2025-2026 MASTER CONTRACT

NEGOTIATED CONTRACT BETWEEN
THE BOARD OF SCHOOL TRUSTEES OF THE HAMILTON HEIGHTS
SCHOOL CORPORATION AND
THE HAMILTON HEIGHTS CLASSROOM TEACHERS ASSOCIATION

This collectively bargained agreement, hereinafter called the Contract, is entered into this 22nd day of October, 2025, by and between the Board of School Trustees of the Hamilton Heights School Corporation, hereinafter, called the Board, and the Hamilton Heights Classroom Teachers Association, hereinafter called the Association.

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ARTICLE 1: PARTIES

The parties to this contract are the Board of School Trustees of the Hamilton Heights School Corporation, hereinafter, called the Board, and the Hamilton Heights Classroom Teachers Association, an affiliate of the Indiana State Teachers Association and National Education Association, hereinafter called the Association, as the exclusive bargaining representative for all certificated personnel in the following bargaining unit: All professionally licensed school employees except for: Superintendent, Assistant Superintendent, Principals, Assistant Principals, Deans, Athletic Directors, Director of Curriculum, Assessment and Data, and Special Education Director who evaluate certificated school employees, substitute teachers, and other certificated personnel not meeting the definition of teacher under IC 20-18-2-22.

ARTICLE 2: SALARY & WAGES

A. Compensation Model
   1. For 2025-2026, salary increases will be given to effective and highly effective teachers under the compensation model described below to create the salary range found in Appendix A.
   2. Increases in salary are based on
      i. earning of an effective or highly effective *evaluation* rating in the prior school year, accounting for 60% of the total increase, and
      ii. *experience*, defined as working at least 120 days in the prior school year, accounting for 30% of the total increase, and
      iii. *Academic needs* accounting for 10% of the total increase defined as the need to retain certain teachers important to the school corporation and who play a vital role in student success including eligible special education teachers/professionals, content area secondary teachers, elementary education teachers, and student services professionals who are members of the bargaining unit.
   3. At the beginning of the 2025-2026 school year, the salaries of returning full-time teachers were between $41,412 and $78,065. After salary increases have been awarded through the compensation plan, the salary range for full-time teachers will be between $46,000 and $85,265, in compliance with I.C. 20-28-9-26.

B. Placement for New Hires
   1. Superintendent will place newly hired teachers with similar educational accredited public, private, university experience at either in-state or out of state at 1:1 credit of years of experience on Appendix A.
   2. Superintendent may place newly hired teachers with similar CTE or relevant workplace experience at 3:1 credit of years of experience on Appendix A.
   3. Superintendent may place newly hired teachers with military experience at 3:1 credit years of experience on Appendix A.
   4. Superintendent may place newly hired teachers with SLP and Counseling experience at 1:1 credit on Appendix A.
   5. Superintendent may place new hires at any spot on Appendix A. CTA President will be notified of any exceptions to this.

6. New hires hired after the beginning of the school year will have all benefits provided by this contract prorated.

C. Other Compensation
   1. Summer School- A teacher of summer school shall be paid for each hour of instruction at an hourly rate based on his/her regular teacher's base contract salary for the school year just completed. This hourly rate shall be computed by dividing the teacher's base salary daily rate by six hours.
   2. Homebound Instruction- A teacher who provides homebound instruction will receive the following rate per hour:
      i. 1 student = $30.34
      ii. 2 students = $48.54
      iii. 3 students = $77.67
   3. Class Coverage:
      i. High School/Middle School: A teacher who covers a class period for an unfilled daily assignment will be paid according to Appendix A at BA 0 hourly rate for that class period.
      ii. Elementary: If there is an unfilled daily assignment, then the students will be divided among the other grade level teachers and each teacher will be paid for one hour according to Appendix A at BA 0 hourly rate for taking on other students.
   4. Professional Development - If a paid professional development opportunity is provided it will be paid at the beginning teacher hourly rate.
   5. End of School Year & Compensatory Education – A teacher shall be paid for each hour of instruction at an hourly rate based on his/her regular teacher's base contract salary for the school year just completed. This hourly rate shall be computed by dividing the teacher's base salary daily rate by six hours.
   6. Literacy Endorsement – A teacher for the Corporation with a Literacy Endorsement on their Indiana teaching license will receive a one-time $300 increase to their base salary. A teacher who anticipates earning a Literacy Endorsement during the school year may submit an updated Indiana teacher license with the Literacy Endorsement included by December 1 and May 1 to receive the one-time $300 increase to their base salary for the 2025-2026 contract.

D. Part-time teachers' salaries and fringe benefits will be commensurate with the time employed. Allocation of leave days will depend on teacher's schedule.

E. Teachers considered retired for TRF purposes are eligible for all benefits within the contract except for employer contributions for any retirement/severance benefit.

