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BOARD OF EDUCATION

Special Meeting - Monday, October 27, 2025 - 4:30 PM
Creekside
16000 41st Ave N.
Plymouth, MN 55446

Minutes of Regular Meeting Meeting

A Regular Meeting Meeting of the Board of Education of Wayzata Public Schools was held Monday, October 27, 2025, beginning at 4:30 PM in the Creekside 16000 41st Ave N. Plymouth, MN 55446.

1. CALL TO ORDER/ROLL CALL	2
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A. Human Resource Services	
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Board of Education
Regular Meeting – October 27, 2025

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

COMMENTS BY: Milind Sohoni, Board Chair

	PRESENT	ABSENT
Heidi Kader	_____	_____
Sheila Prior	_____	_____
Sarah Johansen	_____	_____
Paras Bhende	_____	_____
Valentina Eyres	_____	_____
Dan Ginestra	_____	_____
Milind Sohoni	_____	_____
Chace Anderson, ex-officio	_____	_____



Board of Education

Regular Meeting – October 27, 2025

AGENDA SECTION: Approval of Agenda Items

ITEM: Approval of Agenda Items

COMMENTS BY: Milind Sohoni, Board Chair

Recommended Action: Approve the full agenda as presented.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Meeting – 10/27/25

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: WEA Contract Approval

COMMENTS BY: Dave Lutz, Executive Director, Human Resource Services

1) Board Action on the Contract with Wayzata Education Association for Fiscal Years 2025-2027

The School Board’s Negotiations Team and the Wayzata Education Association Negotiations Team reached a tentative contract agreement on October 9, 2025, after twenty-two negotiations meetings held from June to October. Subsequently, the WEA teachers voted on Tuesday, October 21 through Friday October 24 to ratify the contract.

The District negotiations team included Milind Sohoni, Heidi Kader, Dave Lutz and Trevor Peterson (as needed). Annie Doughty also supported the District team through August as an HR executive consultant. The WEA Negotiations team included Rachel Falkowski, Tyler Trimberger, Kathryn Kottke, Liz Baumgartner, Molley Bruce and Lisa Carlson.

Attached is the summary of the proposed two-year contract, including highlights and language changes.

The contract negotiation process was challenging and time-intensive, but both teams believe the updates to the WEA contract illustrate a collaborative and thoughtful district partnership. We are also hopeful these enhancements will continue to support attracting and retaining the best educators in the state, and beyond. Our main goal of doing what's best for our students, teachers, and the WPS community remained our top priority and guided us through all the hard work.

Even with many new faces on both negotiation teams, we found our stride working together this summer through the Interest Based Bargaining process. With many discussions on important

issues, we were also able to strengthen the relationship among district and union leaders along the way.

I am incredibly thankful for the amazing work our teachers do every single day for our students. We are truly lucky to have such dedicated and talented educators in our district.

RECOMMENDED ACTION:

Approve the contract with the Wayzata Education Association for the period of July 1, 2025 through June 30, 2027 as agreed upon by the bargaining teams and ratified by the Wayzata Education Association.

Motion by: _____ ROLL CALL Passed _____

Second by: _____ Failed _____

Abstentions: _____



Dave Lutz, Executive Director of Human Resources
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October 27, 2025

To: ISD284 School Board

From: Dave Lutz, Executive Director of Human Resources

RE: 2025-27 WEA Contract Summary

The 2025-2027 WEA contract was negotiated across 22 meetings from June 16, 2025 to October 9, 2025, when a tentative agreement was reached between the District and the WEA. WEA members approved the contract by majority vote as of Friday, October 24, 2025. The District negotiations team included Milind Sohoni, Heidi Kader, Dave Lutz and Trevor Peterson (as needed). Annie Doughty also supported the District team through August as an HR executive consultant. The WEA Negotiations team included Rachel Falkowski, Tyler Trimberger, Kathryn Kottke, Liz Baumgartner, Molley Bruce and Lisa Carlson.

Highlights of Major Contract Components include:

1. Salary increases of 3.75% year 1 and 3.0% year 2
2. Extra-Curricular (Appendix D) Increases of 2% both years
3. District Health Premium Contribution increase of 7% year 1 and up to 5% year 2
4. Numerous language changes and updates to support contract clarity for WEA and District, including increased alignment with CEL 5D+ teacher evaluation and support framework (impacting Probationary Evaluation and TDE).
5. Contract updates to ensure compliance with labor laws, including FMLA, ESST and MN Paid Leave.
6. Removal of High School Event Workers schedule, and change to annual District Supplementary Pay Schedule approval process.
7. Updates to existing MOUs and addition of several MOUs to review and refine practices specific to:
 - a. Teacher reassignments and building changes
 - b. Progressive discipline and predisciplinary improvement strategies
 - c. A new phased retirement program
 - d. A committee to study teacher workload
 - e. Implementation of MN Read Act requirements and procedures specific to the payment of state-provided stipends
8. Two-year total package cost:
 - a. WPS Costing Model = 10.26% (year 1 + year 2, without an increase in the district contribution to TRA, due to the increase being state-funded)
 - b. MSBA = 8.95% with TRA increase included, 8.11% without TRA increase included

WPS Costing Model Summary

Wayzata Public Schools - ISD #284							
WEA Negotiations - 2025-2027							
	Base	Year 1	Year 2	Base Year	CHANGES FROM PRIOR YEAR		
	2024-2025	2025-2026	2026-2027		2024-2025	Year 1 2025-2026	Year 2 2026-2027
SALARIES							
Regular Salary Schedule	80,435,060.55	84,899,400.91	88,723,397.17			3.75%	3.00%
Co-Curricular Salaries	2,174,126.00	2,232,167.52	2,276,810.87			2.00%	2.00%
Second License	9,340.00	10,870.00	10,870.00			+\$1,530 - Increasing cap for Social Workers	
Special Ed Due Process Hours (Appendix M)	97,178.40	121,473.00	121,473.00			Increase from 16 hours to 20 hours	
Elementary Planning Hours	200,982.60	200,982.60	200,982.60			No Change	
Extra Days for Various Roles	287,997.11	291,307.47	295,145.76			per Dave	
SPED Direct Service Stipend (Appendix P)	55,117.69	55,324.50	55,324.50			per Dave	
Lane Changes	506,875.00	506,875.00	506,875.00			No Change	
Sub-Total - Salaries	83,766,677.35	88,318,401.00	92,190,878.90				
TAXES & BENEFITS							
TRA	7,329,584.47	7,727,860.29	8,066,702.13	8.75%		8.75%	8.75%
FICA	6,408,150.81	6,756,357.76	7,052,602.34	7.65%		7.65%	7.65%
403b Match	2,724,897.57	2,923,479.39	3,110,695.39	2%/3%/4%		2%/3%/4%	2%/3%/4%
Health Insurance	10,196,076.60	10,909,807.20	11,455,303.92			7.00%	5.00%
HD Single MSRS Contribution	433,080.00	433,080.00	433,080.00				
Dental Insurance	544,384.80	555,116.40	555,116.40			\$1.10 increase	0.00%
Life Insurance	67,013.34	70,654.72	73,752.70	0.08%		0.08%	0.08%
LTD Insurance	142,403.35	150,141.28	156,724.49	0.17%		0.17%	0.17%
VEBA	1,062,720.00	1,062,720.00	1,062,720.00	\$60/\$120/\$180		\$60/\$120/\$180	\$60/\$120/\$180
Sick Leave Conversion to 403b	196,385.00	202,720.00	202,720.00			Increase from \$155 per day to \$160	
Workers Compensation Insurance	494,223.40	521,078.57	543,926.19	0.59%		0.59%	0.59%
MN Family Paid Leave	0.00	186,778.68	390,382.95	0.00%		0.22%	0.44%
Sub-Total - Taxes & Benefits	29,598,919.34	31,499,794.29	33,103,726.51				
TOTALS	113,365,596.69	119,818,195.29	125,294,605.41				
\$ Increase		6,452,598.60	5,476,410.12	11,929,008.72	(Y1 + Y2)		
		6,452,598.60	11,929,008.72	18,381,607.32	Y1 + (Y1 + Y2)		
% Increase		5.69%	4.57%	10.26%	(Y1 + Y2)		
		5.69%	9.96%	15.65%	Y1 + (Y1 + Y2)		
MSBA Total Package Settlement Calculation				8.11%	((Y1\$ + Y2\$) - (2 * Base\$)) / (2 * Base\$)		
\$ Increase		7,288.52	6,185.87	13,474.39	(Y1 + Y2)		
per Teacher FTE		7,288.52	13,474.39	20,762.91	Y1 + (Y1 + Y2)		

A summary of 2025-2027 WEA Contract Language Changes is also included below:

Section 4.1 Basic Duties

Each teacher shall teach in such places, grades or subjects as shall be designated by the Employer. Each teacher shall perform all services prescribed by the Employer for the position assigned, **as detailed in the position description - which shall be updated and provided to the WEA for review** and observe all policies, rules and regulations established from time to time by the Employer. The Employer recognizes the right of the Association to meet and confer with the Employer with respect to such policies, rules and regulations.

Section 4.2 Hours of Employment

Whenever used in this Contract, the term “full-time teacher” shall mean any teacher who is required to devote at least forty (40) hours per week to the performance of basic duties. The term “part-time teacher” shall mean any teacher whose individual contract or hourly assignment requires basic duties of less than forty (40) hours per week. The term “eligible teacher” shall mean any teacher whose individual contract or hourly assignment requires the performance of services of at least thirty-two (32) hours per week, but shall not include a long-term substitute

employed for less than one-half of the annual work days. Each teacher is expected to be available for the hours required by such teacher's individual contract as needed during the school day established for the particular building level. Under normal circumstances, full-time teachers are expected to remain in the building eight (8) hours each work day. Each eligible teacher and full-time, long-term ~~substitute~~ **reserve teacher shall have** **will be provided** a **daily** duty-free lunch period of thirty (30) minutes, except for emergencies **when no other coverage options exist**. Teachers may be required to reasonably participate in school activities, institutes, conferences and meetings outside the normal school day, as directed by the Employer.

Section 5.4 Performance Increment

A full-time teacher will advance one (1) Performance Increment for each basic school year in which they receive two (2) satisfactory performance evaluations or complete the appeal process outlined in Article V, Section 5.6, Part 8 with a satisfactory evaluation. Teachers must create, review, and reflect upon a goal as a measure of student growth (MSG).

No Performance Increment will be granted to full-time teachers performing basic duties for the employer on fewer than one hundred twenty (120) work days during the basic school year.

The Employer will keep a cumulative record of the total contracted service for each part-time teacher, expressed as a full-time equivalent. Performance increment advancement for a part-time teacher will be based upon the cumulative full-time equivalent service for such teacher as of the first workday of the basic school year.

Examples:

~~As of the first day of the initial school-year, Teacher A has taught on a contract for 60% service each work day for two years. Teacher A's cumulative service is 222 work days, which is more than 120 work days, so Teacher A would qualify for 1 performance increment advancement and would be placed on performance increment 2 for the following school year.~~

~~As of the first day of the initial school-year, Teacher B has taught on a contract for two work days per week for one year, Teacher B's cumulative service is 74 work days, which is less than 120 work days, so Teacher B would not qualify for a performance increment advancement for the following school year.~~

Section 5.5 Lane Advancement ~~*Remove only "M. Special Master's Degree Program" from Section 5.5~~

~~M. Special Master's Degree Programs. The Employer may grant advance approval to treat the completion of a special master's degree program directly related to a teacher's current teaching assignment as the equivalent of completing the requirements for a salary lane beyond the M.A. in field, such as the M.A. +15 or M.A. +30 salary lane. Approval for such an equivalency will require at least a showing that the special master's degree program includes substantial additional course credits beyond the requirements generally applicable to the M.A. in field. (E.g. a Master's Degree in Social Work requiring a B.A. degree plus 81 course credits compared to 45 credits generally required for an M.A. in field may be approved as the equivalent of an M.A. +30.) Further advancement to higher salary lanes will be based only on courses taken after the completion of the special master's degree program. (In the example above, advancement to the M.A. +45 lane would require 15 credit hours completed after the Master's Degree in Social Work.)~~

Section 5.6 Alternative Compensation Program

Part 1 Purpose

Wayzata Public Schools' primary goal is to increase student learning by providing each teacher with the support and tools to maximize their effectiveness as a teacher and encourage professional growth throughout the teacher's career. The focus of the Wayzata Public Schools' Alternative Compensation Plan is to attract, develop and retain high quality teachers.

Part 2 Peer Coaching

A primary component of the Alternative Compensation Plan is peer coaching. A Peer Coach is an exemplary teacher and instructional leader who coaches colleagues by modeling best practice strategies, conferencing, observing, ~~evaluating,~~ **peer review** and providing substantive feedback.

The process for selecting Peer Coaches will begin with ~~an internal~~ job posting, **with internal candidates receiving first consideration**. Candidates for the Peer Coaching positions will have consistently demonstrated effective instructional practices. Criteria for selection of the Peer Coaches include:

- a. Repeated participation in building and/or District initiatives,
- b. Commitment to professional development and growth,
- c. Demonstrated knowledge of a broad base of instructional strategies and practices that promote student learning,
- d. Effective communication skills,
- e. A minimum of seven (7) years of teaching experience.

~~Postings for the positions may specify the requirement of elementary or secondary experience. It is the District's intent to hire internal candidates, but if enough qualified candidates do not apply, the job will be posted externally.~~ **external candidates may be considered after internal interviews are completed.** Teachers who are currently employed as a Peer Coach or currently employed as a TOSA (per Section 7.6, Part 2) may not apply for a subsequent Peer Coach position until ~~Round 2~~ **external candidates are considered.**

Selection of Peer Coaches will be made by an interview team consisting of two (2) current Peer Coaches appointed by the WEA executive board and two (2) teachers appointed by the WEA executive board, the ~~Alternative Compensation Program Supervisor,~~ **Executive Director of Teaching and Learning** and three (3) administrators appointed by the superintendent or superintendent's designee. Recommendations for employment must be reached by a consensus of the interview team.

