

# **MASTER AGREEMENT**

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**2023 – 2026**

**Wentzville National Education Association:  
Registered Nurses**

**and**

**Wentzville R-IV School District**

**Effective July 1, 2024**

**WSD / WNEA RN Master Agreement**  
**July 1, 2023 – June 30, 2026**  
**Effective Jul 1, 2024**

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## **Article 1. Association Rights**

### **A. Exclusive Recognition by the School District and the Definition of Bargaining Unit**

The Wentzville School District of St Charles County, Missouri (District) recognizes the Wentzville National Education Association (Association) as the exclusive and sole bargaining agent for all full time and regular part time school nurses excluding all administrators, managerial employees, supervisors and all other district employees as described in Public Case no R2009-044.

### **B. Bargaining Ground Rules and Procedures**

1. It is the mutual objective of the Board of Education and the Association to provide the best education possible for the students of the district.
2. It is the mutual objective of the Board of Education and the Association to work in a continuous, collaborative negotiations process that is in the best interests of both parties.
3. It is the mutual objective of the Board of Education and the Association to bargain in good faith on any matter subject to compensation and working conditions and the terms and conditions of this Agreement.
4. Representatives of the District Team and Association will meet prior to the start of bargaining to establish ground rules and meeting procedures/protocols including but not limited to the size of the teams, the timeline for the process, and setting any joint training. Bargaining a successor Agreement should begin four (4) months prior to the expiration of this Agreement.
5. Tentative agreements can be authorized by both parties and will be compiled into a Master Agreement. The Master Agreement will be voted on by the Association. Ratification by the Association will be either an accept or reject vote. The Master Agreement will be presented to the Board of Education for a vote with a motion and a second to either accept or reject. Upon approval, the Master Agreement will be signed by the presidents and the bargaining chairs of the Association and the Board.
6. If the Agreement is rejected by either the Board or the Association, the teams will continue to meet for a three week period to assess the reason(s) and to re-negotiate with the goal of reaching agreement. If there is no agreement, the matter will be submitted to the Board for a final decision.

### **C. Nurse Participation in Decision Making**

Association President will be notified of district-wide committees that address benefits, working conditions and rights of the bargaining unit and be allowed to appoint a representative as needed.

### **D. Association Use of Communications and Equipment**

The Association has the right to use District facilities for committee, general, or building meetings during non-working periods and/or time periods (i.e. before school, duty-free lunch periods, and after school) in accordance with District policies on use of facilities. Representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations and that such representatives shall register in the principal's office upon entering the facility. The Association may distribute information to members in district mailboxes. Association members will be allowed to store Association materials in their rooms or desks in a place not available to students.

The Association will be provided with a bulletin board in a mutual agreeable area in each building. The Board packet will be sent to the Association president at the same time the packet is made available to Board members. The Association will have the right to have tables/booths at the new nurse orientation and all district meetings. The Association will have the right to address new nurses during orientation and/or beginning of the year nurse meetings. The District agrees to provide all pertinent information to the Association for the development of Association programs, bargaining and the representation of members.

The Association may use District equipment including computers, fax, voice mail, duplicating or printing equipment, and audio-visual equipment, at reasonable times when such equipment is not in use. The Association may use intra-district mail. The use of email will continue to be governed by the District's Acceptable Use Policy. The use of District email to distribute materials en masse must be approved in advance by the Superintendent or his/her designee.

#### **E. Payroll Deduction**

1. Checks: Salary payments shall be made through a direct deposit program directly into the employee's checking or savings account. Exceptions may be made by the Superintendent and/or designee on a case-by-case basis. If through no fault of the employee, funds are not deposited in the appropriate account on payday, the District will seek to have any bank fees waived, and failing that, to reimburse the employee for such fees.
2. Withholding Taxes: A Federal withholding tax is retained for the Collector of Internal Revenue as payment on Federal Income Tax for the current year. The amount withheld is determined by salary and the number of dependents. No salary check/direct deposit will be issued until all withholding forms are submitted. A State withholding tax is retained for the Missouri Department of Revenue. The amount withheld is determined in the same manner as the Federal Income Tax. Employees may authorize additional sums to be withheld by notifying the payroll department in writing and completing a new W-4 form indicating the additional amount to be withheld each pay period. No salary checks/direct deposits will be issued until all withholding forms are submitted.
3. Public Education Employee Retirement System (PEERS) of Missouri: All full-time nurses and part-time nurses who work twenty (20) hours or more per week are members of PEERS.
4. Salary Deductions: Any staff member may authorize additional voluntary deductions for payment of tax-sheltered annuities, dues to professional organizations, credit union, additional life insurance and dependent coverage for medical benefits.
5. Professional Dues: Payroll deductions shall be made for professional dues. Any nurse who is a member of the Association may sign and deliver to the Association an assignment authorizing the deduction of membership dues and PAC contributions. The authorization shall be furnished by the Association. The authorization shall be delivered to the Superintendent's Office before September 15th. Deductions will be made in as nearly equal pay period installments as possible from each regular salary check of the employee beginning with authorization. If a nurse resigns after September 15th of any year, the District shall deduct the final dues payment equivalent to 30 days of the annual dues from the member's final paycheck. The authorization shall remain in effect from year to year, except that the member may revoke it by sending a written and signed notice to the Business Office. The last dues payment will be 30 days from the receipt of the written notice. Upon receipt of any revocation, the Business Office will send a copy of the notification to the Association within 3 business days. The Association shall notify the business office in writing of same. All dues and PAC contributions deducted by the District shall be available to the Association within five (5) working days following each pay period.