F. Stipends
   1. Teachers who receive the 2025-2026Building Teachers of the Year will receive a $1,000 stipend in the summer of 2026.
   2. A speech-language pathologist for the Corporation who holds a Certificate of Clinical Competence will be granted a $225 stipend in each school year covered by this Contract Agreement paid in the first pay of June. The Special Education Director will request documentation that the certificate has been obtained prior to payment of stipend.

G. Pay dates
   1. Paydays shall be on alternate Fridays for a total of 26 pays per year. However,

teachers may opt to receive their entire summer pay in one lump sum at the end of the school year.

2. The pay schedule for the current contract year shall begin on the alternate Friday after the end of the expiration of the teachers' old individual contract. However, the number and dates of paydays shall be adjusted so that (1) no more than twenty-six (26) pays are made in any calendar year, and (2) no more than twenty-six (26) pays are made in any school year (July 1 to June 30).
3. New teachers to the district shall be paid in twenty-seven (27) consecutive biweekly payments during the first year of employment. These teachers will be paid in twenty-six (26) consecutive payments beginning the second year of employment. However, new teachers may opt to receive their entire summer pay in one lump sum at the end of the school year.
4. Summer checks, including summer school teachers, shall be directly deposited at regular two (2) week intervals to the account designated by the teacher. However, teachers may opt to receive their entire summer pay in one lump sum at the end of the school year.

ARTICLE 3: WAGE & SALARY-RELATED FRINGE BENEFITS

A. Health Insurance/Retirement Plan- The Board shall provide for each teacher, at the teacher's option, either:
   1. A twelve (12) month health insurance plan which provides minimum essential coverage for individuals and/or family which includes surgical and major medical provisions. The Board hereby agrees to contribute, based upon the employee's coverage option, an amount equal to eighty percent (80%) of a High Deductible Plan (HDHP) and 75% of any other coverage option premium. The Board will pay a prorated premium for those teachers working on a part-time contract, i.e. fifty percent (50%) of the premium for a part-time teacher. The health plan options shall be those offered by the Wabash Valley-West Central Indiana Trust (WV/WCI) and will be offered in accordance with the requirements established by the Trust. Anyone enrolling in the HDHP Plan will also receive an employer contribution to a Health Savings Account (HSA) as established annually by the Board of Trustees for all employees. HSA contributions are made quarterly. For employees enrolled in a Single HDHP the annual employer contribution is $800 (or $200 quarterly). For employees enrolled in a Family HDHP the annual employer contribution is $1,600 (or $400 quarterly). IRS rules communicate that beginning with the first month the employee is enrolled in Medicare, no further contributions are allowed into a HSA. Thus, and for employees enrolled in Medicare, the employee can choose for the amount of the employer HSA's contribution to be received as regular wages or a qualified benefit.
   2. A 401(a) retirement plan with one (1) of the financial companies mutually selected by the Board and the Association. The Board hereby agrees to contribute forty-five dollars ($45) per month into each eligible employee's retirement account during a twelve (12) month period. The teacher shall have this money deposited into a qualified 401(a) plan selected in accordance with Article 5, Section H.
   3. Under the Affordable Care Act, the Board is required to obtain reasonable evidence

that any employee who receives the opt-out payment and his/her tax family have, or will have, minimum essential coverage (other than coverage in the individual market, whether or not obtained through the Marketplace) during the period of coverage to which the opt-out arrangement applies. Therefore, any teacher receiving this benefit must sign an attestation of minimum essential coverage annually. If the attestation is not or cannot be signed, the teacher forfeits the right to this benefit.

B. Life Insurance - The Board shall provide a group life insurance policy for fifty-thousand dollars ($50,000) in life, accident and dismemberment coverage for each teacher. The Board shall contribute 75% of the premium of this plan. Subject to underwriting requirements of the insurance carrier, a teacher may purchase additional term life insurance amounts at the sole expense of the teacher. The School Corporation shall assure that the carrier offers a minimum of fifty thousand dollars ($50,000) of such voluntary group term life insurance.
C. Long Term Disability (LTD) - The Board shall provide a group long-term disability insurance policy for all teachers. It shall offer a minimum benefit of 66-2/3% of covered salary with no maximum monthly benefit and with a 90-calendar day waiting period. The Board shall contribute 75% of the premium of this plan.
D. Change in Carrier - Carrier and plan design are subject to change only after adoption by the WV/WCI Trust. Membership in the WV/WCI Trust is ongoing, unless jointly agreed upon by the CTA and the Board negotiating teams, or the trust dissolves. CTA and Board negotiating teams must jointly agree upon changes in carrier or coverage for insurance programs not provided by the Trust.
E. Retiree's Health Enrollment - Any retiring teacher who has been employed by this School Corporation for ten (10) years or more and has reached age fifty-five (55) may continue in the group health insurance program until eligible to enroll in Medicare provided all premiums are paid by the retired teacher.
F. Section 125 Plan - The benefit plans provided to employees under Section 125 of the Internal Revenue Code shall be made available to any teacher so requesting. The administrator of the Section 125 plan shall be mutually selected by the Board and Association.
G. Vision Insurance - The Board will provide a vision insurance plan and will contribute 75% of the premium of this plan. All teachers who are eligible for medical insurance are eligible for the vision coverage. The Board will pay a prorated premium for those teachers working on part-time contract, i.e. fifty percent (50%) of the premium for a part-time teacher.
H. Dental Insurance - The Board shall provide a dental insurance plan and will contribute 75% of the premium of this plan. All teachers eligible for medical coverage shall be eligible for the dental coverage. The Board will pay a prorated premium for those teachers working on a part-time contract, i.e. fifty percent (50%) of the premium for a part-time teacher.

