

**AGREEMENT**

**BETWEEN THE**

**COLUMBIA SCHOOL DISTRICT NO. 93**

**AND THE**

**COLUMBIA MISSOURI NATIONAL EDUCATION ASSOCIATION- PARENT  
EDUCATORS**

**JULY 1, 2018 - JUNE 30, 2020**

This Agreement is entered into between the Columbia School District No. 93 (hereinafter the “District”) and the Columbia Missouri National Education Association – Parent Educators (hereinafter the “CMNEA-PE”), an affiliate of the Missouri National Education Association this 8<sup>th</sup> day of May, 2018. The term of Agreement shall begin July 1, 2018 and shall end June 30, 2020.

**ARTICLE I**  
**DEFINITIONS**

**Section 1.1 “Bargaining Unit.”** The defined group of employees identified in Section 2.1 of this Agreement represented by the CMNEA-PE in negotiations for a collectively bargained agreement with the District.

**Section 1.2 “CMNEA-PE.”** Columbia Missouri National Education Association-Parent Educators, the CMNEA-PE, refers to the local affiliate of the Missouri National Education Association. The Missouri National Education Association was elected by employees in the Bargaining Unit to represent the unit to negotiate a collectively bargained agreement with the District.

**Section 1.3 “District.”** The Columbia Public School District No. 93, the Board of Education and its administration, collectively.

**Section 1.4 “Board” or “Board of Education.”** The representative body elected by the registered voters of the Columbia School District of Boone County to exercise general supervision over the schools of the District, and to ensure that the schools are maintained as provided by the state statutes, the rules and regulations of the Missouri State Board of Education and/or the Missouri Department of Elementary and Secondary Education, and the policies, rules and regulations of the District in a manner accountable to the electorate, and responsive to the educational needs and the imposed financial constraints of the District.

**Section 1.5 “Parties.”** The District and Columbia Missouri National Education Association-Parent Educators (CMNEA-PE), collectively.

**Section 1.6 “Proposal.”** A submission requesting a change in a term or condition of employment for members of the Bargaining Unit or term of this Agreement, concise and sufficiently limited in scope so as to include only a single, concise issue, presented by either party, for negotiation under the terms of this Agreement.

## **ARTICLE II RECOGNITION**

**SECTION 2.1 Recognition.** The District recognizes the Missouri National Education Association, as the exclusive bargaining representative pursuant to Section 105.525, RSMo., of all Parents as Teacher employees, excluding Supervisory Coordinator. (Parents as Teacher employees shall be hereinafter referred to as “Parent Educators”.)

The Missouri National Education Association was certified as the exclusive bargaining representative of the above-described Bargaining Unit by the State Board of Mediation and the District’s Board of Education, following an election by those employees in the unit on the 11<sup>th</sup> day of March, 2015. (The Missouri National Education Association shall be hereinafter referred to as “CMNEA-PE”.)

**SECTION 2.2 Publication of the Agreement.** Within 15 days of final approval of this Agreement by both Parties, this Agreement will be placed on the District’s website.

## **ARTICLE III NEGOTIATION PROCEDURES**

**SECTION 3.1 Term of Agreement.** This Agreement shall be in effect from July 1, 2018, or such later date as may be shown above through June 30, 2020. All matters within the scope of bargaining have been negotiated and agreed upon. The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the District and the CMNEA-PE. The Parties each voluntarily and unqualifiedly waive any rights which might otherwise exist under law to negotiate over any matter during the term of this Agreement, and each agrees that the other shall not be obligated to bargain collectively during the term of this Agreement with respect to any matter, even though each subject or matter may not have been within the knowledge or contemplation of either or both parties at the time they negotiated or signed the Agreement.

**SECTION 3.2 Establishment of Ground Rules.** Specific rules for the conduct of the negotiations consistent with policies and parameters established by the Board will be established by agreement of the Parties at least 30 days prior to the first day of bargaining, but no later than January 30<sup>th</sup>.