## **F. Definitions**

- The terms "nurse/employee/staff/staff member/support staff" in this agreement are synonymous and refer to both full time and part time unless otherwise indicated.
- The term "district" or "employer" shall mean the Wentzville School District
- The term "Association" or "WNEA" shall mean the Wentzville National Education Association.
- The term "full time" shall mean nurses whose regular assignment during the instructional day, requires them to work not less than 25 hours per week. Only full-time nurses are eligible to receive District paid health benefits.
- The term "part time" shall mean nurses whose regular assignment requires them to work less than 25 hours per week.

## **G. Terms of Employment**

1. Nurses shall be licensed as a registered nurse in the State of Missouri and shall be certified in CPR as a minimum.
2. Nurses have the option to job share if approved by the district on a case by case basis.
3. In a job share position, only the equivalent of one full time insurance benefits will be available to the nurse that works a minimum of three days a week. Other benefits such as leaves will be prorated.

## Article 2. Compensation and Leaves

### A. Salary and Salary Schedule

#### 1. Nurse Salary Schedule

| Step    | RN Salary | BSN Salary |
|---------|-----------|------------|
| Step 1  | 44,586.40 | 45,478.13  |
| Step 2  | 45,455.83 | 46,387.69  |
| Step 3  | 46,342.22 | 47,315.44  |
| Step 4  | 47,245.90 | 48,261.75  |
| Step 5  | 48,167.19 | 49,226.99  |
| Step 6  | 49,106.45 | 50,211.53  |
| Step 7  | 50,064.03 | 51,215.76  |
| Step 8  | 51,040.28 | 52,240.07  |
| Step 9  | 52,035.56 | 53,284.88  |
| Step 10 | 53,050.26 | 54,350.57  |
| Step 11 | 54,058.21 | 55,437.58  |
| Step 12 | 55,085.32 | 56,546.34  |
| Step 13 | 56,131.94 | 57,677.26  |
| Step 14 | 57,198.44 | 58,830.81  |
| Step 15 | 58,285.21 | 60,007.42  |
| Step 16 | 59,392.63 | 61,207.57  |
| Step 17 | 60,521.09 | 62,431.72  |
| Step 18 | 61,670.99 | 63,680.36  |
| Step 19 | 62,842.74 | 64,953.97  |
| Step 20 | 64,036.76 | 66,253.04  |

2. Nurses will move one step per year
3. New nurses hired in the district will receive up to 8 years credit on the salary schedule for the following previous experience:
  - a. School nurse experience
  - b. Pediatrics experience
  - c. Critical care experience (emergency or trauma unit, intensive units, e.g.)
  - d. New nurses hired in the district will receive up to 4 years of credit for active nursing experience not included in a, b, or c above.
  - e. Part-time experience in a, b, c, or d above will be converted to a full-time equivalency for the purpose of credit on the salary schedule.
4. Placement on the salary schedule will not be rewarded retroactively except to correct an error in placement at the time of hire for newly hired nurses.
5. Nurses holding National Board Certification for School Nurses (NBC-SN) will be paid a stipend of \$2,000 each year the certification is maintained. Part-time nurses holding National Board Certification will have the stipend prorated based on the full-time equivalency of their position.

For the 2025-2026 school year:

Nurses will receive a step and any lane changes earned by educational advancement, and money will be added to the base for an average increase of 3%. In addition, the following contingencies will be in place:

- a. When the total operating revenues reach 2 million above the projected total operating revenues in the 2024-2025 budget adopted by June 30, 2024, the average increase for nurses for the 2025-2026 school year will increase from 3% to 4%.
- b. When the total operating revenues reach 6.5 million above the projected total operating revenues in the 2024-2025 budget adopted by June 30, 2024, the average increase for nurses for the 2025-2026 school year will increase from 3% to 5%.
- c. The WNEA and the district will meet back together on July 15th, 2025 to see a report of the total revenues and finalize the salary schedule.

