



2025-2026 Classified Master Contract

between the
Watertown School District
and the
Watertown Education Association

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Classified Master Contract

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PREAMBLE

The Board hereby recognizes the Watertown Education Association as the sole and exclusive Representative of clerical personnel (general assistants, office assistants, administrative assistants, executive assistants, benefits coordinator and registrar), paraprofessionals (library paraprofessionals, audio-visual technicians, and classroom paraprofessionals), and these classified positions (computer technicians, one-on-one nurses, occupational therapy assistants, physical therapy assistants, and speech language pathology assistants), in the Watertown School District. Such recognition shall be continuous from year to year unless challenged.

This contract is entered into May 2025 by and between the Watertown Education Association, hereinafter called the "Association" and the School Board of the Watertown School District of Watertown, South Dakota, hereinafter called the "Board" and its successor boards.

The Board has a statutory obligation pursuant to SDCL 3-18 to negotiate with the Association as the sole and exclusive representative of abovementioned classified personnel. The parties, having reached certain understanding, which they desire to confirm in this contract, agree on the following:

ARTICLE I: EVALUATION

Employees covered under this contract will be evaluated each year. The purpose of the evaluation will be for improving job performance and for making a recommendation regarding continued employment. It is the responsibility of an employee's immediate supervisor to perform the evaluation. Employee evaluations will be filed in the principal or director's office at each building.

ARTICLE II: PAYMENT OF SALARY

The salaries of employees covered under this contract shall be paid on the last business day of each month. Salaries are paid monthly via the use of electronic transfer directly into an account specified by the employee. Full time (40 hours/week-12 months) salaried employees are paid a regular monthly wage on a twelve month schedule. Employees on an hourly rate are paid for four and five week work periods. Each Time Clock System time sheet shall be verified by the employee for accuracy of the data recorded and verified by the immediate supervisor. The verified information indicating the time worked must be available to the Business Office by noon on the Monday following the pay period cutoff.

For the purpose of compensation or overtime calculations, the District's work week shall not exceed forty (40 hours) Monday through Sunday.

ARTICLE III: PAYROLL DEDUCTIONS

Classified employees may elect to have various deductions made from their monthly paycheck such as: tax sheltered annuities, insurance coverages, Flex 125 contributions, Credit Union Savings Plan, donations to the United Way, LATC Foundation and other school endorsed deductions.

ARTICLE IV: TAX SHELTERED ANNUITIES

The School Board has authorized participation by any interested employee in tax sheltered annuity programs. Under this plan the Board agrees to reduce an employee's salary by the amount the employee has requested to be withheld on District payroll deduction forms. The District requires that such annuity deductions are in agreement with the annuity deduction limits established by federal guidelines. Contributions are made monthly by payroll deductions.

ARTICLE V: PAID HOLIDAYS

The District recognizes eleven holidays: July 4, Labor Day, Native American Day, Veteran's Day, Thanksgiving, Christmas, New Year's Day, President's Day, Good Friday, Memorial Day and Juneteenth. Full-time, twelve (12) month employees are eligible for compensation for all eleven holidays as listed if their employment encompasses the holiday. Individuals whose employment is specific to the school calendar are eligible for compensation for the following holidays: Native American Day, Veteran's Day, Thanksgiving, Christmas, New Year's Day, President's Day, Good Friday, along with Labor Day and Memorial Day, if the school calendar encompasses those dates. The following classifications are not eligible for paid holidays: network administrator, technicians, custodial helpers, lunch and playground supervisors, bus drivers, and miscellaneous part-time positions.

ARTICLE VI: PERSONAL LEAVE

Classified employees shall be allowed two days of absence per year for personal or business reasons. An employee desiring such leave shall present a request to the employee's supervisor in sufficient time to allow for the coverage of the employee's duties. Personal leave may be granted on a first serve basis during the first 10 days of the school year, the final 10 days of the school year or to extend a vacation or holiday. Such leave also depends on the availability of substitute teachers, if needed. The following classifications are not eligible for personal leave: network administrator, technicians, custodial helpers, lunch and playground supervisors, bus drivers and miscellaneous part-time positions.

