AGREEMENT

between the

BOARD OF SCHOOL TRUSTEES
OF THE CRAWFORD COUNTY
COMMUNITY SCHOOL CORPORATION

and the

CRAWFORD COUNTY CLASSROOM
TEACHERS ASSOCIATION

2025-2026

AGREEMENT

BETWEEN THE

BOARD OF SCHOOL TRUSTEES
OF THE CRAWFORD COUNTY
COMMUNITY SCHOOL CORPORATION

AND THE

CRAWFORD COUNTY CLASSROOM
TEACHERS ASSOCIATION

THIS AGREEMENT ENTERED INTO ON AUGUST 1ST, 2025 BY AND BETWEEN THE BOARD OF SCHOOL TRUSTEES OF THE CRAWFORD COUNTY COMMUNITY SCHOOL CORPORATION, HEREINAFTER CALLED THE "BOARD", AND THE CRAWFORD COUNTY CLASSROOM TEACHERS ASSOCIATION, HEREINAFTER CALLED THE "ASSOCIATION".

WITNESSETH:

WHEREAS, the Board and the Association recognize and declare that providing quality education for the children of the Crawford County Community School Corporation is their mutual aim, and

WHEREAS, the Board and its designated representatives have met with representatives of the Association and entered into negotiations concerning salary, wages, hours, and salary and wage related fringe benefits, it is hereby agreed as follows:

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ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Crawford County Classroom Teachers Association as the exclusive representative of all Teachers in the School Corporation.

B. DEFINITIONS.

1. The term "Teacher", when used in this Agreement, shall refer to all certificated personnel employed by the Board except to the Superintendent, Assistant Superintendent, Principals, and Assistant Principals.

2. The terms "Board" and "Association" shall include authorized officers, representatives, and agents.

3. The term "School Corporation", when used in this Agreement, shall refer to the Crawford County Community School Corporation of the County of Crawford of the State of Indiana, and the term "Association", when used in this Agreement, shall refer to the Crawford County Classroom Teachers Association of the County of Crawford of the State of Indiana.

4. The term "emergency", when used in this Agreement, shall refer to a condition or situation which could not have been anticipated under normal circumstances.

5. When references are made to male Teachers in this Agreement, it also includes all Teachers regardless of gender.

ARTICLE II

COMPENSATION AND EXPENSES

A. Salaries of Teachers for the 2025-2026 school year are set forth in APPENDIX A.

B. Teacher compensation will be based upon the following categories:

50% Year of Experience-Must have taught one (1) semester.

50% Academic Needs-Serving on a curriculum development committee and/or participating in at least three hours of professional development to improve student outcomes.

Teachers who met the corporation's definition of Academic Needs and taught one (1) semester will be moved up one step on the compensation model. Teachers who were at Step 17 last school year will receive a $1,700 stipend. Teachers have to be currently employed for the 2025-2026 school year to qualify for compensation.

At the beginning of the 2025-2026 school year, the salary range of returning full-time teachers is $44,000 to $72,550.

After the increase from the compensation plan is awarded, full-time teachers will make $45,000 to $73,550 and does not include the TRF contribution.

C. Salary differentials other than those listed in APPENDIX A.

1. A Teacher who is not provided with a car and who is authorized by the Administration to use his own automobile in pursuance of assigned school duties will be reimbursed at the applicable IRS rate at the time the miles were traveled.

2. The Board shall purchase liability insurance to protect Teachers who are authorized by the Board to transport students in their personal automobiles. This includes emergency situations caused by illness or accident of a student as well as organized school activities. This policy shall also cover Teachers in case of suit arising from or in the performance of their duties.

3. Teachers shall be granted up to three (3) steps on the compensation model for years of active military duty, with one year of military service equaling one year of teaching.

4. There shall be thirty (30) minutes consecutive duty-free time between the hours of 10:00 a.m. and 2:00 p.m. for lunch.

5. Dual credit teachers will be compensated $500 per semester-long dual credit class period taught at the end of each semester. Payments are due the first pay periods in January and June.

6. Advanced Placement (AP) teachers will receive $100 per qualifying score up to $1,000. Payments are due the last pay period of July.

7. Teachers will receive a stipend for mandatory professional development completed outside of the contract days at a rate of $150 per day or $75 per half-day.

8. Teachers will receive two paid days, at $150 a day, to work in their classrooms if those days are within 10 weekdays of the first day of school and must have prior authorization of the building principal.

9. Teachers will receive $250 if they have the literacy endorsement on their license. Emergency licenses granted with a literacy endorsement are not eligible.

10. The corporation will pay for teachers' CPR certification for license renewal.

D. LEAVE STIPEND.

1. A Teacher who takes zero (0) sick and personal leave days in a semester shall receive a stipend of Five Hundred Dollars ($500.00).

2. A Teacher who takes one-half (½) but not more than two (2) sick and personal leave days in a semester shall receive a stipend of Two Hundred Fifty Dollars ($250).

The stipends for which a Teacher qualifies shall be paid no later than July 31st of the school year. It is also understood and agreed to that no Teacher shall lose any leave stipend due to days donated to the sick leave bank.

ARTICLE III

LEAVES OF ABSENCE

A. SICK LEAVE.

1. Teachers will receive fourteen (14) sick leave days per year of employment. All New Hires shall be enrolled in the Sick Leave Bank by donating one (1) day.

2. The accumulation of sick leave shall be limited to one hundred twenty (120) days. Days that are accumulated above one hundred twenty (120) will be compensated as described in Articles V and VI.

3. Sick leave days accumulated by a Teacher prior to a leave of absence for maternity leave shall be credited to the Teacher upon return.

4. Annual and accumulated sick leave days may be used either for personal illness or emergencies as defined below:

a. Personal illness of the Teacher;

b. Serious illness in the immediate family (immediate family will mean husband, wife, mother, father, brother, sister, son, daughter, father-in-law, mother-in-law, grandparent, grandchild, brother-in-law, sister-in-law, step-parents, step-children, step-brother, step-sister, uncle, aunt, and any dependent living in the home);

c. Medical or dental appointments

5. Teachers shall be given a written accounting of accumulated sick leave by November 1st of each school year.

6. Sick leave may be taken on a one-half (½) day basis.

7. In the event any Teacher shall have accumulated one (1) or more days of sick leave in another School Corporation of this State and shall thereupon become employed in the Crawford County Community School Corporation, then there shall be added up to 15 sick days for the first year and then each succeeding year of such employment up to three (3) days of sick leave until the number of accumulated days to which said Teacher was entitled in the last place of employment shall be exhausted. A teacher may petition the sick bank committee to transfer more days in one year for any reason.

8. The Board shall recognize and honor a "Sick Leave Bank," administered by the Association. Teachers may transfer unused sick leave days from their account to the "Sick Leave Bank." See APPENDIX D-1 for a description of the "Sick Leave Bank."

B. PERSONAL LEAVE.

Teachers will be granted five (5) days of personal leave with pay per school year.

1. This leave is to be used for matters which cannot be scheduled outside of regular school hours.

2. Notification of personal leave should be made two (2) days prior to such leave except in cases of emergency.

3. The applicant's reason for taking personal leave shall be to state that he is taking it under the provisions of this Agreement.

4. Personal leave shall not be considered as sick leave.

5. Unused personal leave days shall be added to accumulated sick leave.

6. Personal leave may be taken on a one-half (½) day basis.

7. No more than three (3) personal business days per Teacher may be used in any school year to extend a vacation period or a holiday. Weekends are excluded from this restriction.

C. BEREAVEMENT LEAVE.

In each case of death in the immediate family, a Teacher shall be allowed five (5) school days with full pay beyond such death, not to be assessed against accumulated sick or personal leave days. Up to two (2) days may be used later in school year or following school year for the purpose of attending to matters which are related to the death of that family member. The immediate family shall mean husband, wife, mother, father, brother, sister, son, daughter, (including miscarriage), father-in-law, mother-in-law, brother-in-law, sister-in-law, domestic partner, grandparents, stepparents, or step-children.

In each case of death for an aunt, uncle, niece, nephew, or great-grandparent, a Teacher shall be allowed two (2) school days full pay beyond such death. Two (2) days shall be granted for the death of a spouse's grandparent.

D. PARENTAL/ADOPTION LEAVE.

1. A Teacher who is pregnant shall be granted a leave of absence and 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:

a. Any Teacher who is pregnant shall be granted a leave of absence any time between the commencement of her pregnancy and one (1) year following the birth of the child, if she notifies the Superintendent at least thirty (30) days before the date on which she wishes to start her leave using the form in Appendix C. She shall notify the Superintendent of the expected length of this leave, including with this notice either a physician's statement certifying her pregnancy or a copy of the birth certificate of the newborn, whichever is applicable; however, in the case of a medical emergency caused by pregnancy, the Teacher shall be granted a leave, as otherwise provided in this section, immediately on her request and the certification of the emergency from an attending physician.

b. 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 to fulfill up to twelve (12) weeks of FMLA. The Teacher is entitled to complete the remaining leave without pay.

c. A full-time teacher may request new parent leave and receive up to 21 days of paid leave, and a part-time teacher may request new parent leave and receive up to 11 days of paid leave, upon one of the following events: the birth of the teacher's child; the birth of a child to the teacher's spouse/partner; the placement of a child for adoption with the teacher; or the tragedy of a fetal death after twenty (20) weeks gestation.

d. A Teacher requesting parental leave shall complete the form in Appendix C and submit it to the Superintendent as soon as possible stating the beginning date of the leave and the expected date of return. The Teacher shall provide a statement from the doctor certifying the leave or a letter from the adoption agency that the adoption is in process.