## **B. Benefits**

### **1. Major Medical Insurance**

A major medical health insurance plan will be provided by the District to each full-time instructional staff member. Premiums are paid by the District.

### **2. Life Insurance**

A group term life insurance plan will be provided by the District to each full-time instructional staff member. The life insurance will never drop below \$50,000 per staff member unless the staff member is past the age of 65. Premiums are paid by the District. The Board will permit employees to purchase additional term life insurance at the rates prescribed by the carrier.

### **3. Vision Insurance**

A group vision insurance plan will be provided by the District to each full-time instructional staff member. Premiums are paid by the District.

### **4. Dental Insurance**

A group dental insurance plan will be provided by the District to each full-time instructional staff member. Premiums are paid by the District.

### **5. Tax-sheltered Annuities**

In accordance with federal statutes, the Board provides payroll deductions for full-time employees who wish to set aside regular amounts for tax sheltered annuities. Such provisions will be in accordance with District regulations and procedures. (See Policy and Regulation 4521.)

### **6. IRS Section 125 Plan**

The District shall offer the option of participating in a salary reduction program. Participation will enable the qualifying employee to have the cost of dependent coverage under any of the District's health insurance plans paid with pre-tax dollars.

## **C. Extra Compensation**

Nurses who volunteer to attend elementary school camp shall be paid their current salary plus a stipend based on the 1% column of the extra duty salary schedule. The nurse(s) attending camp will be paid up to 14 hours for each camp session for which he/she is responsible to prepare medications, health forms, doctor's orders, etc. for camp. This work will be completed outside the regular work day. Nurses who attend camp will be allowed to drive their car to camp and will be paid the IRS rate for mileage, unless individual student needs necessitate nursing services on the bus.

Whenever a nurse is required to work outside of his/her contracted day to care for a sick student and the nurse has exhausted the forty (40) hours of discretionary time, the nurse will be compensated at the summer school rate of pay for nurses (\$35 per hour).

#### **D. Leaves of Absence**

On the first day of each school year, nurses shall be credited with thirteen (13) days of short term leave of which ten (10) may be used for sick leave and three (3) days may be used for personal leave. Use of short term leave will be governed by Policy and Regulation 4320 Support Staff Short Term Leaves and Absences.

A nurse who retires from the District after serving five (5) consecutive years in the District, payment for all unused, accumulated temporary leave shall be made to that nurse at the current nurse substitute rate. The first check from the Public Education Employees Retirement System shall be proof of retirement.

A nurse who leaves the District for reasons other than retirement after serving at least five (5) consecutive years in the District, payment for all unused accumulated temporary leave shall be made at half the nurse substitute rate.

A nurse leaving the District will receive reimbursement with the last paycheck from the District.

#### **E. Professional Development**

Nurses can request leave for Professional Development to attend conferences, seminars, training, or workshops that will directly affect their current work. Requests will be considered by the Building Administrator and Student Services Department based on the relevance to current student and building health needs and available funds. Consideration will be based on prioritized needs and an equitable distribution of professional development opportunities, when possible. Nurses who have not attended a conference in 3 years will be given priority consideration.

#### **F. Training Cost/Tuition Reimbursement**

The District shall budget at least \$2,000 for tuition reimbursement for college courses taken in health and medical related fields or working toward a higher degree in a health or medical related field. The following guidelines will be used for distribution for tuition payments:

1. The District will provide reimbursement for up to 3.0 hours of credit annually for a full-time nurse that is pursuing an advanced degree in their field. Nurses who attain National Board Certification will be reimbursed for the test fee.
2. When the annual budget allocation is not sufficient to fund all requests received within a fiscal year, the funds will be divided equally among those who have applied, as long as the reimbursement does not exceed the allowable amount for the cost of three credit hours at the University of Missouri-Columbia.
3. To be eligible for reimbursement, the employee must be a member of the District prior to enrollment and at the time of reimbursement. When making an application for reimbursement, eligible staff members will present (1) a transcript and grade report showing the grade earned, and (2) a receipt indicating the amount paid to the college or university. Pass/Fail courses will **not** be reimbursed. A minimum grade of B must be earned for reimbursement.
4. For eligible courses completed between January 1 and December 31 of a calendar year, employees must submit the specified Tuition Reimbursement form for a request for reimbursement. Transcripts

and paid tuition receipts must accompany the application for reimbursement. Application must be received by January 31 in the calendar year following completion of the course(s) in order to be considered for reimbursement. Reimbursement shall be the actual catalog cost of an eligible course, not to exceed the maximum credit hour cost at the University of Missouri-Columbia. If all documentation is submitted by this deadline, payment/reimbursement for these classes taken between January and December of the previous year will be issued in February.