ARTICLE VII: SICK LEAVE

Classified employees receive one day per month up to a maximum of ten (10) days per year (July-June). Sick leave is for personal illness of the employee and/or the illness of a family member. Family is defined as spouse, child, parent, parent-in-law or sibling. One day may be used on the day of the birth of a grandchild. Five days per year of family illness may be used for a grandchild that is hospitalized for a medical reason other than birth. Sick leave cannot be used for other absences. Unused sick leave accumulates without limit. The following classifications are not eligible for this leave; custodial helpers, lunch and playground supervisors and miscellaneous part-time positions.

ARTICLE VIII: FEDERAL FAMILY AND MEDICAL LEAVE ACT

The District participates in the Federal Family and Medical Leave Act of 1993 (FMLA) in which employers are required to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons. Employees are eligible if they have worked for the District for at least one year and for a minimum of 1,250 hours over the previous 12 months.

The FMLA covers absences for the following reasons: birth of a child or placement of a child with you for adoption of foster care, a serious health condition that makes the employee unable to perform the essential functions of his/her job, or a serious health condition affecting the employee's spouse, child or parent for which the employee is needed to provide care.

Employees must provide thirty (30) days as advance notice when the use of FMLA is foreseeable. Additional information and requirements related to the FMLA may be obtained by contacting the Business Office.

ARTICLE IX: EXTENDED LEAVE

Employees who have completed three (3) years of continuous service to the District may request a leave of absence without compensation for personal reasons for a period of one year.

Employees shall notify the District of their intent to return on or before March 1 of the school year preceding the year of return.

ARTICLE X: PARENTAL/ADOPTION LEAVE

Employees covered under this contract are entitled to leave consistent with the provisions of the Federal Family Medical Leave Act due to the birth of a child or the adoption of a child of preschool age. Contingent on the employee having sufficient accumulated sick leave, a maximum of 40 continuous days will be considered paid leave. However, in the calculation of the said 40 days, Saturdays and Sundays will be excluded; all other days, specifically including days when school may not be in session, shall be counted toward the 40 continuous day limit. Additionally, the adoption of a school-aged child shall entitle the employee to five continuous days of paid leave, as defined hereinabove. The continuous day count will commence on the first day of the birth or placement of a child in the employee's care. If both parents are employed by the district, each employee will be allowed 30 days per contractual year commencing upon the birth of a child or 5 days per contractual year commencing upon the adoption of a child.

ARTICLE XI: BEREAVEMENT LEAVE

Full time (40 hours/week-12 months) salaried employees are allowed five (5) days per occurrence for family members and two (2) days per contract year for friends. Classified employees who are scheduled to work a minimum of five (5) hours daily and who also qualify for sick leave are allowed five (5) days per contract year for a family member or friends. For the purpose of this language, the definition of family members includes the following: parent, stepparent, child, stepchild, wife, husband, brother, sister, parent-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandchild, grandparents or any member of the employee's household. Time/days taken to attend visitations or to assist grieving close friends or relatives not covered by the above definition of family will be considered personal leave.

ARTICLE XII: EMERGENCY LEAVE

Emergency leave may be granted by the Superintendent following consultation with the Board of Personnel Committee of the Board when special circumstances exist. Such leaves are ordinarily without compensation.

ARTICLE XIII: VACATION LEAVE

Full time (40 hours/week-12 months) salaried employees receive annual paid leave as follows:

Beginning with the first year of employment, eligible employees will earn one (1) day of vacation per month of employment up to a maximum of ten (10) days (July 1-June 30).

Ten (10) days per year (one (1) day earned per month) July 1-June 30 until the completion of five (5) years of employment.

Fifteen (15) days per year following the completion of five (5) years of employment.

Twenty (20) days per year following the completion of fifteen (15) years of employment.

Vacation leave is earned/accumulated on a monthly basis. This benefit is earned through continued employment with the District from July 1 through June 30 each year.

Employees resigning their position with the District are not entitled to compensation for unused vacation leave. Furthermore, unused vacation leave does not accumulate.

Employees are required to schedule the use of vacation time with their immediate supervisor. The deadline for using said leave is December 31 of each year.

ARTICLE XIV: JURY DUTY

Employees who are called for jury duty and serve in that capacity shall not be financially penalized. However, any money earned by employees while acting in this capacity shall be remitted to the School Board to help compensate for the salary that the employee shall draw while serving on jury duty.