E. COURT LEAVE.

Court leave with pay shall be granted to Teachers for the time necessary to make appearance(s) in any court proceeding resulting from activities involving student-related incidents that relate to the Teacher's employment with the School Corporation.

F. JURY DUTY LEAVE.

When requested, a Teacher may serve on jury duty. The Board shall pay the Teacher his full salary provided that such Teacher agrees to return to the Board all pay received for serving on jury duty, except mileage reimbursement.

G. STAFF DEVELOPMENT LEAVE AS PROFESSIONAL LEAVE.

Within the discretion of the Administration, a School Employee may be granted up to two (2) days with pay for the purpose of visiting other schools for educational reasons or attending meetings or conferences of an educational nature. Such leave shall not be unreasonably withheld.

H. TEMPORARY DISABILITY LEAVE (Except Maternity Leave).

1. School Employees who anticipate the need for a leave due to temporary disability shall give notice in writing to the Superintendent of Schools no later than thirty (30) calendar days prior to the last day of the grading period preceding the leave. Emergency situations as determined by the superintendent shall be entitled to such leave for the duration of the disability or one (1) year, whichever is less, and in accordance with the terms of this Article.

2. Leaves due to temporary disability shall begin on the first day of the grading period in which such leave shall occur, or as otherwise agreed upon between the Superintendent and the School Employee unless it is an emergency situation.

3. If possible the anticipated date of return shall be indicated when applying for the leave. In any case, notice of the desire to return to teaching duties shall be given in writing by the School Employee to the Superintendent of Schools no later than the 25th day of April following the date of recovery or seventy-five (75) calendar days prior to the beginning of the school year next following the date of recovery, in the event the disability leave begins on or after April 25th.

4. In order to qualify to return, the School Employee shall furnish the Superintendent with a medical certificate of fitness from a regularly licensed physician.

5. The School Employee shall be reemployed following such leave based upon notification of approximate date of return as specified in #3. above, but in any case, shall plan the return to teaching duties to coincide with the beginning of a grading period or start of the school year unless otherwise agreed between the School Employee and the Superintendent; provided, however, that the taking of a leave for temporary disability shall not affect the School Employer's right to terminate the School Employee for reasons listed under **Indiana Code 20-28-7.5.1**.

6. A School Employee on temporary disability leave shall be entitled to use any accumulated sick leave so long as such disability exists; provided that the termination of such disability shall not terminate the right to further use of accumulated sick leave for that particular temporary disability. In order to qualify for the use of accumulated sick leave during temporary disability, the School Employee shall furnish the Superintendent with a medical certificate of disability for the period requested from a regularly licensed physician.

7. Nothing contained in this provision shall take away the right of the School Employer to relieve a School Employee on that day or those days that such disability interferes with the performance of the School Employee's duties according to accepted professional teaching standards; however, if a School Employee is relieved, the School Employee may use accumulated sick leave upon said day or days.

I. PERSONAL INJURY LEAVE.

Absence, without loss of pay or benefits, due to injury arising out of and in the course of the Teacher's employment in the School Corporation shall not be charged against the Teacher's sick leave days. Payment covering such absence shall be coordinated under the School Corporation's Workers' Compensation and/or long-term disability insurance program(s).

J. FAMILY MEDICAL LEAVE

Employees shall be granted unpaid family medical leave as provided by the Federal FAMILY MEDICAL LEAVE ACT once the employee has exhausted all accumulated paid leave. This ACT requires the employee to pay his/her share of the cost of health insurance if the employee had health insurance through the corporation before taking this leave.

K. ASSOCIATION LEAVE DAYS

The Association shall be granted 30 hours per school year for the purposes of conducting Association business. The President(s) of the Association shall notify the Superintendent at least one school day prior to the time of said leave. Such leave shall be without loss of pay, leave, or other benefits available to the President(s) of the Association and/or their designee(s). These hours do not accumulate from year to year.

ARTICLE IV

SICK BANK

A. In addition to that sick leave absence to which full-time Certificated Employees employed under Contract shall be entitled under separate paragraph of this Contract, said Teachers may be entitled to be absent from work without loss of compensation on account of personal illness for up to forty-five (45) days by use of sick leave days contributed to a sick leave bank. Such bank shall be entitled by the School Employer and administered as follows:

1. New Hires will be automatically enrolled in the bank by donating one day. New Hires will receive a copy of the sick bank policy. The maximum accumulation for the bank shall be six hundred and seventy-five (675) days. The only exception to that accumulation would be to accept days from New Hires. If the bank drops below ninety (90) days, each participant will be notified and assessed one (1) obligatory sick day. If a member is without days, s/he will be assessed the one (1) sick day the following year. All donated days lose their identity. Continuous membership will occur with no further action from the employee.

2. Said sick leave bank shall be administered by a committee composed of these individuals: Association President or Co-Presidents and one (1) Certificated Employee selected by the exclusive representative from each building, and one (1) person designated by the Superintendent. A sick leave bank status report shall be given the Association by December 1st of each school year. The bank will be a continuous year-to-year entity.

3. Participating Certificated Employee may be granted days from the bank if the following conditions have been met:

(a) The Certificated Employee has exhausted all sick leave days, including accumulated sick leave days;

(b) The Certificated Employee shall furnish to the Board and committee such physician's statements using the form Appendix D-5 page 37, of need or medical condition as may be required from time to time by either the Board or committee; All requests for use of days from the bank shall be made in writing using forms Appendix D-3 or Appendix D-4, located on pages 32-34 of the contract. The committee should rule upon the request within five (5) days after receipt. The committee shall make the final decision as to distribution and allocation of days to participating applicants.

(c) The number of days allocated by the committee may be reviewed by the committee from time to time and the committee shall have the authority to decrease or increase the number of days previously granted; provided, however, that no individual may be granted more than a total of forty-five (45) days.

(d) The Sick Bank Committee reserves the right to lend days to employees that exhaust leave during a maternity leave or long-term illness leave and need an occasional day to cover a physician's appointment, minor illness or injury. The employee will replace the borrowed day(s) the following year when s/he receive the contractual allotment of sick days. A request to borrow day(s) is provided on page 34, Appendix D-4, of the contract.

4. The committee shall not grant, nor shall a Certificated Employee be entitled to days during periods when such Certificated Employee has elected to receive worker's compensation.

ARTICLE V

BRIDGE TO SOCIAL SECURITY BUY-OUT

EMPLOYEES WITH A HIRE DATE BEFORE JUNE 1, 2006

A. RETIREMENT BENEFIT.

An individual who is employed as a bargaining unit member at the time of retirement from employment will be eligible for the following benefits provided the Teacher has otherwise satisfied the requirements and conditions described below.

1. GROUP HEALTH INSURANCE.

Immediately following retirement, the Teacher and his/her spouse, if any, shall have the option of remaining in the Corporation's current group health insurance plan if all of the following conditions are met as of the date of retirement and thereafter:

a. While the retired Teacher and spouse, if any, remain enrolled in the health insurance plan, the retired Teacher and spouse shall pay the entire insurance premium applicable to the insurance coverage, with the premium payment to be made monthly for each succeeding year. If retired teachers fall behind in payments, the school corporation will notify them by letter/email and then certified letter. If the retired teacher falls three payments behind, insurance coverage will be terminated.

b. The Teacher has provided a written request to the School Corporation for continuing insurance coverage for the Teacher and spouse, if any.
When a retired Teacher first becomes eligible for Medicare, the Teacher's eligibility to continue to participate in the Corporation's group health insurance plan shall terminate, if not earlier terminated according to applicable law. (The same termination of eligibility shall also apply when a retired Teacher's spouse first becomes eligible for Medicare.) It is acknowledged that the parties intend these provisions to comply with applicable federal and state laws that establish an eligible Teacher's right to continue health insurance for the Teacher and spouse, including if otherwise applicable, Indiana Code 5-10-8-2.6. Therefore, this right to extended coverage shall not override any rights to continuing health care coverage as required by COBRA.

B. 403(b) ANNUITY PLAN.

1. Each Teacher may elect to make a salary reduction election and make tax deferred contributions, to a plan described in section 403(b) of the Internal Revenue Code (the "Code") to the maximum limits allowed by the Code. The Board shall forward salary reduction money to the appropriate vendor each month.

2. The School Corporation shall maintain a list of approved investment vendors for the salary reduction contributions made to 403(b) plans.

3. Input shall be sought from the Association on changes to the administration of the 403(b) plans. Ample notice shall be given of meetings to discuss the plan document required by the Internal Revenue Service.

