave. In no case shall the teacher receive more than 100 percent of his/her total daily rate of pay (disability coverage plus sick leave benefit). A teacher must resume regularly

assigned teaching duties before the 15-day sick leave allowance for a new school year will be credited to earned sick leave.

Subd 4. When reaching the maximum of one hundred ten (110) days, the teacher will have the option of turning in five (5) days of sick leave for one (1) day of personal leave per school year. Teachers exchanging sick days for a personal day must notify the district office before September 15th.

Section 2. Temporary Leaves of Absence:

Subd 1. Each year a teacher (as defined by P.E.L.R.A.) will be entitled to a two (2) days leave of absence for personal reasons with pay. A maximum of five (5) days leave for personal reasons may be accumulated. A request for said leave shall be submitted electronically at least three days before commencement of said leave, except that in the case of an emergency, the Superintendent may waive said requirement. Requests will be authorized in the order received. Said leave shall be taken in no less than 15-minute increments, reflective of the entire 8-hour work day. At no time shall more than four (4) teachers be on personal leave at the same time. However, two (2) additional teachers may request personal leave above the maximum allowed only if the teacher does not require a substitute (work days). One or more additional days of leave, subject to the above provisions, shall be available to each teacher at the sole discretion of the Superintendent.

Subd. 2. Up to five days at any one time if necessary, may be granted, with pay, in the event of death or serious illness of a member of the immediate family. The immediate family is to consist of the teacher's spouse or a child, parent, grandparent, grandchild, brother or sister of the teacher or teacher's spouse, or other relative living in the same household as the teacher. One additional day per school year may be granted, with pay, for a close friend or other relative.

Subd. 3. A maximum of fifteen (15) days per calendar year will be allowed for teachers called into active duty with any unit of the federal or state military organizations provided such obligations cannot be fulfilled when school is not in session. The teacher will receive his/her normal salary plus any military pay for this period of time.

Subd. 4. All temporary leaves of absence will be in addition to any sick leave to which the teacher is entitled. No teacher will be required to arrange or pay for his/her own substitute.

Subd. 5. Any teacher who is called to serve jury duty shall be provided leave with pay for each day of required jury duty service. The teacher shall notify the School District of dates of pending absences within 72 hours following notice of jury duty. The teacher shall reimburse to the School District any per diem paid to a juror by the Court for jury duty service except the teacher shall retain any mileage and meal allowance paid by the court.

Section 3. Extended Leaves of Absence:

Subd. 1. Military Leave: Military leave of up to four years will be granted to any full-time teacher, pursuant to M.S.A. 192.261. In the event a full-time teacher is drafted into the

armed services, or if the teacher is about to be drafted and in lieu thereof, enlists in the armed services, he/she will be entitled to the same benefits of M.S.A. 192.261.

Subd. 2. The School Board will grant leave of absence without pay to any teacher to campaign for him/herself or serve in a public office as provided for in the Minnesota Statutes.

Subd. 3. Any full-time teacher who has taught one year in the School District and who is unable to perform his/her duties because of personal illness, whose personal illness extends beyond the period covered by his/her accumulated sick leave, shall, upon written request be granted a medical leave of absence, without pay, up to one (1) year. If the teacher continues to be disabled, the leave shall be extended for four 1-year additional periods. After five years, the School Board may, in its discretion, renew such leave. The date of return shall be at the beginning of the school year and notice thereof given to the Superintendent by the first day of June, unless the Superintendent agrees to an earlier return.

(a) A request for such leave of absence or renewal thereof shall be accompanied by a written doctor's statement setting forth the condition of health and estimated time at which the teacher is expected to be able to return to his/her teaching duties. At the request of the Superintendent, the teacher will furnish additional medical reports for the purpose of determining whether medical leave shall continue. Failure to furnish such medical reports within thirty (30) days of written notice shall terminate the right of the teacher to return to the School District. Upon expiration of the illness leave, the teacher shall return to the position he/she held prior to the illness leave, provided the teacher's position still exists and that the teacher qualified on the seniority list. But the teacher shall not accrue seniority during his/her leave.

(b) A teacher on illness leave may continue to participate in group insurance programs if permitted under the insurance policy provisions. The School District will pay its usual contribution toward the insurance coverage the first year. Thereafter, the teacher will pay the entire premium for such insurance to the School District, monthly, in advance.

(c) In order for a teacher to qualify for one year of experience on the salary schedule for the year in which such leave is granted, the teacher must teach sixty (60) full days in that school year.

Subd. 4. Other leaves of absence without pay may be granted by the School Board for good reason.

Subd. 5. All benefits to which a teacher was entitled at the time his/her leave of absence commenced, including unused accumulated sick leave and credits toward sabbatical eligibility, will be restored to him/her upon his/her return, and he/she will be assigned to the same position which he/she held at the time said leave commenced, if available, or if not, to a substantially equivalent position provided he/she has not been previously discharged or placed on unrequested leave of absence. For a teacher on illness

leave, there must be a position available.

Subd. 6. All requests for leaves will be applied for in writing and the decision of the School District will be in writing.

Subd. 7. Accrual of and deductions for all leaves addressed in Article IX will be based upon a 7½ hour duty day.

Section 4. Sabbatical Leave:

Subd. 1. To be eligible for sabbatical leave a teacher must have taught for five (5) full years in the School District. The proposed program of study or travel must be approved in writing in advance, by the Superintendent.

Subd. 2. Applications for sabbatical leave must be filed by December 15 for leaves requested for the following school year. Applicants shall be notified of acceptance or rejection in writing on or before February 1.

Subd. 3. The number of teachers on sabbatical leave shall not exceed two (2), annually. If the number of requests exceeds the limitation, priority shall be given on the basis of seniority in the School District and the equitable distribution of leaves among the various departments of school service.

Subd. 4. Upon expiration of the sabbatical leave, the teacher shall have the privilege of returning to the position he/she occupied prior to the leave as provided by Minnesota law, provided he/she has not been previously discharged or placed on unrequested leave of absence.

Subd. 5. No direct compensation will be paid to any teacher while on sabbatical leave. However, upon his/her return to regular teaching duties, he/she shall move both horizontally and vertically on the salary schedule depending on the length of absence and credits acquired. during that absence.

Subd. 6. In order to protect the best interest of the teacher who replaces a teacher who is on sabbatical leave, the teacher on leave must notify the School District in writing not later than February 1 as to whether he or she plans to return to the School District. If the teacher fails to so notify the School District of his/her intention to return, then his/her right to return shall automatically terminate.

Subd. 7. The health and hospitalization plan will continue in effect during the time of sabbatical leave.

(a) Premiums during each year of leave must be paid in advance monthly by the teacher.

(b) Upon resumption of contracted teaching services, the School District will reimburse the teachers for the premiums paid during only the first year of leave on or before September 15.

Section 5. Leaves of Absence for Attendance at Conferences: Recommendations for teacher attendance at special conventions, workshops, conferences, meetings at other schools, or conferences of an educational nature may be made by the Superintendent. The School District will pay reasonable expenses such as registration fees, meals, lodging and transportation incurred by teachers who attend such sessions. No teacher will be required or allowed to arrange and pay for his/her own substitute.