The Peer Coaches will be paid at the same rate as their current position as identified on the Master Agreement.

Peer Coaches will be evaluated by the ~~Alternative Compensation Program Supervisor~~ **Executive Director of Teaching & Learning or a designated licensed administrator** using direct observation and feedback from ~~a 360-degree evaluative tool~~ **Teacher Development and Evaluation (TDE) process, as articulated in Part 6 below.** Peer Coaches will be eligible for the Performance Increment, Individual Performance Bonus and Site Goal Bonus. Teachers hired to be Peer Coaches will be guaranteed the opportunity to return to their previous assignment at the end of their peer coaching term, if their original position exists. In the 2006-07 school year Peer Coaches will be hired for a two (2), three (3) or four (4) year term. Subsequent hires will have a three (3) year term. **If the Q Comp AWE Coordinator position is paired with a Peer Coach position, the length of term for both roles will be four (4) years.**

If a Peer Coach chooses not to complete their term, the Peer Coach may request a transfer to an open position for the following school year. If the Peer Coach is re-assigned by the ~~Alternative Compensation supervisor~~ **Executive Director of Teaching & Learning**, the Peer Coach will be guaranteed the opportunity to return to their previous assignment, if their original position exists.

~~For the selection of the Alternative Compensation Program Supervisor an interview team consisting of four (4) administrators appointed by the superintendent or superintendent's designee, and four (4) representatives appointed by the WEA will interview, select, and recommend for employment. Recommendations for employment must be reached by a consensus of the interview team.~~

Part 3 Mentors

It is the goal of the District to have a new teacher induction program that includes a pre-workshop orientation, mentoring, and personal reflection. Sites will have building mentor(s) with a ratio of first year teachers to mentors that does not exceed ten (10) to one (1). Mentors will meet with new teachers **for a total of four hours throughout the school year** ~~four times a year~~. Mentors will be paid a \$500 stipend in addition to their salary. Mentors will be selected by principals with input from the ~~Professional Development TOSA~~ **Q Comp AWE Coordinator** and will

continue in this position for up to three years. If a teacher is appointed to fill a term of less than two years, they are eligible to apply for a full term.

Criteria for selection of the Mentor include:

- a. Commitment to professional development and growth,
- b. Effective communication skills,
- c. A minimum of five (5) years of experience in the Wayzata School District.

Part 4 Academy of Wayzata Educators (AWE)

a) The Academy:

It is the goal of the District to have Wayzata's Alternative Compensation Program support an academy. The Academy will offer courses that will enhance educational practices. Courses will require the introduction of topics, professional practice, private reflection and group discussion focusing on students and achievement. Participation in the academy courses is optional. Course offerings through the academy are frequently referred to as AWE (Academy of Wayzata Educators) courses.

All courses must meet the requirements as outlined in the Academy of Wayzata Educators Guidelines. Teachers may submit proposals for courses or study groups. Course offerings will be determined on an annual basis by the Academy of Wayzata Educators Leadership Team. The Academy of Wayzata Educators Leadership Team will consist of the ~~Alternative Compensation Program Supervisor~~, Executive Director of Teaching and Learning, Executive Director of Human Resources, WEA President, ~~Professional Development TOSA~~ **Q Comp AWE Coordinator**, one elementary principal, one secondary principal and four (4) teachers appointed by the WEA.

b) AWE Coursework:

Eligible teachers who complete an Academy offering will receive a \$480 stipend. Teachers are limited to one \$480 stipend per school year. Teachers new to the district must complete the Wayzata Way Teacher Training prior to participation in AWE coursework.

Seminar facilitators will be paid an additional \$100 stipend for facilitation.

Course instructors will be paid a \$1000 stipend. Courses with more than fifteen (15) students will be allotted a second instructor.

Stipends for all Academy coursework, seminar facilitation, course instruction will be ~~paid on the first regular pay period in June~~ **by the last pay period in June**. The Academy of Wayzata Educators Coursework does not apply for lane change.

c) ~~Staff Development TOSA~~ **Q Comp AWE Coordinator**:

A **0.5 FTE Q Comp AWE Coordinator** ~~staff development TOSA~~ position will provide leadership in developing, organizing, and implementing the Academy of Wayzata Educators.

The process for selecting a ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** will begin with an ~~internal~~ job posting, **with internal candidates receiving first consideration**. Letters of recommendation from supervisors and colleagues will be required as part of the application process. Criteria for selection of the ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** include:

1. Repeated participation in building and/or District initiatives,
2. Commitment to professional development and growth,
3. Demonstrated knowledge of effective professional development planning,
4. Effective communication skills,
5. A minimum of seven (7) years of teaching experience.

The ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** will be paid at the same rate as their current positions as identified on the Master Agreement.

The ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** will be evaluated and eligible for the Performance Increment, Individual Performance Bonus and Site Goal Bonus. The teacher hired to be the ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** will be guaranteed the opportunity to return to their previous assignment at the end of the staff development term if their original position exists. The ~~Staff Development TOSA~~ **Q Comp AWE Coordinator** will be hired for a four (4) year term.

Part 5 Annual Performance Bonuses

a) Individual Performance Bonus:

Upon the completion of two (2) ~~satisfactory evaluations~~ **reflective peer reviews and one SMART/Inquiry Goal**, or completion of the appeal process outlined in Article V Section 5.6, Part 8 with a satisfactory evaluation as well as the creation, review, and reflection upon a goal tied to student achievement, a full-time (1.0 FTE) teacher will be granted an Individual Performance Bonus of \$1700 to be paid on the second regular pay period in June (last business day in June). A full-time teacher performing basic duties for the employer on one hundred twenty (120) or more work days during the basic school year will be eligible for the Individual Performance Bonus. A part-time teacher whose contract begins prior to October 15 and extends through the remainder of the school year will be eligible for an Individual Performance Bonus prorated to equal his/her FTE.

A teacher retiring at the end of the first semester will be eligible for an Individual Performance Bonus prorated to equal their annualized FTE upon the completion of two (2) satisfactory ~~evaluations~~ **peer reviews** and creation, review, and reflection upon a goal tied to student achievement. To facilitate the scheduling of evaluations, it is the responsibility of the educator to notify their Peer Coach in writing by September 15 of their intent to retire at the semester break.

b) Site Goal Bonus:

A \$1.00 Site Goal Bonus will be paid to each teacher based on the attainment of the annual Alternative Compensation site goal by their assigned site(s). A \$1.00 Site Goal Bonus will be paid to each teacher based on the attainment of the annual Alternative Compensation site goal by their assigned site(s). Each site's goal will be developed with teacher input. A full-time (1.0 FTE) teacher performing their duties for the employer on one hundred twenty (120) or more work days during the basic school year will be eligible for the Site Goal Bonus. Any remaining balance in this fund will be transferred to the district professional development fund. The site goal bonus will be paid within thirty (30) days of all the schools' data becoming available.

Part 6 Evaluation of Continuing Contract Teachers

Teachers will be formally evaluated **by their principal/supervisor once every three (3) years through the TDE process. In the non-TDE years, teachers will engage in the full peer review process that is also listed in Section 5.6, Part 5, twice (2) per year. One formative (PC) evaluation; brief pre-conference and post-conference meetings and one summative evaluation (EVAL); brief pre-conference and post-conference meetings. A SMART or inquiry goal will be set in the Fall and in the Spring to review the goal and Domain 4/ A professional responsibilities reflection in one meeting with a teacher's principal/supervisor will also occur in every non-TDE year. The Wayzata Public Schools Teacher Development and Evaluation plan will be shared with continuing contract teachers that are on TDE by their principal/supervisor, and will also be linked on the WPS staff intranet.**

Every teacher will annually develop a goal as a measure of student growth (MSG) and submit it to their assigned peer coach or supervisor no later than October 15th. The goal submission need not take place during required meetings with peer coaches. Peer coaches or supervisors will review submitted goals and (1) approve or (2) return to teachers for revisions no later than October 30th. Prior to May 30th, teachers will complete and submit a **formal reflection providing rationale for self-assessment and provide written rationale for the rating of their performance on the goal as a formal reflection.**

Teachers employed with a 0.8 FTE contract to 1.0 FTE contract will have the same requirements as a full time teacher. Teachers with a FTE of less than 0.8, will not be responsible for the formative (PC) evaluation. If a teacher’s contract increases during the school year, it is the responsibility of the teacher to notify their Peer Coach within fifteen (15) days of the increased FTE.

The awarding of Performance Increments will be dependent on the teacher **completing all of the components of the peer review process and professional responsibilities reflection in non-TDE years. In a TDE year, the awarding of Performance Increments will be dependent on the teacher meeting expectations via the TDE process, meaning they are not recommended for a formal performance improvement plan.** ~~meeting expectations as defined in the Wayzata Advanced Framework for Leadership in Education (evaluation rubric).~~ A satisfactory rating requires the individual to receive a minimum of eighty (80) percent of the elements rated at either proficient or distinguished with no elements rated as unsatisfactory.

~~A Peer Coach may use the rating of not applicable (NA) on the evaluation. Not applicable (NA) will be counted as proficient in the total number of items. Example: If there are thirty-three (33) items on the classroom teacher rubric and a Peer Coach determines that two (2) items are not applicable to the lesson; eighty (80) percent will still be based on thirty three (33) items.~~

The teacher must have completed ~~one (1) formative evaluation and had satisfactory ratings on their one (1) summative evaluation~~ **the process described above** or completed one of the items under Article V Section 5.6 Part 8 as well as created, reviewed, and reflected upon a goal as a measure of student growth (MSG). If a teacher has been placed on a **Teacher Improvement Plan Corrective Action Plan/Notice of Deficiency**, the principal/supervisor will complete the formal evaluations **through the TDE process, whether or not it is a scheduled TDE year for that teacher.**

The Peer Coach is responsible for sharing **peer coaching requirements and the 5D+ rubric** ~~The Wayzata Advanced Framework for Leadership in Education (evaluation rubrics)~~ with their assigned staff prior to the first pre-observation conference.

Current Year Plan 2023-2025 Q Comp Requirements During a Non-TDE Year	Q Comp Requirements During a TDE Year
SMART/Inquiry goal with peer coach	Completion of the TDE Program Requirements articulated in the WPS TDE Plan with principal/supervising administrator including: <ul style="list-style-type: none"> ● SMART/Inquiry Goal ● Individual Growth and Development Plan ● Components of Effective Practice (TDE Observations) ● Final Year-End Summary
PCI Peer Review #1, with peer coach, including a brief pre-conference and post-conference	Peer Review #1, with peer coach, including a brief pre-conference and post-conference
Evaluation 1 Peer Review #2, with peer coach, including a brief pre-conference and post-conference	Peer Review #2, with peer coach, including a brief pre-conference and post-conference
SMART/Inquiry goal Professional Responsibilities reflection, with principal/supervising administrator	

Part 7 Evaluation of Probationary Teachers

Administrators will be responsible for evaluating probationary staff. Probationary teachers who are offered a contract for the following year will receive both the Performance Increment and the Individual Performance Bonus. The administrator will submit evaluations to the Human Resource Department. Probationary teachers will also receive a copy from the administrator.

If a probationary teacher is non-renewed and subsequently rehired with no break in service, they will receive the Performance Increment and Individual Performance Bonus. ~~The teacher will be eligible for the Site Goal Bonus. Bonuses~~ The bonus will be paid on the first regular paycheck in September. ~~If testing data associated with a particular site goal is unavailable by August 15, the bonus will be paid within thirty (30) days of the data becoming available.~~

Q Comp Requirements for Probationary Teachers
Completion of the Probationary Evaluation Requirements, with principal/supervising administrator, including: <ul style="list-style-type: none">• Three (3) formal evaluations, each including a pre and post conference.• A Summative Evaluation Meeting
SMART/Inquiry goal, with peer coach
Peer Review #1, with peer coach, including a brief pre-conference and post-conference
Peer Review #2, with peer coach, including a brief pre-conference and post-conference

Part 8 Q Comp Peer Review Appeal Process

It is expected that all licensed staff members meet expectations of performance ~~the peer review components as defined in the Part 6 or Part 7 of section 5.6. Wayzata Advanced Frameworks for Leadership in Education (evaluation rubrics).~~ It is important to support each staff member and provide opportunities to achieve success.

~~The appeal process is open to teachers who have not completed the peer review requirements have received an unsatisfactory evaluation.~~

~~1. If a teacher receives an unsatisfactory performance evaluation peer review the teacher may choose to work with their Peer Coach or administrator to develop an improvement plan. The Performance Increment and Individual Performance Bonus will be granted only when the individual has completed an improvement plan and received a satisfactory second evaluation peer review.~~

~~Improvement plans may include, but are not limited to:~~

- ~~a. Participating in targeted staff development coursework,~~
- ~~b. Completing professional coursework through a college or university,~~
- ~~c. Arranging to watch a Peer Coach or colleague instruct,~~
- ~~d. Scheduling for an additional observation.~~

A teacher may appeal the ~~results of the evaluation peer review process~~ and ask to ~~complete peer coaching requirements with a different peer coach~~ be re-evaluated by a different evaluator. A written request for ~~re-evaluation~~ must be filed with the Executive Director of Human Resources within ten (10) working days of the post-conference.

~~2. If a teacher receives an unsatisfactory performance evaluation in the does not complete the second peer review round of evaluations for the year, that teacher may follow any of the options listed in number one (1) above to~~

correct the deficiency, and they must then request another evaluation ~~peer a final review with~~ from the Executive Director of Human Resources to demonstrate ~~satisfactory performance~~ **completion of requirements** in order to be eligible for the Performance Increment and Individual Performance Bonus that school year.