C. BUY-OUT OF RETIREMENT BENEFITS.

1. ENTITLEMENT TO RETIREMENT BENEFITS AND VESTING REQUIREMENTS.

Upon retirement from the Corporation, a Teacher shall be fully vested in the retirement benefits described in this Article if the retiring Teacher has satisfied the following requirements:

a. The retiring Teacher has reached the age of fifty (50); and

b. The Teacher must also have ten (10) or more years of service with the Crawford County Community School Corporation.

c. **On or before August 1st** of the year **prior to retirement,** notification must be given to the Superintendent, in writing, of the individual's intention to retire at the end of the first semester and qualify for Bridge to Social Security Benefits. Teachers who plan to retire at the end of the second semester shall provide such notice not later than **March 1st prior to retirement**. The notification date shall be waived in the case retirement is due to a disability and in the event of the death of the Teacher. The notification date may be waived by the Superintendent in cases other than disability.

d. The Board's contributions for the non-insurance related benefits were/are based upon the following:

(1) In 2006, One Hundred Thirty-Five Dollars ($135.00) for each unused sick leave day above one hundred fifty (150) days was deposited into the 401(a) Buyout account of each Teacher.

(2) In 2006, Seventy-Five Dollars ($75.00) for each day of unused sick leave for the first one hundred fifty (150) days of accumulated sick leave was deposited into the 401(a) Buyout account of each Teacher. At the time of retirement, an additional Sixty Dollars ($60.00) will be deposited for each of those days. The balance of the 2006 compensated days (up to 120) will be paid at a rate of Sixty Dollars ($60.00) per day.

(3) The present value of the payments described in (2) will be reduced by the Social Security and Medicare taxes (FICA) that would have been payable only on the first Ten Thousand Dollars ($10,000.00) if the retirement bridge payments had been paid directly to the employee.

(4) Sick leave accumulation shall be capped at one hundred twenty (120) days. At the end of each school year including the year of retirement, the Board shall buy down the leave days for each Teacher for One Hundred Thirty-Five Dollars ($135.00) per day for every sick day above one hundred twenty (120). Deposits for this annual buy down shall be made to individual 401(a) Buyout accounts no later than July 1st each year.

(5) Any teacher with fewer than one hundred fifty (150) days in 2006 will receive additional compensation at the time of retirement. Seventy-Five Dollars ($75.00) for each day the teacher has accumulated up to one hundred twenty (120) since 2006 but was not previously compensated for will be deposited into the 401 (a) Buyout account.

a. The Board's contribution to the annual post-retirement single health, dental, life, and vision insurance premiums will be assumed to be Two Thousand Five Hundred Dollars ($2,500.00) per year and deposited in the employee's VEBA. The employee may apply the VEBA contribution to an insurance vendor of his/her choice. Furthermore, payments will be deemed to terminate at the end of the month in which the individual would otherwise be eligible for Medicare. The final payment will be prorated for the month the employee turns sixty-five (65).

b. Amounts forfeited upon termination of employment because of the failure to meet the applicable vesting requirements shall not be reinstated or re-credited if an individual is subsequently rehired or re-employed by the School Corporation; however, if the Board approves a leave of absence for an employee, such period of leave shall not result in forfeiture, provided the employee shall promptly return to employment following the expiration of the period of leave.

2. BUY-OUT CONTRIBUTIONS.

a. VEBA. The current vendor shall be the organization administering the VEBA and shall be the single investment vendor for the VEBA unless a change in vendor is mutually agreed to by the Crawford County Classroom Teachers Association and the Crawford County Community School Corporation. The terms and conditions for the administration and operations of the VEBA shall be as follows:

(1) The amount calculated for each employee was invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.

(2) Until such time that an employee has retired and satisfied the eligibility requirements set forth in this Article, the employee shall have no access to the assets held in his or her separate VEBA account.

(3) If an employee retires or otherwise terminates employment before satisfaction of the requirements set forth in this Article, the terminated employee's VEBA account shall be forfeited. Forfeited amounts shall be reallocated equally at the end of each plan year to members with active employee accounts. The current VEBA vendor and Crawford County Community School Corporation will share account information annually so that reallocation can be completed no later than October 31st of each year. The following employees will not share in the reallocation of a forfeiture of a VEBA account:

(a) Employees who forfeited their VEBA accounts in the same year;

(b) Employees who previously forfeited their VEBA accounts; and

(c) Employees who have terminated employment on or before August 31st of the year of the reallocated forfeiture.

(4) Following retirement and the satisfaction of the requirements set forth in this Article, a retired employee may use the amounts held in his/her separate VEBA account to pay any premiums or expenses allowed by the vendor plan and by law. At no time may the VEBA make loans to an employee, his/her spouse, or his/her dependents.

(5) The School Corporation shall not be paid any compensation for its services performed on behalf of the VEBA. All costs incurred in the administration of the VEBA and investment fees shall be paid from the VEBA assets.

b. 401(a) Buyout PLAN. The School Corporation established a qualified retirement plan as described in section 401(a) of the Code. The total sum of the amount calculated by Educational Services Corporation as the present value was contributed by the School Corporation to the 401 (a) Buyout plan. The single investment vendor for the 401(a) Buyout plan. The vendor is to be mutually agreed to by the parties. The 401(a) Buyout plan's terms and conditions for the administration of the 401(a) Buyout plan shall be as follows:

(1) The amount calculated for each employee was invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the investment vendor for the 401(a) Buyout plan.

(2) Until such time that an employee has retired and satisfied the eligibility requirements set forth in this Article, the employee shall have no access to the assets held in his or her separate 401(a) Buyout plan account.

(3) If an employee retires or otherwise terminates employment before satisfaction of the requirements set forth in this Article, the terminated employee's 401(a) Buyout plan account shall be forfeited. The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate 401(a) Buyout plans of active employee accounts. The current vendor and Crawford County School Corporation will share account information annually so that reallocation can be completed no later than August 31st of each year. Therefore, the 401(a) Buyout plan accounts of the following employees will not share in the reallocation of a forfeiture of a 401 (a) Buyout plan account:

(a) Employees who forfeited their 401(a) Buyout plan accounts in the same year;

(b) Employees who previously forfeited their 401(a) Buyout plan accounts; and

(c) Employees who have terminated employment on or before August 31st of the year of the reallocated forfeiture.

(4) Following retirement and the satisfaction of the requirements set forth in this Article, a retired employee may elect to commence distributions from his/her 401(a) Buyout plan account. If an employee dies after having satisfied the requirements of this Article, the deceased employee's 401(a) Buyout plan account shall be distributable to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made. At no time may a participant borrow from his 401(a) Buyout plan account.

(5) The School Corporation shall not be paid any compensation for its services performed on behalf of the 401(a) Buyout plan. All costs incurred in the administration of the 401(a) Buyout plan and investment fees shall be paid from the 401(a) plan assets.

3. FUTURE ADJUSTMENTS.

The parties agree that this Article, or any other provision of this Agreement, does not constitute an expectation of receiving the enumerated retirement benefits by any current employee, future employee, prospective employee or applicant beyond the expiration of this Agreement. Therefore, except as otherwise limited by applicable law, it is understood that the Board and Association may in the future bargain modifications of any kind to this provision, provided however, that the future revision of this Article shall not affect the retirement benefits of Teachers already receiving benefits pursuant to this section.

ARTICLE VI

RETIREMENT SAVINGS PLAN/INSURANCE BENEFIT

EMPLOYEES WITH A HIRE DATE AFTER JUNE 1, 2006

A. RETIREMENT BENEFIT.

An individual who is employed as a bargaining unit member at the time of retirement will be eligible for the following retirement benefits provided the Teacher has otherwise satisfied the requirements and conditions described below.

1. GROUP HEALTH INSURANCE.

Immediately following retirement, the Teacher and his/her spouse, if any, shall have the option of remaining in the Corporation's current group health insurance plan if all the following conditions are met as of the date of retirement and thereafter:

a. While the retired Teacher and spouse, if any, remain enrolled in the health insurance plan, the retired Teacher and spouse shall pay the entire insurance premium applicable to the insurance coverage, with the premium payment to be made monthly for each succeeding year. If retired teachers fall behind in payments, the school corporation will notify them by letter/email and then certified letter. If the retired teacher falls three payments behind, insurance coverage will be terminated.

b. The Teacher has provided a written request to the School Corporation for continuing insurance coverage for the Teacher and spouse, if any.

When a retired Teacher first becomes eligible for Medicare, the Teacher's eligibility to continue to participate in the Corporation's group health insurance plan shall terminate, if not earlier terminated according to applicable law. (The same termination of eligibility shall also apply when a retired Teacher's spouse first becomes eligible for Medicare.) It is acknowledged that the parties intend these provisions to comply with applicable federal and state laws that establish an eligible Teacher's right to continue health insurance for the Teacher and spouse, including if otherwise applicable, Indiana Code 5-10-8-2.6. Therefore, this right to extended coverage shall not override any rights to continuing health care coverage as required by COBRA.

B. 403(b) ANNUITY PLAN.

1. Each Teacher may elect to make a salary reduction election and make tax deferred contributions, to a plan described in section 403(b) of the Internal Revenue Code (the "Code") to the maximum

limits allowed by the Code. The Board shall forward salary reduction money to the appropriate vendor each month.

2. The School Corporation shall maintain a list of approved investment vendors for the salary reduction contributions made to 403(b) plans.

3. Input shall be sought from the Association on changes to the administration of the 403(b) plans. Ample notice shall be given of meetings to discuss the plan document required by the Internal Revenue Service.

C. The Crawford County Community School Corporation shall establish a qualified retirement plan as described in section 401(a) of the Code for ongoing contributions. The Board agrees to contribute annually into each individual's separate 401(a) Ongoing account an amount equal to Two Percent (2%) of salary on the Informational Schedule for employees hired after June 1, 2006. The Board shall make equal monthly contributions throughout the school year, and will complete its contributions on or before August 1st of each succeeding school year.

D. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the investment vendor for the 401(a) Ongoing plan. The single investment vendor for the 401(a) Ongoing plans shall be Security Benefits unless a change in vendors is mutually agreed to by the Crawford County Classroom Teachers Association and the Crawford County School Corporation. Each bargaining unit member shall be One Hundred Percent (100%) vested upon the completion of his/her tenth year of continuous employment with the Crawford County Community School Corporation or upon death.

E. Teachers that accumulate days above One Hundred Twenty (120) will receive Seventy-Five Dollars ($75.00) annually for any days above the One Hundred Twenty (120) day maximum. A deposit will be made in the employee's 401 (a) Ongoing account by July 31st of each year there is a purchase. The Seventy-Five Dollars ($75.00) per day is for days above the One Hundred Twenty (120) day maximum only.

F. The Crawford County Community School Corporation shall contribute to a Voluntary Employees' Beneficiary Association ("VEBA") as described in section 501(c)(9) of the Code. The Board agrees to contribute annually into each individual's separate VEBA account an amount equal to One Percent (1%) of salary on the Informational Schedule for employees hired after June 1, 2006. The Board shall make equal monthly contributions throughout the school year. Each bargaining unit member shall be One Hundred Percent (100%) vested upon the completion of his/her tenth year of continuous employment with the Crawford County Community School Corporation or upon death.

G. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the investment vendor for the VEBA plan. The single investment vendor for the VEBA plan shall be Security Benefits unless a change in vendor is mutually agreed to by the Crawford County Classroom Teachers Association and the Crawford County Community School Corporation.

H. If an employee retires or otherwise terminates employment before satisfaction of the requirements set forth in this Article, the terminated employee's VEBA and 401 (a) Ongoing account shall be forfeited. Forfeited amounts shall be reallocated equally at the end of each plan year to members with active employee accounts. The current VEBA vendor and Crawford County Community School Corporation will share account information annually so that reallocation can be completed no later than October 31st of each year. The following employees will not share in the reallocation of a forfeiture of a VEBA account:

(a) Employees who forfeited their VEBA accounts in the same year;

(b) Employees who previously forfeited their VEBA accounts; and

(c) Employees who have terminated employment on or before August 31st of the year of the reallocated forfeiture.

ARTICLE VII

INSURANCE

A. As of September 1, 2003, the Board agrees to make available to the members of the bargaining unit the same health and hospitalization insurance as spelled out in documents and through meetings with insurance representation. The Board will pay the maximum premium allowed by State Law 1260 (112% above the State Plan) towards teacher health insurance premiums. The Board and Association will work jointly with insurance representation to comply with 1260.

B. The Corporation will offer PPO and HSA plans. The vendor and plans are bargained and maintained with the Association. HSA contributions will be determined annually.

C. Certificated Employees will have the ability to choose any insurance product offered and may make that change during open enrollment. Premiums will be determined by the plan chosen. The first year a Certificated Employee chooses a high deductible plan, he will receive a $1,000 deposit in his HSA account if enrolled in the single plan, or a $2,000 deposit if enrolled in a family plan. If New Hires were previously employed and received this contribution, they will not be eligible upon reemployment. Certificated Employees currently on a high deductible health plan may receive a deposit into their HSA account. The final deposit amounts will be determined by the superintendent and the insurance committee when finalizing rates.

D. When refunds by insurance companies are made on Teacher related policies, such refunds shall be returned to the Teachers who paid the premium on a pro-rata basis.

E. Spouses of employees will be ineligible for the insurance plan if they qualify for insurance benefits through their employers, except if the spouse's employer does not offer him or her insurance, the spouse receives coverage through Medicare.

For employees whose spouses may be carved out due to the implementation of a spousal carve out, the spouse will have the option to stay on the corporation's insurance plan for the cost of a single plan to be paid by the employee. The payment will be collected at the same times as the employee payments.

F. TAX SHELTERED ANNUITIES.

The Board shall provide each Teacher the opportunity to participate in a Voluntary Tax Sheltered Annuity Program sponsored or endorsed by the Association.

G. VOLUNTARY INSURANCE PROGRAMS.

The Board shall provide for payroll deductions for each Contract Teacher who wishes to participate in voluntary insurance programs endorsed by the Association.

H. When an employee retires, his insurance shall be in effect through September 30.

I. When an employee is terminated, his insurance shall be in effect for 30 days after termination date.

J. If an employee resigns without fulfilling his contract, his insurance shall be in effect for 30 days after resignation date.

K. If an employee resigns but completes his contracted days, his insurance shall be in effect through September 30.

L. The Board shall provide payroll deductions for any Teacher who wishes to have deductions made from his/her checks for the following items:

1. Federal Income Tax

2. State Income Tax

3. Social Security Tax

4. Teacher's Retirement

5. Insurance

6. Tax Sheltered Annuities

7. Association Dues Including Political Contributions.

M. DENTAL INSURANCE.
Each Teacher and his immediate family members shall be covered by a dental insurance plan. The Board hereby agrees to pay all but One Dollar ($1.00) of the premium cost of said dental coverage for each Teacher.

N. VISION CARE.
Each Teacher and his immediate family members shall be covered by a vision insurance plan. The Board hereby agrees to pay all but One Dollar ($1.00) of the premium cost of said vision coverage for each Teacher.

O. LIFE INSURANCE.

The Board agrees to provide, without cost to the Teachers, group term life insurance coverage to each Teacher as follows:

One Hundred Thousand Dollars ($100,000.00) plus AD&D.

P. LONG-TERM DISABILITY INSURANCE.

The Board agrees to provide, without cost to the Teachers, group long-term disability insurance coverage to each Teacher.

Q. It is hereby agreed that the Annual Actuarial Report, the new fee rate structure and any recommendations which an insurance company is making to the School Corporation shall be sent, by the School Corporation, to the Association at the same time that it is received by the School Corporation. In addition, the Association shall have access to all correspondence made by an insurance company to the School Corporation on any information dealing with that particular account and a copy of any correspondence thereof provided to the Association if requested.

R. INSURANCE PREMIUMS.

Teachers on paid leave shall continue to have Board contributions made according to the level which existed at the time of starting on leave. Teachers on nonpaid leave for one (1) month or longer shall have the option to continue any or all of the Board paid programs by paying the premiums themselves to the Board within thirty (30) days of the billing date.

S. It is understood and agreed to that, where permitted by the insurance carriers, all New Hires shall have the insurance coverage provided in this contract from the first day of the Teacher's employment. All New Hires will be given the insurance application forms no later than their first day of employment and must return those forms no later than their second day of employment in order to receive the coverage from their first day of employment.

T. All insurance carrier names shall be removed from the Contract. It is understood and agreed to that the carriers and insurance coverages may only be changed by the written mutual Agreement of the Board and the Association. A Healthcare Committee has been established to monitor and evaluate the need for changes in all insurance matters.

ARTICLE VIII

GRIEVANCE PROCEDURE

A. A grievance of alleged violations of the collective bargaining agreement can be filed by a Teacher or the Association when there has been a violation, misinterpretation, or misapplication of any provision of this Agreement.

B. In the event that a Teacher believes there is a basis for a grievance, he shall first discuss the alleged grievance with his building Principal or immediate supervisor, while accompanied by an Association Representative.

C. If, as a result of the informal discussion with the building Principal or immediate supervisor, a grievance still exists, he may invoke the formal grievance procedure through the Association. The form, Appendix F, shall be available from the Association Representative in each building. A copy of the grievance form shall be delivered to the Principal. If the grievance involves more than one (1) school building, it may be filed with the Superintendent or his appointed designee.

D. Within five (5) calendar days of receipt of the grievance, the Principal shall meet with the Association in an effort to resolve the grievance. The Principal shall indicate his disposition of the grievance in writing within five (5) calendar days of such meeting and shall furnish a copy thereof to the president(s) of the Association.

E. If the Association is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) calendar days of such meeting or ten (10) calendar days from the date of filing, whichever shall be later, the grievance shall be transmitted to the Superintendent. Within seven (7) calendar days, the Superintendent or his designee shall meet with the Association on the grievance and shall indicate his disposition of the grievance in writing within five (5) calendar days of such meeting and shall furnish a copy thereof to the Association.

F. If the Association is not satisfied with the disposition of the grievance of alleged violations of provisions within the scope of bargaining per Article VIII, Section A by the Superintendent or his designee, or if no disposition has been made within five (5) calendar days of such meeting or ten (10) calendar days from the date of filing, whichever shall be later, the grievance may be submitted to binding arbitration before an impartial arbitrator selected through the American Arbitration Association.

1. The selection of the arbitrator and the rules which govern the arbitration proceedings shall be in accordance with the rules of the American Arbitration Association.

2. The Board and Association shall not be permitted to assert in such arbitration proceeding any ground or to rely on any evidence not previously disclosed to the other party.

3. Both parties agree to be bound by the award of the arbitrator.
4. The fees and expenses of the arbitrator shall be borne by the loser.

G. The time limits provided in this Article shall be strictly observed but may be extended by a written Contract between the parties. In the event a grievance is filed after May 15th of any year, the Board shall cooperate in processing such grievance prior to the end of the school year.