ARTICLE XV: MILITARY LEAVE

Any full time (40 hours/week-12 months) classified employee who enlists or is conscripted into the defense forces of the United States for service or training shall be granted military leave. Following the military service, reinstatement to a position of comparable status will be allowed if the applicant remains qualified to hold the position. The application for reinstatement shall be made within sixty (60) days after discharge or separation from military service. These benefits shall extend to any regular employee enlisted in the National Guard and/or Reserve Armed Forces. Two weeks leave shall be granted to National Guard and/or Reserved Armed Forces employees for the purpose of annual training. These employees shall have one or more of the following options regarding salary payments:

1. Receive District employment salary and forfeit military pay for the period of absence.
2. Receive regular military pay for period of absence and forfeit District employment salary the period of absence.
3. Request the use of unused personal leave and/or vacation time, if available, for the military leave.

ARTICLE XVI: MEETINGS-WATERTOWN EDUCATION ASSOCIATION

General membership meetings of the Watertown Education Association may be scheduled for 4:00 pm. Staff in buildings other than the building where the general membership meetings are scheduled may leave their buildings to attend the meeting at 3:45 pm.

ARTICLE XVII: PRESIDENT-WATERTOWN EDUCATION ASSOCIATION

The President of the Watertown Education Association or designee shall each year be entitled to up to thirteen (13) days absence for duties related to the Association. Absences for such duty as may be required of the President or designee in executing the duties of the office shall be arranged with the building principal, allowing sufficient time to secure a substitute for such absence.

Should an employee covered under this contract be elected President of the South Dakota Education Association, said employee will be granted an extension of the leave to a period not to exceed three years or six years if elected to a second term. The Employee will retain benefits the employee incurred prior to the leave; sick leave, personal leave, and early retirement.

ARTICLE XVIII: PAYROLL DEDUCTION OF PROFESSIONAL DUES

The School Board authorizes members of the bargaining unit to request their annual dues to National Education Association, South Dakota Education Association and Watertown Education Association be withheld from their salaries by payroll deduction in accordance with the following procedures:

1. By the second Tuesday in September of each year, the Treasurer of Watertown Education Association shall present to the Business Office a written authorization from each bargaining unit member who wishes to pay professional dues by payroll deduction. The authorization shall remain in effect from year to year unless the employee provides written notification to the Business Office no later than the second Tuesday in September that the authorization amount is changed or revoked.
2. By the 15th of the month following deduction, the Business Office shall remit to the Treasurer of the Watertown Education Association the amount withheld during the previous pay periods for the payment of professional dues.
3. If an employee resigns prior to September 1 of any year, the Business Office shall deduct the unpaid portion of the annual dues from the employee's final paycheck.
4. It shall be the responsibility of the Watertown Education Association to furnish new members of the bargaining unit with the necessary forms to authorize the payroll deduction. Said forms, however, must be approved by the Business Office prior to issuance to members.

ARTICLE XIX: GROUP INSURANCE PROGRAM

Classified employees who are scheduled to work a minimum of 6.0 hours per day for 177 days, or are scheduled to work a minimum of 1,062 hours annually, are eligible to participate in the District's group insurance program. Eligible employees indicating a desire to participate in the District's group insurance program must, at a minimum, participate at a single coverage level in the insured areas of health and dental. Employees who are eligible, but choose not to take advantage of the insurance program, must sign a waiver stating their decision not to participate. Eligible employees who waive insurance coverage are advised that they will not be able to participate in District's group insurance unless they experience a qualifying event or they enroll during the annual open enrollment period. Employees desiring coverage due to a qualifying event must notify the District within 30 days of said qualifying event of their desire to participate. Qualifying events and their definitions are outlined in the Summary Plan Document of the group insurance plan. Employees who qualify for coverage and who have previously declined coverage may elect to participate in the District's group insurance program during the open enrollment period between November 1 and November 15 each year. If coverage is elected, the coverage will begin on the anniversary date of the plan – January 1.

Employees participating in the District's group insurance plan must have a family status change in order to switch from single to family coverage during the year. Flex 125 participation must be taken into consideration when switching from family to single. Employees are allowed to change plans: "A" and "B" on the anniversary date of the Employee Benefit Trust, January 1, by providing the Business Office with written notification of the desired change by November 15.