ARTICLE 4: ABSENCES AND LEAVES

A. Leaves – A leave is determined on a yearly basis, from each July 1 to the following June 30.
B. Sick Leave – Teachers will receive ten (10) days sick leave the first year of employment and seven (7) days each year thereafter.
    1. At the end of each school year, unused sick leave accumulation may not exceed 150 days except for 2, below.
    2. Teachers hired before or during the 2001-2002 school year who did not elect to

participate in the sick day buy-out of December 2003 may continue to accumulate to a maximum of 200 days. For these teachers, sick day accumulation in excess of maximum days existing at the time of retirement/severance, shall be paid into a teacher's 403(b) plan account in accordance with provisions found within Article 5: Retirement.

3. Teacher sick leave days may be used for family illness. Family is defined as the employee’s spouse, (step)child, (step)parents, and any minor dependent regularly living in the employee’s household, or a relative in which the employee is a primary caregiver.
4. At the end of each school year, unused sick leave days that would cause a teacher's accumulation to exceed 150, up to ten (10) days per year, shall, subject to applicable IRS funding limitations, be eliminated and a contribution at the rate of thirty-five dollars ($35.00) for each such eliminated day shall be paid into the teacher's 401(a) plan account in accordance with provisions found elsewhere in this Contract.
5. A teacher employed for the summer may use up to two (2) days of the teacher's accumulated sick leave during the summer employment period for absence due to the teacher's illness.
6. Beginning Fall 2024, any teacher with accumulated sick leave from a prior school district will transfer sick leave days after year (1) at a minimum rate of three (3) or 1/5 per year.

C. Sick Leave Bank - A voluntary sick leave bank shall be provided as set forth in the rules and regulations of Appendix C.

D. Personal Leave

1. Each teacher is allowed four (4) school days personal leave each year without loss of pay.
2. Unused personal leave accumulates up to a maximum of 10 personal leave days beginning with the 2024-2025 school year.
3. Any personal leave days accumulated beyond 10-days will transfer to sick leave for that individual teacher.
4. A teacher is not allowed to utilize more than 5 personal leave days consecutively and must provide Administration two weeks notice if they plan to take 5 consecutive personal leave days.
5. A teacher that utilizes a personal leave day on a student day prior to, and/or following, Fall Break, Winter Break, Spring Break, or Summer Break will be charged two personal leave days for each one requested.

E. Bereavement Leave - Teachers are allowed non-consecutive paid leave for death, and/or settlement of estate matters, in the immediate family as follows.

1. Seven (7) school days leave will be available in the event of the death of spouse/ significant other, children, including stillbirth, and (step)parents.
2. A period not to exceed five (5) school days is allowed for other members of the immediate family.
3. The "immediate family" means: brother, sister, father-in-law, daughter-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, grandfather, grandmother, and grandchildren.
4. Two (2) school days shall be granted for aunt, uncle, niece, nephew and cousin if the teacher attends the funeral.

5. Bereavement must be utilized within 12-months from the date of death.

F. New Dependent Leave
  1. A bargaining unit member may elect to use up to twenty (20) sick days within a year of a child's birth or foster or adoptive placement with the bargaining unit member. The twenty (20) day maximum applies regardless of the number of births or placements in a given year.
  2. New dependent leave cannot be used in conjunction with maternity leave. New dependent leave runs concurrently with FMLA and applicable FMLA regulations and School Board Policy will apply.
  3. Tentative advance written notice of the anticipated birth or placement should be given to the bargaining unit member's building principal. This notice should be given as soon as reasonably possible. It is not binding on the bargaining unit member or Corporation.
  4. The bargaining unit member shall apply in writing to the Superintendent to use new dependent leave. Such application shall be made as soon as the bargaining unit member is aware of a date the birth or placement is anticipated to take place. This application shall specify the dates the bargaining unit member would like to begin and end the leave.
  5. Provided the bargaining unit member has met the conditions set forth here, the Superintendent or her designee shall not unreasonably deny the bargaining unit member's application for this leave.
  6. The above notwithstanding, the Superintendent or designee shall have the discretion to grant new dependent leave for what the Superintendent or designee determines to be mitigating circumstances beyond the control of the bargaining unit member, e.g. a change in adoption dates that might change the time the bargaining unit member would have need to begin the leave.
  7. Sick Leave Bank is not available to be used for this purpose.