H. Notwithstanding the expiration of this Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure through resolution.

I. If, in the judgment of the Association, a grievance affects a group or class of Teachers, the Association may submit such grievance in writing to the Superintendent or his designee directly and the processing of such grievance shall be commenced at step two (2) of the formal grievance procedure.

J. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants and may not be disclosed to outside parties.

K. A Teacher engaged during the school day in the investigation, preparation, or presentation of a grievance, or who is a witness for same, shall be released from regular duties without loss of pay.

ARTICLE IX

MISCELLANEOUS

A. Adult education and summer-certificated employment shall be subject to the provisions of this Agreement.

B. Generation I and II benefits through Section 125 shall be made available to all employees. It is understood and agreed to that there will be no start-up cost or monthly fees or other costs to the School Corporation.

C. If an individual Contract made subsequent to this Agreement contains any language inconsistent with this Agreement, this Agreement shall prevail.

D. If any provisions of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

ARTICLE X

TERM OF AGREEMENT

This agreement shall be effective as of August 1, 2025 and shall continue in effect through June 30, 2026.

This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

Whenever any notice is required to be given either of the parties to this Agreement to the other party, either shall do so by registered letter at the following addresses:

If by the Association to the Board, at:

Crawford County Community School Corporation
5805 E. Administration Road
Marengo, Indiana 47140

If by the Board to the Association, at:

Association President
School Address or
Home Address.

This Agreement is made and entered into at Marengo, Indiana, on November 11, 2025, by and between the Board of School Trustees of the Crawford County Community School Corporation, County of Crawford, State of Indiana, party of the first part, heretofore referred to as the "Board", and the Crawford County Classroom Teachers Association, party of the second part, heretofore referred to as the "Association".

The Undersigned attest to the following: 1. A public meeting was held in compliance with I.C. 20-29-6-1(b) on September 16, 2025 and electronic participation from the parties and/or public was permitted. 2. A public meeting in compliance with I.C. 20-29-6-19 was held on November 5, 2025 to discuss the tentative agreement and electronic participation from the governing body and/or public was not permitted.

This Agreement is so attested to by the parties whose signatures appear below.

BOARD OF SCHOOL TRUSTEES
OF THE CRAWFORD COUNTY
COMMUNITY SCHOOL CORPORATION
Board Ratified on November 11, 2025

Wayne Carothers
Board President

Lance Stroud
Board Secretary

Brandon D Johnson
Superintendent

CRAWFORD COUNTY CLASSROOM
TEACHERS ASSOCIATION
CTA
Ratified on November 5, 2025

Nikki Bagshaw
Co-President

Amanda L Napper
Co-President

Tanya Rose
Chief Negotiator of the Association

APPENDIX A

New Hires

New hires will be placed on the compensation model using years of experience and degree/certification in comparison with current employees. No new hire will be placed on the compensation model at a higher salary than a current employee with the same years of experience and degree/certification. The term "New Hires," when used in this Agreement, are bargaining unit members not employed by the corporation in the prior year. A Teacher returning to service with Crawford County Community Schools shall be placed on the salary schedule based on his last known step plus any years of service accumulated. The Administration will discuss qualifications and placement of all new hires with the Association Leadership and UniServ Director.

CRAWFORD COUNTY COMMUNITY SCHOOL CORPORATION CONTRACT SALARY SCHEDULE

Salary Schedule

The levels are NOT equal to years of experience.

2025-2026

Step	Base
0	$ 45,000
1	$ 46,350
2	$ 48,050
3	$ 49,750
4	$ 51,450
5	$ 53,150
6	$ 54,850
7	$ 56,550
8	$ 58,250
9	$ 59,950
10	$ 61,650
11	$ 63,350
12	$ 65,050
13	$ 66,750
14	$ 68,450
15	$ 70,150
16	$ 71,850
17	$ 73,550

Teachers will move to the appropriate step within 30 days of receipt of all necessary data from the state to complete the teacher evaluation. Payment will be retroactive to the first workday of the 2025-2026 school year. Payments shall be made in equal installments for the remainder of the current contract year.

APPENDIX B

CRAWFORD COUNTY SCHOOL CORPORATION
EXTRA CURRICULAR SALARY SCHEDULE

BOYS' SPORTS	2025-2026
Basketball	
Head Varsity Coach	$6,135
Assistant Varsity Coach	$3,681
Junior Varsity Coach	$4,039
C-Team Coach	$2,659
6th Grade Coach	$1600
7th Grade Coach	$2,147
8th Grade Coach	$2,147
Summer Head Coach	$2,147
Summer Assistant Coach	$1,074
Baseball	
Summer Assistant Coach	$1,789
Head Varsity Coach	$5,600
Asst. Varsity Coach	$1,841
Middle School Coach	$1,023
Football	
Head Varsity Coach	$6,135
Assistant Varsity Coach	$3,681
Junior Varsity Coach	$4,039
Assistant Junior Varsity Coach	$2,659
Summer Coach	$2,147
Summer Assistant Coach	$1,074
Middle School Coach	$2,174
Middle School Assistant Coach	$1,278
Track	
Head Varsity Coach	$2,659
Co-Ed Assistant Varsity Coach	$1,738
Middle School Coach	$1,023
Golf	
Head Varsity Coach	$2,000
Junior Varsity Coach	$869
Tennis	
Head Varsity Coach	$1,534
Middle School Coach	$1,023
Wrestling	
Head Varsity Coach	$1,534
Middle School Coach	$1,023

GIRLS' SPORTS	2025-2026
Basketball	
Head Varsity Coach	$6,135
Assistant Varsity Coach	$3,681
Junior Varsity Coach	$4,039
C-Team Coach	$2,659
8th Grade Coach	$2,147
7th Grade Coach	$2,147
6th Grade Coach	$1600
Summer Basketball	$2,147
Summer Assistant Coach	$1,074
Volleyball	
Head Varsity Coach	$3,853
Junior Varsity Coach	$2,659
C-Team Coach	$869
8th Grade Coach	$1,074
7th Grade Coach	$1,074
6th Grade Coach	$1,000
5th Grade Coach	$1,000
Summer Coach	$2,147
Track	
Head Varsity Coach	$2,659
Middle School Coach	$1,023
Softball	
Head Varsity Coach	$5,600
Assistant Coach	$1,841
Summer Assistant Coach	$1,789
Middle School Coach	$1,023
Golf	
Head Varsity Coach	$2,000
Junior Varsity Coach	$869
Tennis	
Head Varsity Coach	$1,534
Middle School Coach	$1,023
Wrestling	
Head Varsity Coach	$1,534
Middle School Coach	$1,023

MISCELLANEOUS SPORTS	2025-2026
Athletic Director	$8,000
Cross Country	
Head Varsity Boys and Girls Coach	$2,659
Assistant Varsity Coach	$817
Middle School Co-Ed Coach	$1,200
Summer Cross Country Coach	$1,100
Golf	
Middle School Co-Ed	$1,023
Elementary Sports	
Cross Country (1 per building)	$511
Track (1 per building)	$760
Boys' Basketball Elementary School Coach (1 per building)	$1,023
Boys' Basketball All County Coach	$1,023
Girls' Basketball Elementary School Coach (1 per building)	$1,023
Girls' Basketball All County Coach	$1,023
Intramural Coordinator	$1,738
Intramural Sport #1	$869
Intramural Sport #2	$869
Intramural Sport #3	$869
Intramural Sport #4	$869
Intramural Sport #5	$869
Music	
Marching Band Director	$4,500
Pep Band Football	$869
Pep Band Basketball	$869
Class Sponsors	
Senior Class (1) ea.	$920
Junior Class (1) ea.	$920
Sponsors	
Booster Club (Grades 9-12)	$1,329
# FCCLA	$920
# F.F.A.	$920
# BPA	$920
# Art Club	$920
# Science Club	$920
Varsity Cheerleader Coach (Grades 9-12) Football	$1,000
Varsity Cheerleader Coach (Grades 9-12) Basketball	$1,000
Middle School Cheerleader Coach Grade 6	$935
Middle School Cheerleader Coach (Grades 7-8)	$971
Elementary Cheerleader Coach (Grades 4-5) (1 per building)	$900
MISCELLANEOUS ACADEMIC POSITIONS	**2025-2026**
High School Student Council Advisor	$920
High School Honor Society Advisor	$769
High School Drama Coach	$1,700

High School Drama Assistant Coach	$869
ELL Coordinator (paid with NESP funds)	$2,000**
MISCELLANEOUS ACADEMIC POSITIONS	**2025-2026**
High School Yearbook Advisor	$1,125
Yearbook Advisor One class period will be dedicated to the production of the yearbook.	
High School Academic Club	$1,329
Middle School Academic Club	$614
Middle School Booster Club	$665
Middle School Student Council	$650
# Middle School Science Club	$650
P.L. 221/School Improvement Chair (1) *Per building*	$511
High Ability Coordinators (2)	$2,556**
High Ability Contact Persons (1) *Per building*	$1,534**
Dance Squad (High School)	$800
Dance Squad (Middle School)	$500
Dance Squad (1) *Per building*	$350
Elementary Math Bowl (1) *Per building*	$500
High School MTSS Coordinator	$750
Middle School MTSS Coordinator	$750
# Must have minimum of 6 participants and sponsor must be certified/licensed in area of the club.	
NOTE: ECA payments will be paid by the first payroll date corresponding to the end of the season in July, October, December, February, April, or June.	
If the number of student participants is so great that one group needs to be split into two, an ECA Position at the same pay rate can be added by mutual agreement of the Superintendent and the Association.	

