TEACHER AGREEMENT

JULY 1, 2026 – JUNE 30, 2027

Penn-Harris-Madison School Corporation
55900 Bittersweet Road
Mishawaka, IN 46545
www.phmschools.org

MEMBERS OF THE NEGOTIATING TEAM FOR THE PHMTA

Adam Beck
Erin Horvath
Karen Hunsberger
Virginia Shafer
Dawn Troyer
Kelley Watts
Anita Weaver
Joe Washington, Uniserve Director
Lisa Langfeldt, President of the Association & Spokesperson

MEMBERS OF THE NEGOTIATING TEAM FOR THE BOARD

Heather Short, PhD., Superintendent
Robert Thompson, Director of Human Resource & Spokesperson
Dr. Sean Galiher , Chief Operating Officer
Zachary Quiett, Chief Financial Officer
Dr. Lavon Dean-Null, Assistant Superintendent of Instruction
Stephanie Cates, Administrative Assistant for Human Resources & Recording Secretary

MEMBERS OF THE 2026 BOARD OF TRUSTEES

Larry Beehler
Katie Bell
Gary Fox
Ryan McCullough
Chris Riley
Dana Sullivan

INDEX

ARTICLE I	Recognition	4
ARTICLE II	Compensation	5-11
ARTICLE III	Benefits	11-12
ARTICLE IV	Leaves of Absence	13-17
ARTICLE V	Worker's Compensation Insurance	18
ARTICLE VI	Grievance Procedure	18-20
ARTICLE VII	Terms of Agreement	21
Parent/Teacher Conferences-Informational Only		22
Sick Leave Assistance Form I – Assignment of Personal Business Day		23
Sick Leave Assistance Form II – Request for Sick Leave Assistance		24
Sick Leave Assistance Form III – Physician Certification.		25
APPENDIX A	Athletic and Extracurricular Salary Ranges	26-28
APPENDIX B	Grievance Form – Level I	29
APPENDIX C	Grievance Form – Level II	30

AGREEMENT

PENN-HARRIS-MADISON SCHOOL CORPORATION
AND
PENN-HARRIS-MADISON TEACHERS' ASSOCIATION

ARTICLE I- *Recognition*

A. Recognition

1. The Board recognizes the Penn-Harris- Madison Teachers' Association ("PHMTA") as the exclusive representative for the certified teachers employed by the Penn-Harris-Madison School Corporation ("PHMSC") and for that personnel described in the following unit in accordance with Public Law 217. "All certificated personnel employed by the Board and whose official assignment requires a teacher's license issued by the State of Indiana except the Superintendent, Assistant or Associate Superintendents, Principals, Assistant Principals, Directors, Administrative Assistants, and any certified employee who has system-wide supervisory or administrative responsibility."

2. PHMTA and PHMSC have entered into an "Agreement" governing certain terms and conditions for the employment of certified teachers.

B. Definition

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

2. The term "Board," when used in this contract, shall refer to the Penn-Harris-Madison School Corporation of the County of St. Joseph of the State of Indiana.

3. The term "Association," when used in this Agreement, shall refer to the Penn-Harris-Madison Teachers' Association, the Indiana State Teachers' Association, and the National Education Association.

ARTICLE II- *Compensation*

1. **Salary Range:** The salary Range for 2026-2027, prior to any increase provided pursuant to this agreement is $50,000 - $86,777 not including current year increases or TRF contributions. Salary range after increases will be $50,000 -$88,296 ($88,546 with differential).

   a. First-year PHM teachers with a bachelor degree with no prior experience will receive a base salary of $50,000.

   b. All other PHM teachers will receive a 1.75% salary increase.

   c. All salary increases are retroactive to the start of the 2026-27 school year.

   General Eligibility: Any teacher who received an evaluation rating of Ineffective or Improvement Necessary in the prior school year is not eligible for any salary increase and remains at their prior year's salary. All other teachers are eligible for a salary increase, including those not evaluated for the previous year.

2. **Factors & Definition**

   a. Evaluation Rating: The teacher received a rating of Effective or Highly Effective in the prior year or is in their first full year of instructing students or was not evaluated in the prior year.

   b. Academic Needs of Students: The need to retain returning teachers with one or more years of experience by adjusting the teachers' salary by an amount greater than the salary for new teachers hired in the 2026-2027 school year. The salary increase for academic needs is a teacher retention catch-up**.**

   Instructional Leadership: The teacher possesses a required literacy endorsement under Indiana Code 20-28-5-19.7 shall be added to the teacher's base salary in the amount of $250.