3. If a teacher ~~receives an unsatisfactory evaluation peer review or~~ **has not completed the peer coaching requirements outlined in section 5.6 part 6 or part 7** for the year and is unable to reverse it prior to May 30th, that teacher will not be eligible for the year's Individual Performance Bonus. At the start of the new school year, that teacher will also not be eligible for the new Performance Increment to their base salary. ~~However, teachers may use any or all of the strategies listed in number one (1) over the summer and during the fall months of the new school year to make improvements.~~ Prior to December 1, that teacher may request from the Department of Human Resources a special evaluation to demonstrate ~~completion of Q-Comp requirements~~ **improvement**. If successful, that teacher will then be eligible for that year's Performance Increment, retroactive to the first of the school year, but will not receive the previous year's Individual Performance Bonus. In order for the teacher to be eligible for the current year's bonus and increment the teacher will be expected to have two (2) ~~evaluations~~ **peer reviews**. The ~~evaluation~~ **peer reviews** used to determine last year's increment will not be counted as one of the two (2).

4. If the school district is unable to provide two (2) ~~evaluations~~ **peer reviews** for any teacher that teacher will be treated as if they had two (2) ~~completed satisfactory evaluations~~ **peer reviews**.

5. **Unsatisfactory probationary evaluations from a principal or licensed supervisor are not appealable. Probationary teachers who are non-renewed based on performance are not eligible for the Q Comp Bonus or Performance Increment.**

6. **TDE evaluations from a principal or licensed supervisor are also not appealable. Continuing contract teachers who are not able to demonstrate proficiency via the TDE or the TDE Teacher Improvement process by the end of the school year will not be eligible for the year's Individual Performance Bonus. If a teacher is able to demonstrate improvement and successfully exit the Teacher Improvement Process prior to December 1 in the following school year, that teacher will then be eligible for that year's Performance Increment, retroactive to the start of the contract year, but will not receive the previous year's Individual Performance Bonus.**

Part 9 Carry Over Funds

It is an expectation that additional funding for alternative compensation be spent only to support the following programs: Peer Coaching, The Academy of Wayzata Educators, Site Goal Bonuses, and Individual Performance Bonuses. Any funds not expended in a given year will carry over within the program to fund only the aforementioned items.

Part 10 Academy Funding

The funding for the Academy of Wayzata Educators will be dependent upon Alternative Compensation Funds and district Best Practice grants. If adequate staff development funding is not available or made available through district Best Practice grants then the amounts in Article V, Section 5.6 Part 4 (b) will be adjusted.

Part 11 Discontinued Funding

Should the funding for the Alternative Compensation Program be reduced by either state aid or reduced local levy to the point that the program could no longer be sustained, the WEA and the Wayzata Schools agree to eliminate the Alternative Compensation Plan. Teachers would return to the system of pay increases as it existed in the 2003-2005 contract. Any negotiated changes to the salary schedule and benefits not associated with the Alternative Compensation Plan will be maintained.

Part 12 Oversight Committee

A labor/management committee will be formed to provide oversight, monitor, and approve changes to non-contractual aspects of the Alternative Compensation Program. The committee will consist of a Board Member, the ~~Alternative Compensation Program Supervisor~~ **Executive Director of Teaching and Learning**, ~~Director of~~

~~Curriculum and Instruction~~, Executive Director of Human Resources, WEA President, a Building Principal and four (4) teachers appointed by the WEA. The committee will also make recommendations to the negotiation teams for changes in contract language.

Section 5.10 Long-Term Substitute Reserve Teachers

Long-term ~~substitute~~ **reserve** teachers contracted for more than 30 days and less than 93 days shall be placed on the salary schedule (Appendix A & B) but receive no benefits under Articles VI and VII of the Master Agreement.

Long-Term ~~substitute~~ **reserve** teachers contracted for 93 days or more shall receive a long-term ~~substitute~~ **reserve** contract, be placed on the salary schedule (Appendix A & B) and shall be eligible for benefits under Article VI and Section 7.1, 7.2, 7.3 and 7.4 of the Master Agreement.

Section 6.2 Life Insurance

Each eligible teacher is provided basic group term life insurance and ADD (Accidental death and dismemberment) coverage in an amount equal to the teacher’s annual basic salary, with each partial thousand rounded to the next higher one thousand dollars (\$1,000), and with double indemnity for accidental death. The Employer pays the full premium for the coverage.

The District shall provide a program of voluntary supplemental term life insurance. Upon initial hire and during allowed annual enrollment years, an employee may enroll in a maximum of ~~\$100,000~~ **\$200,000** of supplemental life insurance without Evidence of Insurability. After initial hire and in years that the coverage is not available during annual open enrollment, this voluntary supplemental life program will include the option to elect additional coverage subject to Evidence of Insurability of the applicant.

Section 6.3 Hospitalization and Medical Insurance

The District’s contribution towards hospitalization/medical insurance will be as follows per month and per plan for the ~~2025-26-2023-2024~~ fiscal year:

High Deductible Insurance Plan + VEBA Contribution

Single Plan	Employee Plus One Plan	Family Plan
Full Single Premium + \$60 VEBA contribution	\$1,156.80 1,299.70 per month + \$120 VEBA Contribution	\$1,355.75 \$1,523.15 per month + \$180 VEBA Contribution

Low Deductible Insurance Plan (No VEBA Contribution)

Single Plan	Employee Plus One Plan	Family Plan
\$729.20 \$819.25	\$1,286.70 \$1,445.55	\$1,550.60 \$1,742.10

Due to the fluctuating cost of health insurance, the District’s contributions towards hospitalization/medical insurance may be as follows per month and per plan for the ~~2026-27~~ ~~2024-2025~~ fiscal year. The district contribution will not exceed a 5% increase.

High Deductible Plan	3% Increase	4% Increase	5% Increase
Single (\$60 Veba)	No Change	No Change	No Change
1+1 (\$120 Veba)	\$1,338.70	\$1,351.70	\$1,364.70
Family (\$180 Veba)	\$1,568.85	\$1,584.10	\$1,599.30

Low Deductible Plan - No Veba	3% increase	4% increase	5% increase
Single	\$843.80	\$852.00	\$860.20
1+1	\$1,488.90	\$1,503.40	\$1,517.80
Family	\$1,794.35	\$1,811.80	\$1,829.20

For those employees electing single coverage plans, an additional District contribution will be made on behalf of the employee under Section 6.7.

Where two or more eligible district employees are enrolled in family coverage as part of the same family unit, the maximum Employer contribution toward the premium for family coverage will be the combined maximum Employer contributions for such employees.

The District ~~insurance committee~~ **Health Benefits Committee** shall be composed of five (5) representatives designated by the exclusive representative of the teachers, one representative designated by the administrative staff, one representative designated by each bargaining unit within the classified staff, and one representative designated by the Employer and shall recommend to the Employer the specifications of the hospitalization and medical insurance plan.

Participation in the insurance program selected will be voluntary. Coverage shall be available from the first day of employment but shall be effective only upon enrollment of the individual teacher and his or her family. Each teacher enrolled under the plan shall contribute, through payroll deduction, any excess of the monthly premium under the plan over the maximum Employer contribution toward the type of coverage for which such teacher is enrolled.

Section 6.5 Tax Sheltered Program - 403(b) Plan

A 403(b) Plan shall be available to all teachers. Salary Reduction Agreements (SRA) may be submitted for approval at any time during the year. Approved SRA's will be implemented no later than twenty-one (21) days following submission of an accurate application.

The Employer will contribute to the 403(b) Plan for all teachers as follows:

1. The Employer will match the contributions of a teacher on steps 1-7 to a 403(b) plan, subject to a maximum contribution by the Employer of two percent (2%) of such teacher's actual salary and further subject to any other limitations imposed by law.
2. The Employer will match the contributions of a teacher on steps 8-15 to a 403(b) plan, subject to a maximum contribution by the Employer of three percent (3%) of such teacher's actual salary and further subject to any other limitations imposed by law.
3. The Employer will match the contributions of a teacher on steps 16 and beyond to a 403(b) plan, subject to a maximum contribution by the Employer of four percent (4%) of such teacher's actual salary and further subject to any other limitations imposed by law.

Beginning July 1, 2026 the District and the WEA agree that the District will administer its 403(b) Plan to provide for qualifying student loan payments to be treated as elective deferrals for purposes of qualifying for matching employer contributions pursuant to the 403(b) Plan, the SECURE 2.0 Act of 2022 (Pub. L. 117-328, Div. T), and Minn. Stat. § 356.24(f), subject to Employer's procedures. The District will communicate procedures to teachers on this process in the spring of 2026.

Section 6.6 Dental Insurance

Effective July 1, 2017 the employer will contribute an amount equivalent to single coverage for each eligible teacher who is enrolled in the District dental insurance plan. This amount may be applied towards ~~family~~ all levels of coverage.

Section 6.7 Health Care Saving Plan (HCSP) - MN State Retirement System

The District shall participate in the Health Care Savings Plan (HCSP) established by the Minnesota State Retirement System. The District will contribute \$90.00 per month to the HCSP account for each employee at or above 0.75 FTE ~~of above~~ (thirty (30) hours or more per week), who elects single health insurance. Participation will only be allowed in one District Health Care Savings Plan.

If the 2026-27 Health Insurance premium increases by more than 5%, the HCSP district contribution will be reduced to keep the high deductible teacher single premium as fully funded. This reduction amount cannot exceed the \$90.00 per month HCSP district contribution. The low deductible HCSP district contribution will be reduced by the same amount as the high deductible HCSP district contribution, and their monthly premium costs will be lowered accordingly.

Section 7.1 Sick Leave

In conjunction with the long-term disability insurance provided above, the Employer has established the following provisions for paid sick leave in order to minimize a teacher's loss of income because of unavoidable absence due to illness or injury during the basic school year. Sick leave may be used to care for an ill or injured dependent child. A "child" means an individual less than eighteen years of age or an individual under age twenty who is still attending secondary school. Accrued sick leave may also be used due to the illness or injury of an adult child, spouse/partner, sibling, parent, step-parent, grandparent or step-grandparent if required by applicable Minnesota statutes as informed by the Human Resources Department.

The District will comply with all applicable state and federal laws regarding earned sick and safe time, including the provisions outlined in Minnesota Statutes § 181.9445–181.9448. Employees may use sick leave for reasons and individuals as permitted under these laws.

The District will provide annual communication to employees outlining who qualifies as an eligible family member under ESST.

Paid sick leave is provided for full time teachers (0.8 -1.0 FTE) for 9 nine days during each basic school year with a year-end accumulation of sixty-one (61) days or fewer. After a year-end accumulation of more than sixty-one (61) days, paid sick leave is provided for full-time teachers for eight (8) days during the basic school year. If a year-end accumulation drops to sixty-one (61) days or fewer, the teacher's annual sick leave provided will revert to nine (9) days. Part-time teachers (including hourly teachers) will be granted sick leave in proportion to the amount of their employment (e.g., a teacher employed one-half time will be granted nine (9) half days of sick leave). Beginning July 1, 2003, sick leave may accumulate up to a total of one-hundred ninety (190) days. A teacher who is absent at either the beginning or end of the regular school day for less than one-half (1/2) of such teacher's regular work day

(less than four (4) hours for a full-time teacher) shall be charged for one-half (1/2) day of sick leave. All other absences will be charged as a full day of sick leave.

Teachers may use sick leave in hourly increments of time with prior administrative approval and substitute availability, with the exception of an emergency situation.

The Employer reserves the right to require substantiation of illness where there is evidence that sick leave is being abused.

Following a medical disability leave **or a period of incapacity** of 25 consecutive **scheduled work** days or more, **in the same school year**, as certified by a medical doctor, an employee who returns to work will be granted five (5) sick leave days.

A teacher may use one (1) day of accumulated sick leave per summer school session to cover up to two (2) days of summer school absence due to illness or injury.

If an employee is absent for four (4) or more consecutive workdays, regardless of the type of leave used (e.g. sick leave for self or family, family emergency leave, bereavement leave), the employee is required to notify the Human Resources Department. This notification ensures the District can determine whether the employee may be eligible for Family and Medical Leave Act (FMLA) protections or other applicable leave provisions. Failure to notify HR may delay access to applicable leave protections and could affect benefit eligibility of employment status.

Section 7.3 Bereavement Leave

A teacher shall be granted up to three (3) days paid leave without a deduction from accumulated sick leave, per incident, during the basic school year and extended work days, including summer school, due to the death of a close family member, close personal friend, or a pregnancy loss. Advance notice and approval by the building principal is normally required; however, in emergency situations in which advance notice to the principal is not possible, the teacher shall notify the substitute scheduler according to district procedures.

A teacher shall be granted, per incident, up to three (3) days paid leave without a deduction from accumulated sick leave for a current student, up to one day for a former student, and up to one day for a current student's parent.

A teacher may use one (1) day of accumulated sick leave benefits toward an absence during the basic school year or an extended work day due to the death of a relative or friend, **or to support a colleague.**

A teacher may use one (1) day of accumulated sick leave per summer school session to cover up to two (2) days of summer school absence due to death of a relative ~~or close friend~~, **or to support a colleague.**

Section 7.4 Personal Leave

Each teacher employed at a 0.8 FTE or greater contract with a year-end sick leave accumulation of sixty-one (61) days or fewer is eligible for three (3) days of leave during each basic school year. After a year-end sick leave accumulation of more than sixty-one (61) days, each full-time teacher is eligible for four (4) days of leave during the basic school year which may accumulate up to four (4) days. If a teacher's year-end sick leave accumulation drops to sixty-one (61) days or fewer, the teacher's annual personal leave provided will revert to three (3) days.

A part-time teacher (between 0.5 FTE but less than 0.8 FTE) will be granted three (3) days of personal leave in proportion to the amount of their employment (e.g. a teacher employed one-half time will be granted three (3) half days of personal leave.) This leave may accumulate to a maximum of four (4) days, (4 half-days for 0.5 FTE) and will not be deducted from sick leave credits.

Employees who have completed ten (10) years under the WEA master agreement, may accumulate to a maximum of five (5) days (5 half-days for 0.5 FTE). Employees who have completed twenty (20) years under the WEA master agreement, may accumulate a maximum of six (6) days (6 half-days for 0.5 FTE). *Any additional unused personal leave will be converted to sick leave.*

Employees have the option of borrowing one (1) personal leave day from the next school year's allocation. This borrowed day will be paid back by reducing the number of allocated personal leave days at the start of the following school year. If the teacher resigns or is terminated, that day will be deducted from their final paycheck.