Section 6. Adoption Leave: The School Board shall grant an adoption leave, with pay, to any teacher who makes written application for such leave. Up to 30 days shall be granted and deducted from accrued sick leave. Adoption leave benefits shall apply to both married and unmarried teachers. In the event that both parents are employed in this School District, only one will be eligible for adoption leave.

Subd. 1. Upon learning of the date of adoption, meaning the date the child is to be placed with the teacher, the teacher shall submit to the School Board a written application for adoption leave.

Subd. 2. Prior to going on adoption leave the teacher shall notify the School Board of the expected date of return. Such proposed ending date of the adoption leave may be adjusted by the School District so that the dates of leave coincide with some natural break in the school year, i.e.: winter vacation, spring vacation, semester or quarter break.

Subd. 3. Adoption leave will commence at a date to be agreed upon by the School Board and the prospective parent, and may be for a period of up to two (2) years.

Subd. 4. The teacher shall return to work on the indicated date of return, unless such return date is changed by mutual agreement with the Superintendent, and the teacher shall be reinstated to his/her original job or to a position of like status and pay provided that he/she has not been previously discharged or placed on unrequested leave of absence. The continued contract shall remain in effect and the teacher shall retain all fringe benefits, seniority, and salaries, which he/she had accrued prior to taking adoption leave.

Subd. 5. The health and hospitalization plan shall continue in effect during the time of leave provided the teacher pays the cost of the premiums in advance monthly to the School District.

Subd. 6. The teacher shall be eligible to maintain coverage under other School District insurance policies, as a member of the group for the period of the leave of absence, provided the total cost of the premium is paid in advance to the School District.

Subd. 7. If the teacher fails to return to work on the stated date of return, or a later date if mutually agreed upon, then his/her employment may be terminated by the School District.

Section 7. Child Care Leaves:

Subd. 1. A child care leave for the full-time care of a dependent child by the parent of

such child shall be granted by the School District for a period of time not to exceed two (2) years in duration, all without pay or fringe benefits. In the event that both parents are employed in the School District, only one will be eligible for these leaves at any one time.

Subd. 2. A teacher may make written application for child care leave at least three (3) calendar months before the intended date for the commencement of the leave, unless need for child care arises out of an emergency, as determined by a medical doctor. Proposed beginning or ending dates of the child care leave may be adjusted by the School District so that the dates of the leave coincide with some natural break in the school year, i.e., winter vacation, spring vacation, semester or quarter break, end of a grading period, end of the school year, or end of a coaching season. In any event, however, the School District shall not be required to grant a leave of more than two (2) years in duration, nor permit the teacher to return to employment prior to the date designated in the request for child care leave.

Subd. 3. If the reason for the request for the child care leave is occasioned by pregnancy, the pregnant teacher will also provide a statement from her physician indicating the expected date of delivery at the time that the child care leave application is filed. Any period of physical disability resulting from the pregnancy that occurs prior to the effective date of the child care leave shall be processed in accordance with the sick leave provisions of this Agreement.

Subd. 4. A teacher returning from child care leave shall be reemployed in a position for which the teacher is licensed unless previously discharged or placed on an unrequested leave of absence. All credit for longevity used to determine step placement and any unused accumulated leave time earned prior to the beginning of a child care leave shall be retained by a teacher and be eligible for use upon the teacher's return from the child care leave. While on the leave, however, the teacher shall not accrue additional credit for longevity or leave time.

Subd. 5. Failure to return pursuant to the date determined under this leave shall constitute grounds for termination of the teacher unless the School District and the teacher mutually agree to an extension in the leave.

A teacher on a child care leave of absence may be eligible to participate in group insurance programs if so permitted under the provisions of the School District's insurance policies. But any premium for such programs shall be paid monthly in advance by the teacher who elects to participate, commencing with the beginning of the child care leave. In the event that a teacher on a child care leave of absence does not return to the School District, the right to continue participation in such group insurance programs will terminate.

ARTICLE X
TEACHER PROTECTION AND STUDENT CONTROL

Section 1. A teacher will make an oral report within 24 hours to his/her building principal or his/her designee of all cases of assault suffered by the teacher in connection with the teacher's employment. All oral reports shall be followed up with a written report

within two days that the school office is open.

Section 2. This report will be forwarded to the Superintendent who will comply with any request, as applicable under Minnesota Data Practices Act and the federal Family Educational Rights and Privacy Act, from the teacher for information in his/her possession relating to the incident or the persons involved, and he/she will act as liaison between the teacher, the police, and the courts.

Section 3. The School Board agrees, within the limits of its insurance program, to protect a teacher from any financial loss, including reasonable attorney's fees, arising out of any claim, demand, suit, criminal prosecution, or judgment due to any act or omission to act by such teacher, within or without a school building, provided such teacher at the time of the act or omission complained of, was acting within the scope of the teacher's employment, or under the direction of the School District.

Section 4. The cost of medical, surgical or hospital services incurred by the teacher as a result of any injuries sustained in the course of the teacher's employment will be paid to the extent of the limits of any School District's insurance policy then in force.

ARTICLE XI
EARLY RETIREMENT/SEVERANCE

Section 1. Authorization: Teachers are eligible to participate in the Minnesota Post-Retirement Health Care Savings Plan (PRHCSP) established under Minnesota Statutes, Section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents.

Section 2. Eligibility: Full-time teachers who have completed at least fifteen (15) years of service with the Sauk Centre School District who qualify for and accept Teacher Retirement Benefits shall be eligible for severance pay pursuant to the provisions of this article upon acceptance of a written resignation by the School Board. A teacher working less than full-time shall receive pro rata benefits under this article based upon the teacher's average full-time equivalent over the past five (5) regular school years.

Subd. 1. The eligible teacher, hired prior to January 1, 2018, shall be eligible to receive as severance pay upon his/her severance the amount obtained by multiplying his/her unused number of sick leave days, but in any event not to exceed an amount equal to the value of 25 days, times his/her daily rate of pay. Upon retirement the School District agrees to pay all money generated from the days addressed in this section into the teacher's tax deferred fund pursuant to applicable law. Payment of this amount shall be made by the School District in two (2) equal semiannual installments. The installments will be paid on June 30th and December 30th of the retirement year. The retiree will not receive any direct payment from the School District for severance pay.

Subd. 1.1 The eligible teacher, hired after January 1, 2018, shall be eligible to receive as severance pay upon his/her severance the amount obtained by multiplying his/her unused number of sick leave days, but in any event not to exceed an amount equal

to the value of 75 days, times his/her daily rate of pay. Upon retirement the School District agrees to pay all money generated from the days addressed in this section into the teacher's tax deferred fund pursuant to applicable law. Payment of this amount shall be made by the School District in two (2) equal annual installments. The installments will be paid on June 30th of the retirement year and June 30th of the following year. The retiree will not receive any direct payment from the School District for severance pay.

Subd. 2. In addition to Subd. 1, an eligible teacher shall receive an amount representing five (5) days' pay for each year of service, but in no case to exceed 75 days. The dollar amount shall be deposited in to the teacher's Post-Retirement Health Care Savings Plan (PRHCSP) account within 30 calendar days of the teacher's accepted retirement date. Teachers hired after January 1, 2018 are not eligible for this benefit.