#### **G. Substitution Rates**

##### **Substitute Pay Schedule:**

- \$165 is base sub rate
- \$180 for more than 30 days
- \$195 for more than 60 days, 15 consecutive days, and retiree base rate
- \$245 long-term retiree rate (15 consecutive days)

## **Article 3. Working Conditions**

### **A. Calendar and Schedule**

Nurses will work 186 days according to their calendar.

- 175 of the calendar days shall be student attendance days
- Six (6) days shall be clinic work days
- Five (5) days shall be approved professional development opportunities or other activities directed by the Executive Director of Student Services and/or a designee and PD Committee.
- Nurses will be in attendance for the first night (3.5 hours) of parent-teacher conferences. They will not be required to attend the second day of conferences, but will instead report to work for one full day, on Thursday before the first contracted day.

Two WNEA Nurses will meet with the Executive Director of Student Services by July 1st to develop the nurse calendar, including professional development and clinic work days, although these plans are subject to change during the school year if the need arises, while still maintaining six (6) clinic work days. Nurses will have time in their clinics during two (2) of eight (8) late starts.

On the three early release days (at the end of the semester and on the early release prior to the submission of first and third quarter grades) nurses may choose to work from an alternative location once students are dismissed. Nurses are contracted during this time.

Any unused snow days (of the 6 forgivable days) that would fall prior to Memorial Day could be excused and/or are repurposed at the Superintendent's discretion. Any unused snow days (of the 6 forgivable days) that fall after Memorial Day will be forgiven. No discretionary hours can be used on a forgiven day.

In addition, from July 1 through June 30 of each school year, all nurses will have up to 40 hours available to work at their discretion, including time spent at Kindergarten Orientation, High School Orientation, Locker Days and Registration, if required to attend. Evidence of time worked will be documented as payroll reimbursement. This time may also be used for field trip prep, IEP and 504 prep, updating SIS and Clinic Logs, and entering orders outside contract time. Elementary nurses will be paid up to three (3) hours for Spring Kindergarten Registration. The nurse work day will consist of 7 ½ hours which includes an unpaid duty free lunch (30 minutes). Duty free lunch substitution will be arranged by the building principal in collaboration with the building nurse(s) before the first day of student attendance each school year. Nurses who are required by their duties to work during any part of their lunch will be paid for thirty (30) minutes at their daily rate of pay.

### **B. Nurse Professional Rights and Responsibilities**

1. The Executive Director of Student Services and/or designee and the WNEA Nurse representatives will meet as needed to discuss patterns of concern in the Health Services Department that cannot be resolved at the building level.
2. Delegation of certain nursing tasks in the school setting can be a valuable tool for the school nurse, when based on the nursing definition of delegation and in compliance with state nursing regulations and guidance. The building nurse, who is responsible for student care which includes tasks with potential for delegation to unlicensed personnel, as outlined in the Missouri Nurse Practice Act, will consult the District procedures for delegation. The school nurse will participate in the development

of IEP, Transition, Individual Health Plans and 504 plans designed for students. The school nurse ensures the safe delivery of necessary health services to eligible students with disabilities through participation on the multidisciplinary team and direct care with the student. Participation in this process may include consultation, written input sought and provided, or attendance in all or part of the scheduled meeting. Building procedures will be developed to increase awareness of scheduled meetings.

3. The district will provide for CPR training for all district nurses. Should CPR training not be held during a normal work day/professional development day, the district will compensate nurses based on their hourly rate of pay. If the district requires a nurse(s) to attend CPR training not sponsored by the district, the district will pay for the course cost and for the actual time spent attending the training, if the training occurs outside the work day.

Nurses who are certified CPR trainers and who provide district staff training in CPR will be paid according to the Hourly Rate of Pay for the actual training time and for 2 hours of preparation time.

If the District requires a nurse to become a certified CPR trainer, the district will pay for the course cost and for the actual time spent attending the training, if the training occurs outside the work day.

4. Upon enrollment of a new student, the Nurse will be informed of any medical needs and the status of immunizations. The Nurse will participate in the IEP or 504 meeting for medically complex students. The Nurse may request to reconvene the IEP or 504/Title II team when a medical need arises.
5. Nurses may request training with a medical professional when a medically complex student is enrolled and the nurse is unfamiliar with procedures dictated by doctor's orders.