Employees may use personal leave in hourly increments with prior administrative approval and reserve teacher availability. Prior administrative approval is not necessary in an emergency situation.

Requests for such leave must be submitted to the building principal/supervisor in writing at least three (3) duty days in advance, except for emergency situations, and must be approved. In emergency situations, approval must be obtained upon return. On the days preceding and following a holiday break, no more than two (2) teachers per elementary building and four percent (4%) of the teachers per secondary building will be granted personal leave on the same day. In special circumstances, the building principal/supervisor may elect to exceed the limitations on the number of teachers on personal leave on any given day.

Sick Day Balance	Fewer than 61 sick days (9 sick days)	More than 61 sick days (8 sick days)	Ten plus years in District	Twenty plus years in District
###	3 personal days	4 personal days	Accumulate an additional personal day (5)	Accumulate one additional personal day (6)

***Personal days are limited to six (6) days a year.**

Personal and Sick Leave Allocation

Sick Day Balance as of 6/30	61 Sick Days or Fewer	More than 61 Sick Days
7/1 Sick Leave Allocation	9 Sick	8 Sick
7/1 Personal Leave Allocation	3 Personal	4 Personal

Maximum Personal Leave Accumulation

Completed WEA Contract Years in District	Fewer than Ten Years in District	Ten Plus Years in District	Twenty Plus Years in District
Personal Day Accumulation Max*	Accumulate Max of 4 Personal Days	Accumulate Max of 5 Personal Days	Accumulate Max of 6 Personal Days

***Any additional unused personal leave will be converted to sick leave.**

Section 7.8 Child Care Leave

A child care leave is defined as a) the period of time once a teacher (mother) has been released from the ~~disability~~ period of **incapacity child birth** or b) the period of time a teacher (mother or father) wishes to take to provide for the care of a newborn or newly adopted child/ren.

- a. A teacher may be granted a leave of absence without pay for a period of up to twelve (12) months for the purpose of providing full-time care for a newborn or newly adopted child or children. Written application for such leave shall be submitted to the Human Resource Department at least four (4) months prior to the effective date of such leave, and shall indicate the proposed starting and ending dates for the leave.
- b. A child care leave shall begin on the date approved by the Employer and shall end on the last day preceding the school quarter/trimester unless otherwise mutually agreed between the Employer and the teacher. In the case of a premature delivery or availability of an adopted child upon short notice, the Employer may adjust the starting date for the leave, provided a satisfactory substitute is available.
- c. A teacher may utilize accumulated sick leave up to a maximum of twelve weeks, minus the ~~disability~~ period of **incapacity**, for child care leave. See Section 7.1 of the contract for information regarding the ~~disability~~ period of **incapacity**.
- d. Teachers may utilize accumulated sick leave up to a maximum of six weeks (30 contract days) for the care of a newly adopted child/ren.
- e. The Employer may send a teacher a written request that the teacher confirm their intention to return to work, and the teacher shall respond in writing within ten (10) days after receipt of such request. Failure of the teacher to respond to such a request within ten (10) days will result in termination of employment, as will the failure to return to work upon expiration of a child care leave (except for illness or injury). The Employer shall have no obligation to re-employ a teacher at any time other than at the end of a child care leave.

Section 7.11 Religious ~~Observance~~ Leave

Employees **are entitled to take up to three (3) days for religious observance leave each school year.** ~~Employees may request leave from work due to religious observance.~~ Such days must be recognized as religious holidays and shall not be granted where personal **alternative attendance** options exist that would not require the employee to be absent from duty. Personal leave will be used to account for the absence. ~~If personal leave is exhausted, unpaid leave will be utilized.~~

Employees may elect to convert up to one (1) day of sick leave to personal leave for religious observance each year. Additional requests will require the use of personal leave, followed by unpaid leave if personal leave is exhausted. Requests to convert up to one (1) sick day to personal leave for the purpose of religious observance shall be made to the Executive Director of Human Resources or designee. For brief absences that do not disrupt the job duties of an employee, the principal/supervisor may work with the educator to make up the missed time. A religious observance leave request must be submitted to the appropriate principal/supervisor for approval at least ~~two (2) weeks~~ **seven (7) days prior to such requested absence. Absence requests will be submitted via the district's absence management system.**

If adequate substitute coverage is not available on a scheduled school day for students, then it may be necessary for the district to deny additional requests, based on undue hardship.

Section 7.17 ~~Assault~~ **Student-Related Injury Leave**

~~In the case of a physical assault on a teacher, a building administrator will be notified. The teacher may be granted up to three (3) days of paid leave without deduction from accumulated sick or personal leave.~~

In the event a teacher is physically harmed by an interaction with a student while performing their job duties, the incident must be immediately reported to a building administrator. The affected teacher may be granted up to five (5) days of paid leave per incident, which shall not be deducted from the teacher's accumulated sick or personal leave.

Section 8.6 Insurance Benefits

This section will apply only to employees whose service with the School District has been full-time and continuous as defined by this Agreement and whose service began prior to September 3, 2019. For employees whose employment with the School District began after this date, the provisions of this Section will not be applicable.

Any eligible teacher who has completed fifteen (15) or more years of continuous full-time service and who has attained the age of fifty-five (55) as of the effective date of retirement; or has completed twenty (20) years of full-time service to the District and who has attained the age of fifty-five (55) as of the effective date of retirement shall be eligible for the same employer contribution toward the premium actually charged by such retired teacher's insurance carrier for hospital/medical insurance as is provided to eligible teachers actively at work. Benefits available under the insurance plan shall be coordinated with any government-provided benefits (such as Medicare) to provide the same total benefits available to teachers actively at work, not to exceed \$980 per month for retirees electing single coverage, \$1,520 per month for retirees electing E+1 coverage and \$1,820 per month for retirees electing family coverage. Such employer insurance premium contribution shall terminate once the teacher has been eligible for Medicare for five years. For eligible teachers who retire after June 30, 2008, such employer insurance premium contribution shall terminate at Medicare eligibility ~~age~~. By paying their own premiums, all retired teachers may continue to receive hospital/medical insurance coverage for as long as they wish even if the retiree is not eligible for District contribution.

Section 9.3 Seniority Lists

The seniority list(s) for teachers in effect as of November, ~~2023~~ 2025 is the approved seniority list(s). Teachers' seniority shall be based on their first day of actual service. In the event of a tie, the teacher approved for the highest salary lane as of the first date of actual service will be listed first. Subsequently, if an additional tie-breaker is necessary, the teacher with the lowest Minnesota Department of Education file folder number will be listed first. The Employer will send, via email, on or before November 15 of each year, a copy of the updated seniority list(s) to all WEA members. Any teacher may challenge the correctness of the information contained in the distributed seniority list by filing a grievance. In the absence of a grievance filed within fifteen (15) calendar days from the distribution date, these seniority lists will be conclusively deemed to be correct.

For purposes of this article the following seniority lists will be established:

- 1) ECFE as provided by Article X of this contract.
- 2) Part time teachers as defined, for purposes of this Article, as any teacher less than a 0.80 FTE.
- 3) Full time teachers as defined for purposes of this Article, as any teacher ~~between~~ from 0.80 FTE to 1.0 FTE.

Section 10.3 Annual Notification of Employment Status

On or before July 15 of each year the Employer will send each person on the roster of eligible ECFE teachers a notice of employment status indicating minimum contracted ~~instructional and staff meeting~~ total number of hours; or, a notice that the ECFE teacher is being placed on unrequested leave of absence. The total number of hours in the aforementioned notice is binding. However, the employer reserves the right to cancel classes. If a class is canceled, the ECFE teacher may design and deliver a new class using assigned hours. New class offerings must be pre-approved by the ~~Family Education Coordinator~~ Early Learning Manager.

A letter of agreement will be available for each ECFE teacher on or before July 15 indicating schedule step placement for the coming school year, to be signed by the ECFE teacher and returned to the Employer.

Section 10.5 Compensation

The hourly rate of pay for individuals performing contracted ~~hours instructional and staff meeting services~~ as ECFE teachers shall be as set forth in Appendix C to this Agreement. The initial placement of an ECFE teacher on this schedule shall be determined by the Employer.

These hourly rates of pay have been negotiated and set at levels that include compensation for all time associated with contracted ~~instructional and staff meeting~~ hours, including: teaching on-going classes; curricular development time (curriculum development, locating resources, developing and reproducing handouts, contacting speakers, consultations, etc.), program development time (set-up and clean-up before and after class, District and department in-service, site set-up, open house, and workshops); and staff meetings.

All ECFE teachers shall receive four curriculum development hours per class per year they teach and 1 hour per special event or field trip. ~~For program development hours (including conferences, curriculum writing and staff development), each teacher shall receive two (2) hours per assigned class per year for required professional development hours.~~ **Each teacher will be paid to attend building professional development days or a conference at their hourly rate.**

Step advancement for ECFE teachers shall occur only on July 1, and requires a minimum of 400 annual contracted instructional and staff meeting hours since initial placement or last advancement. Hours spent on field trips, one-time classes, newsletter writing and long-term substitution also shall be included for purposes of step advancement, but any hours spent on ordering supplies or other similar special assignments will not be included in determining eligibility for step advancement.

**Note - Appendix C -ECFE Wage Schedule shows the increases articulated in the language below. This language is redundant.*

~~ECFE teachers who hold a BA+30 will receive an additional 5% of their hourly wage. ECFE teachers who hold a master's degree in an approved ECFE field will receive an additional 10% of their hourly wage. (e.g. If a teacher with a bachelor's degree makes \$20/hour, the teacher holding a master's degree and is at the same salary level will make \$22/hour.)~~

Transcripts of credits or other necessary verification must be submitted prior to September 1 for lane change effective at the start of the school year and prior to February 1 for lane change effective at midyear. Credits earned immediately preceding summer session may be used to qualify for lane advancement retroactive to the start of the school year if submitted on or before October 15. Forms for lane advancement application are available from the Early Learning Director or on the intranet.

~~The Employer may assign additional duties to any ECFE teacher. Non-instructional duties, such as ordering supplies, fall room set-up and spring room clean-up or other special assignments, will be paid at \$20.00 per hour.~~

Section 10.7 Other Provisions

ECFE teachers shall be subject to:

Article I Section 1.1 - Purpose

Article II - Recognition

Article III - Teacher/Association Rights

Article IV, Sections 4.1, 4.2, 4.5 - Basic Duties, Hours of Employment, Additional Work Days

Article V, **Compensation** ~~Section 5.6 - Part 4 - Academy of Wayzata Educators (AWE)~~ **Sections 5.4, 5.6 (Parts 1-8)**

Article VI, Section 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7 -Insurance

Article VII, **Leaves and Absences** Sections **7.1, 7.2, 7.3, 7.4** and 7.5-7.17 ~~Leaves and Absences (Not Section 7.1 Sick leave or 7.4 Personal Leave)~~

Article XI- Paychecks

Article XII - Grievances and Arbitration

Article XIII- Management Rights

Article XIV- Progressive Discipline
Appendix H – MOU Sick Leave Bank
Appendix I - Sick Leave Accumulation
~~Appendix J – ECFE Alternative Compensation Program~~

No ECFE teacher or substitute teacher shall be eligible for any other compensation, differential, leave or benefits of any nature whatsoever, except as provided for in this Article X.

Section 10.9 Sick Leave

~~Calculations for ECFE sick leave use the same formula as personal leave. Sick leave will be figured as the number of hours per week (as stated on the Department Letter of Agreement) divided by 40 hours per week to get a percent. The percent is multiplied by 80 hours to obtain the number of hours for ECFE teacher sick leave. Fractions of an hour will be rounded to the nearest 1/2 hour. Sick leave may accumulate to a maximum of 1,236 hours.~~

Section 10.10 Personal Leave

~~ECFE personal leave will be figured as the number of hours per week (as stated on the Department Letter of Agreement) divided by 40 hours per week to get a percent. The percent is multiplied by 16 hours (2-8 hour days) to obtain the number of hours for ECFE teacher personal leave. Fractions of an hour will be rounded to the nearest 1/2 hour. Unused personal leave may accumulate to the equivalent of three (3) weighted days.~~

Section 10.11 Severance Eligibility

~~ECFE teachers who were hired before July 1, 1988, will be eligible to receive severance pay only if each of the following standards are met:~~

- ~~a. The teacher must have completed at least 20 years of service as an ECFE teacher in the Wayzata School District.~~
- ~~b. The teacher must have attained the age of 55 years as of June 30 of the school year in which a retirement letter is submitted.~~
- ~~c. The teacher must submit a written letter of retirement to the Human Resources Department by February 1 including the requested date of retirement.~~
- ~~d. The School Board shall act on the application for severance pay at its regular February meeting.~~
- ~~e. No severance pay will be paid to any teacher who has been discharged for cause by the Employer pursuant to state statutes.~~

Section 10.12 Amount

~~A teacher who qualifies under 10.12 and whose letter of retirement is approved by the School Board will be paid the amount determined by multiplying 1% of the total hours worked as a Wayzata Public School ECFE teacher by their current hourly rate of pay. The maximum amount paid to an eligible teacher will be \$9,600.~~

Section 10.13 Payment

~~Upon retirement, the District will contribute an amount equal to the value of the employee's accrued severance pay into a 403(b) account established by the employee exclusively for the purpose of receiving such payment (the "Severance 403(b)"). The employee will not receive direct payment from the District for severance pay.~~

~~Payment will be made beginning with the first payroll date in January following retirement. Provided that, in the event any such deposit would violate the applicable IRS limits, the Board may adjust the payment schedule as needed. The amount of the District contribution shall be calculated in accordance with this article.~~

~~Upon request of the District, the employee shall provide information needed to determine the amount of the District contribution that may be deposited into the Severance 403(b) without exceeding the applicable IRS limits on annual additions to all tax-deferred accounts held by the employee.~~

~~The retiree will not make any other deposits to the Severance 403(b) until the District has paid out the entire amount of severance due. The District will maintain a list of 403(b) vendors that may be used for the employee's Severance 403(b).~~

Article XIV

Progressive Discipline

The Wayzata Education Association and the Wayzata Public Schools, District 284, have agreed to implement the tenets of Progressive Discipline to ensure the highest quality of professionalism and instruction for our students.