Subd. 3. The School District will only make contributions to investment vendors that have appropriate hold harmless agreements on file with the School District.

Section 3. 403b Matching Contribution Plan: A full-time teacher shall be eligible to participate in a 403b matching program contribution plan pursuant to M.S. 356.24. A part-time teacher shall be eligible to participate on a pro rata basis. The provisions specified became effective September 1, 2012.

The School District shall match eligible annual teacher contributions based on the number of full years of service completed in the District by the teacher.

2025-2026

Years of Service	District Maximum Match
3-5 years	$ 800
6-8 years	$1,200
9-11 years	$1,600
12-14 years	$2,000
15+ years	$2,400

2026-2027

Years of Service	District Maximum Match
3-5 years	$1,000
6-8 years	$1,400
9-11 years	$1,800
12-14 years	$2,200
15+ years	$2,600

Maximum lifetime contribution to this plan of $56,000 to each full-time teacher.

Any amount eventually payable per Section 2, Subd. 2 of this Article shall be

reduced by any/all School District contributions made under this Section.

For teachers hired prior to January 1, 2018, in no case shall the maximum career matching contribution made by the School District exceed the amount payable under Section 2, Subd. 2 for teachers otherwise qualifying under this Article.

For teachers hired after January 1, 2018, the School District will provide a maximum lifetime contribution to this plan of $56,000 to each full-time teacher. The maximum amount for part-time teachers will be pro-rated.

Requirements to Participate: The following subdivisions shall be applicable to this section:

Subd. 1. Prior to September 1 of any year, a teacher shall declare his/her intent to participate in a 403b matching program contribution plan by submitting a signed Intent to Participate form to the payroll department. Responsibility for filing said form is solely the responsibility of the teacher. Failure to file said form shall exclude the teacher from participation during that year. An Intent to Participate form shall be binding until a written and signed withdrawal of participation is provided to the payroll department.

In order for the Intent to Participate form to be valid, it is the teacher's responsibility to have all vendor accounts established and all vendor forms appropriately completed and signed. Failure on the part of the teacher to do so will void any School District match for said year.

Subd. 2. A teacher may, through payroll deduction, as indicated on the Intent to Participate form, contribute any dollar amount up to or in excess of the School District contribution, provided that they are responsible for and comply with all applicable rules and statutes.

Subd. 3. The School District and the teacher will direct their contributions to the same vendor. The School District's contribution will match a teacher's contribution dollar-for-dollar, up to the yearly maximum.

Subd. 4. Contributions (Employee and Employer) as defined on the annual Intent to Participate form shall be remitted twice monthly, September through August.

Subd. 5. The teacher shall choose a vendor from the School District established list in order to participate.

Subd. 6. Management of both the portfolio of individual investments and the School District contributions shall be solely the responsibility of the teacher in whose name these investments have been made. The School District absolutely assumes no current or future liability for contributions made to these plans or for investment earnings (losses), which may accrue to these portfolios as a result of investment decisions, which are

made by the teacher.

Subd. 7. Teachers are not to construe any plan or the district contributions to any plan or the opportunity of the teacher to match such contributions as legal, tax, or investment advice by the School District.

Subd. 8. The management of both the individual and School District contributions shall be solely the responsibility of the teacher in whose name the contributions have been made. Each teacher should consult his/her own attorney, accountant, and investment advisor as to legal, tax, and investment issues relating to contributions in any plan.

Subd. 9. The School District has neither reviewed nor approved any investment programs, which the teacher may obtain by way of contributions under any plan.

Subd. 10. Each teacher agrees to indemnify and hold harmless the School District from any adverse investment experience arising from or connected with contributions to any plan.

Subd. 11. There shall be no School District contribution for any teacher on a leave of absence.

Section 4. Health Insurance: In addition to the above payments, a teacher that has had his/her retirement accepted by the School Board may be eligible to remain in the existing group health and hospitalization insurance program as provided in the current insurance company agreement and statute. The School District shall contribute $750.00 per month for a teacher retiring January 1, 2025 and thereafter, toward the premium coverage. Said teacher shall prepay any additional monthly premium. Such eligibility and contributions shall continue for a maximum of 96 months or until said teacher is eligible for Medicare, whichever comes first. If said teacher withdraws from the School District's health plan before 96 months are up, the monthly contribution shall end. Teachers hired after January 1, 2018 are not eligible for this benefit.

Section 5. Daily Rate of Pay: In applying these provisions, the teacher's daily rate of pay shall be the daily rate of pay at the time of retirement and shall not include any additional compensation for extracurricular activities, extended employment, or other compensation. The basic rate of pay shall be calculated based on the number of duty days spelled out in Article XIII, Section 5.

Section 6. Disbursement to Beneficiary: If a teacher dies before all or a portion of the severance/retirement pay has been disbursed, the unpaid balance shall be paid to a named beneficiary or, in the event there is no designated beneficiary, to the estate of the deceased.

Section 7. Disqualification: The benefits in Sections 2 and 3 shall not be paid to any teacher who is discharged by the School District.

Section 8. Transition: The severance benefits and health and hospitalization

insurance benefits for a teacher that retired before July 1, 2003 shall continue to be provided according to the contract provisions that were in place at the time the individual retired.

Section 9. Unrequested Leave Severance Pay: A teacher who is placed on unrequested leave of absence is eligible for severance pay at the rate of five (5) days pay for each year of teaching in the Sauk Centre school system, not to exceed the total unused sick leave days, and in no event to exceed seventy (70) days. To be eligible:

1. The teacher must have taught a minimum of six (6) consecutive years in the Sauk Centre Public Schools.

2. The teacher is not eligible for retirement pay.

Payment shall be made at the daily rate of pay at time of severance. The School District reserves the right to make two (2) equal payments--one in June of the year of severance and one in the following December. A teacher placed on unrequested leave and subsequently rehired for any of the next three years will be required to pay back the amount of severance pay, at the teacher's option, either in one lump sum upon a mutually agreeable date or by equal payroll installments over the course of three years from the date of rehire. Upon completion of payment said sick leave days will be restored.

A teacher that has been placed upon Unrequested Leave of Absence and who accepts a lower percentage contract for the following year may elect to defer the severance payment pursuant to this Section until the teacher leaves the School District or has taught at their reduced percentage for three years. Said election must be provided to the School District not later than June 10 of the year of the Unrequested Leave of Absence.

ARTICLE XII
ADDITIONAL PROVISIONS

Section 1. Summer Employment (Salary Policy): Teachers (excluding driver's training teachers) who have contracts that include extended days beyond their regular contract to teach in areas for which they are licensed during the summer months shall be paid their salaried hourly rate.

Section 2. Teaching Load:

Subd 1. School Day: The school day for the secondary school will be a five (5) period day.

Subd 2. Secondary Teachers: A full time teaching assignment will consist of a teacher teaching 16 of the 20 periods available for the year, with not more than 4 periods for any quarter unless specifically agreed to by the teacher and School District. Further, each quarter of a class period teaching assignment will be equal to one-sixteenth (6.25%) of a full time assignment.

During the period which SH Choir/SH Band are offered, "seminar" classes may be offered as mutually agreed to by the instructor. A "seminar" class may include: 2 sections of the same offering split mid-period or 2 sections of different offerings split mid-period.