3. **Distribution**

   a. Evaluation Rating:
   - **i.** 2026-2027 = 1.5% raise attributed to the evaluation rating.
   - **ii.** .25% raise attributed to meeting academic needs of students

   b. Academic Needs (retention catch-up)

   i. The increase in 2026-2027 by the amount necessary for a teacher with one or more years of experience to receive an overall salary increase of 1.75%, with no teacher to receive an additional increase greater than the increase attributed to the Evaluation Rating of $1,519.

   c. Instructional Leadership (Literacy Endorsement) Differential

   i. To comply with Indiana Code 20-28-9-1.5(e), a differential will be established as a $250 differential added to base salary.

   ii. Eligibility: Certified teachers must have the endorsement added to their license.

   iii. This is a once in a lifetime increase to the teacher's base salary which cannot be paid more than one time in a PHM career.

   d. Teachers who are currently enrolled in the 21-pay option will be

grandfathered in and may remain on that pay schedule. All other teachers, both current and future, will be placed on the 26-pay option.

4. Stipends

a. Retention Stipend

i. Basis for Stipend/Eligibility:2026-2027: To ensure educational continuity for students by retaining quality teachers, a one-time stipend subject to normal withholdings will be paid to eligible effective and highly effective teachers who have served at least 120 days with PHM during the 2025-2026 school year will receive a stipend in the amount of $500.

ii. Distribution: The one-time stipend will be paid to teacher that have served at least 120 days with PHM and as defined by INPRS no later than December 2026 .

b. Athletic and Extracurricular salary ranges will increase by 0.5% across the board for the 2026-2027 school year. Employees who hold such positions shall not be paid outside the ranges found in Appendix A, which reflects the 0.5% increase. Any reference to additional workdays contained in Appendix A was not bargained and included for informational purposes only. The Superintendent or his designee has the authority to set a teacher's wage within the identified ranges in Appendix A.

The increases mentioned above apply to teachers in the full-time contracted positions (1.0 FTE. Teachers working less than 1.0 contracts will receive increases in proportion to their contract status.

c. Advanced Coursework:

The Board will pay teachers for advanced coursework who have obtained their Master's degree or BS/BA 36. Teachers teaching Dual Credit/ACP, and Ivy Tech classes may elect this stipend or stipend stated below in (d).

i. A stipend in the amount of $250 will be paid annually for teachers hired after 2012.

d. Dual Credit/ACP Classes:

i. The Board will pay a stipend of $350 per class, per semester to a teacher who:

(a) Provides instruction in Dual Credit (DC) or Advanced College Placement (ACP) course(s); and fully meets the Faculty Credentialing Guidelines for the corresponding postsecondary institution; and completes the additional responsibilities of a college instructor, enrollment, drops, withdrawal, and reporting of final grades to the post-secondary partner.

ii. The Board will pay a stipend of $300 per class per semester to a teacher who:

(b) Provides instruction in DC and ACP courses.

(c) Is currently working to meet the Faculty Credentialing Guidelines for the corresponding postsecondary institution

ii. Completes the additional responsibilities of a college instructor including syllabus submission, student registration, enrollment, drops, withdrawal, and reporting of final grades to the postsecondary partner.

iii. The Board will pay a stipend of $200 per class, per semester to a teacher who:

(a) Provides instruction in Advanced Placement (AP), or

(b) Who provides instruction in DC or ACP, but who is not available to receive a stipend pursuant to

Article II A 5 d i or Article II A 5 d ii above.

(c) Appendix A – Athletic and Extracurricular Salary Ranges

B. New Teacher Placement

1. The Board will set a new teacher's salary within the salary range based on their own education and experience.

2. In order to provide additional flexibility with respect to employing teachers' in hard to fill positions, the Board shall have discretion to pay a one-time employment incentive stipend in an amount set by memorandum between the parties for hard to fill positions. The Director of Human Resources will discuss with the Association President any proposed action under this subsection prior to making an offer. This stipend was bargained outside the compensation plan in accordance with legal guidance and decisions issued by the Indiana Education Employment Relations Board. Unless otherwise mutually agreed, the maximum amount under Article II B 2 is Five Thousand and 00/100 Dollars ($5,000.00).