The School District will pay up to \$900.00 toward the monthly premium of any eligible employee who wishes to participate in the District's group insurance program (\$855.00 toward group health and term life and \$45.00 toward group dental). See attachment A.

The balance of the premium cost is paid by the employee through a monthly payroll deduction. The employee's portion of the monthly cost of the elected coverage will be deducted on a pre-tax basis unless the employee provides the Business Office with a statement indicating a denial of this pre-tax benefit.

ARTICLE XX: SOUTH DAKOTA RETIREMENT SYSTEM

Classified employees who are employed for twenty (20) or more hours per week for a period of six (6) months will participate in the South Dakota Retirement System. In addition to providing retirement benefits based on years of service and final average salary, provisions are included relating to disability and death benefits.

A deduction of six percent (6%) of an employee's gross salary is made from each salary payment. Said contribution is exempt from Federal Income Tax. The deduction is matched by the District. A representative of the South Dakota Retirement System makes periodic visits to the District to meet with employees regarding the program. Employees are encouraged to watch the building bulletin board for such visits. Contact the Benefits Coordinator for assistance with questions about the program.

ARTICLE XXI: RETIREMENT

A full time (40 hours/week-12 months) employee covered under this contract with at least fifteen (15) years of full time salaried service with the District, and who is between and/or inclusive of, the ages of fifty-five (55) and sixty-two (62) as of June 30 of the application year, and who began their full time salaried employment with the District prior to August 1, 2008, may elect retirement and upon such retirement approval, be eligible to receive a cash benefit equal to seventy-five percent (75%) of the individual's last salary. Employees who left the District's employment prior to August 1, 2008 and are re-employed after August 1, 2008 do not qualify for the Early Retirement Benefit as outlined in this Article.

The cash benefit shall be paid into an employer directed nonERISA 403(b) plan in the name of the retiree on or prior to July 31 of the retirement year and in accordance with the annual maximum deposit limits of such post-retirement contributions as outlined in IRS code on July 31st. If the cash benefit exceeds the maximum allowable contribution less the amount contributed into a tax deferred annuity in the year of retirement, the balance of the cash benefit will be paid in the year following the initial contribution.

The cash benefit, as outlined above, will be held by the District if the retiree is re-employed by the District as a full time (40 hours/week-12 months) employee prior to July 15 of the retirement year. The cash benefit shall be paid in accordance with the above language following the employee's re-retirement. The amount held by the district will not be credited any interest/investment growth during this re-employment period.

The employee shall notify the Superintendent in writing of his/her intentions and submit the required documents no later than February 1st of the year in which such retirement shall occur. The retirement documents consist of: retirement letter, retirement application that includes beneficiary designation and a copy of your driver's license. Such retirement must occur at the end of the contract term and may not commence during the term.

Classified employees who are eligible for the retirement benefit under the terms and conditions outlined in this article may continue to participate in the District's group health insurance program until they reach an age in which they are eligible for Medicaid Insurance coverage. Employees who elect continued participation in the District's group health insurance program shall pay one-hundred percent (100%) of the premium cost. In no event shall the provisions of this article extend a former employee's eligibility for participation in the group beyond that date which would have ended had the employee not retired under the terms of this language. The monthly premium of the retiree shall be automatically withdrawn from the individual's bank account at such time as required by the Business Office. Life insurance coverage is not available to retired individuals. Additional provisions dealing with continued coverage are further outlined in the Summary Plan Document related to the District's group insurance.

Employees who maintained dependent coverage at the time of early retirement may continue with such coverage. Employees may not change from single to dependent coverage at any time after retirement has been applied for, granted or instituted.

ARTICLE XXII: WEATHER RELATED HOURS OF DUTY

When school is called off due to adverse weather conditions, staff members covered under this contract are affected differently:

No School:

- *Full-time employees (40 hours/week-12 months) report to work as a regular work day. If road conditions prohibit them from being at work, they may elect to take a day of vacation or a day without compensation after consultation with their immediate supervisor.
- *Hourly employees will not report to work and will not be compensated for the day. Typically, the work/school day will be made up later in the year.

Late start or early dismissal:

- *Full-time employees (40 hours/week-12 months) report to work at their regular time and work through their regular hours. If road conditions are such that the employee feels the need to come to work late or leave work early, the employee may elect to take vacation time or leave without compensation after consultation with his/her supervisor.
- *Hourly employees will be compensated for the actual time worked. Time worked in addition to the shortened school day must be agreed upon by the immediate supervisor.