G. Maternity Leave: A teacher who is pregnant may continue in active employment as late into pregnancy as she wishes, if she can fulfill the requirements of her position. Temporary disability caused by pregnancy shall be governed by the following:

  1. All or part of a leave taken by a teacher because of a temporary disability caused by pregnancy may be charged at her discretion, to her available sick days.
  2. Six (6) consecutive weeks following the birth (eight (8) weeks for c- section) is the period in which you may use sick days and/or sick leave bank on behalf of recovery or needs of the birth mother, where there is a normal delivery/standard disability period. It is exactly six (6) or eight (8) consecutive weeks - school breaks do not extend it.
  3. A teacher's accumulated sick days may be used for care of the new baby; however, sick days from the Sick Leave Bank cannot be used for care of the new baby.
  4. A teacher may continue insurance, under FMLA, at employee rate for up to twelve (12)-weeks during any rolling twelve (12) month period.
  5. A teacher may continue insurance at employee rate during maternity leave regardless of FMLA eligibility.

H. Jury Duty - Teachers will be excused for jury duty. The teacher will have deducted from the teacher's check the per diem amount paid for court service. The teacher will provide the School Corporation treasurer a statement of court earnings. If the teacher is not required to report for duty they must report to work or a personal business day will be used.

I. Professional Leave - Requests to attend professional meetings, with full pay and estimated expenses must be in writing, approved by the building principal and filed with the Superintendent. The Board will determine eligibility to attend these meetings upon the recommendations of the Superintendent.

J. Association Leave – Seven (7) professional leave days shall be granted for the CTA President or designee to be used to Association business. Twenty (20) additional days will be available for association members to attend association business at the discretion of the CTA President with a cap of five (5) members per day. The Association President will be provided with a prep period if the president teaches at the Middle School or High School and will be provided with 40 minutes if the president teaches at the Elementary or Primary School, without loss of compensation, for the transaction of Association business.

K. Subpoenas - A teacher subpoenaed to appear as a witness in court for school related reasons will be excused from work and HHSC shall receive any earnings from the court for the employee's appearance. Any check should be made payable to and delivered to HHSC for the witness fee. A teacher subpoenaed to appear as a witness in court for reasons unrelated to school business will be required to use personal business days or receive no pay if personal business days are exhausted. In the latter instance, the employee will keep all court earnings.

L. Staff Injury, Resulting from Student, - Leave – Absence of a teacher due to physical injury and/or disability resulting from an assault by a student, parent of a student, or legal guardian of a student shall not be deducted from the teacher's sick leave if the assault occurs while the teacher is performing assigned duties within the scope of the teacher's employment. During the period of absence, the teacher's salary and benefits shall continue in full without reduction in accumulated sick leave. A teacher taking a leave of absence as described above shall follow the corporation and state process for injuries occurring at work. The teacher has the right to obtain, at its own expense, a second opinion by a physician of their own choosing.

ARTICLE 5: RETIREMENT

A. TRF Contribution - The Board shall contribute 3% of each teacher's gross wages for the teacher's share of TRF retirement contribution directly to the Indiana State Teachers Retirement Fund. As a result, the individual teacher's contract shall be written to indicate the amount of gross wages, which is gross wages reported on IRS Form W-2.

B. Retirement Notification - Notification of planned retirement must be made to the Superintendent in writing by December 1 of the last school year of teaching. A teacher who is forced to retire because of disability or a serious health condition (medical verification required) shall be entitled to receive retirement pay to which the teacher is entitled without prior December 1 notification.

C. Retirement Benefits - The Board has also agreed to provide or make contributions toward retirement and severance benefits in addition to Teachers Retirement Fund Contributions. The applicable benefits, board contribution amounts, eligibility requirements, benefit vendor requirements, and selection process are set forth in this Article.

D. Estate Payments - In the event of the death of a teacher who is entitled to retirement pay under this Article one hundred (100) percent of the benefit will be paid in the following order 1) to a designated beneficiary, 2) closest surviving relative(s) using a small estate affidavit, or 3) to the estate if use of a small estate affidavit is not possible.