### **C. Nurse Professional Development**

1. A WNEA nurse will be elected as PD chair for a 2 year term who will plan and execute Nurse PD along with a volunteer committee. PD Chair and Student Services leadership will work together to align the PD plan with the health services goals. PD Chair would receive a stipend that is 3% of the base salary.
2. Input for the District professional development days will be gathered by the first meeting for District nurses at the beginning of the school year. The Nurse PD Chair will work with the Executive Director of Student Services and/or a designee to plan professional development activities for the year.
3. Nurses will be incorporated into the planning of the Spring Share Fair
4. If needed to provide staff training, such as CPR, medical support, etc., one of the days may be used for training purposes.
5. All nurses will be given access to the policies and procedures for sub plans, checklists, medication protocols and procedure protocols.
6. Nurses new to the District and substitute nurses will receive a consistent and defined orientation with a mentor that includes training on the student information system. Nurses who are new to the District or who have not previously worked in a clinic will be assigned a mentor. Mentors and mentees will be given up to three (3) release days per year to meet at their discretion, with prior approval and available substitute coverage.
7. Whenever possible, mentors will be chosen according to the following qualifications:
  - a. Three (3) years of successful experience in the District.
  - b. Five (5) years of experience in the nursing profession.
  - c. The mentor should be a nurse in a similar job/level.
  - d. The mentor should be a volunteer.
  - e. The mentor should be personable and possess good people skills.

8. On non-student attendance days and on non-required PD days, the building principal and the nurse will determine if the nurse will participate in building activities, will work in the clinic or be released from duty.

## **Article 4. Employee Rights**

### **A. Vacancies**

Nothing herein will affect an employee's rights under reduction in force.

A vacancy shall be defined as a position within the bargaining unit that is unfilled, including newly created positions, or a position currently filled but anticipated to be open in the future. A vacancy shall not exist when there is an employee returning from a leave of absence to a position or when there is a properly licensed nurse on layoff able to fill the position

A vacancy will be filled in the following order:

- Nurses, by district-wide seniority, qualified for the specific vacancy who are seeking a voluntary transfer;
- Nurses, qualified for the specific vacancy, volunteering for a transfer in lieu of another being involuntarily transferred
- Nurses being involuntarily transferred
- Qualified external candidates

Vacancies will be posted on the District's website or communicated through District communication. Vacancies prior to June 15 shall be posted internally at least five (5) work days prior to being filled. Internal and external candidates can be interviewed at the same time, but internal candidates must be considered prior to external candidates being considered. Internal candidates will be offered an opportunity to get feedback if they are not selected.

Nurses may apply by completing the on-line transfer application form by the deadline on the internal posting. Where more than one nurse applies for a single position, all nurses will be interviewed. District nurses will be given preference over outside applicants if similarly qualified. In the event two (2) or more internal nurses are equally qualified, the nurse with the greatest seniority will be hired/transferred.

Considerations for hiring shall include (not in prioritized order):

1. Experience
2. Certification and/or training
3. Compatibility with the position. Compatibility is defined as the nurse's knowledge of nursing, expertise, peer relationships and communication. One indicator of compatibility will be the performance evaluation.
4. Extra duty assignments

### **B. Involuntary Transfers**

An involuntary transfer occurs when a nurse is required to change building or assignment. Involuntary transfers may occur as a result of an opening or closing of a building, redistribution of students, or to better meet the health needs of students.

Volunteers shall be sought prior to making any involuntary transfer either into or out of any specific position or to another building. When an adequate number of volunteers are not obtainable, the least senior nurse shall be transferred.

#### Nurse Rights in an Involuntary Transfer

1. No involuntary transfer will be made until the nurse has been provided with the reasons for the transfer. Any nurse affected by an involuntary transfer will be released by the Board from his/her contract if he/she so requests.
2. Written notification of involuntary transfers shall be made as soon as possible. No involuntary transfers shall be made after the end of the current school year unless there is an unexpected change in circumstances, enrollment, or health needs..
3. Nurses whose positions are being eliminated will be informed by the building principal as soon as possible.
4. Individuals in positions that are going to be eliminated will be given first consideration for openings before any external candidate is hired.
5. A nurse whose position is being eliminated cannot “bump” another nurse from his/her position, regardless of seniority.
6. A nurse involuntarily transferred to a position that may be temporary due to student health needs will retain his/her seniority.
7. Any nurse who is involuntarily transferred will be given priority consideration for any future vacancies at the building or for the position from which he/she transferred. He/she will be the last one considered for any future involuntary transfers to other buildings.