**SECTION 3.3 Contract Ratification.**

All members of the Bargaining Unit shall be permitted reasonable opportunity to vote upon ratification of this Agreement. CMNEA-PE will notify the Board, via the Superintendent, in

writing of the outcome of the vote. If ratified by the Bargaining Unit, the Agreement will be submitted to the Board of Education for approval.

**SECTION 3.4 Contractual Amendments.** Nothing shall compel either party to re-open the Agreement unless a provision shall be deemed unlawful by a court of competent jurisdiction. Any section found to be unlawful by a court of competent jurisdiction shall be bargained. Bargaining on that section only shall commence within sixty (60) days of the determination that the section(s) is unlawful by a court order. Bargaining shall conform to the procedures outlined in this Agreement. The bargaining on any amendments is limited to thirty (30) days and shall follow the process for bargaining outlined in this Agreement.

#### **ARTICLE IV DISTRICT RIGHTS AND AUTHORITY**

**SECTION 4.1 Agreement Consistency with Board Policy.** The CMNEA-PE and the District agree to follow the terms of this Agreement to the extent the terms of this Agreement are consistent with the terms of the Board of Education policies and/or regulations and applicable law. In the event of a conflict or inconsistency in the terms of this Agreement and Board policies and/or regulations, this Agreement shall govern. In the event of a conflict or inconsistency in the terms of this Agreement and applicable law, applicable law shall govern. The Board of Education shall have the sole discretion to determine if the terms of this Agreement conflict with or are inconsistent with Board of Education policies or regulations or applicable law.

**SECTION 4.2 District Authority Altered Only by Specific and Express Agreement.** It is understood and agreed that the District possesses the right and authority to operate and direct the employees of the District in all respects including, but not limited to, all rights and authority exercised by the District prior to the execution of this Agreement except as expressly and specifically limited in this Agreement. The authority and powers of the District as prescribed by the statutes and the Constitution of the State of Missouri and the United States shall continue unaffected by this Agreement except as expressly limited by the provisions of this Agreement. These rights and authority include, but are not limited to, the following:

1. To determine the District's mission, objectives, policies and budget and to determine and set all standards of service offered to the public;
2. To maintain executive management and administrative control of the District and its properties and facilities and the activities of its employees as related to the conduct of District affairs;
3. To delegate authority through recognized administrative channels for the development and organization of the means and methods of instruction and the performance of professional duties according to current Board policy or as the same may from time to time be amended, and to introduce new or improved methods, equipment and facilities;
4. To establish, modify or eliminate programs, curricula and/or courses of instruction, including special programs and athletic, recreational and social events for students. To determine whether to provide or purchase goods and services and to determine the

methods, means and number of personnel needed to carry out the District's mission, all as deemed necessary or advisable by the Board;

5. To hire all employees and to determine their qualifications.
6. To determine employee's conditions for employment or continued employment and subject to the provisions of existing law and the terms of this Agreement.
7. To discipline, dismiss, demote, evaluate, promote, transfer or lay off any employee;
8. To determine the academic calendar; and
9. To determine the duties, responsibilities, and assignments of those individuals in this bargaining unit.

**SECTION 4.3 District Authority to Make Changes without Negotiations.** CMNEA-PE and the District agree that the District specifically reserves the right to unilaterally change past practices, Board of Education policy or regulations without negotiations with the CMNEA-PE prior to any such changes unless the language of such policy or regulation is quoted in this Agreement with specific reference to the title of the policy or regulation.