When appropriate, the administrator shall meet with the teacher to discuss concerns which may eventually lead to a disciplinary action and shall offer constructive suggestions for correction before any disciplinary action is initiated.

When discipline is deemed necessary, under normal conditions, teachers being disciplined will be provided progressive discipline as follows:

1. a **documented** oral warning (during which the administrator will advise the teacher an oral warning is being issued)
2. a written warning
3. suspension with pay
4. suspension without pay
5. termination for just cause

Suspension without pay shall take effect upon the teacher's receipt of written notification from the teacher's immediate supervisor and the Director of Human Resources. The written notification will state the grounds for suspension. The decision to suspend a teacher without pay shall be subject to the Grievance Procedure as provided in this Agreement commencing at the Arbitration level, provided written notification requesting arbitration is received by the Director of Human Resources within 10 working days after receipt of the notice of suspension.

A teacher has the right to representation at all steps of the above progressive discipline procedure.

Appendix A - Salary Schedule July 1, 2025 to June 30,2026

PI	BA	BA+15	BA+30	BA+45	BA+60	MA	MA+15	MA+30	MA+45	MA+60	PHD
1	\$50,785	\$51,747	\$53,214	\$54,920	\$57,117	\$59,305	\$61,258	\$63,456	\$65,648	\$67,846	\$71,013
2	\$51,754	\$52,728	\$54,200	\$56,143	\$58,455	\$60,772	\$62,720	\$64,929	\$67,115	\$69,307	\$72,474
3	\$52,728	\$53,697	\$55,169	\$57,361	\$59,803	\$62,239	\$64,187	\$66,379	\$68,582	\$70,774	\$73,935
4	\$54,920	\$55,899	\$57,361	\$60,284	\$62,715	\$65,166	\$67,115	\$69,302	\$71,506	\$73,686	\$76,864
5	\$57,361	\$58,336	\$59,803	\$62,715	\$65,648	\$68,328	\$70,281	\$72,480	\$74,661	\$76,864	\$80,036
6	\$59,293	\$60,772	\$62,239	\$65,166	\$68,826	\$71,506	\$73,449	\$75,641	\$77,844	\$80,036	\$83,208
7	\$60,972	\$64,674	\$66,135	\$69,069	\$71,987	\$74,926	\$76,864	\$79,056	\$81,259	\$83,451	\$86,607
8	\$60,972	\$66,872	\$69,069	\$71,987	\$75,159	\$78,320	\$80,274	\$82,472	\$84,659	\$86,867	\$91,305
9	\$60,972	\$68,750	\$72,480	\$75,895	\$79,294	\$82,710	\$84,659	\$86,867	\$89,054	\$91,246	\$94,413
10	\$61,875	\$69,773	\$76,035	\$79,624	\$84,680	\$88,653	\$90,618	\$92,848	\$95,084	\$97,308	\$100,523
11	\$61,875	\$69,773	\$78,195	\$81,876	\$87,560	\$91,652	\$93,692	\$95,999	\$98,299	\$100,611	\$103,934
12	\$61,875	\$69,773	\$78,195	\$81,876	\$90,028	\$94,239	\$96,345	\$98,711	\$101,087	\$103,452	\$106,873
13	\$61,875	\$69,773	\$78,195	\$81,876	\$90,028	\$94,239	\$96,345	\$98,711	\$101,087	\$103,452	\$106,873
14	\$61,875	\$69,773	\$78,195	\$81,876	\$90,028	\$94,239	\$96,345	\$98,711	\$101,087	\$103,452	\$106,873
15-19	\$64,290	\$72,393	\$81,027	\$84,935	\$93,303	\$97,720	\$100,047	\$102,630	\$104,844	\$107,793	\$111,431
20-24	\$68,506	\$76,647	\$85,308	\$88,864	\$97,508	\$101,585	\$104,129	\$106,684	\$108,719	\$111,762	\$115,329
25-29	\$72,068	\$80,220	\$88,864	\$92,432	\$101,082	\$105,152	\$107,696	\$110,229	\$112,785	\$115,329	\$118,885
30											
*PI29 +											
\$1000	\$73,068	\$81,220	\$89,864	\$93,432	\$102,082	\$106,152	\$108,696	\$111,229	\$113,785	\$116,329	\$119,885

Appendix B - Salary Schedule July 1, 2026 to June 30,2027

PI	BA	BA+15	BA+30	BA+45	BA+60	MA	MA+15	MA+30	MA+45	MA+60	PHD
1	\$52,308	\$53,300	\$54,811	\$56,568	\$58,831	\$61,084	\$63,096	\$65,359	\$67,617	\$69,882	\$73,143
2	\$53,306	\$54,310	\$55,826	\$57,828	\$60,208	\$62,595	\$64,602	\$66,877	\$69,128	\$71,386	\$74,648
3	\$54,310	\$55,308	\$56,824	\$59,082	\$61,597	\$64,106	\$66,113	\$68,371	\$70,639	\$72,897	\$76,153
4	\$56,568	\$57,576	\$59,082	\$62,092	\$64,596	\$67,121	\$69,128	\$71,381	\$73,651	\$75,897	\$79,170
5	\$59,082	\$60,086	\$61,597	\$64,596	\$67,617	\$70,378	\$72,390	\$74,654	\$76,900	\$79,170	\$82,437
6	\$61,072	\$62,595	\$64,106	\$67,121	\$70,890	\$73,651	\$75,652	\$77,910	\$80,179	\$82,437	\$85,704
7	\$62,801	\$66,614	\$68,120	\$71,142	\$74,147	\$77,174	\$79,170	\$81,428	\$83,697	\$85,955	\$89,206
8	\$62,801	\$68,878	\$71,142	\$74,147	\$77,413	\$80,669	\$82,683	\$84,946	\$87,199	\$89,473	\$94,044
9	\$62,801	\$70,812	\$74,654	\$78,172	\$81,673	\$85,191	\$87,199	\$89,473	\$91,725	\$93,983	\$97,245
10	\$63,732	\$71,866	\$78,316	\$82,013	\$87,220	\$91,313	\$93,337	\$95,633	\$97,936	\$100,227	\$103,539
11	\$63,732	\$71,866	\$80,541	\$84,333	\$90,187	\$94,401	\$96,503	\$98,879	\$101,248	\$103,629	\$107,052
12	\$63,732	\$71,866	\$80,541	\$84,333	\$92,729	\$97,066	\$99,236	\$101,672	\$104,119	\$106,556	\$110,079
13	\$63,732	\$71,866	\$80,541	\$84,333	\$92,729	\$97,066	\$99,236	\$101,672	\$104,119	\$106,556	\$110,079
14	\$63,732	\$71,866	\$80,541	\$84,333	\$92,729	\$97,066	\$99,236	\$101,672	\$104,119	\$106,556	\$110,079
15-19	\$66,218	\$74,564	\$83,457	\$87,483	\$96,103	\$100,652	\$103,049	\$105,708	\$107,989	\$111,027	\$114,774
20-24	\$70,561	\$78,947	\$87,868	\$91,530	\$100,434	\$104,632	\$107,253	\$109,885	\$111,980	\$115,114	\$118,788
25-29	\$74,230	\$82,626	\$91,530	\$95,205	\$104,114	\$108,306	\$110,926	\$113,536	\$116,168	\$118,788	\$122,452
30 *PI29 + \$1000	\$75,230	\$83,626	\$92,530	\$96,205	\$105,114	\$109,306	\$111,926	\$114,536	\$117,168	\$119,788	\$123,452

Appendix C - ECFE Wage Schedule

2025-26			
Step	BA	BA+30	MA
1	\$34.61	\$36.32	\$38.09
2	\$35.34	\$37.09	\$38.89
3	\$36.04	\$37.82	\$39.62
4	\$36.70	\$38.53	\$40.38
5	\$37.50	\$39.36	\$41.24
6	\$38.19	\$40.12	\$42.02
7	\$38.88	\$40.78	\$42.76
8	\$39.61	\$41.58	\$43.56
9-13	\$42.78	\$44.91	\$47.07
14-18	\$44.90	\$47.14	\$49.36
19+	\$47.14	\$49.49	\$51.85
2026-27			
Step	BA	BA+30	MA
1	\$35.65	\$37.41	\$39.23
2	\$36.40	\$38.20	\$40.05
3	\$37.12	\$38.95	\$40.81
4	\$37.80	\$39.69	\$41.59
5	\$38.62	\$40.54	\$42.48
6	\$39.34	\$41.32	\$43.28
7	\$40.04	\$42.01	\$44.04
8	\$40.80	\$42.83	\$44.87
9-13	\$44.06	\$46.26	\$48.48
14-18	\$46.25	\$48.56	\$50.85
19+	\$48.56	\$50.97	\$53.41

~~*Eligible for this rate on the first July 1 following completion of 400 hours at Step H.~~

~~** Eligible for this rate after five years at level *.~~

~~*** Eligible for this rate after five years at level **.~~

Appendix D - Extra Assignment Schedule

*A 2% increase will be applied across Appendix D rates of pay for both 2025-26 and 2026-27. This is represented in the factor changes below.

I. Extra-Curricular Assignments

A. High School

- All Extra Curricular Assignments shall be calculated from a 1.000 factor of \$9,168 in 2025-26 and \$9,351 in 26-27 \$8,786 in 2023-24 and \$8,988 in 24-25. Positions included in Section I and identified with ❖ are not eligible for the Extra Curricular Career Increments

MSHSL Activities: Interscholastic

<u>Assignment</u>	<u>Factor</u>
Debate Coach	1.000 .638
Assistant Debate Coach	0.750 .478

MSHSL Activities: Coed Interscholastic

<u>Assignment</u>	<u>Factor</u>
	0.715
Nordic Skiing Coach*	0.850
Alpine Skiing Coach*	0.715

*These factors are for assignments as head coach of both boys' and girls' teams. If separate coaches are assigned for these activities, the factor for Alpine shall be .646 and the factor for Nordic shall be .768 factor shall be .646.

Theatre Arts

<u>Assignment</u>	<u>Factor</u>
Theatre Arts Coordinator	0.2000 .500
Theatre Specialist (Fall Musical, Winter Musical, Fall Play or Spring Mainstage)	0.200

Miscellaneous Activities

<u>Assignment</u>	<u>Factor</u>
Business Professionals of America	0.500 0.750
Mock Trial Asst. Coach	0.25
❖ Pottery Materials Prep	0.370
Project SCORE Coordinator	0.500
Science Bowl	0.140 0.25
World Language Exchange Coordinator	0.180
Biology Bowl	0.140

B. Middle Schools

Athletics

<u>Assignment</u>	<u>Factor</u>
Activities/Athletics Coordinator	0.770

<u>Assignment</u>	<u>Factor</u>
Activities/Athletics Coordinator	0.734

Miscellaneous

<u>Assignment</u>	<u>Factor</u>	<u>2025-26</u>
❖ Bus Supervision/School Safety	0.208 .210	
Extended Day MS Environmental Learning Trip Supervision	Stipend	\$75.09
Extended Day MS Environmental Learning Trip Coordinator	Stipend	\$300.37

C. Elementary Schools

<u>Assignment</u>	<u>Factor</u>
❖ Assessment Coordinator	stipend
Elementary School Patrol	0.086
❖ Bus Supervision/School Safety	0.208 .210

B. ~~Driver Education Assignments~~

<u>Assignment</u>	<u>Factor</u>
Classroom Instruction	per hour
Behind the Wheel Instruction	per hour

III. Extra Service Assignments

The following assignments when performed by members of the professional staff will be paid at the rates indicated for the 2023-25 period of this Agreement. The following assignments are not eligible for the career increments outlined in Section I (F).

<u>Assignment</u>	<u>Factor</u>	<u>2025-26</u>
Chaperone (per event)	per eventhour	\$62.93 \$32.29

***NOTE: The following Section will be removed from the WEA contract and approved as a separate supplemental salary schedule annually.**

High School Event Workers (an event may include multiple competitions)

Assignment	Factor	2023-24	2024-25
Ticket Takers/Sellers			
Volleyball, Wrestling, Gymnastics	per event	\$48.69	\$49.81
Hockey, Basketball, Dance	per event	\$58.98	\$60.33
Lacrosse, Soccer Double Headers	per event	\$83.52	\$85.44
Football Ticket Seller	per event	\$83.52	\$85.44
Theater, Football Ticket Taker, Track-True, Team Conference Section	per event	\$96.97	\$99.20
Wrestling Triangular	per event	\$73.04	\$74.72
Timers			
Football	per event	\$58.98	\$60.33
Adapted Athletics (Time/Announcer)	per event	\$58.98	\$60.33
Volleyball, Wrestling, Lacrosse	per event	\$69.27	\$70.87
Hockey, Basketball, Swimming	per event	\$82.73	\$84.63
Lacrosse, Soccer Timer/Announcer/ Videoboard Operator Doubleheader	per event	\$96.97	\$99.20
9th Grade/Middle School Basketball, Volleyball, Wrestling and Swimming	per event	\$48.69	\$49.81
Scorers			
Basketball, Swimming	per event	\$83.52	\$85.44
Volleyball, Wrestling, Gymnastics	per event	\$69.27	\$70.87
Soccer Field Scorer	per event	\$83.52	\$85.44
Lacrosse Field Scorer Doubleheader	per event	\$96.97	\$99.20
Volleyball Libero	per event	\$83.52	\$85.44
9th Grade/Middle School Basketball, Volleyball, Wrestling, Swimming	per event	\$48.69	\$49.81
Announcers			
Football, Hockey, Gymnastics, Dance	per event	\$48.69	\$49.81
Lacrosse, Wrestling, Basketball, Swimming	per event	\$69.27	\$70.87
Supervisors			
Fine Arts	per event	\$53.83	\$55.07
Lacrosse	per event	\$96.97	\$99.20
Volleyball, Wrestling, Gymnastics	per event	\$48.69	\$49.81
Soccer, Hockey, Basketball, Dance, Baseball	per event	\$83.52	\$85.44
Football	per event	\$117.27	\$119.97
Chain Crew			
Football	per event	\$56.59	\$57.90
Line Judge			
Volleyball (Junior Varsity & Varsity)	per event	\$69.27	\$70.87

Scorer/Announcer/Event Worker			
Track	per event	\$57.28	\$58.59
Wrestling—Triangular	per event	\$104.16	\$106.56
Starter/Clerk			
Track	per event	\$80.75	\$82.61
Site Manager			
Volleyball, Basketball, Wrestling, Track—MS & HS	per day	\$164.61	\$168.39
Hockey	per day	\$136.63	\$139.78
Lacrosse, Soccer	per day	\$122.64	\$125.46
Football, Wrestling—All Day Tournament	per day	\$325.98	\$333.48

Appendix F - Hiring Retired Teachers

5. ~~Tax-Sheltered Program – 403(b) Plan. 5. Section 6.5 shall be available for employee contributions, but employer match provisions do not apply.~~ Retirees covered by this Memorandum of Understanding are eligible for the Tax Sheltered Program - 403 (b) Plan outlined in Section 6.5 of this agreement.