#### Seniority

Seniority will be continuous employment in the Wentzville School District. Leaves of absence will not affect seniority.

#### Past Experience

The District and the WNEA acknowledge that there has been confusion about credit for past experience and want to have resolution to individual concerns. Nurses currently have the right to review their personnel file. Nurses who wish to review their application and resume experience can make an appointment with the Executive Director of Human Resources.

#### Nurse Hiring Process

The WNEA and the District agree that current nurses can provide relevant and valuable insight into the position requirements during the selection process of new nurses. The Executive Director of Student Services and/or a designee will solicit nurses who would be willing to serve as a resource to principals in the selection process of a new nurse. Principals will be apprised of this opportunity and given the option to utilize these services.

### **C. Evaluation and Due Process**

Each nurse shall be fully appraised by the District of the evaluation forms, standards, criteria and procedures for evaluation within the first thirty (30) days of their employment and/or assignment to a work site.

Each nurse new to the District shall be evaluated within the first sixty (60) days of employment.

Each nurse will be evaluated annually by the building administrator with input from the Executive Director of Student Services and/or a designee.

The nurse will have the option of adding comments to the evaluation or other information added to the personnel file.

If serious deficiencies, concerns and/or problems are noted by an administrator or if complaints are made against a nurse by a parent, student or other person, then it will be promptly called to the attention of the nurse and the administrator will verify the incident occurred. The principal or Executive Director of Student Services must note this in writing and give it to the nurse within five (5) school days of him/her noting that the deficiencies, concerns or complaint(s) are of a serious nature. Any deficiencies, concerns or complaints not called to the attention of the nurse within five (5) days of the administrator being made aware may not be used as the basis for any reprimand, discipline or discharge.

Nurses may have a representative of their choice in meetings involving disciplinary action or in investigatory meetings that might lead to disciplinary action and in meetings regarding their evaluation.

#### **D. Right to Representation**

The District believes that staff communication regarding discipline, disagreements, complaints and problems are best addressed at the building level between nurse and the building administrator. The District also recognizes that the nursing staff may benefit from personal assistance and support during meetings, which will result in disciplinary action, scheduled with building /District administrators. Should the principal/ nurse perceive that the conference will be negative; building representation can be sought, if desired. If an association representative is to be present at a meeting, the building administrator may choose to invite other building/Central Office administrators or District legal counsel to the meeting.

Nurses will be notified of such meetings 48 hours in advance allowing a reasonable amount of time to obtain appropriate representation. Should the meeting develop into a discussion of possible disciplinary action or a professional improvement plan, the meeting shall be adjourned if requested by the nurse until a District association representative can be present.

The role of the person accompanying the nurse is to assist the nurse in understanding the nature of the concerns and in communicating his/her questions, concerns or perspective. At no time should the representative/staff member assume the primary role in discussing or negotiating the issue with the administrator.

When an administrator anticipates that a staff member may need assistance, the administrator may suggest to the nurse that a representative be invited to participate in the meeting.

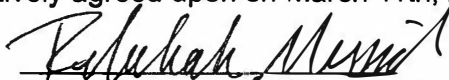
## Article 5. Terms of Agreement

This agreement shall be effective as of July 1, 2024, and shall continue in full force and effect through June 30, 2026. During the term of this agreement, either the Board or the Association may reopen the agreement for up to three current and/or proposed new language changes according to the Bargaining Ground Rules and Procedures. Unless replacement language has been negotiated and voted on by the Association and approved by the Board, all provisions of this Agreement shall remain in effect. None of the tentatively agreed upon provisions shall take effect until a successor Agreement is negotiated and voted on by the Association and approved by the Board. This agreement shall supersede and have precedence over any rules, policies, regulations, or practices of the employer which shall be contrary to or inconsistent with its terms.

Should either the Board or the Association want to modify the Agreement during the length of the Agreement, either party shall notify the other in writing. Mutual negotiation will then ensue between the Association and the Board. Any unlawful provision shall be renegotiated by the Board and the Association within fifteen days of the determination that the provision is unlawful. Following negotiations, the provision will be put forward for a vote by the Association and approval by the Board. All other provisions in this Agreement shall continue in full force except as provided herein.


Copies of this Agreement shall be printed at the expense of the District within thirty (30) working days after the Agreement is signed and shall be presented to all nurses hereafter employed. Furthermore, the District shall furnish 25 copies of the Agreement to the Association for its use.