Subd. 3. Multilevel Assignment: Any senior high and/or junior high teacher with an elementary assignment will be dealt with on an individual basis between the teacher, a representative of the Exclusive Representative and the Superintendent or his/her designee.

Subd. 4. Supervisor: A secondary teacher shall not be required to perform lunchtime supervision, study hall supervision, or after-school detention supervision. No secondary student will be supervised in study hall, at lunch time, or in after-school detention by an elementary teacher unless by mutual agreement of the teacher and his/her building principal.

Subd. 5. Overload Assignments: Any overload shall be made by mutual consent of the teacher and the principal involved. Secondary overload assignments shall be compensated for at the rate equal to one-sixteenth of the current basic salary of the teacher. Partial year overload assignments will be pro-rated.

Subd. 6. Elementary School: A full-time teaching load in the elementary school shall include an average of no less than 300 minutes of preparation time per week, scheduled within the student day. This includes one 50-minute preparation period, along with an additional 10 minutes added to the standard 30-minute duty-free lunch.

Section 3. Pay for Covering Classes: In the event that a teacher is asked to cover another teacher's class in the secondary compensation shall be at the rate of $70.00 per class period. In the event that a teacher is asked to cover another teacher's class in the elementary compensation shall be at the rate of $60.00 per hour of coverage. Assignment to cover a class shall be made by mutual consent of the teacher and the principal involved.

Section 4. Home Bound Instruction (Salary): A fee of $35.00 per hour will be paid to teachers of homebound students. Teachers will be paid for class time only and the going mileage rates.

Section 5. Payment for Meetings Outside the Normal Working Day: Teachers who receive prior written approval from their building principal and who do curriculum writing shall be paid $35.00 per hour.

Section 6. Payment for Elementary After School Program: Elementary teachers that teach in categorically funded and principal approved programs will be paid $35.00 hour.

Section 7. Extra-Curricular Contract - Agreement: Extra-curricular coaching and/or advisory duties will be handled by an annual contract agreement which shall be separate from the basic teaching contract.

Subd.1. In the event that the MSHSL, district, region or class assignments necessitates an additional week(s) added to the post-season, an additional stipend of $200, will be paid to each varsity coach as agreed upon by the Superintendent, athletic director, and head coach.

Subd. 2. Certified staff serving as head coach, director, or advisor and one assistant of each sport/activity will be afforded one day of professional development for clinics and its registration fee. Also, one certified staff serving as head coach, director, or advisor and one assistant will be afforded one day of professional development for attending MSHSL state tournament. The district will incur expenses for the cost for one night of lodging for both professional development scenarios.

Section 8. Assumption of Certain Extra Duties: Work with groups after school, the preparation for which comes during the school day or as a class developed project is not considered an extra-curricular activity. The principal in charge shall make final written approval for payment for advisors of clubs, etc.

Section 9. Concerning This Agreement: This Agreement shall constitute the full complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in written signed amendment to this Agreement. Any individual contract between the School District and an individual teacher, heretofore executed, shall be subject to and consistent with the terms and conditions of this Agreement. Any individual contract hereafter executed shall be in the form provided in Appendix IV and shall be expressly made subject to and consistent with the terms of this or subsequent Agreements to be executed by the parties. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling. Neither the School District nor an individual teacher shall solicit execution of any individual contract at such time or in such manner as shall constitute an unfair labor practice under the P.E.L.R.A This Agreement shall supersede any rules, regulations, or practices of the School District, which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the School District.

Section 10. Interactive Educational TV Staff Training and Preparation:

Subd. 1. Teachers in the School District prior to 1990-91 shall be on a voluntary participation basis regarding teaching over educational television.

Subd. 2. New hires for the 1990-91 school year and thereafter may be assigned to teach on the educational television system at the discretion of the School District.

Subd. 3. Teachers on the system shall be provided training and start up preparation time. Teachers shall be compensated for that time as follows:

(a.) Teachers on a first time basis on the system shall receive a maximum of 60 hours of training and course preparation time (materials, visuals, course content arrangement, etc.).

(b.) An experienced educational television teacher who goes on the system with a new course shall receive 30 hours of course preparation time.

(c.) Prearranged compensated training and preparation time must be done at an educational site, and must be outside regular school time. Payment will be made upon submission of a voucher of hours worked.

(d.) Compensation shall be at an hourly rate based on yearly salary divided by the number of duty days spelled out in Article XIII, Section 5, divided by 8.

ARTICLE XIII
SCHOOL CALENDAR

Section 1. The School District and the Exclusive Representative agree that the school calendar for the first year of the Agreement shall be set forth in Appendix V. The calendar for the second year of the Agreement, when mutually agreed upon, will be distributed to the teachers and added to the Agreement.

Section 2. In the event that either party seeks to change the school calendar for any reason, the School District and the Exclusive Representative shall meet within ten (10) days of the expressed need for such change.

Section 3. If the school calendar is changed, the Exclusive Representative shall be notified, in writing, of such change within twenty-four (24) hours of the time of the School Board's decision.

Section 4. School Calendar: The School District shall determine the opening and closing days of school for each school year. Vacation days and previously scheduled in-year-workshop days within this period will be agreed upon mutually between the School District and the Exclusive Representative.

Section 5. School Year (Duration): Teachers shall be expected to work 184 days during the school year, including at least: four and one-half (4.5) workdays, two and one-half (2.5) in-service days, and two (2) parent/teacher conference days (or the equivalent).

The school year calendar shall consist of one (1), two (2) hour, "late start" or "early out" per month, September through May. Said late starts or early outs shall be for the purpose of Professional Learning Community/Staff Development work as scheduled by the building principal.

Additionally, all probationary teachers shall be expected to work three workdays, as scheduled with their building principal, during the week prior to the first calendar (school year) duty day.

Section 6. Non-classroom Teachers: Notwithstanding the other provisions of this article or applicable provisions of Article XII, Section 2 and Article VI, Section 3, Subd. 6, the School District may schedule duty days and/or hours as mutually agreed to with said teacher.

ARTICLE XIV
GRIEVANCE PROCEDURE

Section 1. For the purpose of this section, "grievance" means a dispute or disagreement as to the interpretation or application of any term or terms of this Agreement, by a teacher or the Exclusive Representative.

Section 2. The teacher, administrator, Exclusive Representative, or School Board shall be entitled to representation during any step of the procedure by any person or agent designated by such party to actin that party's behalf.

Section 3. The grievance shall be in writing and shall name the teacher, teachers, or Exclusive Representative involved, shall state the facts giving rise to the grievance, and shall identify specific provisions of the Agreement alleged to be violated. All grievances pursuant to this agreement shall initially be filed with the Superintendent. Filing or service of any grievance shall be timely if it is personally served to the Superintendent, served personally to a designee as directed in writing by the Superintendent, or is addressed to the Superintendent and bears a certified postmark with a timely date from the United States Postal Service or other verifiable means. Grievances will not be valid for consideration unless the grievance is submitted within 30 calendar days of the date the grievance arose. Failure to file any grievance within such period shall be deemed a waiver thereof. Time limits specified in this agreement may be extended by mutual agreement.