## ARTICLE V INDIVIDUAL AND CMNEA-PE RIGHTS

**SECTION 5.1 Parent-Educator Advisory.** A Parent-Educator Advisory will be established to provide a forum for communications and to address matters of mutual concern during the term of this Agreement. The Advisory will be subject to the following guidelines:

- The Advisory will consist of members of the District administration, selected by the Superintendent, and representative Parent Educators from the membership of the Bargaining Unit. The Coordinator shall also attend all Advisory meetings. Parent Educators serving on the Advisory will be appointed by CMNEA-PE. The District and CMNEA-PE will establish the purpose, scope, rules, and procedures for the proper functioning of the Advisory. The Coordinator shall determine the schedule for Parent-Educator Advisory. Nothing herein shall act to reduce or diminish the management rights set forth in Article IV of this Agreement.
- Advisory minutes shall be maintained by the District in a format accessible to the parties.
- Advisory meetings shall not be considered contract negotiations.

**SECTION 5.2 Calendar.** The Parent Educator calendar is 227 days per year, between July 1<sup>st</sup> and June 30<sup>th</sup>. Thanksgiving, Christmas, and July 4<sup>th</sup> are the three paid holidays included in the 227 day calendar.

Unpaid days are all available workdays, Monday through Friday, less the 227 contracted days between July 1<sup>st</sup> and June 30<sup>th</sup> each school year. Parent Educators must provide two weeks' advance notice to their supervisor if they intend to take 5 or more consecutive unpaid days. Parent Educators may use their unpaid days in single day increments at any time, so long as their use otherwise complies with this Agreement and Board Policy.

Parent Educators are required to take a minimum of 10 hours approved professional development per year to maintain certification. Hours required for maintenance of Parent Educator certification will be part of the Parent Educator's 227 days. In addition to the 10 hours approved professional development, a Parent Educator may request leave for up to 14 hours per year to participate in the Conference on the Young Years or Parents as Teachers National Center Conferences or trainings, or others as approved by the Superintendent or designee. Such leave shall not be considered a part of the Parent Educator's 227 days, but shall be compensated at a rate of \$21 per hour up to 14 hours, for both full-time and part-time Parent Educators.

**SECTION 5.3 Salary Deductions.** The Board authorizes voluntary payroll deductions from compensation earned by Members of the Bargaining Unit. The Member of the Bargaining Unit must provide written authorization of all deductions to the District's designee and the amount deducted will be remitted to CMNEA. The District shall not be responsible for any good-faith error in the administration of this service. Within fifteen (15) days following each pay date, the District will provide CMNEA with changes in payroll deductions of CMNEA membership dues.

**SECTION 5.4 Use of District Resources by CMNEA.** CMNEA shall be permitted to hold meetings on District property without cost in a manner consistent with District policies and regulations. CMNEA will be provided two District email accounts, one for communication with Members of the Bargaining Unit, and a separate email account for communication with CMNEA's members. CMNEA will be given an opportunity to contract with the District print shop to use its services and be billed directly for services and materials provided.

**SECTION 5.5 CMNEA Access to Relevant Information.** CMNEA will be provided, on a monthly basis, the names **and** emails of members of the Bargaining Unit. CMNEA will be given access to an email distribution list of members of the Bargaining Unit which is either automatically updated or updated monthly.

## **ARTICLE VI COMPENSATION**

**SECTION 6.1 Salary Schedule.** The Parent Educator Salary Schedules attached hereto as Exhibits A is incorporated by reference into this Agreement as if fully set forth herein. The District will allow a step for experience.

For purposes of placement on the salary schedule, any steps provided for in Section 6.1 will be accounted for prior to restoration of the step

## **ARTICLE VII GENERAL PROVISIONS**

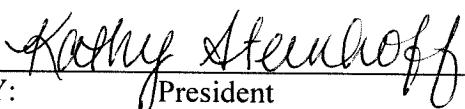
**SECTION 7.1 Governed by Missouri Law.** This Agreement shall be subject to and interpreted in accordance with the laws of the State of Missouri.

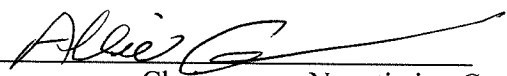
**SECTION 7.2 Savings Clause.** If any of the provisions of this Agreement are found or deemed by a court of competent jurisdiction to be invalid or unenforceable, they shall be severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement.