Tentatively agreed upon on March 11th, 2024 by:

  
WNEA Bargaining Chairperson

  
District Bargaining Chairperson

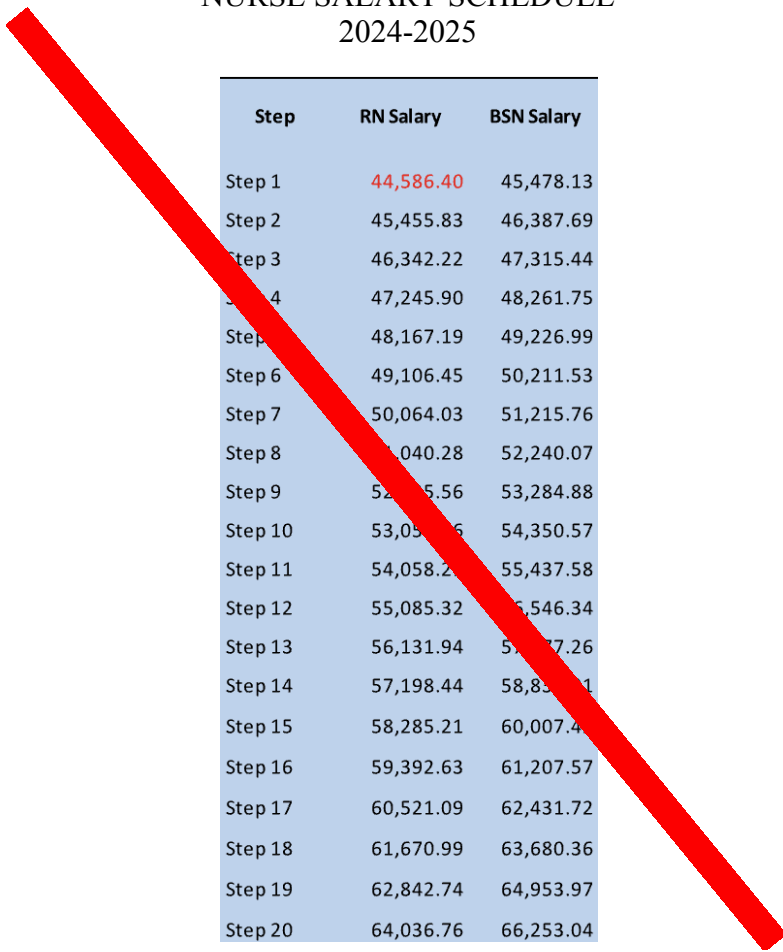
Ratified and approved by:

  
WNEA President  
4/18/24  
Date

  
Board of Education President  
4/19/24  
Date

WENTZVILLE SCHOOL DISTRICT

**NURSE SALARY SCHEDULE  
2024-2025**



| Step    | RN Salary | BSN Salary |
|---------|-----------|------------|
| Step 1  | 44,586.40 | 45,478.13  |
| Step 2  | 45,455.83 | 46,387.69  |
| Step 3  | 46,342.22 | 47,315.44  |
| Step 4  | 47,245.90 | 48,261.75  |
| Step 5  | 48,167.19 | 49,226.99  |
| Step 6  | 49,106.45 | 50,211.53  |
| Step 7  | 50,064.03 | 51,215.76  |
| Step 8  | 51,040.28 | 52,240.07  |
| Step 9  | 52,035.56 | 53,284.88  |
| Step 10 | 53,050.05 | 54,350.57  |
| Step 11 | 54,058.22 | 55,437.58  |
| Step 12 | 55,085.32 | 56,546.34  |
| Step 13 | 56,131.94 | 57,677.26  |
| Step 14 | 57,198.44 | 58,830.01  |
| Step 15 | 58,285.21 | 60,007.41  |
| Step 16 | 59,392.63 | 61,207.57  |
| Step 17 | 60,521.09 | 62,431.72  |
| Step 18 | 61,670.99 | 63,680.36  |
| Step 19 | 62,842.74 | 64,953.97  |
| Step 20 | 64,036.76 | 66,253.04  |

Nurses who are RNs at the top step during the 2021-2022 school year will be given a \$1,180 raise for the 2022-2023 school year and for each succeeding year that they remain on the top step.

Nurses who are BSNs at the top step during the 2021-2022 school year will be given a \$1,200 raise for the 2022-2023 school year and for each succeeding year that they remain on the top step.

Nurses at the top of the salary schedule (Step 20) during the 2022-2023 school year will receive an additional \$1000 above Step 20 for the 2023-2024 school year which will remain on their salary thereafter.