E. 403(b) Post Separation Accumulated Sick Leave Benefits

1. Benefit Description
   a. An amount equal to $80 per accumulated sick leave day will be contributed into a Teacher's 403(b) plan account if the teacher was hired before or during the 2001-2002 school year.
   b. An amount equal to $30 per day will be contributed into the teacher's 403(b) plan account if the teacher was employed after the 2001-2002 school year.
2. Benefit Limitation. No sick leave days in excess of 150 shall accumulate for purposes of this 403(b) plan contribution for any teacher hired after the 2001-2002 school year, or who elected to participate in the sick day buy-out of December 2003.
3. Eligibility. Only teachers with ten (10) or more years of service with this school corporation and who meet the eligibility requirements under the Indiana Public Retirement System (INPRS) would receive this benefit (i.e. 10 year cliff vesting schedule).
4. Timing of Board Contributions. The first two thousand dollars ($2,000) of the contribution amount payable under this section shall be deposited via payroll by June 30, of the year of retirement as a part of the teacher's contract for their last year of employment. The remaining amount of this retirement contribution shall be deposited in three (3) separate payments spread over three (3) tax years into the teacher's 403(b) plan account.
5. Plan Maintenance. The Board will maintain a IRS qualified retirement plan recommended by the Joint Retirement Committee described in Section H.

F. 401(a) Benefits

1. Board Contributions to Teacher 401(a) Accounts Benefit: The Board will contribute the following amounts annually to a 401(a) plan adopted in accordance with the procedures set forth in Section H on behalf of each teacher.
   a. Years of Creditable Service

0-5	6-10	11-15	16-25	26+
$850	$950	$1,050	$1,150	$1,750

   b. Eligibility: All teachers on a regular contract are entitled to this contribution, except that, reemployed retired teachers shall not be entitled to further 401(a) contributions on their behalf upon their return to a full or part-time employment except as otherwise may be required by law.
   c. Vesting: This 401(a) plan contribution has no vesting requirement (i.e. 100% vested).
2. Excess Accumulated Sick Leave Day Benefit: Accumulated sick days in excess of 150, up to ten (10) days per year, shall, subject to applicable IRS contribution limitations, be cashed out and contributed at the rate of $35.00 per day into a teacher's 401(a) plan account.
   a. Eligibility: Teachers who accumulate in excess of 150 sick leave days

b. Timing of Payments: Contributions into the teacher's 401(a) plan account for excess sick leave days cashed out pursuant to this section will be made after the end of the school year and before July 1 annually.

3. 401(a) Supplemental Benefits For Teachers Not Electing Group Health Insurance: The Board will contribute forty-five dollars ($45) per month to a teacher's 401(a) plan account during a twelve (12) month period for each teacher who elects this benefit in lieu of health insurance.

G. Medicare Bridge Program

1. This benefit was phased out in a previous contract and contributions are no longer paid into teachers' VEBA/HRA accounts. Teachers that took the buyout offered in the 2015-2017 CBA must meet the following requirements to access their funds:
    a. Be employed on a regular or temporary teacher's contract during or before school year 2005-2006
    b. Be at least fifty-five (55) years of age by June 30, 2016, with the teacher's age in years plus the teacher's years of teaching experience totaling at least eighty-five (85) by the first year he/she receives benefits from this program.
    c. Have at least twenty (20) years of teaching experience for which credit has been granted by the Board, the last fifteen (15) of which have been in this school corporation
    d. Have applied to the Superintendent, in writing, for participation in the Program by December 1 of the teacher's last school year of employment, except in the event of unforeseen circumstances when the Board, at its discretion, may waive said notification date; and
    e. Retired teachers reemployed pursuant to this Contract shall not forfeit benefits vesting under this section, but shall not be eligible for additional Board contributions except as may otherwise be required by law.
    f. Provide evidence of permanent retirement from teaching.
2. Teachers that do not meet the requirements above will forfeit their funds with the VEBA/HRA plan. Forfeited funds will be allocated to the remaining teachers' accounts.

H. Post-Retirement Group Health Plan Participation

1. Eligibility: Any qualified retiring teacher who has been employed by Hamilton Heights for ten (10) years or more and has reached age fifty-five (55) may, if a participant in the group health insurance program at the time of retirement, continue in the group health insurance program until eligible to enroll in Medicare by paying all related insurance premiums due in a manner designated by the Superintendent.

I. Non-Applicability of Certain Retirement Benefits To Reemployed Retired Teachers

1. Pursuant to Article 2 E. the Board will not make additional 403(b) or 401(a) plan contributions based on post-retirement employment or services, unless required to do so by applicable law or regulation.

J. Legal Compliance

1. All Board payments or contributions to IRS qualified plans or to teachers will comply with applicable law or regulations.

K. Contract Payout at Retirement

1. Retirees will receive a final salary payment on the second pay of June.

ARTICLE 6: CRIMINAL HISTORY CHECKS

HHSC will cover the costs of all recurring criminal history checks for all staff covered under this contract.