Section 4. The School District and the teacher or Exclusive Representative shall attempt to resolve all grievances, which may arise during the course of employment of any teacher with the School District in the following manner:

Subd. 1. Within 14 calendar days, not including the date of filing, of receipt of a grievance an effort shall first be made by the teacher's principal to resolve the grievance.

Subd. 2. In the event the grievance is not mutually resolved by the principal and the teacher within 14 calendar days from the receipt thereof, the teacher or Exclusive Representative shall have 14 calendar days to submit the grievance to the Superintendent for review.

Subd. 3. In the event the grievance is not mutually resolved by the Superintendent and the teacher within 14 calendar days from the receipt thereof, the teacher or the Exclusive Representative shall have 14 calendar days to submit the grievance to the School Board in an effort to resolve the grievance.

Subd. 4. If a grievance is properly appealed to the School Board, the School Board shall hear the grievance within thirty (30) calendar days after receipt of the appeal. At the option of the grievance, a committee of School Board Members may be designated by the School Board to hear the appeal at this level and report its findings and recommendations to the School Board. Within 14 calendar days after the hearing, the School Board shall issue its decision in writing to the parties involved.

Section 5. Failure by the School Board or its representative to issue a decision within

the time periods provided in this Article shall constitute a denial of the grievance and the teacher or Exclusive Representative may appeal it to the next higher level.

Section 6. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.

Section 7. If the teacher or Exclusive Representative and the School District are unable resolve the grievance by mutual agreement through the process outlined in Section 4, it shall be submitted to an arbitrator. A request to submit a grievance to arbitration must be in writing from the teacher or Exclusive Representative, and such request must be filed in the office of the Superintendent within 14 calendar days following the decision in level 3 of the grievance procedure. During the Section 4, Subd. 3 and 4 process, a hearing may be provided if deemed necessary by the School Board. The decision of the arbitrator shall be binding on both the teacher or Exclusive Representative and the School District.

Subd. 1. An arbitrator will be selected by mutual agreement. In the event that the parties cannot agree upon an arbitrator, the parties shall, under the direction of the Commissioner of the Bureau of Mediation Services (BMS), alternately strike names from a list of five (5) arbitrators selected by the BMS until only one name remains. Said arbitrator shall make his/her decision regarding the grievance.

Subd. 2. The parties to arbitration may be represented at the arbitration hearing by such person or persons as they may designate. Each party shall bear its own expenses in connection with the hearing. The fees and expenses of the arbitrator shall be borne equally by the parties hereto. The parties shall also share equally such expenses, as the parties shall mutually agree are necessary for the conduct of the hearing.

Subd. 3. The arbitrator shall have jurisdiction over disputes growing out of the interpretation of application of the conditions or professional services as defined by this Agreement. The jurisdiction of the arbitrator shall not extend to proposed changes or additions in terms of the conditions of professional services, nor shall an arbitrator have jurisdiction over any matter, which has not been submitted to arbitration in conformity with the terms of the School District's grievance or arbitration procedure.

Subd. 4. No matter shall be considered by the arbitrator, which has not first been duly processed in accordance with the grievance and appeal provision outlined in this procedure. The decision of the arbitrator shall be rendered in writing within thirty (30) days after the close of the hearing. No teacher may proceed to arbitration without the consent of the Exclusive Representative; however, an individual teacher may, at his/her own expense and without the support of the Exclusive Representative proceed to arbitration.

Section 8. When a grievance has been settled to the satisfaction of the teacher and/or Exclusive Representative by either the principal, the Superintendent, or the School Board, they shall all be notified in writing to that effect.

Section 9. Nothing contained in this grievance procedure shall deprive the teacher, Exclusive Representative or the School District of any legal rights created by the P.E.L.R.A. and other Minnesota statutes.

Section 10. No reprisals of any kind will be taken by any party against the other because of participation in this grievance procedure.

ARTICLE XV
DISCONTINUANCE OF TEACHING POSITIONS, LAY OFF, AND RECALL UNREQUESTED LEAVE OF ABSENCE

Section 1.

Subd. 1. The purpose of this section is to implement the provisions of M.S. 122A.40, Subd. 10, which shall constitute a plan for unrequested leave because of discontinuance of position, lack of pupils, financial limitations or merger of classes caused by consolidation of School Districts.

Subd. 2. Any possible reduction will be discussed with the teacher(s) involved and a representative of the Exclusive Representative.

Section 2. In the event of discontinuance of a position which in turn necessitates a reduction in teachers, then any teacher who has acquired continuing contract rights must not be placed on unrequested leave of absence (ULA) while Tier 1 licensed, Tier-2 licensed, or probationary teachers are retained in positions for which the teacher has acquired continuing contract rights is licensed. Tier 3 and 4 continuing contract teachers shall be placed on unrequested leave of absence in inverse order of seniority, as calculated by initial date of hire as a licensed teacher.

Section 3. Lay off and recall shall be on the basis of seniority as defined in this article and shall be according to the provisions set forth in this article, but seniority shall not entitle a teacher to a position for which the teacher is not currently licensed by the State of Minnesota.

Section 4.

Subd. 1. Seniority for purposes of ULA shall be defined as continuous employment from the initial date of hire with the school district in a position that requires a license, and shall be by one-half year or one full year of employment or multiples thereof. Continuous employment for purposes of seniority shall include all continuous employment in the School District in the capacity of a teacher as defined in Minnesota statutes. In determining the length of seniority, a teacher whose employment has been legally terminated by resignation or termination pursuant to M.S. 122A.40, but whose employment was subsequently reinstated by action of the School Board and the teacher, without interruption of regular service, shall retain his or her original seniority.

Subd. 2. Seniority shall be computed upon services rendered during a fiscal year (July 1 through June 30) rather than a calendar year. In any fiscal year a teacher shall accrue a maximum of one year's seniority for all services performed.

Subd. 3. Seniority shall accrue as follows: 1.) If a teacher is employed for a 50% or greater contract, in any one school year, the teacher shall be granted one full year's credit

on the seniority list. 2.) If a teacher is employed for a contract less than 50%, in any one school year, the teacher shall be granted one-half year's credit on the seniority list. Teachers having received credit on the seniority list prior to July 1, 1997, shall retain all such credit.

Subd. 4. Seniority shall accrue on all leaves of absence as provided for by this Agreement.

Subd. 5. Seniority shall be frozen at time of lay off under the provisions of this article.

Section 5. A seniority list shall be established and maintained yearly by the Superintendent. The Superintendent shall be responsible for distributing a copy of the original seniority list to the president of the Exclusive Representative and posting copies in all main offices and teacher lounges by November 1 of each school year. The list will include the name of every teacher, their initial seniority date, continuing contract or probationary status, and licensure area by tier. Such seniority list, if not challenged within twenty (20) calendar days from distribution, and if challenged within ten (10) business days after the request for change, shall become the official seniority list. Any unresolved challenge to the original seniority list shall constitute a grievance.

Section 6.

Subd. 1. Discontinuance of positions and lay off shall be by areas or departments. Within the area or department, seniority shall be according to the official seniority list. A teacher will be considered a member of all areas or departments for which he/she is licensed by the State of Minnesota to teach.