Appendix G - Elementary Team Planning

MEMORANDUM OF UNDERSTANDING

The School Board agrees to provide elementary classroom teachers, grades K-5, team planning time of **two (2) days for the 2025-26 school year and two (2) days for the 2026-27 school year.** ~~three (3) days for the 2023-2024 school year and two (2) days for the 2024-2025 school year.~~ The School Board Agrees to provide elementary specialists, elementary special education, and non-classroom elementary teachers planning time of **two (2) days for the 2025-26 school year and two (2) days for the 2026-27 school year.** ~~three (3) days for the 2023-2024 school year and two (2) days for the 2024-2025 school year.~~

In addition to planning days, elementary teachers will be eligible for up to fourteen (14) hours of flexible planning time to be used outside the contract day (e.g. summer, winter break, etc.) during the **2025-26** ~~2023-2024~~ school year and fourteen (14) hours during the **2026-27** ~~2024-2025~~ school year. Payment will be based on the curriculum writing rate. At least two (2) team members must be in attendance. Hours must be submitted from July 1 through May 1.

~~It is understood that the Elementary Team Planning time will remain at three days during the 2024-2025 school year if there are no additional changes to the secondary schedules.~~

In the future, planning days may be discontinued, but only if the School Board changes student contact minutes at either the elementary or secondary levels.

This Memorandum of Understanding was developed at the recommendation of the 1999-2001 contract and added as a Memorandum of Understanding in the 2001-2003 contract.

This Memorandum of Understanding will expire on **June 30, 2027** ~~June 30, 2025.~~

Appendix H - Sick Leave Bank

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree to establish a voluntary sick leave bank. A sick leave bank is set up to provide additional sick leave to those members of the bargaining unit who have exhausted their sick leave and are experiencing a medical emergency that will require a prolonged absence from work and a substantial loss of income because they have exhausted their accumulated leave.

Donation Eligibility:

- 1) The teacher must be a full-time or part-time member of the bargaining unit eligible for benefits. A person on sabbatical leave may contribute to the sick leave bank.
- 2) Must be an active employee and not have submitted a resignation or retirement to the District prior to making the donation.
- 3) A teacher must donate sick days in order to use the sick leave bank.

Donation Process:

- 1) In order ~~to establish the~~ **opt in to the** Sick Leave Bank, all teachers **who wish to participate and are not current sick bank participants** must donate one (1) sick leave day **by completing the opt-in form sent by Human Resources within the specified timeline.** ~~unless the employee submits an election form opting out of membership in the Sick Leave Bank.~~
- 2) All donations once made are irrevocable.
- 3) Donations are not taxed for the donor and are not tax deductible.
- 4) Days donated are donated at the donor employee's rate of pay.
- 5) At such time the sick bank balance dips below 60 days, all members **who wish to continue to participate in the** of the sick leave bank will **need to opt in to** contribute one (1) day each. Employees who **do not opt in to the refill** ~~opt out of this~~ contribution will no longer be a part of the sick leave bank and will lose eligibility for its benefits.
- 6) New employees will have thirty (30) days in which to opt ~~out of~~ **into** the Sick Leave Bank.
- 7) Teachers may opt in to the Sick Leave Bank every year during the first thirty days of school. A teacher must contact HR to do so.

Eligibility to Receive Sick Leave from the Bank:

1. Must be a full or part time employee eligible for benefits.
2. Members on Sabbatical leave are not eligible to draw from the sick leave bank while on Sabbatical.
3. Must be a contributing member of the Sick Leave Bank.
4. Exhaust all sick and personal accumulated leave. One personal day may be retained.
5. Be eligible for leave under the Family Medical Leave Act (FMLA).
6. Not receiving Worker Compensation, Social Security, or Long Term Disability. If there is an initial denial from LTD or Worker Compensation who ultimately collects benefits they will be responsible to cooperate in the repayment to the sick leave bank.
7. Not have submitted a resignation or retirement to the District.
8. Not serving a disciplinary suspension.
9. Teachers working less than full time shall be eligible for benefits at a pro-rata basis.
10. Teachers may draw from the sick leave bank until they are eligible for Long Term Disability or up to ~~90~~ **60** days per school year
11. The Sick Leave Bank may not be used outside of the teacher's established school year.
12. The Sick Leave Bank may be used for normal childbirth delivery and recovery shall be limited to 20 days. The amount of time granted from the sick leave bank shall not exceed the maternity ~~disability~~ **period of incapacity**. For example, if a person has 20 days of accumulated sick leave and they are out for a 6 week

time period, the sick leave bank would contribute 10 days so that the ~~disability~~ period of incapacity is covered.

Administration:

1. A teacher must apply for benefits under the Sick Leave Bank by completing the necessary forms.
2. The application will be submitted to the Human Resources Department and reviewed in collaboration with the WEA president or their designee.
3. Decisions are final and not subject to the grievance process.

The District shall provide an accounting of the status and use of the Sick Leave Bank at the end of the year.

In the event that the Sick Leave Bank is dissolved, all days shall be returned to those participating in the bank. All members will receive an equal number of days, with the understanding that no one will receive more days than they contributed to the Bank.

~~The sick leave bank will be in effect starting October 1, 2023. Teachers needing assistance prior to October 1, 2023 should work with Human Resources.~~

This Memorandum of Understanding was established in the 2023-2025 contract.

This Memorandum will expire on June 30, 2027 assuming MNPL has been effectively implemented by this date.

Appendix I - Sick Leave Accumulation

MEMORANDUM OF UNDERSTANDING

Teachers having thirty (30) or more accumulated sick days, not including days donated in Appendix H, in a school year may elect to convert sick leave days ~~to~~ **as a cash payment to a tax-deferred plan (district-offered 403b) cash** at ~~\$155.00~~ **160.00** per day and the following conditions. The district will use the sick leave balance as of the end of each school year and the new balance will reflect a reduction based on the number of sick days that have been converted to cash.

ECFE staff may participate based upon taking the overall accumulated sick leave hours and dividing by 8 hours to determine the number of days.

This payment will be made to a tax deferred plan within 60 days after the end of the school year on the following basis:

Accumulated Sick Leave	Amount
30-60 days accumulated sick leave	2 days (\$310) (\$320)
60+ days accumulated sick leave	3 days (\$465) (\$480)
90+ days accumulated sick leave	4 days (\$620) (\$640)
120+ days accumulated sick leave	5 days (\$775) (\$800)
150+ days accumulated sick leave	6 days (\$930) (\$960)
180+ days accumulated sick leave	Number the employee would convert to a maximum of 10 days (\$1,550) (\$1600)

This plan will be subject to state and federal laws, rules and regulations.

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2007- 2009 contract.

***NOTE: ECFE Teachers will follow the same program requirements established in section 5.6, Part 1 through Part 8 of the WEA Contract. Separate MOU (Appendix J - Alternative Compensation Program ECFE) removed as it is no longer needed.**

Appendix J - Alternative Compensation Program - ECFE

MEMORANDUM OF UNDERSTANDING

~~Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree that beginning with the 2013-14 school year, the ECFE employees will be eligible to participate in the Alternative Compensation Program - Individual Performance Bonus:~~

~~Teachers will be formally evaluated twice (2) per year. One formative (PC) evaluation; brief pre-conference and post-conference meetings and one summative evaluation (EVAL); brief pre-conference and post-conference meetings, completion of the appeal process outlined in Article V Section 5.6 Part 8 with a satisfactory evaluation. A full-time (1.0 FTE) teacher will be granted an Individual Performance Bonus of \$1700 to be paid on the first regular pay period in June. For the purposes of this MOU, a full-time ECFE employee must be employed for a minimum of 960 hours (120 days at 8 hours/day) during the school year. A part-time ECFE employee will be eligible for an Individual Performance Bonus prorated to equal their FTE.~~

~~An ECFE employee retiring at the end of the first semester will be eligible for an Individual Performance Bonus prorated to equal their annualized FTE upon the completion of one (1) formative and one (1) summative satisfactory evaluations. To facilitate the scheduling of evaluations, it is the responsibility of the ECFE employee to notify their Peer Coach in writing by September 15 of their intent to retire at the semester break. Memorandum of Understanding established the 2013-2014 contract.~~

Appendix J - Leave Committee and Minnesota Paid Leave (MNPL)

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to provide excellent working conditions for staff and want to continue exploration of ways we can make our structures are more accommodating and flexible;

Whereas, the Minnesota Paid Family Medical Leave program is effective January 1, 2026;

Whereas, the Minnesota Paid Family Medical Leave program provides guidance for the granting of leaves and partial salary payment that differs from current practice;

Therefore let it be resolved that:

1. Minnesota Paid Leave shall be granted pursuant to applicable law. When this program is implemented (currently scheduled for January 1, 2026), the district will begin deducting the employee’s portion of the premiums from wages and submitting the wage deductions to the State of Minnesota. The default employee portion is fifty percent (50%) of the premium costs. Any subsequent changes in premium will be split with the employer paying fifty percent (50%) and the employee paying fifty percent (50%).

2. A committee is hereby formed to study the impact of Minnesota's Paid Family Medical Leave program on current practice and recommend changes to leaves provided for in the WEA contract.
 - a. The Committee consists of:
 - i. Three teachers—one from each level (elementary, middle, and high school);
 - ii. WEA President or their designee;
 - iii. WEA Vice President or their designee;
 - iv. WEA Lead Negotiator or their designee;
 - v. Two principals—one from elementary and one from secondary to provide input on leave usage and serve in an advisory capacity;
 - vi. The Executive Director of Human Resources or their designee;
 - vii. Representation from the Finance or Payroll Department;
 - viii. Others agreed to by the committee unanimously to serve in an advisory capacity only.
 - b. The Committee will meet at least once per month beginning in January 2027. Members must be appointed no later than November 15, 2026.
3. The Committee may recommend changes to Section 7 of the WEA contract as well as any relevant contractual language that pertains to leave. Any recommendations of the Committee must be unanimously made. Once the committee has made the recommendation, it can:
 - a. Refer the recommendation for further negotiation in the 2027-2029 contract cycle;
 - i. The recommendation and approvals are complete no later than May 15, 2027.

Appendix K - Substitution during Prep Time

The District and the Union desire to promote a collaborative work environment that is focused on the individual educational needs of all students and the delivery of quality instruction. The parties recognize the mutual benefits derived from teachers substituting during their preparation hour when regular substitutes can't be scheduled.

Therefore, it is agreed:

1. When a substitute is unavailable, teachers may be asked to substitute during their preparation time.
2. Teachers may select compensation for substituting during their preparation time.
 - a. Teachers substituting during their preparation time may earn a rate of \$40.00 an hour.
 - b. Teachers substituting during their preparation time may choose to earn time off. (Frequently referred to as Comp Time.)
3. Teachers may earn up to 360 minutes of time off each year. Time accrued beyond 360 minutes will be paid at the above mentioned hourly rate.
4. Teachers may use earned time off in an hour, half day or full day time increments. All requests for time off must be submitted in the current substitute management system (~~AESOP~~) **Frontline Absence Management**.
5. Teachers earning time off must use this time prior to May 1.
6. All time off requests require a three day notice and prior approval of the immediate supervisor. Teachers earning time off should not extend regular vacation periods except in unusual circumstances.
7. Earned time off will not transfer into the next school year. All balances will be paid at the end of the school year at the rate stated in 2 (a).

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

Memorandum of Understanding established 2019-2021 contract.

Appendix L - Special Education Evaluation Services Team Stretch Calendars

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to educate all students and to provide best practice delivery models to meet the needs of each and every student.

Whereas, it is the District and WEA’s belief that a stretch calendar for the purpose of continued special education assessments should not delay services for qualifying students at the start of the school year.

Be it THEREFORE resolved that:

For the purpose of this memorandum, a "stretch calendar" is defined as a school year calendar that extends work days over the summer months and maintains the total contract days articulated in the WEA Master Agreement (184 days).

The stretch calendar will be created annually by the teacher following guidelines established by the Special Services Supervisor and includes Birth-3 ECSE staff, Evaluation Team Members, SpEd Coordinators, and School Nurses. The calendar will be approved by the Student Services Supervisor and Director of Student Services.

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2021-2023 contract.