***Positions shall be tied to grant amount due to changes in State and Federal grants.*

The number of positions was not bargained but is included for informational purposes.

Positions highlighted in orange are dormant positions. Those positions will not be filled unless student participation warrants hiring for those positions. The athletic director will petition the building principal to re-open these positions annually if needed. If the principal agrees, the principal will petition the superintendent. The superintendent will discuss re-opening the positions with the bargaining unit's leadership team. The superintendent will make the ultimate determination in opening dormant positions annually.

An ECA Position may be divided into two (2) or more positions with the mutual agreement of the Administration and the individuals involved if the total money does not exceed the amount listed in the ECA schedule. Also, two (2) or more ECA positions can be combined, again with the mutual agreement of the Administration and the individuals involved. The individual would receive the pay for each ECA position, but cannot exceed the amount listed in the ECA

APPENDIX C

CRAWFORD COUNTY COMMUNITY SCHOOL CORPORATION

Parental/Adoption Leave Form

TO: Superintendent of Schools

FROM:

SUBJECT: Notice of Intent to Take Parental/Adoption Leave

Expected Length of Parental/Adoption Leave ______________________________

Date Leave Is To Begin ______________________________

Expected Date Leave Is To End ______________________________

I hereby request ______________________________
(   ) days payment of sick leave to be allowed as part of my maternity leave.

____
Signature

____
Date

APPENDIX D-1

CRAWFORD COUNTY COMMUNITY SCHOOLS
SICK BANK POLICY

The Crawford County Community Schools Sick Leave Bank is a cooperative effort of the Crawford County Classroom Teachers Association and the Crawford County Community Schools. The SLB is designed to assure that those employees in most need during a sustained period of illness or disability will have paid leave available after those employees have exhausted all sick leave available to them and are expected to return to work status.

This Policy will remain in effect until it is changed through the bargaining process. Anytime there is a change to the policy in bargaining, the members of the bank will be notified of the changes. All New Hires shall be enrolled in the Sick Leave Bank by donating one (1) day.

The SLB is overseen by the Crawford County Community Schools Superintendent or Superintendent's designee and the Classroom Teachers Association. The Classroom Teachers Association has one (1) representative from each building and the Association President also sits on the committee. The representatives from each building are selected by the Classroom Teachers Association. The Superintendent or his/her designee also sits on the committee. The SLB days come from the days donated from employees from initial and continuing contributions of individual employee's sick leave.

The maximum accumulation for the bank shall be six hundred and seventy-five (675) days. The only exception to that accumulation would be to accept days from new hires. If the bank drops below ninety (90) days, each participant will be notified and assessed one (1) obligatory sick day. If a member is without days, they will be assessed the one (1) sick day the following year. All donated days lose their identity and become the property of the SLB and will not be returned to the employee if they leave employment. Continuous membership will occur with no further action from the employee. Once you are a member, your membership continues until employment is severed with the Corporation.

The bargaining agreement between the Classroom Teachers Association and Corporation grants sick leave days annually and allows unused days to accumulate. Those days are to cover minor illnesses and injuries, doctor and dental appointments, and elective procedures. Those days can be used for immediate family as well. The sick leave bank is for major catastrophic illness, disability or injury. It is for individuals who have exhausted all accumulated sick leave and who are not otherwise receiving related compensation benefits such as disability, workmen's compensation, or unemployment. A catastrophic illness, disability or injury is defined as a severe condition or combination of conditions that (a) affect the physical or mental health of the employee; (b) result in a life-threatening or life function altering condition; and (c) senses, loss of physiological processes or loss of limb. Pregnancy is not considered a catastrophic illness. However, complications resulting from pregnancy may be considered catastrophic. The sick bank is to be used for the employee only.

The maximum amount of days available to an employee in a school year is forty-five (45). You can request no less than one (1) day from the bank and no more than fifteen (15) at a time. Requests for sick leave must be sent to the Crawford County Community School Corporation Superintendent's Office. The request form and appropriate doctor documentation must be submitted before the SLB committee can meet to decide. A decision will be rendered within five (5) days of receiving the application. An appeal of the decision can be made within five (5) days of the applicant receiving the decision if the applicant has additional information to offer the committee regarding the reason for application.

The SLB committee reserves the right to lend days to employees that exhaust leave during a maternity or long-term illness, leave, and need an occasional day to cover a physician's appointment, minor illness or injury. That employee will replace the borrowed day the following year when they receive the contractual allotment of sick days. A form asking to borrow a day must be completed and submitted to the committee for consideration. The committee has the right to the reject or accept the request.

APPENDIX D-2

CRAWFORD COUNTY COMMUNITY SCHOOLS
SICK LEAVE BANK REQUEST FOR DAYS FORM

PERSONAL INFORMATION	POSITION (CHECK ONE)
____________________ LAST NAME	( ) ELEM. TEACHER
____________________ FIRST NAME	( ) MIDDLE SCHOOL TEACHER
____________________ STREET/POST OFFICE BOX	( ) HIGH SCHOOL TEACHER
____________________ CITY, STATE, ZIP CODE	( ) ADMINISTRATOR

NUMBER OF DAYS REQUESTED FROM THE SICK LEAVE BANK: __________

Put a check next to one that best describes the reason for your request.

_____ Chronic Illness _____ Catastrophic Illness _____ Injury _____ Emergency Surgery

Is there anything you would like to add to help the committee make its decision? _____

____

____

I hereby authorize the Crawford County Community School Corporation to share with the Sick Leave Bank Committee Members the documentation my physician and I have provided for the request of days. I understand from the Sick Leave Bank policy that the decision of the SLB Committee is final after I have exhausted my one appeal.

______________________________________ ______________________

EMPLOYEE'S SIGNATURE (or Family Member/Agent) **DATE**

SICK LEAVE BANK COMMITTEE/OFFICE USE ONLY

COMMITTEE MEETING DATE: _____

REQUEST APPROVED ( ) YES ( ) NO

NUMBER OF DAYS APPROVED: _______

MEETING MINUTES:

____

SIGNATURE OF COMMITTEE CHAIR

APPENDIX D-3

CRAWFORD COUNTY COMMUNITY SCHOOLS
SICK LEAVE BANK REQUEST FOR BORROWED DAYS FORM

PERSONAL INFORMATION	POSITION (CHECK ONE)
______________________ LAST NAME	( ) ELEM. TEACHER
______________________ FIRST NAME	( ) MIDDLE SCHOOL TEACHER
______________________ STREET/POST OFFICE BOX	( ) HIGH SCHOOL TEACHER
______________________ CITY, STATE, ZIP CODE	( ) ADMINISTRATOR

NUMBER OF DAYS BORROWING FROM THE SICK LEAVE BANK: __________

Put a check next to one that best describes the reason you are currently out of days.

_____Maternity _____ Other

_____ Chronic Illness _____ Catastrophic Illness _____ Injury _____ Emergency Surgery

Is there anything you would like to add to help the committee make its decision? _____

____

____

I understand the Crawford County Community School Corporation' Sick Leave Bank Committee Members reserve the right to deny the request for days not related to catastrophic illness. I also understand I am obligated to repay the sick bank from my allotted days of the next school year.

____ ____________________
EMPLOYEE'S SIGNATURE (or Family Member/Agent) **DATE**

SICK LEAVE BANK COMMITTEE/OFFICE USE ONLY

COMMITTEE MEETING DATE: _____

REQUEST APPROVED ( ) YES ( ) NO

NUMBER OF DAYS APPROVED: _______

MEETING MINUTES:

____

SIGNATURE OF COMMITTEE CHAIR

APPENDIX D-4

CRAWFORD COUNTY COMMUNITY SCHOOLS
PHYSICIAN'S STATEMENT FORM

(FOR USE IN APPLYING FOR MEDICAL LEAVE DAYS AND/OR SICK LEAVE BANK DAYS)

TO BE COMPLETED BY PHYSICIAN AND RETURNED TO THE PATIENT

If still disabled, patient should be able to return to work without restrictions no later than

________________________.

Patient was disabled and unable to work from ______________ to ____________________.
Patient is disabled due to (please circle one) chronic illness, catastrophic illness, injury, or emergency surgery. The medical condition will result in the employee being incapacitated for at least 1-15 consecutive working days.

____
Physician's Name (Please Print)

____
Physician's Signature (No Rubber Stamps, Please)

____
Street/Post Office Box

____
Date Signed

____
City, State, Zip Code

____
Telephone

TO BE COMPLETED BY EMPLOYEE

Return the completed form to the Crawford County Community School's Superintendent's Office,
5805 E. Administrative Rd. Marengo, In. 47140 (812-365-2135)

EMPLOYEE NAME:____

ADDRESS:____

EMPLOYEE'S SIGNATURE:____

DATE SIGNED:____

The committee is authorized to contact me at the following number to get additional information if needed for a decision.

Phone: ____

APPENDIX E

ARTICLE V
BRIDGE TO SOCIAL SECURITY BUY-OUT (Original Language)

EMPLOYEES WITH A HIRE DATE BEFORE JUNE 1, 2006

A. RETIREMENT SEVERANCE BENEFIT.

An individual who is employed as a bargaining unit member at the time of retirement or severance from employment will be eligible for the following severance benefits provided the Teacher has otherwise satisfied the requirements and conditions described below.