Subd. 2. Additions and subtractions to areas of certification will be as follows. If a teacher allows his/her certification to lapse, he/she will be removed from the seniority list in that area or department. Each year, when the official seniority list is issued, those teachers who gained a new area of certification will be allowed twenty (20) calendar days to have their names added to the seniority list for that new area or department. However, their seniority in this new area or department will accrue only from the date of said additional certification and not earlier.

Section 7. Notice to teachers. Following school board action on discontinued positions and school board action proposing placement of teachers on unrequested leave of absence, each individual teacher proposed for placement on unrequested leave of absence shall receive notice of the proposed placement that:

a) States the applicable ground for the proposed placement;
b) Provides notice to the teacher of their right to request a hearing on the proposed placement within 14 days from the receipt of the notice; and
c) Provides notice to the teacher that failure to request a hearing will be deemed acquiescence to the school board's proposed placement action.

Subd. 1. Right to hearing and decision: If the teacher requests a hearing, teachers proposed for placement on unrequested leave of absence pursuant to school board

action shall be entitled to a hearing and challenge the proposed placement. Any challenge by a teacher who is proposed for placement on or recall from ULA shall be subject to the hearing and review procedures as provided in M.S. 122A.40.

Subd. 2. Final school board action to place teachers on unrequested leave of absence whose positions are to be discontinued must take place prior to July 1st. Final school board action must not occur before notice to the teacher as required above and acquiescence, or notice to the teacher as required above and the arbitrator decision.

Section 8. The order of lay off in the area or department shall be as follows, subject to the provisions of Article XV, Section 2 and 3.

Subd. 1. Tier 1 licensed, Tier 2 licensed and Probationary teachers in the area or department affected by the discontinuance shall be terminated first.

Subd. 2. (a) Tier 3 licensed and Tier 4 licensed teachers in the area of license affected by the discontinuance shall be laid off in inverse order of their seniority (least seniority first).

Subd. 3 Seniority Tiebreakers: If Tier 3 and 4 licensed teachers have equal seniority within an affected area or department, the following steps will be followed in order until the tie is broken:

Step A - Years of service in teaching.

Step B - Teacher having the highest formal degree.

Step C - Teacher having the most Superintendent approved credits directly applicable to that area.

Step D - Total graduate level credits beyond a bachelor's degree.

Step E - If a tie still exists, the selection of theteacher(s) who shall be retained, laid off or reinstated, shall be at the discretion of the School District.

Section 9. A recall list shall be maintained and updated yearly by the personnel office. Teachers placed on unrequested leave of absence shall have rights to reinstatement on the recall list for a period of five (5) years.

Section 10. Notice of recall shall be sent to the president of the Exclusive Representative and also to the teacher's last address on file in the personnel office. The teacher shall be notified by certified mail. Within twenty-one (21) calendar days of the date of mailing, written acceptance of employment must be sent by the teacher by certified mail to the School District personnel office. Failure to respond in the specified time period shall result in the loss of all rights of recall.

Section 11. The order of recall shall be as follows, subject to the provisions of Article XV, Section 3:

Subd. 1. Recall shall be by designated area of license at the time of lay off as described above according to seniority at time of lay off. Teachers placed on unrequested leave of absence must be reinstated to the positions from which they have been given leaves of absence or if not available, to other available positions in the school district in fields in which they are licensed. Reinstatement must be in inverse order of placement on leave of absence. (Highest seniority being recalled first.) No new teacher at any licensure tier shall be employed by the School District while any teacher is on unrequested leave of absence in the same field and area of certification.

Subd. 2. A teacher on unrequested leave does not forfeit right to reinstatement when accepting a position for less than the full position they were placed on leave from, or when they refuse an offered position. Reinstatement rights shall automatically cease five (5) years from the date unrequested leave of absence was commenced, and no further rights to reinstatement shall exist unless extended by written mutual consent of the School District and the qualified teacher.

Subd. 3. Any teacher placed on leave may engage in teaching or any other occupation during the leave; may be eligible for unemployment compensation if otherwise eligible under that law for such compensation; and upon being recalled, the continuing contract shall remain in effect, and the teacher shall retain all seniority, salary, and fringe benefits, which he/she had accrued prior to discontinuance of position.

ARTICLE XVI
EARLY CHILDHOOD FAMILY EDUCATION TEACHERS

Section 1. Statutory Considerations: Pursuant to M. S. 122A.26, an Early Childhood Family Education (ECFE) teacher who teaches in an early childhood and family education program which is offered through a community education program which qualifies for community education aid or ECFE aid must meet licensure requirements as a teacher. However, M. S. 126A.26-specifically provides that such licensure shall not be construed to bring such ECFE teacher within the definition of a teacher for purposes of M. S. 122A.40, Subdivision 1, or M. S. 122A.41, Subdivision 1.

Section 2. Application of Agreement: The employment of ECFE teachers is unique and market driven and accordingly, requires particular consideration in the Agreement because of this unique employment relationship.

Section 3. Probationary Period: The probationary period of ECFE teachers shall be three (3) school years of continuous service. During the probationary period, the District shall have the unqualified right to suspend, discharge, or otherwise discipline an ECFE teacher, and the ECFE teacher shall have no recourse to the grievance procedure. Upon completion of the probationary period, an ECFE teacher may be suspended or discharged only for just cause, and such ECFE teacher shall have access to the grievance procedure of ARTICLE XIV.

Section 4. Compensation: ECFE teachers shall be compensated pursuant to Section 1, Section 2, Section 3, Subd.1-3, and Section-4 of ARTICLE VI.

Subd. 1 Coordinator: The District may assign a Coordinator for ECFE and School Readiness teachers. In the event of such an assignment, the Coordinator shall receive an amount of $2,150 in addition to any contracted salary.

Section 5. Applicable Sections of the Master Contract: ECFE teachers shall be covered by the following Articles of the Master Agreement:

Article I, Purpose
Article II, Recognition of Exclusive Representative
Article III, Definitions
Article IV, School Board Rights
Article V, Teacher Rights
Article VI, Sections as detailed above ONLY, Basic Schedules and Rates of Pay
Article VIII, Group Insurance
Article IX, Leaves of Absences (Effective February 1, 2014 with all leave amounts accrued at 50% for the 2013-2014 schoolyear.)
Article X, Teacher Protection and Control
Article XI, Early Retirement/Severance
Article XIV, Grievance Procedure
Article XV, Discontinuance of Teaching Positions, Layoff, and Recall, Unrequested Leave of Absence
Article XVI, Early Childhood Family Education Teachers
Article XVII, Duration

ECFE teachers shall NOT be covered by the following Articles of the Master Agreement:

Article VI, Basic Schedules and Rates of Pay, provisions not detailed in Section 5 above.
Article VII, Extra Compensation
Article XII, Additional Provisions
Article XIII, School Calendar

Section 6. Hours of Service, Duty Day, Duty Week, Duty Year: Recognizing the unique, changing, and irregular nature of the ECFE program, hours of service, duty day, duty week, duty year shall be assigned by the District and modified from time to time, in consultation with ECFE staff, based upon the needs of theprogram.