3. The teacher acknowledges that the initial salary assignment shall remain in place for all future years. To the extent any increases in salary are based on years with Effective or Highly Effective ratings, they shall be calculated from the beginning of the first year's contract of the teacher of the School Corporation. The teacher acknowledges that there will be no future retroactive determination of actual experience for the purpose of advancing the teacher's salary.

4. Teachers traveling from school to school, as part of their individually contracted
teaching position, shall be reimbursed at the maximum allowable IRS mileage rate.

5. Full-time teachers new to P-H-M will receive an advance of five-hundred dollars ($500) or part-time two- hundred fifty ($250) of their first paycheck two weeks prior to the first scheduled pay date, provided that:

- They have signed a contract on or before the first day students are in attendance.
- All tax forms and other required documentation are completed and on file.
- A written request has been filed on or before the first day students are in session.

6. Deductions of pay for daily absences of teachers not covered by any leave provisions shall be made based on the number of days in the teacher's contracted salary.

7. Paychecks, not to exceed twenty-six (26) pays in a calendar year, will be directly deposited every other Friday except when that day is a bank holiday. The checks will be directly deposited on the preceding day.

8. Teachers receiving compensation from the Board for work done during the summer amounting to less than five hundred dollars ($500) shall be paid with the first paycheck of the new school year. Those who earn five hundred dollars ($500) or more shall receive paychecks on the regularly scheduled pay date.

9. Summer school teachers will be compensated at the teacher's base rate per diem rate divided by six multiplied by the number of hours worked. The parties acknowledge that while I.C 20-28-6-7 (c) provides that the Superintendent shall determine the salary for a supplemental service (including

summer school) contract, the Superintendent has nevertheless exercised his discretion to determine that this supplemental service compensation be bargained.

C. Deductions

1. The Corporation shall determine the authorized and/or programs for payroll deductions. Upon written request, the Board will make available for all bargaining unit members' deductions for deposit to any authorized credit union, bank, specified annuity, or specified insurance program, and for payment of professional dues.

- In the event a teacher teaches more classes than are normally assigned to other similarly situated teachers in the same building, the teacher shall have their salary prorated based on the teacher's contracted salary. All teacher who are to receive compensation through Article II A-1 shall be paid within two (2) pay periods from the date of the services rendered.

- Elementary and middle teacher who give up their prep period to sub for another teacher or for an EA (Exceptional Education Aide) will get $25 per period (up to 55 minutes). After giving up ten prep periods in a school year, the amount a teacher will be paid for future occurrences would increase to $50 per period. This will be tracked and recorded by the building level secretary.
- High school teachers giving up a full block prep period to sub for another teacher or for an EA (*Exceptional Education Aide) will be paid $40 for the full prep period (or $25 for less than 55 minutes). After giving up ten prep periods in a school year, the amount a teacher will be paid would increase to $80 per prep period. This will be tracked and recorded by the building level secretary. This is not to preclude any reciprocal arrangements which now exist between coaches and teacher.

D. Supplemental Retirement

1. Teachers Supplemental Plan

- The Board shall provide a 401(a) plan for teachers to be known as the Penn-Harris-Madison School Corporation Teachers' Supplemental Retirement Plan. Each year, the Board shall contribute a base contribution equal to one percent (1%) of the employee's compensation, as defined in IC 5-10.2-4-3. In addition, where applicable, each plan year, the board shall contribute a catch-up contribution equal to the amount calculated pursuant to a Memorandum of Understanding. All such contributions shall be subject to the appropriate IRS limits. The plan will provide full and immediate vesting for any participant employed by Penn-Harris-Madison School Corporation as of January 1, 1999. For any participant whose date of employment with Penn-Harris-Madison School corporation is after January 1, 1999, vesting shall be based on years of continuous employment and shall be considered fully vested upon completion of the tenth contract.

- The Board shall provide a voluntary employees beneficiary association ("VEBA") trust for teachers to be known as the Penn-Harris-Madison School Corporation VEBA. Each year, commencing January 1, 2008, the Board shall contribute a base contribution equal to one percent (1%) of the employee's compensation, as defined in IC 5-10.2-4-3. In addition, the VEBA will provide full and immediate vesting for any participant employed by Penn- Harris-Madison School Corporation as of January 1, 1999. For any participant whose date of employment with Penn-Harris-Madison School corporation is after January 1, 1999, vesting shall be based on years of continuous employment and shall be considered fully vested upon completion of the tenth contract.