***Note, when reviewing appendix M, also reference Appendix P- Direct Services Stipend**

Appendix M - Special Education Conferencing and Due Process Days

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to educate all students and to provide support to ~~teachers~~ staff in their efforts to do so:

Whereas, it is the District and WEA’s belief that special education due process paperwork and timelines are an essential function of the teacher’s job description and should be completed as a part of their salaried obligations. It is also recognized that on occasion, these responsibilities may require additional support and time for correct and timely implementation. The District and WEA are committed to supporting staff in meeting these obligations while also prioritizing the needs of all students and families.

Be it THEREFORE resolved that:

1. **Parent/Teacher Conferences:** Special Education staff are expected to attend and participate in parent/teacher conferences in person, alongside general education staff. When not participating in a conference, special education staff may use this time to complete paperwork and other related responsibilities.
2. **Due Process Days:**
 - a. When necessary the District may recommend a due process paperwork day to complete due process expectations.
 - b. If this day is at the request of the teacher, the teacher must submit and seek prior approval from the District’s Director of Student Support Services or their designee.

- c. Days taken to complete special education due process will not be deducted from accumulated leave.
- d. Staff requesting Due Process Days must request a substitute, if needed, a minimum of seven (7) days prior to taking time off.
- e. ~~Teachers, with prior approval, may also timecard up to eight (8) hours per semester, paid at the curriculum writing rate, to be used outside the work day to complete special education paperwork.~~ With prior approval by the Director of Student Support Services, Special Education staff may work up to sixteen (16) hours (for full-time staff; hours available for part-time staff will be prorated based on FTE) during the school year to complete due process requirements. Special Education staff that receive approval for additional hours will be paid at the curriculum writing rate. Staff will also be eligible for up to four (4) hours of paid time outside of the contract time during workshop week. This work is specifically intended to support the completion of IEPs in preparation for the first day of school. The hours will be paid at the curriculum writing rate and must be completed at least two (2) calendar days prior to the first day of school.
- f. ~~Teachers~~ Staff may request permission from the Executive Director of Human Resources to work from home on their due process paperwork days.

The parties agree to these terms until the end of the 2026-27 school year only. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2021-2023 contract.

Appendix N - Extracurricular Committee

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree to implement the Extracurricular Committee as outlined in Appendix D with the following additions. Due to the work and review necessary to update the current salary schedule, the **Extracurricular Committee** ~~extra-curricular committee~~ will meet at least twice ~~each year~~ during the second year of the contract prior to contract negotiations in order to ~~and will~~ make recommendations to the negotiations team for annual review and update. It is recommended that the ~~committee team~~ meet prior to February 1 and plan to meet with the negotiations team in March ~~to ensure alignment with the budget.~~

The Extracurricular team will consist of the following members to ensure that all voices are heard and input is relevant to impacted areas. The team will consist of: 1) Activity Director 2) WEA President 3) HR Representative 4) WEA negotiator (up to two representatives 5) Principal(s) at each level (Elementary, Middle and High School) 6) High School teachers (Up to two) 7) Middle School teachers (Up to two) 8) Elementary teachers (Up to two).

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in 2019.

Appendix O - Required Secondary Licensure Reimbursement

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to support teachers and implement consistent practices.

Whereas, it is the District’s and WEA’s belief that providing compensation to teachers in need of two license requirements, both professional and through the Professional Educator and Licensing Board of MN, recognize the additional financial obligations placed upon these teachers.

Be it THEREFORE resolved that:

All District Licensed School Nurses (LSN) and School Social Workers may seek reimbursement of up to ~~\$250.00~~ **\$400.00** towards the professional license required of PELSB for licensure in a school setting. These dollars may not be used towards late fees or more than one licensing area. Proof of payment must be submitted to the District's payroll department for reimbursement.

It is the current District practice to reimburse the professional license costs for the District Speech and Language Pathologists.

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in 2023.

***Note: When reviewing Appendix P, also reference Appendix M- Special Education Conferencing and Due Process Days**

Appendix P - Special Education ~~Conference Days and Stipend~~ Direct Services Stipend

MEMORANDUM OF UNDERSTANDING

Whereas, Independent School District 284, Wayzata Public Schools ("District") and Wayzata Education Association ("WEA") have a common mission to educate all students and to provide support to **teachers staff** in their efforts to do so:

Whereas, it is the District and WEA's belief that due to special education due process paperwork and timelines, additional curriculum demands, and high caseloads, special education **teachers staff** need additional time to complete their work. It is recognized that these responsibilities may require additional support and time for correct and timely implementation. **The District and WEA are committed to supporting staff in meeting these obligations while also prioritizing the needs of all students and families;**

Be it THEREFORE resolved that:

- ~~1. Special education teachers will be allowed to utilize the thirty-two (32) hours of parent/teacher conference time (part of the 184 paid contract days) for the following tasks. This work, when appropriate, may be completed from home:~~
 - ~~a. IEP meetings before and after the contract day;~~
 - ~~b. Any and all special education meetings with parents, before and after the contract day, to develop and monitor the student's progress;~~
 - ~~c. Curriculum and Instruction work;~~
 - ~~d. Progress reports~~
2. Special Education teachers who ~~are case managers and/or~~ provide direct support to **students within a school building schedule** will earn a ~~\$400~~ **\$550** stipend **due to the consistent loss of their designated lunch and/or prep time in response to supporting unexpected student needs. to** ~~acknowledge the extra work required of their position, the loss of prep and lunch time, and large caseload sizes.~~ **This stipend applies to the following positions:**
 - a. SpEd Teachers (Resource and SDC)
 - b. ECSE Teachers who support students within a school building
 - c. Work Experience Teachers

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2023-25.

Appendix Q - Teacher Safety

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to ensure safe learning environments for our students and teachers;

Be it THEREFORE resolved that:

1. Teachers will be encouraged to utilize the student support teams and PLCs for resources and classroom strategies to create safe learning environments.
2. Principals will be encouraged to utilize Staff and BILT meeting time to review teacher needs as it relates to safety in their building and classrooms to determine additional professional development support for staff.
3. Teachers are encouraged to meet with their building principals with any safety concerns they may have.
4. If damaged by a student during the school day due to an unsafe situation, eye glasses and cell phones may be reimbursed at a reasonable replacement cost.
5. Create a committee to review new state statutes, district practices, and policies regarding student discipline in an effort to create safe learning environments and to improve communication regarding student behaviors. The committee will report periodically.
6. **The committee will be re-convened by the Executive Director of Human Resources no later than December 2025.**
 - a. Committee Members:
 - i. **Executive Director of Human Resources**
 - ii. WEA President or designee
 - iii. Principal Representatives (AP/Dean)
 - iv. Teacher Representatives
 - v. Special Education
 - vi. Board Members
 - vii. Director of Equity
 - viii. MTSS Coordinator
 - ix. Social Worker/Counselors
 - x. Paraprofessionals may be optional
 - xi. **Safety Manager**
 - xii. **Additional staff as agreed upon by District and the WEA**

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2023-25 contract.

Appendix R - ~~Personnel Ratios and~~ Class Size Committee

MEMORANDUM OF UNDERSTANDING

Whereas, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to educate all students and to provide learning environments that promote best instructional strategies and are designed to give students the attention they need to learn and grow:

Whereas, it is the District and WEA's belief that small class size is important to the overall well-being of our students, to close the opportunity gap, and to create dynamic classroom instruction:

Whereas, the District and WEA recognizes that teacher voice is integral to solution-seeking around this issue:

Be it THEREFORE resolved that:

1. The board will continue to set recommendations for class size targets.
2. A committee will be developed to monitor the impact of class size and how we can continue to enhance classroom instruction and student success.
 - a. This committee will consist of
 - i. Teachers - At least one from each level (Elementary, Middle and High School) including **Special Education and** specialist/~~enore~~ elective teachers. The WEA president will be in charge of creating this team.
 - ii. Principals - At least one from each level (Elementary, Middle, and High School)
 - iii. District leadership - Executive Director of Teaching and Learning and Executive Director of Human Resources
 - iv. Board members - At least one plus an alternate
 - v. WEA President or designee ~~-Optional~~
 - vi. Superintendent or designee ~~-Optional~~
 - b. The committee will meet at least twice a year but may meet more at the committee's discretion.
 - c. The committee will discuss ways in which to increase support in the classroom and come up with strategies to reduce the impact of class size. The committee may choose to bring district experts into meetings to discuss specific strategies.

The parties agree to these terms until the end of the **2026-27** school year. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2023-2025 contract.

~~*Note: Appendix S - PTO Committee MOU Removed~~

~~**Appendix S - PTO Committee
Memorandum of Understanding**~~

~~Whereas, Independent School District 284, Wayzata Public Schools ("District") and Wayzata Education Association ("WEA") have a common mission to provide excellent working conditions for our teachers and want to continue exploration of ways we can make our structures more accommodating and flexible:~~

~~Whereas, it is the District and WEA's objective to create a committee to review the benefits and challenges of implementing a PTO structure for time off:~~

~~Be it THEREFORE resolved that:~~

- ~~1. A committee will be created to study and create a PTO recommendation for the 2025-2027 negotiations team to review as a part of the negotiations process.~~
- ~~2. This committee will consist of~~
 - ~~i. Teachers - At least one from each level (Elementary, Middle and High School)~~
 - ~~ii. WEA president or their designee~~
 - ~~iii. Teacher negotiations member or lead negotiator~~
 - ~~iv. Principals - At least two - One for elementary and one from secondary~~
 - ~~v. Executive Director of Human Resources~~

~~Memorandum established in the 2023-2025 contract.~~

Appendix S - Teacher Reassignment and Building Moves

Whereas, Independent School District 284 (“District”) and the Wayzata Education Association (“WEA”) share a common mission to support teachers whose non-voluntary assignment requires a move to a different building; and

Whereas, both the District and the WEA acknowledge that, at this time, there is no comprehensive data available to determine the cost implications of such moves;

Be it THEREFORE resolved that:

1. The Executive Director of Human Resources will track and categorize the number of teacher moves for the 2025-26 and 2026-27 school years. The tracking will include:
 - Moves within the same building (both non-voluntary and requested)
 - Moves to a new building (both non-voluntary and requested)
 - Changes in teacher assignments (both non-voluntary and requested)

This data will be compiled and shared to inform the 2027–2029 WEA contract negotiations.

2. For the 2026-27 school year, any teacher whose new assignment requires a non-voluntary move to a different building will be allotted up to eight (8) hours of additional compensation at the curriculum writing rate, in recognition of the time and effort required to relocate and set up their new instructional space.

The parties agree to these terms until the end of the 2026-27 school year. This memorandum may be renewed with the agreement of both parties.

Memorandum of Understanding was established in the 2025-2027 contract.

Appendix T - Collaborative Support for Professional Performance and Administrator Training

Whereas, Independent School District 284 (“District”) and the Wayzata Education Association (“WEA”) share a common mission to support teachers through a collaborative and transparent approach to professional growth and accountability; and

Whereas, it is the objective of both the District and the WEA to create a positive working environment that fosters fairness, clarity, and consistency in how employee performance is addressed;

Be it THEREFORE resolved that:

1. The Executive Director of Human Resources will meet with the WEA President to gather input regarding overall concerns raised by WEA members related to employee performance and accountability practices.
2. The Executive Director of Human Resources will use that input to inform and continually engage with the WEA President in developing and delivering best practices training to all administrators who supervise WEA members. This training will include, but not be limited to, the following topics:
 - a. Predisciplinary Performance Improvement Strategies
 - b. Setting and Communicating Performance Expectations

c. Principles and Application of Progressive Discipline

3. In addition, the Executive Director of Human Resources will collaborate with the Executive Director of Teaching & Learning to ensure administrators receive training in the “5+ Guiding Questions” framework, which is designed to support instructional leadership and professional conversations aligned with district goals.
4. This Memorandum of Understanding reflects a shared commitment to supporting the professional success of all educators through ongoing dialogue, collaboration, and consistent leadership practices.

This Memorandum of Understanding was established in the 2025-2027 contract.

Appendix U - Phased Retirement Program

This Memorandum of Understanding (“MOU”) is made by and between Independent School District No. 284, Wayzata Public Schools (“District”) and Wayzata Education Association (WEA).

WHEREAS, the WEA is the exclusive representative of educators employed by the District;

WHEREAS, the Master Agreement (“Agreement) governs the educators’ terms and conditions of employment between the District and the WEA for the 2025-2027 school year;

WHEREAS, the District and the WEA agree that it is a strategic goal to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society;

WHEREAS, the District and the WEA agree that leveraging the educator leaders of today to help leaders of tomorrow will help ensure Wayzata’s continued excellence;

WHEREAS, the District and the WEA agree that educating students is both rewarding and challenging work;

WHEREAS, the District and the WEA recognize the benefit of flexible opportunities for Wayzata educators to assist in the achievement of District mission, vision, and strategic directions;

WHEREAS, the District and the WEA agree the Phased Retirement for Educators Pilot Program is based on a cost-neutral concept;

THEREFORE, the District and WEA agree as follows:

1. To pilot a Phased Retirement Program for the 2026-27 school year.
2. To be eligible to apply for Phased Retirement, an WEA educator must: 1) have a 1.0 FTE assignment; 2) have reached at least fifty-five (55) years of age prior to August 1, 2026; and 3) have provided at least fifteen (15) years of teaching service in the Wayzata Public Schools.
3. Educators selected for the Phased Retirement program will work eight (8) hours per day (inclusive of a duty free 30-minute lunch period) for the number of days provided for in number five below. If an educator is unable to work an assigned duty day, then they will make up that duty day on another date as determined by their supervisor.
4. Phased Retirement Educators will not be credited with more than eight (8) hours on any given work day.
5. A Phased Retirement Educator’s required number of duty days will be calculated as follows: BA Lane/Step 1 salary divided by Phased Educator’s Lane/Step salary multiplied by 184 and rounded up to the next whole number. Using the 2024-2025 salary schedule as an example, a Phased Retirement Educator on MA60/Step 20 would work 87 days based on this formula $(\$48,949/\$103,897*184) = 86.69$ and rounded up to 87 days).
6. Phased Retirement Educators will be paid a 1.0 FTE salary based on BA/Step 1 if they work all of their required duty days. Phased Retirement Educators will be ineligible for the Q Comp program for that school year.
7. The District and the Phased Retirement Educator will contribute to the Minnesota Teachers’ Retirement Association (TRA) as required by TRA. A Phased Retirement Educator who is eligible upon retirement for

an Employer Contribution towards Hospitalization-Medical Insurance as outlined in Section 8.6 of the WEA contract, Insurance Benefit, will maintain eligibility for the same benefits offered to full-time teachers, as articulated in sections 6.1-6.4, while working as a Phased Retirement Educator. Educators ineligible for the retiree contribution to Hospital/Medical insurance articulated in section 8.6, as they were hired after September 3, 2019, shall be eligible for the same benefits offered to part-time teachers, as articulated in sections 6.1-6.4, while working as a Phased Retirement Educator. Dental Insurance contributions articulated in section 6.6, Dental Insurance, will be provided to Phased Retirement Educators. A Phased Retirement Educator will receive a two (2) percent District match towards the District's 403(b) plan). A Phased Retirement Educator who retires and is eligible for the Severance and Insurance Benefits found in Sections 8.1 through 8.6 of the Agreement will receive such payments based on their FTE, step and lane placement, and years of service earned in the year prior to entering the Phased Retirement program. No other benefit provisions of the Agreement, including section 6.7, Health Care Savings Plan, apply to a Phased Retirement Educator.