ARTICLE XVII
DURATION

Section 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for the period commencing on July 1, 2025, through June 30, 2027 and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to

modify or amend this Agreement commencing July 1, 2027, it shall give written notice of such intent no later than May 1, 2027. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this Agreement. When negotiations resume, both parties shall work from the existing Master Agreement, and proposed amendments and modifications shall follow the format and sequence of the existing Master Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the Exclusive Representative. The provisions herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, School District policies, and rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the current Agreement term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement, unless by mutual consent.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof

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

FOR SAUK CENTRE EDUCATION ASSOCIATION

Presidents

Secretary

Chief Teacher Negotiator

Negotiator

Negotiator

Negotiator

Negotiator

Dated this 17 day of November, 2025

FOR INDEPENDENT SCHOOL DISTRICT NO. 743

Chairperson

Clerk

Negotiator

Negotiator

Superintendent

Dated this 17 day of November, 2025

Appendix I

Sauk Centre Teacher Salary Schedule 2025-2026

	lane 1	lane 2	lane 3	lane 4	lane 5	lane 6	lane 7
Sem. Credits	BA	BA + 10	BA + 20	BA + 30	MA/BA + 40	MA + 10/BA + 50	MA + 20/BA + 60
Qtr. Credits	BA	BA + 15	BA + 30	BA + 45	MA/BA + 60	MA + 15/BA + 75	MA + 30/BA + 90
Step							
1 Sauk Centre	47,810	49,173	50,572	52,012	53,500	55,023	56,591
2 Sauk Centre	48,766	50,362	52,006	53,707	55,462	57,277	59,152
3 Sauk Centre	49,740	51,587	53,503	55,485	57,543	59,682	61,894
4 Sauk Centre	50,734	52,851	55,057	57,352	59,742	62,235	64,830
5 Sauk Centre	51,749	54,159	56,676	59,313	62,068	64,956	67,975
6 Sauk Centre	52,783	55,504	58,362	61,367	64,531	67,933	71,347
7 Sauk Centre	53,816	56,834	60,120	63,529	67,079	70,937	74,961
8 Sauk Centre		58,166	62,006	65,798	69,884	74,224	78,833
9 Sauk Centre			63,867	68,182	72,797	77,724	82,989
10 Sauk Centre			65,726	74,535	79,453	84,725	90,361

Given step "compression" of the salary schedule in 2004-2005, 2007-2008, 2008-2009, 2013-2014, and 2014-2015, a teacher's cell placement will not be the same as their years of experience.

For Lane 7 (MA+30/BA+90), said credits shall be earned after January 1, 2004.

For both Appendix I and II: Beginning placement on the District 743 salary schedule shall be used to determine years of experience.

Appendix II

Sauk Centre Teacher Salary Schedule 2026-2027

	lane 1	lane 2	lane 3	lane 4	lane 5	lane 6	lane 7
Sem. Credits	BA	BA + 10	BA + 20	BA + 30	MA/BA + 40	MA + 10/BA + 50	MA + 20/BA + 60
Qtr. Credits	BA	BA + 15	BA + 30	BA + 45	MA/BA + 60	MA + 15/BA + 75	MA + 30/BA + 90
Step							
1 Sauk Centre	49,244	50,649	52,090	53,572	55,105	56,673	58,288
2 Sauk Centre	50,229	51,872	53,567	55,318	57,126	58,995	60,927
3 Sauk Centre	51,232	53,135	55,108	57,150	59,269	61,472	63,751
4 Sauk Centre	52,256	54,436	56,708	59,072	61,534	64,102	66,775
5 Sauk Centre	53,302	55,783	58,377	61,092	63,930	66,904	70,014
6 Sauk Centre	54,366	57,169	60,113	63,208	66,467	69,971	73,488
7 Sauk Centre	55,430	58,539	61,923	65,435	69,092	73,065	77,210
8 Sauk Centre		59,911	63,866	67,772	71,980	76,451	81,198
9 Sauk Centre			65,783	70,227	74,981	80,055	85,478
10 Sauk Centre			67,698	76,771	81,837	87,266	93,072

Given step "compression" of the salary schedule in 2004-2005, 2007-2008, 2008-2009, 2013-2014, and 2014-2015, a teacher's cell placement will not be the same as their years of experience.

For Lane 7 (MA+30/BA+90), said credits shall be earned after January 1, 2004.

For both Appendix I and II: Beginning placement on the District 743 salary schedule shall be used to determine years of experience.

Appendix III
Extra-Curricular Schedule

Advisors	2025-26	2026-27
Prom Director	911	938
Graduation Party Director	911	938
5-12 Yearbook Advisor	4,429	4,562
Senior High Student Council	2,362	2,433
Junior High Student Council	1,716	1,767
Elementary Student Council	1,187	1,222
FFA	2,836	2,921
Robotics	1,891	1,948
One Act Play Director	1,913	1,970
Musical Play Director	3,127	3,221
Assistant Musical Play Director	1,248	1,286
Speech Director/Junior Senior High	3,127	3,221
Assistant Speech Director	1,564	1,610
Band Director	4,590	4,727
Junior High Band	1,913	1,970
Choral Director	2,327	2,397
Junior High Choral	1,680	1,730
Elementary Choral	1,516	1,562
Head Football Coach	6,710	6,912
Asst. Football Coach	4,694	4,835
9th Grade Football	4,694	4,835
Asst. 9th Grade Football	3,379	3,481
Junior High Football	2,572	2,649
Asst. Junior High Football	1,852	1,907
Head Volleyball Coach	6,259	6,447
Asst. Volleyball Coach	4,151	4,275
9th Grade Volleyball	4,151	4,275
Junior High Volleyball	2,572	2,649
Asst. Junior High Volleyball	1,852	1,907
Head Cross Country Coach	5,185	5,341
Asst. Cross Country Coach	3,559	3,665
Head Basketball Coach	7,011	7,222
Asst. Basketball Coach	4,908	5,055
9th Grade Basketball	4,908	5,055

Junior High Basketball	2,572	2,649
Asst. Junior High Basketball	1,852	1,907
Head Wrestling Coach	6,701	6,902
Asst. Wrestling Coach	4,692	4,832
Junior High Wrestling	2,572	2,649
Head Swimming Coach	6,164	6,348
Asst. Swimming Coach	4,313	4,442
Junior High Swimming	2,572	2,649
Diving Coach	2,572	2,649
Head Dance Coach	6,903	7,110
Assistant Dance Coach	4,684	4,825
Junior High Dance Coach	2,572	2,649
Head Baseball/Softball Coach	5,418	5,580
Shared Head Baseball Coach (No Asst.)	4,511	NA
Asst. Baseball/Softball Coach	3,603	3,711
9th Grade Baseball/Softball	3,603	3,711
Junior High Baseball/Softball	2,572	2,649
Asst. Junior High Baseball/Softball	1,852	1,907
Head Boys Track Coach	5,275	5,433
Head Girls Track Coach	5,275	5,433
Asst. Track Coach	3,689	3,800
Junior High Track	2,572	2,649
Asst. Junior High Track	1,852	1,907
Head Golf Coach	5,031	5,181
Asst. Golf Coach	3,603	3,711
Junior High Golf	2,572	2,649
Head Tennis Coach	4,387	4,518
Asst. Tennis Coach	3,014	3,104
Junior High Tennis	2,572	2,649
Head Hockey Coach	6,903	7,110
Asst. Hockey Coach	4,684	4,825
Junior High Hockey	2,572	2,649
Strength & Conditioning Coach	5,699	5,870

Memorandum of Understanding between
Sauk Centre Public Schools and
Sauk Centre Education Association

This Memorandum of Understanding is entered into by Sauk Centre Public Schools and Sauk Centre Education Association.