A staff member that is terminated for charges included on a report may be required to reimburse HHSC for the cost of the criminal history check. The fee will be reimbursed with a payroll deduction in the employee's final paycheck.

ARTICLE 7: GRIEVANCE PROCEDURE

A grievance is the claim by one or more teachers or the Association that there has been a violation of this Contract.

1. A grievance must be in writing and presented in proper order to the principal, administrative supervisor, or administrative designee no later than thirty (30) calendar days from the occurrence of the alleged violation, unless it is an alleged failure to follow the teacher evaluation procedure stipulated in this Contract, in which case the grievance must be presented no later than May 7th of the school year. The grievance must cite the Contract provision(s) allegedly violated and contain a clear statement of the appropriate relief sought.
2. The grievance may be handled informally between the Grievant, the building principal, and the Association's grievance committee.
3. If the grievance is not resolved within ten (10) days of filing, it may be appealed by the Grievant and the Association representative to the Superintendent.
4. If a satisfactory disposition of the grievance is not made as a result of the meeting provided for in Step Three, the Association and the Board shall within seven (7) working days proceed as follows to establish an arbitration committee:
    a. The Board shall appoint a member of the Board.
    b. The Association shall appoint a member of the Association who is an employee of the Corporation.
    c. The two (2) above appointed committee members shall, within thirty (30) days, appoint a mutually agreed upon third member who resides within the district.
    d. The arbitration committee shall, within thirty (30) days after finalization of committee membership, conduct a hearing at which both grievant and the administration may present evidence and question witnesses. The committee shall render its written decision within ten (10) days of the hearing. The decision shall be binding upon both parties.
5. Miscellaneous:
    a. The purpose of the grievance procedure is to settle equitably, at the lowest possible administrative level, issues, which may arise from time to time regarding alleged violations of this Contract.
    b. A representative of the Association may be present at all proceedings involving individual or small group grievances. A committee of the Association shall be present for all Association grievances.

c. All grievances are expected to be handled expeditiously.
d. No reprisal shall be taken against any participant in the grievance procedure because of such participation.
e. Time limits may be shortened or expanded if both sides agree. Both parties shall keep appropriate records regarding the dates, dispositions, and outcomes of various steps in the grievance. If mutually agreed both parties may share such information.
f. Should any grievant not adhere to the above procedure, the claim of the grievant shall be forfeited.
g. Grievance records, defined as the written grievance, subsequent responses and appeals, communications directly related to the grievance process, and the grievance resolution document, if any, shall not be kept as part of a teacher's personnel file and will only be shared on a need to know basis.

ARTICLE 8: ATTESTATION, TERM of AGREEMENT, and EFFECTIVE DATE

A. The undersigned attest to the following:
   1. A public hearing was held in compliance with Indiana Code 20-29-6-1(b) on September 16, 2025, and electronic participation from the parties and public was not permitted; and
   2. A public meeting in compliance with Indiana Code 20-29-6-19 was held on October 8, 2025, to discuss the tentative agreement and electronic participation from the governing body and public was not permitted.

B. The term of this CBA is from October 22, 2025 to June 30, 2026.

C. This Agreement is effective from July 1, 2025 through June, 30, 2026.

D. This CBA was ratified by both parties on October 22, 2025.

Board of School Trustees of the Hamilton Heights School Corporation

President Acting President

Secretary

Hamilton Heights Classroom Teachers Association

President

Appendix A: Salary Range

(Does not include 3% for Indiana State Teacher's Retirement)

2025-2026		
	BA	MA
0	46,000	48,000
1	47,612	50,010
2	48,544	50,973
3	49,497	51,958
4	50,471	52,965
5	51,467	53,995
6	52,486	55,048
7	53,527	56,124
8	54,592	57,225
9	55,681	58,351
10	56,794	59,502
11	57,932	60,678
12	59,096	61,882
13	60,286	63,112
14	61,503	64,370
15	62,748	65,656
16	64,020	66,969
17	65,321	68,316
18	66,651	69,691
19	68,011	71,098
20	69,402	72,535
21	70,824	74,005
22		75,508
23		77,045
24		78,617
25		80,224
26		81,861
27		83,547
28		85,265

Appendix B: ECA Schedule

Hamilton Heights School Corporation		
Extra-Curricular & Extended Pay Schedules Any information in this schedule beyond salary and wages was not bargained and is included for informational purposes only.		
Position	# of Positions^	2025-2026 Stipend*
ATHLETICS		
HS Head B Basketball	1	$8,573
HS Head G Basketball	1	$8,573
HS Head Football	1	$8,573
HS Head Baseball	1	$5,406
HS Head Softball	1	$5,406
HS B Basketball Asst.	2	$5,104
HS G Basketball Asst.	2	$5,104
HS Head Volleyball	1	$5,104
HS Head Wrestling B&G	2	$5,104
HS B 9th Basketball	1	$4,413
HS Football Asst.	5	$4,413
HS X-Country Hd. B&G	2	$3,751
HS Golf Hd. B&G	2	$3,751
HS Soccer Hd. B&G	2	$3,751
HS Swimming Hd. B&G	2	$3,751
HS Tennis Hd. B&G	2	$3,751
HS Track Hd. B&G	2	$3,751
8th Basketball Hd. B&G	2	$3,751
7th Basketball Hd. B&G	2	$3,751
MS Head Football	1	$3,751
HS Baseball Asst.	2	$3,428
HS Cheerleading Sponsor - Fall	1	$3,428
HS Cheerleading Sponsor - Winter	1	$3,428