Blizzard-No travel advised in the city:

- *The Superintendent may declare a general holiday in which full-time employees (40 hours/week-12 months) will not be required to report to work and will receive regular compensation.

ARTICLE XXIII: WORK BREAKS

Employees who work prior to and after the normal daily noon hour are required to take a minimum thirty (30) minute unpaid lunch break unless special circumstances need to be considered. Such breaks shall be recorded on the daily time sheet. Exceptions to this policy are staff members whose work assignments are limited to supervising students during the noon lunch period.

Employees whose daily work assignment exceeds five hours may take a 15 minute work break in the morning and a 15 minute work break in the afternoon. Said time, if taken, is not to be recorded on the daily time sheet.

ARTICLE XXIV: ADULT ACTIVITY TICKETS

District employees are eligible to receive an adult activity ticket admitting the employee to school events. Should the employee desire a second or third ticket, the employee shall agree to accept two work assignments. Duty assignments shall be made in the office of the Athletic Director.

ARTICLE XXV: GRIEVANCE PROCEDURE

I. DEFINITIONS

- A. A "grievance" is a complaint by employees covered under this contract based upon an alleged violation, misinterpretation or inequitable application of any existing policies, rules or regulations of the school district as they apply to conditions of employment. The absence of or disagreement with non-existing policy, rules or regulations is not a "grievance" and may be subject to annual negotiation.
- B. An "aggrieved person" or "grievant" is the person or persons making the claim.
- C. Association shall mean Watertown Education Association.
- D. The Board shall mean the School Board of the Watertown School District.
- E. The term "days" when used in this policy shall, except where otherwise indicated, mean calendar days except for Saturdays, Sundays, legal holidays and vacation days. Summer break is not considered to be vacation days and timelines during the summer will be jointly agreed upon by both parties.

II. PURPOSES

- A. The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems.
- B. The proceedings shall be kept as informal and confidential as possible.
- C. Nothing herein contained will be construed as limiting the right of any employee having a problem to discuss the matter informally with any appropriate representative of the Association and/or the employee's supervisors. A grievance may be adjusted or withdrawn at any time, provided the adjustment is consistent with the terms of the Agreement.

- D. Any aggrieved person may be represented at any level of the grievance procedure by Association representatives, legal counsel, or other persons of their own choosing. The grievant may not be represented by another employee organization.
- E. Representatives of the Association shall have the right to attend and participate in the grievance hearings. Copies of all grievances filed and all responses to the grievances at Levels One, Two, Three and Four must be submitted to the WEA President by the grievant.

III. TIME LIMITS

- A. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement in writing.
- B. It is required that a grievance be filed within thirty (30) days after the aggrieved person knew, or should have known, of the act or condition on which the grievance is based.

IV. PROCEDURES

A. INFORMAL PROCEDURES

If an employee has a complaint, he/she shall first discuss the matter with his/her immediately involved supervisor in an effort to resolve the problem informally. The Association may assist with efforts to resolve the problem informally.

B. LEVEL ONE: Principal/Supervisor

If the grievance remains unresolved at the informal level, the grievant/Association may submit the problem as a formal written grievance to the employee's principal or supervisor. The principal/supervisor shall within ten (10) days render a decision in writing to the aggrieved person and the Association.

C. LEVEL TWO: Superintendent of Schools

If the grievance is not resolved at Level One, the grievant/Association may file the grievance in writing with the Superintendent within ten (10) days after the grievance decision has been rendered at Level One. The Superintendent shall arrange with the grievant for a meeting to take place as soon as possible, but not later than ten (10) working days after receipt of said disposition. Within three (3) days after the meeting, the grievant/Association shall be provided with the Superintendent's written response, including the reasons for the decision.

D. LEVEL THREE: School Board

Within ten (10) working days after the decision at Level Two, the grievant/Association may file an appeal to the School Board. The Board shall hold a formal hearing at the next regular board meeting. After receiving the written appeal, the Board may appoint a fact finder to review the grievance and its processing to this point and to report to the Board prior to the hearing for the purpose of resolving the grievance.

Within ten (10) days after the hearing, the Board shall render its decision in writing to the aggrieved party and to the Association.