2. Pre-July Hires

For individuals the School Corporation employed on June 30, 1998, this Paragraph 2 shall apply.

- If the teacher's employment with the school corporation is severed after completing at least twenty (20) years of service in the Penn-Harris-Madison School Corporation or after attaining at least age fifty-six (56), the teacher shall be entitled to the following:

i. the teacher's vested account (if any) in the Teachers' Supplemental Retirement Plan as described in a. above;

ii. if in any year there is any excess of the teacher's early retirement incentive benefit as of June 30, 1998, as determined under the Memorandum of Understanding, an amount shall be determined as follows. Any remaining excess will be divided by the years remaining until the teacher is eligible for Medicare coverage. This amount shall be the annual deposit to the teacher's Penn-Harris-Madison VEBA account. This amount shall be deposited each year until the earlier the time there is no remaining excess or the time the teacher is eligible for Medicare coverage. However, if this produces less than
$1,000 per year, the entire remaining excess (if any) will be deposited at one time to the Penn-Harris-Madison VEBA account at the teacher's retirement. The teacher may use the VEBA account to directly purchase medical plan coverage or receive medical reimbursements pursuant to said plan.

Example of i.1: A teacher has a current value of $60,000 as of June 30, 2007, for their early retirement incentive program. The teacher retires in June 2007, at age 62, with 25 years of service. The teacher's account in the Teachers' Supplemental Retirement Plan described in A is $26,000 at the time of retirement, of which $24,000 was the School Corporation's catch-up contributions.

Therefore, the teacher will receive the following: the $26,000 account, plus $12,000 per year into the teacher's VEBA account in 2007, 2008, and 2009 (after which the teacher, then age 65, is eligible for Medicare). ($60,000 - $24,000 = $36,000 □ 3 =$12,000).

Example of i.2: A teacher has a current value of $60,000 as of June 30, 2007, for his/her early retirement incentive program. The teacher retires in June 2007, at age 65, with 25 years of service. The teacher's account in the Teachers' Supplemental Retirement Plan described in A is $26,000 at the time of retirement, of which $24,000 was the School Corporation's catch-up contributions.

The teacher will receive the following: the $26,000 account, plus
$36,000 into the teacher's VEBA account in 2007 (since the teacher is 65 that year).

3. July 1, 1998, and Thereafter Hires

For individuals who the School Corporation did not employ on June 30, 1998, this Paragraph 3 shall apply:

- If the teacher's employment with the school corporation is severed, the teacher shall be entitled to the teacher's vested account (if any) in the Teachers' Supplemental Retirement Plan as described in A above.

4. Lump Sum Payment

If the teacher's employment with the school corporation is severed and the teacher has given notice by March 1 of the year of the severance or retirement and has accrued at least 120 sick days as of June of the year of their severance or retirement, the Board shall pay $2,000 in a lump sum payment as wages to the teacher. If the teacher has less than 120 sick days, the Board shall pay $1,000 in a lump sum payment as wages to the teacher. These payments cannot be used in conjunction with the stipend in Article IV(A)(1)(b). An eligible teacher may elect one or the other but not both. This is a once in a lifetime payment and cannot be paid more than one time in a PHM career. The teacher must have completed not less than five (5) consecutive years of service as a certified employee of the PHM School Corporation.

5. Death Benefits

- If a teacher dies while actively employed by the School Corporation, and the teacher would be entitled to a benefit under Section B.1 above, the teacher's beneficiary shall directly receive any amounts that would have been payable to the teacher if they severed employment on their date of death.
- If a teacher dies while actively employed by the School Corporation but while eligible to retire and receive a benefit under Section B.2 above, the teacher's beneficiary shall directly receive a lump sum the present value of any amounts that would have been payable to the teacher if they had retired on their date of death.
- If a retired teacher dies while receiving benefits under Section B.2. above, the teacher's beneficiary shall directly receive the present value of any amounts not previously paid to the teacher in a lump sum. For purposes of this section, the beneficiary shall mean the following:
    - the teacher's spouse if they survive the teacher,
    - if there is no surviving spouse, the teacher's children, if they survive the teacher,
    - if there is no surviving spouse or children, the teacher's estate.