1. GROUP HEALTH INSURANCE.

Immediately following severance, the Teacher and his/her spouse, if any, shall have the option of remaining in the Corporation's current group health insurance plan if all of the following conditions are met as of the date of severance and thereafter:

a. While the retired Teacher and spouse, if any, remain enrolled in the health insurance plan, the retired Teacher and spouse shall pay the entire insurance premium applicable to the insurance coverage, with the premium payment to be made monthly for each succeeding year.

b. The Teacher has provided a written request to the School Corporation for continuing insurance coverage for the Teacher and spouse, if any.

When a retired Teacher first becomes eligible for Medicare, the Teacher's eligibility to continue to participate in the Corporation's group health insurance plan shall terminate, if not earlier terminated according to applicable law. (The same termination of eligibility shall also apply when a retired Teacher's spouse first becomes eligible for Medicare.) It is acknowledged that the parties intend these provisions to comply with applicable federal and state laws that establish an eligible Teacher's right to continue health insurance for the Teacher and spouse, including if otherwise applicable, Indiana Code 5-10-8-2.6. Therefore, this right to extended coverage shall not override any rights to continuing health care coverage as required by COBRA.

B. 403(b) ANNUITY PLAN.

1. Each Teacher may elect to make a salary reduction election and make tax deferred contributions, to a plan described in section 403(b) of the Internal Revenue Code (the "Code") to the maximum limits allowed by the Code. The Board shall forward salary reduction money to the appropriate vendor each month.

2. The School Corporation shall maintain a list of approved investment vendors for the salary reduction contributions made to 403(b) plans.

3. Input shall be sought from the Association on changes to the administration of the 403(b) plans. Ample notice shall be given of meetings to discuss the plan document required by the Internal Revenue Service.

C. BUY-OUT OF RETIREMENT BENEFITS.

1. ELIMINATION OF PRIOR AGREEMENT'S RETIREMENT BRIDGE AND SEVERANCE BENEFIT.

The Board and the Association specifically reserved the authority to revise or terminate the retirement benefits contained in earlier Agreements. Exercising this authority, the Board and the Association now confirm that the retirement and severance benefits contained in ARTICLE V, entitled BRIDGE TO SOCIAL SECURITY, in this Agreement are terminated. Said benefits shall not apply to any Teacher retiring or severing employment with the School Corporation on or after this Agreement's effective date, except that for those Teachers who are eligible to retire prior to September 1, 2008 may choose the benefits contained in this Article or those contained in ARTICLE V. To exercise this option the Teacher must deliver to the Corporation by June 30, 2006 an irrevocable letter indicating his/her intent to retire no later than September 1, 2008 with the benefits provided in ARTICLE V. Those Teachers who retired or severed employment before the effective date shall only be entitled to the retirement benefits contained in the prior Agreement as of the time of his or her retirement, but as may be otherwise revised from time to time.

2. ENTITLEMENT TO RETIREMENT BENEFITS AND VESTING REQUIREMENTS.

Upon retirement from the Corporation, a Teacher shall be fully vested in the retirement benefits described in this Article if the retiring Teacher has satisfied the following requirements:

a. The retiring Teacher has reached the age of fifty (50); and

b. The Teacher must also have ten (10) or more years of service with the Crawford County Community School Corporation.

c. On or before August 1st of the year prior to retirement, notification must be given to the Superintendent, in writing, of the individual's intention to retire at the end of the first semester and qualify for Bridge to Social Security Benefits. Teachers who plan to retire at the end of the second semester shall provide such notice not later than March 1st prior to retirement. The notification date shall be waived in the case retirement is due to a disability and in the event of the death of the Teacher. The notification date may be waived by the Superintendent in cases other than disability.

3. ACTUARIAL DETERMINATION OF VALUE OF THE CURRENT SEVERANCE AND RETIREMENT BENEFITS.

Alliance Benefit Group of Indiana and Educational Services Corporation have been selected to determine the present value of the unfunded retirement bridge benefits described in the prior Agreement. In making this present value determination, they shall use the following assumptions:

a. The assumed interest rate for the purpose of determining the present value is Four Percent (4%) in the first two (2) years of the plan, Seven Percent (7%) for the third (3rd) year, and then Seven and One-Half Percent (7.5%) each year thereafter; however, for post-retirement cash flow purposes, a Four Percent (4%) interest rate shall be used.

b. It is assumed that an employee terminates employment at the end of the school year in which the employee attains age fifty-seven (57) or at the end of the current year if the individual is already age fifty-seven (57) or older. If an employee continues employment after the attainment of age fifty-seven (57), the employee does continue to share in any future forfeitures.

c. A termination rate of One and Nine-Tenths Percent (1.9%) shall be applied.

d. The Board's contributions for the non-insurance related benefits shall be based upon the following:

(1) The present value of One Hundred Thirty-Five Dollars ($135.00) for each unused sick leave day above one hundred fifty (150) days shall be deposited at the time of the initial deposits into the 401(a) account of each Teacher.

(2) The present value of Seventy-Five Dollars ($75.00) for each day of unused sick leave for the first one hundred fifty (150) days of accumulated sick leave shall be deposited at the time of the initial deposits into the 401(a) account of each Teacher.
(3) At the time of retirement, the present value of Sixty Dollars ($60.00) for each of the first one hundred fifty (150) days shall be deposited into the 401(a) account of each Teacher.

(4) The present value of the payments described in (2) and (3) will be reduced by the Social Security and Medicare taxes (FICA) that would have been payable only on the first Ten Thousand Dollars ($10,000.00) if the retirement bridge payments had been paid directly to the employee.

(5) Sick leave accumulation shall be capped at one hundred fifty (150) days. At the end of each school year including the year of retirement, the Board shall buy down the leave days for each Teacher at the present value of One Hundred Thirty-Five Dollars ($135.00) per day. Deposits for this annual buy down shall be made to individual 401(a) accounts no later than July 1st each year.

(6) In the event a Teacher had fewer than one hundred fifty (150) days of accumulated leave at the time of the buy-out, at retirement the Board shall deposit the present value of Seventy-Five Dollars ($75.00) for each of the initial one hundred fifty (150) days for which that value had not previously been bought.

(7) The present value of the monthly Bridge benefits as described in ARTICLE V, B., 2. shall be placed into the 401(a) account of each Teacher at the time of the initial deposits.

e. The Board's contribution to the annual post-retirement single health, dental, life, and vision insurance premiums will be assumed to be Two Thousand Five Hundred Dollars ($2,500.00) per year and deposited in the employee's VEBA. The employee may apply the VEBA contribution to an insurance vendor of his/her choice. Furthermore, payments will be deemed to terminate at the end of the month in which the individual would otherwise be eligible for Medicare.

f. Amounts forfeited upon termination of employment because of the failure to meet the applicable vesting requirements shall not be reinstated or re-credited if an individual is subsequently rehired or re-employed by the School Corporation; however, if the Board approves a leave of absence for an employee, such period of leave shall not result in forfeiture, provided the employee shall promptly return to employment following the expiration of the period of leave.

g. The present value of the retirement benefits under the prior Agreement shall be calculated, effective as of July 1, 2006.

h. To confirm the accuracy of the underlying information to be used in the present value calculations, each Teacher shall be provided with his or her basic data that will be used in the calculations, including, but not limited to, the following information as of the 1st day of July 2006: date of birth, date of hire, years of service, and accumulated sick leave. Educational Services Corporation shall assist in the preparation of this verification sheet for each Teacher; however, the Board will have the responsibility to forward the verification sheets to the respective Teachers. Any corrections must be returned to the Board within ten (10) days of receipt of the verification sheets.

Using the above assumptions and the other assumptions contained on the buy-out spreadsheet, Alliance Benefit Group of Indiana and Educational Services Corporation shall prepare the present value calculations for each Teacher and the contributions described hereinafter will be made.

4. BUY-OUT CONTRIBUTIONS.

a. VEBA. The School Corporation shall contribute to a Voluntary Employees' Beneficiary Association ("VEBA") as described in section 501(c)(9) of the Code, that amount representing the present value of the group health, dental, life, and vision insurance benefits as calculated for all employees under subsection 3 above. These contributions shall be made within twenty-one days of the receipt of the bond proceeds by the School Corporation. Security Benefits shall be the organization administering the VEBA and shall be the single investment vendor for the VEBA unless a change in vendor is mutually agreed to by the parties. The terms and conditions for the administration and operations of the VEBA shall be as follows:

(1) The amount calculated for each employee will be invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.

(2) Until such time that an employee has retired and satisfied the eligibility requirements set forth in this Article, the employee shall have no access to the assets held in his or her separate VEBA account.

(3) If an employee retires or otherwise terminates employment before satisfaction of the requirements set forth in this Article, the terminated employee's VEBA account shall be forfeited.

Forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA accounts. This reallocation shall be in a manner similar to that used by the Educational Services Corporation in initially determining the present value calculations. Therefore, the VEBA accounts of the following employees will not share in the reallocation of a forfeiture of a VEBA account:

(a) Employees who forfeited their VEBA accounts in the same year;

(b) Employees who previously forfeited their VEBA accounts; and
(c) Employees who have attained the age of fifty-seven (57) and terminated employment in or before the year of the reallocated forfeiture.