E. LEVEL FOUR: Department of Labor/Arbitration

If the aggrieved person is not satisfied with the disposition of the grievance at Level Three, the grievant/Association may initiate an appeal to the Department of Labor, which shall conduct an investigation and hearing and shall issue an order covering the points raised, which order shall be binding on the employees and the Board of Education pursuant to state law.

V. MISCELLANEOUS

- A. Forms for filing and processing grievances shall be found within the master contracts and handbook.
- B. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of all participants and shall not be used in any evaluation or disciplinary action.
- C. There shall be no discrimination of any kind by any party against any other participant in the grievance procedure by reason of such participation.

**WATERTOWN SCHOOL DISTRICT 14-4
REQUEST FOR SETTLEMENT OF GRIEVANCE**

(To be completed by aggrieved person.)

Date _____

Circle Level of Grievance: Level 1 Level 2 Level 3

Name of Aggrieved Person _____

School _____

Nature of Grievance

Settlement Requested

Signature of Aggrieved Person

WATERTOWN SCHOOL DISTRICT 14-4 REPLY TO GRIEVANCE

(Attach copies of previous Settlement of Grievance and Reply to Grievance Documents)

Date _____

Name of Aggrieved Person _____

Circle Level of Grievance: Level 1 Level 2 Level 3

School

Decision of Administrator with Rationale

ARTICLE XXVI: SUMMER RESIGNATION

Notwithstanding any other term of this Contract, Employee's employment is "at will" and may be terminated at the will of either party on notice to the other.

As a matter of convenience and benefit for the employee, the School District may choose to pay the employee's single health insurance premium for June, July, and August if the employee has indicated his or her intent to work for the School District during the next school year and if the School District has issued a letter of intent to the employee. In the event that premiums have been paid in this way, and if the employee does not return for employment at the beginning of the school year, employee shall repay to the School District the total amount of the insurance premiums paid on the employee's behalf for June, July and August.

Other than as employees may elect under COBRA, the School District shall have no obligation to provide insurance coverage after receipt of the employee's resignation or expression of intent not to return to work for the School District.

ARTICLE XXVII: COMPUTER TECHNICIANS

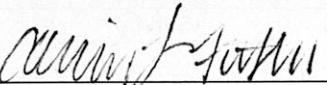
Computer Technicians will work with their supervisor regarding their individual schedules. Computer Technicians do not follow Article V: Paid Holidays; Article VI: Personal Leave; or Article XIII: Vacation Leave. Computer Technicians will receive benefits as full time salaried employees (40 hours/week-12 months) for Bereavement Leave, Retirement, and Weather Related Hours of Duty of the Classified Master Contract.

ARTICLE XXVIII: ONE-ON-ONE NURSES, OCCUPATIONAL THERAPY ASSISTANT (OTA), PHYSICAL THERAPY ASSISTANT (PTA), AND SPEECH LANGUAGE PATHOLOGY ASSISTANTS (SLPA)

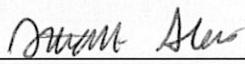
One-on-One Nurses, Occupational Therapy Assistants, Physical Therapy Assistants, and Speech Language Pathology Assistants will work with their supervisors regarding their individual schedules. These positions do not follow Article V: Paid Holidays; Article VI: Personal Leave; Article XIII: Vacation Leave; or Article XXI: Retirement. One-on-One Nurses, OTAs and SLPAs will follow the Personal Leave, Bereavement Leave and Weather Related Hours of Duty from the Certified Master Contract.

ARTICLE XXIX: DURATION

This Agreement shall remain in full force and effect from July 1, 2025 and shall continue in effect until midnight on June 30, 2026.


Association President


Chief Negotiator – Association


School Board President


Chief Negotiator – School Board

WATERTOWN SCHOOL DISTRICT 14-4
APPENDIX A
EMPLOYEE BENEFIT TRUST

2025-26 PREMIUMS

SELF-FUNDED INSURANCE – 2025-26 PREMIUMS

| | 2025-26 Active Employee | 2024-25 Rate | Monthly Increase | Percent Increase |
|-------------------------------|-------------------------|--------------|------------------|------------------|
| HEALTH | | | | |
| Lower Deductible Plan | | | | |
| SINGLE | \$ 990.00 | \$ 930.00 | \$60.00 | 6.45% |
| FAMILY | \$1,925.00 | \$1,845.00 | \$80.00 | 4.34% |
| Higher Deductible Plan | | | | |
| SINGLE | \$ 855.00 | \$ 795.00 | \$60.00 | 7.55% |
| FAMILY | \$1,705.00 | \$1,625.00 | \$80.00 | 4.92% |
| DENTAL | | | | |
| SINGLE | \$ 45.00 | \$ 40.00 | \$5.00 | 12.50% |
| FAMILY | \$105.00 | \$100.00 | \$5.00 | 5.00% |