HS Softball Asst.	2	$3,428
HS Wrestling Asst.	1	$3,428
HS Unified Track	1	$3,428
HS Unified Flag Football	1	$3,428
HS Admin. Event Supervisor	3	$2,733
HS Soccer Asst. B&G	2	$2,666
HS Swim Asst.	2	$2,666
HS Track Asst. B&G	3	$2,666
HS Volleyball Asst.	1	$2,666
MS Football Asst.	3	$2,666
MS Volleyball Head	1	$2,666
MS Wrestling Head	1	$2,666
MS Admin. Event Supervisor		$2,627
HS Weight Room Supervisor	1	$2,411
HS Cheerleading Asst. - Fall	1	$2,205
HS Cheerleading Asst. - Winter	1	$2,205
MS X-Country Head	1	$2,205
MS Track Head B&G	2	$2,205
MS 7/8 Cheerleading - Fall	2	$2,037
MS 7/8 Cheerleading - Winter	2	$2,037
MS Swimming Head B&G	2	$2,037
HS Unifed Flag Football Asst.	1	$1,866
HS Unifed Track Asst.	1	$1,866
8th Basketball Asst. B&G	2	$1,866
7th Basketball Asst. B&G	2	$1,866
MS Golf Head	1	$1,866
MS Volleyball Asst.	1	$1,866
MS Wrestling Asst.	2	$1,866
MS X-Country Asst.	1	$1,572
MS Track Asst. B&G	2	$1,572
MS Golf Asst.	1	$1,402
MS Swim Asst.	1	$1,402
6th Travel B-ball Hd. B&G	2	$1,186

6th B-ball Asst. B&G	2	$1,087
MS 6th Cheerleading - Winter	1	$1,087
HS Gym Supervisor Summer	1	$481
ACADEMICS / ADMINISTRATION		
District Guidance Coordinator	1	$3,882
Reaching New Heights Bldg Liaison	3	$3,060
ES Grade/Department Chairs	7	$1,866
MS Grade/Department Chairs	11	$1,866
HS Grade/Department Chairs	10	$1,402
MTSS Data Team	6	$1,402
School Improvement (3 per building)	9	$1,402
Multi-building Assignment	12	$604
MS Washington DC Trip	1	$482
Corporation Mentor Teachers	20	$312
6th Overnight Trip ***	12	$286
Textbook Adoption	6	$139
CLUBS / ORGANIZATIONS		
HS Marching Band Head	1	$3,751
HS Marching Band Assistant	1	$2,666
HS Drama	1	$2,601
HS Business Professionals of America	1	$2,601
MS Robotics	1	$2,081
HS Flag Corps.	1	$1,866
HS Robotics	1	$1,717
HS Student Government	1	$1,717
HS Yearbook	1	$1,717
MS Academic Team	1	$1,717

MS Drama	1	$1,717
ES K-Kids	1	$1,717
HS Musical Director	1	$1,367
MS Husky Business Leaders	1	$1,367
HS Musical Assistant Director	1	$1,153
HS Drama Assistant Director	1	$1,153
MS Yearbook	1	$1,153
ES Yearbook	1	$1,153
Senior Class Sponsor	1	$1,041
Junior Class Sponsor	1	$1,041
Sophomore Class Sponsor	1	$1,041
Freshman Class Sponsor	1	$1,041
MS Student Government	1	$1,041
ES Drama/Musical	1	$1,041
HS Honor Society	1	$884
MS Art Club	1	$884
MS Huskies, Inc	1	$884
HS BPA Assistant	1	$625
HS Husky Fan Shop	1	$625
MS Honor Society	1	$625
MS Huskies for the Cross	1	$625
MS Media Club	1	$625
MS Robotics Assistant	1	$625
ES Backpack Program	1	$625
HS STIC **	12	$312
MS STIC **	12	$312
ES STIC **	9	$312
ES Young Authors	1	$312
MISCELLANEOUS		
Auditorium Supervisor		$16.16
Driver Education Summer		$30.16
Pool Supervisor		$17.23

HS Intramurals (Hours set by Principal)		$23.69
MS Intramurals (Hours set by Principal)		$23.69

*** Does not include 3% for Indiana State Teacher's Retirement.**

^ For informational purposes only.