Furthermore, VEBA accounts of employees who have attained the age of fifty-seven (57), but who have not terminated employment may share in the reallocated forfeiture, but on a reduced actuarial basis.

(4) Following retirement and the satisfaction of the requirements set forth in this Article, a retired employee may use the amounts held in his/her separate VEBA account to pay any premiums or expenses allowed by the vendor plan and by law. At no time may the VEBA make loans to an employee, his/her spouse, or his/her dependents.

Forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA plan accounts in a manner similar to that used in initially determining the present value calculations. Therefore, the VEBA plan accounts of the following employees will not share in the reallocation of a forfeiture of a VEBA plan account:

(a) Employees who forfeited their VEBA plan accounts in the same year;

(b) Employees who previously forfeited their VEBA plan accounts; and

(c) Employees who have attained age of fifty-seven (57), and terminated employment in or before the year of the reallocated forfeiture.

Furthermore, VEBA plan accounts of employees who have attained the age of fifty-seven (57), but have not terminated employment may share in the reallocated forfeiture, but on a reduced actuarial basis of Twenty-Five Percent (25%).

(5) The School Corporation shall not be paid any compensation for its services performed on behalf of the VEBA. All costs incurred in the administration of the VEBA and investment fees shall be paid from the VEBA assets.

b. 401(a) PLAN. The School Corporation shall establish a qualified retirement plan as described in section 401(a) of the Code. The total sum of the amount calculated by Educational Services Corporation as the present value for the retirement pay and severance benefits shall be contributed by the School Corporation to the 401(a) plan within twenty-one (21) days of the receipt of the bond proceeds by the School Corporation. If necessary due to IRS plan year limits, a portion of the amount referenced herein shall be deposited to the 403(b) plans for individuals so that the total can be deposited in individual accounts as quickly as possible. The same terms and conditions outlined for the 401(a) plan shall apply to the 403(b) plan. The single investment vendor for the 401(a) plan shall be Security Benefits unless a change in vendor is mutually agreed to by the parties. The 401(a) plan's terms and conditions for the administration of the 401(a) plan shall be as follows:

(1) The amount calculated for each employee will be invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the investment vendor for the 401(a) plan.

(2) Until such time that an employee has retired and satisfied the eligibility requirements set forth in this Article, the employee shall have no access to the assets held in his or her separate 401(a) plan account.

(3) If an employee retires or otherwise terminates employment before satisfaction of the requirements set forth in this Article, the terminated employee's 401(a) plan account shall be forfeited. The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate 401(a) plan accounts in a manner similar to that used in initially determining the present value calculations. Therefore, the 401(a) plan accounts of the following employees will not share in the reallocation of a forfeiture of a 401(a) plan account:

(a) Employees who forfeited their 401(a) plan accounts in the same year;

(b) Employees who previously forfeited their 401(a) plan accounts; and

(c) Employees who have attained age of fifty-seven (57) and terminated employment in or before the year of the reallocated forfeiture.

Furthermore, 401(a) plan accounts of employees who have attained the age of fifty-seven (57), but have not terminated employment may share in the reallocated forfeiture, but on a reduced actuarial basis of Twenty-Five Percent (25%).

(4) Following retirement and the satisfaction of the requirements set forth in this Article, a retired employee may elect to commence distributions from his/her 401(a) plan account. If an employee dies after having satisfied the requirements of this Article, the deceased employee's 401(a) plan account shall be distributable to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made. At no time may a participant borrow from his 401(a) plan account.

(5) The School Corporation shall not be paid any compensation for its services performed on behalf of the 401(a) plan. All costs incurred in the administration of the 401(a) plan and investment fees shall be paid from the 401(a) plan assets.

5. FUTURE ADJUSTMENTS.

The parties agree that this Article, or any other provision of this Agreement, does not constitute an expectation of receiving the enumerated retirement benefits by any current employee, future employee, prospective employee or applicant beyond the expiration of this Agreement. Therefore, except as otherwise limited by applicable law, it is understood that the Board and Association may in the future bargain modifications of any kind to this provision, provided however, that the future revision of this Article shall not affect the retirement benefits of Teachers already receiving benefits pursuant to this section.

APPENDIX F

CRAWFORD COUNTY COMMUNITY SCHOOLS
GRIEVANCE FORM

Name of Grievant: Building:

Teaching Assignment:

Name and Address of Representative of Grievant:

Level II

A. Date Cause of Grievance Occurred:

1. Statement of Grievance:

2. Relief Sought:

_______________________________ _______________________
Signature of Grievant Date

B. Disposition of Principal:

_______________________________ _______________________
Signature of Principal Date

Level III

A. Date Transmitted to Superintendent:

B. Disposition by Superintendent:

_______________________________ _______________________
Signature of Superintendent Date

APPENDIX G

CRAWFORD COUNTY COMMUNITY SCHOOL CORPORATION

Notice of Retirement Form

TO: Superintendent of Schools
FROM:
SUBJECT: Notice of Intent to Retire

Last Day at Work ____

Check all that apply:

- ☐ I request to keep my current insurance plan through September 30
- ☐ I request to continue with health insurance and pay the full premium amount beginning October 1st
    - ☐ Keep my current plan
    - ☐ I would like to change to plan: ______________________________
- ☐ I request to continue with dental insurance and pay the full premium amount beginning October 1st
- ☐ I request to continue with vision insurance and pay the full premium amount beginning October 1st
- ☐ I request to continue with life insurance and pay the full premium amount beginning October 1st

APPENDIX H

CRAWFORD COUNTY COMMUNITY SCHOOL CORPORATION

Notice of Resignation Form

TO: Superintendent of Schools
FROM:
SUBJECT: Notice of Intent to Resign

Primary position resigning ____
**Note: Resigning as a Teacher also resigns all ECA positions at the end of their season*

Last Day at Work ____

Check all that apply:

- ☐ I request to keep my current insurance plan as long as possible under this agreement
- ☐ I wish to discontinue my current insurance plan as of ____________________________

2025 CBA COMPLIANCE CHECKLIST

Item	✔	Page No.[1]
School employer and exclusive representative identified	✔	Page 4
Bargaining unit description matches the IEERB Order in effect at time of ratification	✔	Page 4
Beginning and ending date of CBA (must end on or before June 30, 2027)	✔	Page 21
Ratification date (must be on or after September 15 and at least 72 hours after TA meeting)	✔	Page 22
Signed by School Board President, Secretary, or Vice President and Exclusive Representative	✔	Page 22
General definitions (definitions that apply to the whole CBA)	✔	Page 4
Grievance procedure (if arbitration used, must indicate if advisory or binding)	✔	Pages 20-21
Contract interpretation provisions (e.g., severability, supremacy, savings clauses)	✔	Page 21
Salary for new teachers (amount, schedule, or method of calculation)	✔	Page 23
Wages/compensation for ancillary duties	Not	applicable
Wages/compensation for extracurricular duties	✔	Pages 24-27
Compensation for extended contracts	Not	Applicable
Public hearing and public meeting attestations (include electronic participation information)	✔	Page 22
Compensation Plan		
If there are no salary increases, CBA includes a statement to that effect	Not	applicable
Statement of annual salary range for returning full-time teachers (don't include current year increases, ISTRF contributions, or salaries of newly hired teachers)	✔	Pages 4-5
Full-time classroom teacher (instructs students at least 50% of the workday) salaries are at least $45,000	✔	Page 23
Salary increases		
If using optional eligibility criteria, the criteria are described and separate from factors	Not	applicable
Based on at least two of the five statutory factors (must use academic needs factor)	✔	Page 4
Definitions of factors (e.g., experience, academic needs, instructional leadership)	✔	Page 4
How much each factor contributes to increase (by points, percentage, amount, etc.)	✔	Page 4
Amount of increase (flat amount, % amount) or method for calculating amount	✔	Page 4
Differentiated base salary increase for literacy endorsement	✔	Page 5
Academic needs is at least 10% of maximum possible salary increase calculation	✔	Page 4
The combination of education and experience (excluding increases to reduce the gap and teacher retention catch-up increases) does not exceed 50% of the maximum available salary increase	✔	Page 5
If using a salary increase to reduce the gap, it must: (1) be clearly identified and (2) actually reduce the gap	Not	applicable
If using a teacher retention catch-up salary increase it must: (1) be clearly identified, (2) attributed to a factor, (3) describe the teachers to whom the catch-up increase applies, (4) describe the increase amount or method of calculating, and (5) describe how the increase amount represents a comparison to the starting salary of new teachers	Not	applicable

Reminders:

1. Clearly identify the Compensation Plan and make sure all salary increases are included and described in the compensation plan.
2. If you include non-bargainable items for informational purposes only (e.g., number of ECA positions, number of extended contract days, etc.), be sure to include a statement to that effect.
3. Ensure all date references in the CBA reflect the current contract period.
4. Ensure that the CBA is uploaded to Indiana Gateway by November 15th to avoid a declaration of impasse.
5. Ensure that the electronic participation information in CBA matches information in Indiana Gateway.

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[1] IEERB encourages parties to number the pages of their CBA. If there are no page numbers, parties should identify the Article or Section number of the particular item (e.g., Art. I Sec B; Sec IV #2, etc.).