**SECTION 7.3 Execution in Counterparts.** This Agreement may be executed in two (2) or more counterparts and all counterparts so executed shall for all purposes constitute one agreement, binding upon all parties.

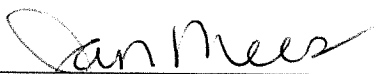
The Parties, by the signatures below, represent that this Agreement has been executed by their duly authorized representatives as of the Effective Date.

COLUMBIA MISSOURI NATIONAL EDUCATION ASSOCIATION

  
BY: \_\_\_\_\_ President

  
BY: \_\_\_\_\_ Chairperson, Negotiating Committee

COLUMBIA SCHOOL DISTRICT NO. 93

  
BY: \_\_\_\_\_ President, Board of Education

ATTESTED BY:

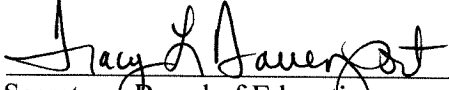
  
Secretary, Board of Education

EXHIBIT A

**Columbia School District  
Parent Educators Salary Schedule  
227 Days  
2018-19**

Step	I formerly I and II		II formerly III		Grandfathered		III		Step
	B.S.		M.S.				M.S. + 75 or Advanced Degree		
	Salary	Index	Salary	Index	Salary	Index	Salary	Index	
1	\$ 33,000	1.040	\$ 35,438	1.125	\$ 37,958	1.205	\$ 41,738	1.325	1
2	\$ 34,020	1.080	\$ 36,698	1.165	\$ 39,218	1.245	\$ 42,998	1.365	2
3	\$ 35,280	1.120	\$ 37,958	1.205	\$ 40,478	1.285	\$ 44,258	1.405	3
4	\$ 36,540	1.160	\$ 39,218	1.245	\$ 41,738	1.325	\$ 45,518	1.445	4
5	\$ 37,800	1.200	\$ 40,478	1.285	\$ 42,998	1.365	\$ 46,778	1.485	5
6	\$ 39,060	1.240	\$ 41,738	1.325	\$ 44,258	1.405	\$ 48,038	1.525	6
7	\$ 40,320	1.280	\$ 42,998	1.365	\$ 45,518	1.445	\$ 49,298	1.565	7
8	\$ 41,580	1.320	\$ 44,258	1.405	\$ 46,778	1.485	\$ 50,558	1.605	8
9	\$ 42,840	1.360	\$ 45,518	1.445	\$ 48,038	1.525	\$ 51,818	1.645	9
10	\$ 44,100	1.400	\$ 46,778	1.485	\$ 49,298	1.565	\$ 53,078	1.685	10
11	\$ 45,360	1.440	\$ 48,038	1.525	\$ 50,558	1.605	\$ 54,338	1.725	11
12	\$ 46,620	1.480	\$ 49,298	1.565	\$ 51,818	1.645	\$ 55,598	1.765	12
13	\$ 46,935	1.490	\$ 50,558	1.605	\$ 53,078	1.685	\$ 56,858	1.805	13
14	\$ 47,250	1.500	\$ 50,873	1.615	\$ 54,338	1.725	\$ 58,118	1.845	14
15	\$ 47,565	1.510	\$ 51,188	1.625	\$ 55,598	1.765	\$ 59,378	1.885	15
16	\$ 47,880	1.520	\$ 51,503	1.635	\$ 55,913	1.775	\$ 60,638	1.925	16
17	\$ 48,195	1.530	\$ 51,818	1.645	\$ 56,228	1.785	\$ 61,898	1.965	17
18	\$ 48,510	1.540	\$ 52,133	1.655	\$ 56,543	1.795	\$ 63,158	2.005	18
19	\$ 48,510		\$ 52,133		\$ 56,858	1.805	\$ 64,418	2.045	19
20	\$ 48,510		\$ 52,133		\$ 57,173	1.815	\$ 65,678	2.085	20
21	\$ 48,510		\$ 52,133		\$ 57,488	1.825	\$ 66,938	2.125	21
22	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,253	2.135	22
23	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568	2.145	23
24	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		24
25	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		25
26	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		26
27	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		27
28	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		28
29	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		29
30	\$ 48,510		\$ 52,133		\$ 57,488		\$ 67,568		30