**** For information purposes only: STICs may be considered for movement to regular ECA stipend after 2 contract cycles, or 4 years, of existence.**

***** For informational purposes only: Year to year position - does not require resignation each school year.**

Appendix C: Sick Leave Bank

Hamilton Heights School Corporation Sick Leave Bank (SLB)

Rules & Regulations

1. A Sick Leave Bank (SLB) shall be established and maintained if 15% of the total certified staff agree to enroll and contribute each year during the September enrollment period.
2. Enrollment shall be strictly voluntary. Enrollment and re-enrollment will take place before September 30 of each school year. Participation in the SLB is limited to those who enroll in the SLB during the current school year. Mid-Year hires may enroll in Sick Leave Bank within two weeks of date of hire to be eligible.
3. Two (2) sick leave days must be contributed the first year of enrollment. Subsequent years may require a contribution of one (1) day during the September enrollment period. Emergency contributions can be required as needed each year if the SLB reserve drops below three hundred (300) sick days. Emergency contributions will be first taken at a rate of two (2) days from members with outstanding days borrowed since the 2017-2018 school year. If that does not get the sick bank back up to its reserve cap of three hundred (300) sick days, then all members of the sick bank who have not borrowed from the bank will contribute 1 day. A current member of the SLB who has zero (0) days at the time of a call for an emergency contribution may retain membership and defer the contribution until the following fall enrollment period.
4. Once a teacher enrolls in the SLB they remain a lifetime member.
5. All days contributed to the SLB shall be donated by employees. The Board is under no obligation to contribute any days.
6. Unused sick days in the SLB shall be carried over from school year to school year. The record of sick days contributed, used, and carried over shall be maintained by the superintendent's office. Upon reasonable notice, all records concerning the SLB shall be made available to the SLB committee.
7. A member of the SLB may contribute up to 3 days to the SLB at the end of the school year.
8. A SLB committee of two teachers and one administrator shall be designated each September to administer the SLB. The administrator will be the superintendent or his/her designee. The two teacher representatives will be selected by the Association President or designee. There shall be no term limits for the individuals on this committee.
9. All requests for SLB utilization will be given to any SLB committee member, who will then forward them to the other members of the SLB committee for consideration.
10. The SLB committee will approve or deny the application with a minimum of a two-thirds majority. Upon determination of request the Superintendent will notify applicant and central office for issuance of days.

Method of Contribution

1. The SLB committee shall be responsible for notifying the staff of the enrollment period and distribution of the enrollment forms.
2. The enrollment period shall be before September 30 each school year with the exception of mid-year hires. If a second contribution is needed, it will be called for as needed.
3. The enrollment/contribution forms shall be issued and collected by the SLB committee

and given to the superintendent's office for recording. The SLB committee shall decide if any contribution is needed from ongoing members both during the September enrollment period and as needed.

4. The September enrollment period shall be used to determine if the 15% membership threshold has been met.
5. Should 15% of the total certified staff not enroll in a given year, the sick leave days on record shall be held for two (2) additional September sick leave bank enrollment periods. Should the sick leave bank fail to gain the 15% enrollment required in three (3) consecutive years, the days shall be cancelled.
6. All transactions with the SLB committee shall be on official SLB forms, which are found on the online Human Resources employee portal.
7. Any errors on the SLB contribution forms shall be pointed out to the contributing member by the superintendent's office for correction.

Requesting Sick Leave Bank (SLB) Days

1. An individual's personal and sick leave days must be exhausted before applying to the SLB, this includes any sick days accumulated through employment by another school corporation even those that have not yet transferred over
2. Application to the SLB must be on the official SLB form. This form shall be submitted to any committee member who will share with the rest of the committee for review. Upon determination of request, the Superintendent shall notify that applicant and central office for issuance of days.
3. There is no required waiting period before an application to the SLB may be filed.
4. A medical authorization, signed by a licensed physician and verifying illness, must accompany the application to the SLB.
5. The SLB committee may require a second physician's opinion before making a judgment on the application. This second opinion will be at the School Corporation's expense with a physician selected by the School Corporation.
6. The maximum number of days that may be borrowed per year is 60 days.
7. Approved Sick Leave Bank requests must be renewed each school year.
8. Should an employee file with the superintendent's office a request for early retirement due to ill health with a physician's accompanying statement, while applying for or using SLB days, that person may request an extension grant of sick days from the SLB to finish the school year for the purpose of maximizing retirement calculations. When that individual retires, s/he will be forgiven the days due back to the bank.
9. Beginning with the 2017 – 2019 CBA, any member with outstanding days will be forgiven of their debt. New requests from the SLB will not require any annual repayment of days except in an emergency contribution situation described in the Rules and Regulations section of Appendix C.