The parties have agreed upon and the Minnesota Department of Education has approved a Q-Comp Plan, pursuant to Minnesota Law. The provisions of the QComp Plan are set forth in the letter from the Minnesota Department of Education to the Sauk Centre School dated December 18, 2014, and the application document approved in the letter.

Should there be any change to the alternative teacher professional pay systems statutes (MN Stat. 122A.413-12A.415), both parties agree to reopen this MOU to discuss changes required under the law. All changes to the application approved by the Minnesota Department of Education on December 18, 2014, ("the Application") must be made by mutual agreement of the Union and District. The district will make copies of the Application available to all staff on request.

In the event the teachers wish to discontinue QComp participation, determination by a vote of the membership will be taken. Teachers shall inform the district no later than March 1st of the discontinuance, effective for the following academic year. If the School District wishes to discontinue QComp participation, the District will inform the SCEA no later than March 1st of the discontinuance, effective for the following academic year. In either circumstance, the teachers will receive compensation and stipends earned as a result of compliance with this Agreement prior to the date of discontinuance of the ATPPS plan.

Oversight

a. All alternative compensation funding from the state of Minnesota and from the local alternative compensation levy shall be used exclusively for QComp.
b. The District may, at its discretion, supplement the funding for QComp from the general fund or other funding sources.
c. If the State increases the per capita dollar amount of alternative compensation funding, the extra funds will be allocated by the QComp Committee with a preference given to increasing performance pay.
d. Any QComp funds not used in one school year will automatically carry over to the following year QComp budget per established MDE rules and Minnesota Statute.
e. The QComp Committee will be responsible for drafting and writing the annual QComp budget subject to presentation to and acceptance by the School Board.

Eligibility

a. All teachers should be eligible, including ECFE and ABE teachers.

b. Provision should be made for teachers with less than 1.0 FTE assignments or part-year assignments.
c. If a part-time teacher has to do the full workload, they should be fully eligible for all pay. If they are not eligible for full pay, their workload should be prorated accordingly.
d. Teachers with few hours may be exempted from some parts of the plan.

Career Ladder Positions
The career ladder positions outlined in the application approved December 18, 2014 by the Minnesota Department of Education (MDE) are included in the QComp program. Employees serving in the role of Mentors, PLC Team Leaders/Coaches, and PLC Coordinator will be evaluated and compensated according to the Application upon completion of the required duties.

Teacher Observation and Evaluation
The observation and evaluation process is outlined in full in the Application.

Performance Pay
Teachers are eligible for a total of $750 based on the following performance measures:

a. $50 will be awarded to each licensed staff member when the annual site goal is met.
b. $400 will be awarded to each licensed staff member when he or she meets their annual classroom student achievement goal.
c. $300 will be awarded to each licensed staff member who attains a rating of Proficient in each area of the Peer Observation/Self-Reflection Form rubric as determined by the Peer Reviewer and demonstrates all of the following on the Teacher Performance Form as determined by the QComp Committee's review.
    1. Earns a score of proficient or exemplary performance on the Teacher Performance Form
    2. Implements at least two reading strategies in the classroom
    3. Attends at least 80 percent of PLC meetings
    4. Submits all teacher reflective forms to the building principal, including
        i. Student learning goal
        ii. Strategies
        iii. Implementation Plan
        iv. Outcomes

Specific requirements of each performance are laid out in the Application. Site goals are updated and reviewed by MDE annually.

Salary Schedule Reform
The Parties agree that the implementation of the Alternate Salary Schedule will begin with the 2016-2017 school year. The Salary Schedule in Appendix I and II of the master agreement will continue in full force and effect. The structure of the salary schedule will remain intact. Teachers will continue to make horizontal lane movements as outlined in Article VI, Section 2, Subdivision 3 of the master agreement.

Vertical movement on the schedule will be as follows:

a. Steps are relabeled participation increments.
b. Licensed staff who meet at least one of the performance measures outlined in Component 4 of the Application will be granted a participation increment at the beginning of the subsequent school year.
c. The values of the salary schedule shall continue to be negotiated as part of the Master Agreement.
d. Career Increment pay will continue to follow Appendix II of the Master Agreement.

If future participation in QComp is terminated by the Sauk Centre Education Association, the Sauk Centre School Board, or the State of Minnesota, the salary schedule will revert back to prior steps and lanes format and all performance pay will be paid per this MOU.

Appeals Process
Disagreements over the disposition of issues in this MOU are subject to the grievance procedure.

For Sauk Centre Public Schools

Board Chair

Date: 11/17/2025

For Sauk Centre Education Association

President of the Exclusive Representative

Date: 11/17/2025

Attachments: Salary Schedules

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* Master Contract dictates initial salary schedule, lane movement, and other placement factors.

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* Master Contract dictates initial salary schedule, lane movement, and other placement factors.

TEACHER CONTRACT FOR MINNESOTA
PUBLIC SCHOOL DISTRICTS

The School Board of Independent· School District No. 743 of the State of Minnesota, Sauk Centre, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with _____ a legally qualified and
(Name of Teacher)
certificated teacher who agrees to teach in the public schools of said district as_____
for the school year 20_____to 20____ ,_

The following provisions shall apply and are a part of this contract:

1. BASIC SERVICES: Said teacher shall faithfully perform services as outlined in the Master Agreement for the annual salary indicated below, and agree to teach in the schools of said district as assigned in such grades or subjects for which the teacher has the necessary certification.

2. DURATION: This contract is subject to the provisions of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualifications, certifications, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teachers or unless terminated as provided by law, or by written resignation pursuant to M.S. 125.12.

3. DUTY YEAR: The teacher's duty year and vacation days shall be determined as specified in the Master Agreement. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.

4. ADDITIONAL SERVICES: Those extra-curricular assignments referred to in the Master Agreement Appendix III shall be made by Mutual Consent for each school year. Overload assignments shall be by mutual consent on a year to year basis. Neither extra-curricular assignments as outlined, or overload assignments shall become a part of the teacher's Continuing Contract.

5. REFERENCE: This contract shall be subject to the agreement between the school district and the exclusive representation, if any, and the provisions of the Public Employment Labor Relations Act as amended.

6. SPECIAL PROVISIONS: (Insert here any other contractual provisions.)

7. IN CONSIDERATION thereof, the school board agrees to pay said teacher the following annual salary:

$._____ Basic Services
$_____ For special provisions set forth in paragraph 6
$_____ Total salary, exclusive of fringe benefits

Such salary shall be paid as authorized in even installments during the term of the year as may be determined by appropriate school board regulation. This contract shall be effective only upon signature by the officers of the school board after authorization for such signatures has been taken by the school board in appropriate action, recorded in its minutes.

IN WITNESS TIIBREOF I have subscribed my signature this_____day of_____,20_.
Teacher:_____

I WITNESS TIIBREOF we have subscribed our signature this_____day of— — — — — — — — — 20_.

INDEPENDENT SCHOOL DISTRICT #743

Chairman: _____

Clerk: _____