Note: Salaries are paid based on a 7 hours per work day/35 hours per week schedule.  
 Step 13 is the maximum entry level for new Parent Educators  
 Employees on this schedule do not advance for professional development credit.  
 Employees on this schedule do advance for educational credit.  
 New hires are placed into the Bachelor's or Master's column commensurate with their education.

**Columbia School District  
Parent Educators Salary Schedule  
227 Days  
2019-2020**

Step	I		II		Grandfathered		III		Step
	B.S.		M.S.		Grandfathered		M.S. + 75 or Advanced Degree		
	Salary	Index	Salary	Index	Salary	Index	Salary	Index	
1	\$ 33,000	1.04	\$ 36,028	1.125	\$ 38,590	1.205	\$ 42,433	1.325	1
2	\$ 34,587	1.08	\$ 37,309	1.165	\$ 39,871	1.245	\$ 43,714	1.365	2
3	\$ 35,868	1.12	\$ 38,590	1.205	\$ 41,152	1.285	\$ 44,995	1.405	3
4	\$ 37,149	1.16	\$ 39,871	1.245	\$ 42,433	1.325	\$ 46,276	1.445	4
5	\$ 38,430	1.20	\$ 41,152	1.285	\$ 43,714	1.365	\$ 47,557	1.485	5
6	\$ 39,711	1.24	\$ 42,433	1.325	\$ 44,995	1.405	\$ 48,838	1.525	6
7	\$ 40,992	1.28	\$ 43,714	1.365	\$ 46,276	1.445	\$ 50,119	1.565	7
8	\$ 42,273	1.32	\$ 44,995	1.405	\$ 47,557	1.485	\$ 51,400	1.605	8
9	\$ 43,554	1.36	\$ 46,276	1.445	\$ 48,838	1.525	\$ 52,681	1.645	9
10	\$ 44,835	1.40	\$ 47,557	1.485	\$ 50,119	1.565	\$ 53,962	1.685	10
11	\$ 46,116	1.44	\$ 48,838	1.525	\$ 51,400	1.605	\$ 55,243	1.725	11
12	\$ 47,397	1.48	\$ 50,119	1.565	\$ 52,681	1.645	\$ 56,524	1.765	12
13	\$ 47,717	1.49	\$ 51,400	1.605	\$ 53,962	1.685	\$ 57,805	1.805	13
14	\$ 48,038	1.50	\$ 51,720	1.615	\$ 55,243	1.725	\$ 59,086	1.845	14
15	\$ 48,358	1.51	\$ 52,041	1.625	\$ 56,524	1.765	\$ 60,367	1.885	15
16	\$ 48,678	1.52	\$ 52,361	1.635	\$ 56,844	1.775	\$ 61,648	1.925	16
17	\$ 48,998	1.53	\$ 52,681	1.645	\$ 57,165	1.785	\$ 62,929	1.965	17
18	\$ 49,319	1.54	\$ 53,001	1.655	\$ 57,485	1.795	\$ 64,210	2.005	18
19	\$ 49,319		\$ 53,001		\$ 57,805	1.805	\$ 65,491	2.045	19
20	\$ 49,319		\$ 53,001		\$ 58,125	1.815	\$ 66,772	2.085	20
21	\$ 49,319		\$ 53,001		\$ 58,446	1.825	\$ 68,053	2.125	21
22	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,373	2.135	22
23	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694	2.145	23
24	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		24
25	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		25
26	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		26
27	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		27
28	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		28
29	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		29
30	\$ 49,319		\$ 53,001		\$ 58,446		\$ 68,694		30

*Note: Salaries are paid based on a 7 hours per work day/35 hours per week schedule.  
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