6. VEBA/Death Benefits

If a teacher dies and has no spouse or IRS-qualified dependent, all money left in the teacher's VEBA account after qualified medical expenses have been paid will remain in the VEBA account. If the forfeited balance is over fifty dollars ($50.00), the Penn-Harris Madison School Corporation will pay an amount equal to the forfeited account in VEBA. Such amount shall be paid within the same calendar year as the death occurred to the teacher's beneficiary. The beneficiary shall be as established with the Indiana Teachers Retirement Fund.

7. Expanded Criminal History Background Checks

Consistent with the terms of I.C. 20-26-5-10, the Board shall pay the cost of any and all expanded criminal history background checks that veteran Teachers are required to undergo.

8. Professional Organization Membership

In accordance with the prior Joint Service agreement with the School City of Mishawaka, the Board

will pay an amount not to exceed Three-Hundred 00/100 Dollars ($300.00), representing the membership cost in the American Speech-language Hearing Association (ASHA) for Speech-Language Pathologists.

Article III- *Benefits*

A. Insurance

1. Teachers shall be eligible to participate on a voluntary basis in a Term Life Insurance Program that provides a fifty-thousand-dollar ($50,000) death benefit and an additional fifty-thousand dollars ($50,000) accidental death benefit by paying one dollar ($1.00) of the annual premium.

2. Teachers shall be eligible to participate on a voluntary basis in a Long-Term Disability Insurance Program (Income Protection) by paying one dollar ($1.00) of the annual premium.

   a. The LTD insurance pays up to sixty-six and two-thirds percent (66 2/3%) of the teacher's salary to the teacher during the disability period. Sick leave paid by the Corporation does not offset this LTD payment.

      Any money received by the disabled teacher from the LTD provider for days in which the teacher received paid sick leave from the Corporation will be turned over to the Corporation. Sick leave will be charged against the teacher's sick leave accumulation only for that part of the absence for which the Corporation funds are used to compensate the teacher. Days charged against sick leave shall be rounded off to the nearest one-half (1/2) day. In cases covered by this procedure, it will be necessary for the teacher to endorse the LTD check to the Penn-Harris-Madison School Corporation and deliver it to the Business Office.

3. Any teacher who is absent because of a serious illness, disease, or accident such that Income Protection or Worker's Compensation will be forthcoming and who has exhausted accrued sick leave shall be paid the regular daily rate by the Board only during one (1) contractual year (September - June) until the Income Protection Insurance or Worker's Compensation payments begin, but in no instance more than ninety (90) calendar days. Any more than one (1) such payment to the same teacher in a three (3) year period shall be at the Board's discretion. The Board may require its own medical documentation by its own doctor if the circumstances warrant an investigation.

4. The Board will provide liability insurance for teachers while using their personal vehicles, which are licensed for highway use, to transport students for school related activities. The teachers' vehicle liability insurance shall be the primary coverage.

5. **Health Insurance** – Teachers shall be eligible to participate on a voluntary basis in the Comprehensive Major Medical Program by paying 20% of the annual premium for plan A. Teachers who choose to participate in Plan B or Plan C will incur 20% of an annual increase while the Board will pay 80% of an annual increase. Any part-time employee who works less than one-half (1/2) time shall also be eligible to participate in these programs. However, in such a situation, the Board will pay 40% of the annual insurance premium. Plan enrollment will be closed each year after open enrollment concludes, except for HIPAA qualifying "life events" and as otherwise mandated under the terms of the Patient Protection and Affordable Care Act (PPACA).

6. Teachers will be offered the option of revised Plan A, Plan B, or Plan C.

   a. For those who choose Plan C, the Corporation will provide HSA matching contributions up to $600(Single), $1,200 (Employee & Spouse, Employee Child(ren), and Family).

7. **Dental -** Teachers shall be eligible to participate on a voluntary basis in a group Dental Program with the Board contributing the following:

a. Single Plan - One Hundred percent (100%) of the annual premium.
b. Employee + Spouse – Sixty-Seven percent (67%) of the annual premium.
c. Employee + Child(ren) – Sixty-Seven percent (67%) of the annual premium.
d. Family – Sixty-Seven percent (67% of the annual premium

8. Vison Teachers shall be eligible to participate on a voluntary basis in a group vision program with the Board contributing 50% to all four tiers.

9. No change in carriers or policies for items 5, 7, and 8 above will be made during this Agreement's term without the insurance committee's study and recommendation. Should the Insurance Committee recommend changes and the Administration and Association agree to accept such changes, they shall become effective after ratification and Board approval.