8. Educators who meet these initial eligibility requirements and are interested in working in a Phased Retirement position during the 2026-2027 school year must apply no later than January 16, 2026. Application materials will be available in the Human Resources Department.
9. All educators that apply by the January 16, 2026 deadline, and meet the above eligibility requirements, will receive an interview for the Phased Retirement program.
10. The selection of Phased Retirement Educators, and the number of Phased Retirement Educators, and the assignments for Phased Retirement Educators, will be determined at the discretion of the District.
11. Educators selected for the Phased Retirement program will be required to resign a portion of their 1.0 FTE teaching position. The exact portion to be resigned will be determined using the same formula set out for calculating required duty days. Using the example in paragraph five above, the educator would need to resign from 0.54 FTE of their 1.0 FTE position (calculated using two decimal places, 84 days divided by 184 days equates to 0.46 FTE).
12. If the District is unable to hire a suitable replacement for a Phased Retirement Educator at the entry lane and step of the salary schedule, then the District has the right to return the Phased Retirement Educator to a 1.0 FTE teaching assignment.
13. If the District ends the Phased Retirement program following the 2026-2027 pilot, then all 2026-2027 Phased Retirement Educators will have the right to return to a 1.0 FTE teaching position for which they are licensed for the 2027-2028 school year at the career increment step they had earned prior to entering into the Phased Retirement Program.
14. The District makes no claims about the impact the Phased Retirement program will have on a Phased Retirement Educator's years of service, eligibility, pension amounts, or any part of their pension through TRA. A Phased Retirement Educator is solely responsible for making such determinations with TRA and monitoring their duty days to ensure they receive the service credit they desire.
15. Nothing in this MOU may be deemed to establish an interpretation of the Agreement between the District and WEA, a precedent, a practice, or to alter any established interpretation, precedent, or practice arising out of or relating to the Agreement between the District and WEA. Neither party may submit this MOU in any proceeding as evidence of a contract interpretation, precedent, or practice. This MOU does not alter any managerial rights that the District has in absence of this MOU. This MOU is not grievable.
16. Unless extended in writing by both parties, this MOU automatically sunsets on June 30, 2027.

The parties agree to the terms until the end of the 2026-27 school year. The memorandum may be renewed with the agreement of both parties.

WEA and the District are in agreement with the above language as evidenced by their representatives' signatures below.

Appendix V - Workload Committee

Whereas, the Independent School District 284, Wayzata Public Schools ("District") and Wayzata Education Association ("WEA") share a mutual interest in supporting reasonable workload for teachers to promote instructional quality, student success, and educator well-being; and

Whereas, both parties acknowledge the importance of objective, accurate data to inform any future workload discussions;

Therefore, let it be resolved that: The District will collect and analyze workload data for all licensed teaching positions in the district to better understand current demands, time commitments, and resource needs. The Executive Director of Human Resources and the WEA President will meet in the spring of 2026 to develop a teacher workload survey, which will be administered in November 2026.

1. **Scope of Data Collection:** Data may include, but is not limited to:
 - Number of course preparations and sections taught
 - Average class size
 - Number of students with IEPs, 504 plans, or other special learning needs
 - Non-instructional duties assigned
 - Scheduled and unscheduled meetings
 - Paperwork, grading, and assessment responsibilities
 - Impact of building schedules

2. **Data Collection Process**
 - The data collection will occur during the fall of the 2026-27 school year.
 - If it is determined a survey will best facilitate the data collection, both the District and the WEA will review and approve the survey tools or data-gathering methods in advance.
 - Participation by teachers will be voluntary and responses will remain confidential.
 - Compile resignation data for the previous ten (10) for Middle School and Special Services educators.

3. **Review of Findings**
 - The District and the WEA will jointly review the aggregated data no later than February 2027.
 - Findings will be used for informational purposes only during the term of this agreement and may be used to guide discussions in future negotiations.

The parties agree to these terms until the end of the 2026-27 school year only. This memorandum may be renewed with the agreement of both parties.

This Memorandum of Understanding was established in the 2025-27 contract.

Appendix W - Read ACT Requirements and Stipends

This Memorandum of Understanding (“MOU”) is made by and between Independent School District No. 284, Wayzata Public Schools (“District”) and Wayzata Education Association (WEA).

WHEREAS the District and Union are parties to a collective bargaining agreement (CBA) for the period from July 1, 2025 through June 30, 2027; and,

WHEREAS, the State of Minnesota has passed educational policy statutes that will require identified teaching staff to receive intentional reading training during the 2024-2025, 2025-2026 and 2026-2027 school years as mandated by the READ Act;

WHEREAS the District and the Union desire to address the time commitment, compensation, schedule, and deadlines for teachers required to complete the state of Minnesota mandated READ Act training; and,

THEREFORE, the parties agree to the following;

1. Phase One, Round 2, WEA staff includes:

- New K-5 Classroom Educators without mandated training
- New Grades K-12 Reading Intervention Educators without mandated training
- New Grades K-5 Special Education Educators responsible for reading instruction without mandated training
- Grades 6-12 Special Education Educators responsible for reading instruction
- New EL Teachers grades K-5
- EL Teachers 6-12
- New Speech Language Pathologists K-5 without mandated training
- Speech Language Pathologists 6-12
- New K-5 Instructional Coordinators without mandated training
- New Elementary Media Specialists without mandated training
- New Special Education Coordinators without mandated training
- New Elementary Enrichment Specialists without mandated training
- New Early Learning Special Education Teachers without mandated training
- Others as assigned

b. Phase One -Round 2- 6-12 EL/Multilingual and 6-12 Special Education Teachers (2025-2026)-

- i. Completion of OL&LA training
- ii. 50 hours of training required
- iii. 39 hours were scheduled during the articulated work day
- iv. 11 hours were scheduled outside of the work day
- v. \$900.00 stipend for 80% proficiency and completion (.75 Factor)
- vi. Failure to pass the Read Act training by the due date with 80% proficiency will result in a 25% reduction of the articulated stipend.
 1. Teachers on a District approved leave of absence will work with HR to determine an extended timeline.

c. Phase One -Round 2- Required teachers (2025-2026) All K-5 Teachers New to District who have not completed mandated READ Act Training

- i. Completion of OL&LA training
- ii. 50 hours of training required
- iii. Responsible for training outside of the work day
- iv. \$1200 stipend for 80% proficiency and completion (1.0 Factor)
- v. Failure to pass the Read Act training by the due date with 80% proficiency will result in a 25% reduction of the articulated stipend.
 - I. Teachers on a District approved leave of absence will work with HR to determine an extended timeline.

2. Phase Two WEA Staff includes (2025-2026)(Per State mandate, delayed until 2026-2027)

- Teachers in grades 6-12 who are responsible for providing reading instruction and/or teaching the MN ELA standards.

3. Lane Changes - Not applicable due to current contract language. Read Act hours will not be recognized and cannot be used for lane changes.

4. Proof of Completion - In all cases, teachers must submit proof of completion to the Executive Director of Teaching and Learning.

5. Failure to comply with the Read Act:

Compliance with the Minnesota READ Act (Minn. Stat. § 120B.123) is mandatory for both the District and eligible teachers. Failure by the District to comply with these requirements may result in action taken by the Minnesota Department of Education. Failure by an eligible teacher to comply with the training requirements may result in a teacher being out of compliance with READ Act requirements related to reading instruction in accordance with state statute and could result in discipline pursuant to Article XII, Section 12.2.

6. Remaining funds will be redistributed as long as the remaining funds are at least \$25.00 per Teacher.

Effective date and duration: This MOU shall continue in effect until June 30, 2026.

NOW THEREFORE, be it further resolved that the parties agree to the following:

Impact on Precedent. Nothing in this MOU may be deemed to establish a precedent or practice or to alter any established precedent or practice arising out of or relating to the CBA between the District and the Union. Neither the District nor the Union may refer to this MOU or submit it in any proceeding or case as evidence of a precedent or practice.

Entire Agreement. This MOU constitutes the entire agreement between the parties related to compensation for teachers for completing READ Act training. Neither party has relied on any statements, promises, or representations that are not stated in this MOU. The terms of this MOU constitute the entire agreement between the parties and supersede any prior written or oral, or other agreement, statement, or practice between the parties relating to the subject matter of this MOU. No changes to this MOU will be valid unless they are in writing and signed by both parties. A copy of this MOU will have the same legal effect as the original

IN WITNESS WHEREOF, the parties have voluntarily entered into this MOU on the dates shown by their signatures. This MOU will not become effective unless and until it is approved by the District's School Board and is signed by both parties.



WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION
Regular Meeting – October 27, 2025

AGENDA SECTION: Human Resource Services

ITEM: \ Supplemental Salaries Schedule

COMMENTS BY: Dave Lutz, Executive Director, Human Resource Services

High School Event Worker - Supplemental Salaries Addition for 2025-26

During the 2025-2027 WEA Contract Negotiations, it was agreed upon that the “High School Event Workers” portion of Appendix D should move to a supplementary pay schedule, consistent with other rates of pay approved annually by the School Board. While teachers can work events at the high school and often do, there is not really a connection between the rest of the WEA Contract and this section of pay rates. By moving it off the WEA contract, the WHS Activities Director will have the flexibility to recommend rate changes on an annual basis to the board, and will have the ability to be responsive to the budgets (revenue and expenditures) established to effectively run these activities. Human Resources, the WEA Negotiators and the WHS Activities department are in agreement that annual School Board approval of these rates is more appropriate than holding them within the two-year WEA Contract negotiations process.

The attached rates represent a 2% increase to the 2024-25 High School Event Worker rates. This is consistent with the recommended increase for Appendix D in the WEA Contract for 2025-26.

It is recommended that the Board approve the pay rates for 2025-26

Recommended Action: Approve the 2025-26 Supplemental Salaries as recommended.

Motion by: _____ ROLL CALL Passed _____

Second by: _____ Failed _____

Abstentions: _____

Supplemental Salary Schedule Annual Approval		
High School Event Worker - 2025-26		
High School Athletic Event Workers (one event may include multiple competitions)		
<u>Assignment</u>	Factor	<u>2025-26</u>
Ticket Takers/Sellers		
B. Volleyball, Wrestling, Gymnastics	per event	\$50.81
G. Volleyball, Hockey, Dance	per event	\$61.54
Lacrosse, Soccer Double Headers, Basketball, Football Ticket Seller	per event	\$87.14
Theater, Football Ticket Taker, Track-True, Conference Section	per event	\$101.19
Wrestling Triangular	per event	\$76.21
Timers		
Adapted Athletics (Time/Announcer)	per event	\$61.54
Football, G/B Volleyball, Wrestling, Lacrosse	per event	\$72.28
Basketball, Swimming	per event	\$86.32
Doubleheader Hockey, Lacrosse, Soccer (Timer/Announcer), Videoboard Operator	per event	\$101.19
9th Grade &MS Basketball, Volleyball, Wrestling and Swimming	per event	\$50.81
Scorers		
Basketball, Swimming	per event	\$87.14
G/B Volleyball, Wrestling, Gymnastics	per event	\$72.28
Soccer Field Scorer	per event	\$87.14
Lacrosse Field Scorer Doubleheader	per event	\$101.19
G/B Volleyball Libero	per event	\$87.14
9th Grade &MS Basketball, Volleyball, Wrestling, Swimming	per event	\$50.81
Announcers		
B/G Volleyball, Hockey, Gymnastics, Dance	per event	\$50.81
Football, Lacrosse, Wrestling, Basketball, Swimming	per event	\$72.28
Supervisors		
Fine Arts	per event	\$56.17
Lacrosse	per event	\$101.19
Wrestling, Gymnastics	per event	\$50.81

Soccer, Hockey, Basketball, Dance, Baseball, B/G Volleyball	per event	\$87.14
Football	per event	\$122.37
Chain Crew		
Football	per event	\$59.05
Line Judge		
Volleyball (Junior Varsity & Varsity)	per event	\$72.28
Scorer/Announcer/Event Worker		
Track	per event	\$59.76
Wrestling – Triangular	per event	\$108.69
Starter/Clerk		
Track	per event	\$84.26
Site Manager		
G. Volleyball, Basketball, Wrestling, Track - MS & HS	per day	\$171.76
Hockey	per day	\$142.57
Lacrosse, Soccer, B. Volleyball	per day	\$127.97
Football, Wrestling - All Day Tournament	per day	\$340.15



Board of Education

Regular Meeting – October 27, 2025

AGENDA SECTION: Adjourn

ITEM: Adjourn

COMMENTS BY: Milind Sohoni, Board Chair

This agenda item brings closure to the School Board meeting.

Recommended Action: Call the meeting to a close.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Time of Adjournment: _____ 50 _____