For the 2025-2026 school year:

Nurses will receive a step and any lane changes earned by educational advancement, and money will be added to the base for an average increase of 3%. In addition, the following contingencies will be in place:

- When the total operating revenues reach 2 million above the projected total operating revenues in the 2024-2025 budget adopted by June 30, 2024, the average increase for nurses for the 2025-2026 school year will increase from 3% to 4%.
- When the total operating revenues reach 6.5 million above the projected total operating revenues in the 2024-2025 budget adopted by June 30, 2024, the average increase for nurses for the 2025-2026 school year will increase from 3% to 5%.
- The WNEA and the district will meet back together on July 15th, 2025 to see a report of the total revenues and finalize the salary schedule.

**Memorandum of Understanding for the 2023-2026 Agreement  
Nurses**

This Memorandum of Understanding ("MOU") is entered into between the Wentzville National Education Association ("WNEA") Nurses and the Wentzville R-IV School District ("District"). The purpose of this MOU is to have additional mutual agreement on proposed changes to the salary schedule.

**Proposed language changes:**

- 1) For the 2024-2025 school year, an additional \$216.10 will be added to the RN base of the salary schedule above what was already negotiated. This would result in the following proposed salary schedule:

**NURSES SALARY SCHEDULE FOR 2024-25**

| Step    | RN Salary | BSN Salary |
|---------|-----------|------------|
| Step 1  | 44802.5   | 45698.55   |
| Step 2  | 45676.15  | 46612.52   |
| Step 3  | 46566.83  | 47544.77   |
| Step 4  | 47474.89  | 48495.67   |
| Step 5  | 48400.65  | 49465.58   |
| Step 6  | 49344.46  | 50454.89   |
| Step 7  | 50306.68  | 51463.99   |
| Step 8  | 51287.66  | 52493.27   |
| Step 9  | 52287.77  | 53543.13   |
| Step 10 | 53307.38  | 54614.00   |
| Step 11 | 54320.22  | 55706.28   |
| Step 12 | 55352.3   | 56820.4    |
| Step 13 | 56404     | 57956.81   |
| Step 14 | 57475.67  | 59115.95   |
| Step 15 | 58567.71  | 60298.27   |
| Step 16 | 59680.5   | 61504.23   |
| Step 17 | 60814.43  | 62734.32   |
| Step 18 | 61969.9   | 63989.00   |
| Step 19 | 63147.33  | 65268.78   |
| Step 20 | 64347.13  | 66574.16   |

Tentatively agreed upon on May 21st, 2024 by:

  
WNEA Bargaining Chairperson

  
District Bargaining Chairperson

Ratified and approved by:

  
WNEA President

6-25-24  
Date

  
Board of Education President · Katie Lyczak

6/20/24  
Date

Memorandum of Understanding for the 2023-2026 Agreement  
Nurses

This Memorandum of Understanding ("MOU") is entered into between the Wentzville National Education Association ("WNEA") and the Wentzville R-IV School District ("District"). The purpose of this MOU is to change the allocation of AMI days in order to save snow days with the intention of getting out of school before Memorial Day.

Current Language on Page 9:

- Any unused snow days (of the 6 forgivable days) that would fall prior to Memorial Day could be excused and/or are repurposed at the Superintendent's discretion. Any unused snow days (of the 6 forgivable days) that fall after Memorial Day will be forgiven. No discretionary hours can be used on a forgiven day.

Proposed Language on Page 9:

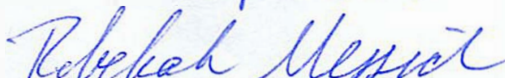
- Any unused snow days (of the 6 forgivable days) that would fall prior to Memorial Day are excused and/or are repurposed at the Superintendent's discretion. Any unused snow days (of the 6 forgivable days) that fall after Memorial Day will be forgiven and removed from the end of the calendar. No discretionary hours can be used on a forgiven day.
- AMI (Alternative Methods of Instruction) may be utilized by the district instead of a traditional snow day. These do not count against the 6 forgiven snow days. The intent of this language is to have the school year end prior to Memorial Day. The district will use traditional snow days first, reserving the number needed for the end of the school year, and will then utilize the allowable number of AMI days. For example, the last day of the 2024-2025 school year is Friday, May 30. In this instance, for the first two inclement weather days, the district would use forgivable snow days. The district would use the next 5 inclement weather days as AMI days. This would make the last day of school Friday, May 23.

Tentatively agreed upon on Aug. 30th by:

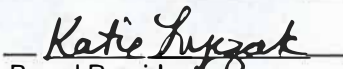
  
WNEA Bargaining Chairperson

  
District Bargaining Chairperson

Ratified by WNEA on Sept 6, 2024

  
WNEA President

Board approved on 9/19/24

  
Board President