SUPPORT INFORMATION:

| | New Rate | Board Contribution | 2025-26 Employee Share | 2024-25 Employee Share | Incr/Decr Employee Share |
|-------------------------------|------------|--------------------|------------------------|------------------------|--------------------------|
| HEALTH | | | | | |
| Lower Deductible Plan | | | | | |
| SINGLE | \$ 990.00 | \$855.00 | \$ 135.00 | \$ 135.00 | \$ 0.00 |
| FAMILY | \$1,925.00 | \$855.00 | \$1,070.00 | \$1,050.00 | \$20.00 |
| Higher Deductible Plan | | | | | |
| SINGLE | \$ 855.00 | \$855.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| FAMILY | \$1,705.00 | \$855.00 | \$850.00 | \$830.00 | \$20.00 |
| DENTAL | | | | | |
| SINGLE | \$ 45.00 | \$45.00 | \$ 0.00 | \$ 0.00 | \$0.00 |
| FAMILY | \$105.00 | \$45.00 | \$60.00 | \$60.00 | \$0.00 |

WATERTOWN SCHOOL DISTRICT 14-4
APPENDIX B
CLASSIFIED POSITIONS & BASE SALARIES/WAGES

| CLASSIFICATION | 2024-25 BASE SALARY | 2025-26 BASE SALARY |
|--|----------------------------------|----------------------------------|
| General Assistant | \$15.60/hour | \$15.75/hour |
| Office Assistant | \$2,720.00/month \$16.10/hour | \$2,755.00/month \$16.25/hour |
| Administrative Assistant | \$2,825.00/month \$16.70/hour | \$2,860.00/month \$16.85/hour |
| Executive Assistant | \$2,930.00/month | \$2,965.00/month |
| Paraprofessional | \$15.60/hour | \$15.75/hour |
| Alternative Education Paraprofessional | \$17.60/hour | \$17.75/hour |
| Occupational Therapy Assistant | \$34,000.00/Annual-180 days | \$35,200.00/Annual-180 days |
| Physical Therapy Assistant | \$34,000.00/Annual-180 days | \$35,200.00/Annual-180 days |
| Speech & Language Pathology Assistant | \$34,000.00/Annual-180 days | \$35,200.00/Annual-180 days |
| One-on-One Nurse | \$34.60/hour | \$35.05/hour |
| Computer Technician | \$43,200.00/Annual-229 days | \$43,725.00/Annual-229 days |
| Bookstore Clerk (LATC) | \$2,720.00/month | \$2,755.00/month |
| Registrar | \$3,066.00/month | \$3,110.00/month |
| Nutrition Services Worker | \$15.60/hour | \$15.75/hour |
| Nutrition Services Manager/Operations Lead | \$17.60/hour | \$17.75/hour |
| Concession | \$15.60/hour | \$15.75/hour |
| Custodian* | \$2,920.00/month | \$2,950.00/month |
| Custodial Helper & Arena Worker | \$17.00/hour | \$17.15/hour |
| Student Helper | \$15.00/hour | \$15.20/hour |
| Bus Driver-Route | \$20.45/hour | \$20.70/hour |
| Bus Driver-Shuttle | \$27.30/trip | \$27.55/trip |
| Educare (12 month/10 month & Misc) | \$15.60/hour | \$15.75/hour |
| Accompanist | \$21.55/hour | \$21.75/hour |
| South Dakota/Federal Minimum Wage | \$11.20/hour | \$11.50/hour |
| *Other Custodial Compensation | | |
| Building Responsibility-Elem. School | \$105.00/month | \$125.00/month |
| Night Shift-Scheduled after 10:00 pm | \$75.00/month | \$95.00/month |
| Grave Yard Shift-10:00 pm to 6:00 am | \$130.00/month | \$150.00/month |