10. A teacher, upon retirement may continue to be a member of the group health insurance program until eligible for Medicare, provided the teacher pays the entire cost of the premium in advance on at least a monthly basis.

11. In the event a teacher is absent because of illness or injury and on a Board approved leave and has exhausted accrued sick leave, the insurance premium shall continue to be paid for the balance of such leave.

12. Specified tax-sheltered annuities for teachers are now available, and accounting services for such annuities can be provided for teachers by the school corporation.

13. The Board shall provide, upon receiving appropriate written authorization, payroll deductions for those teachers who voluntarily wish to participate in the Association sponsored cancer and intensive care insurance program. (Insurance costs shall be shared proportionately by all employee groups and deducted from available dollars in the budget.)

14. A Section 125 plan will be provided as an option for all teachers. The teacher participants will pay the monthly fee for the third-party processor of the Section 125 plan

15. The parties commit to discussing and making plan design changes if renewal exceeds five percent (5%).

B. Job Sharing

1. During the year that the Job Share agreement is in effect, the participating teachers will have the normal unpaid leave options that are available for full-time employees.
2. Teachers involved in a Job Share assignment shall receive one-half of the benefits r received by full-time teachers.

b. All short-term benefits (sick, personal, family illness, bereavement, etc.) will be credited at 50% of the benefit received by full-time teachers.

c. Job Share teachers will receive 50% of the health and dental insurance contributions, which would be paid by the Board if they were full-time teachers.

Article IV- *Leaves of Absence*

- Teachers returning from a Board approved leave shall be given a position for which they are qualified and certified.
- Insurance premiums shall be continued during employees' approved sick leaves, medical leaves, maternity leaves, or parental leaves of absence.
- Upon request, teachers may be granted an extension of any leave when such extensions will coincide with the end of the semester.

A. Compensable Leave

1. Sick Leave

a. All full-time members of the teaching staff will accrue sick leave at the rate of twelve (12) days the first year and ten (10) days each year thereafter. Teachers employed under a partial contract shall have their sick days prorated accordingly. In case of question, a physician's statement of medical necessity may be requested by the Administration concerning the cause of any such teacher absence. When such a request incurs costs not paid by Penn-Harris-Madison insurance benefits, the Corporation will pay. If in any one school year, the teacher shall be absent for illness fewer than ten (10) days, the remaining total days up to a total of ten (10) days shall be accumulated without limit. In addition, all unused sick leave accumulated in any prior teaching service in Indiana will, upon employment, be transferred to the teacher. In cases where a teacher has exhausted all available sick leave and the need for additional days seems imperative, such days may be granted on the approval of the Superintendent and the Board. Any request for additional days shall be accompanied by acceptable documentation by a physician.

b. Stipend: Teachers with at least 120 sick days at the beginning of the school year before the thirteen (13) new personal business (PB)/sick days are added will be eligible upon request to receive Seventy- five dollars ($75.00) per day for each of those unused sick day(s) that school year, provided they have not used more than six (6) PB/sick days during that school year. Paid days will be deducted upon payment. All completed forms must be submitted to the Human Resource Dept. no later than the last teacher day of the current school year. Payment will be made on or before August 1. This stipend was bargained outside of the compensation plan in accordance with legal guidance and decisions issued by the Indiana Education Employment Relations Board. This stipend cannot be used in conjunction with the payment in Article II (O D)(4). An eligible Teacher may elect one or the other, but not both.

c. Employed summer school teachers may be granted one (1) day per session sick leave on an accumulative basis. Sick days shall be used in increments of one-half (1/2) or full days and prorated on a basis that reflects the actual hours worked per summer school day. Teachers may utilize a maximum of one sick day per session. Any additional sick days will be unpaid. Personal business leave is not permitted during summer school. PHM will allow bereavement leave as stipulated in Article IV-5-a,b and jury duty as stipulated in Article IV-6.

2. Sick Leave Assistance Program

a. Teachers may donate up to two (2) personal days in a given school year to any teacher who, in the case of extended illness, has exhausted his/her sick leave days and personal days.

b. A request for such a donation will be made through the president of PHMTA.

c. With the consent of the teacher making the request, the PHMTA will convey the request to teachers and circulate the appropriate donation form to them.

d. Completed forms will be submitted to the Superintendent by PHMTA.

e. A physician's certification will confirm the illness.

f. The maximum number of days that may be donated to a given teacher in the school year is the number of days it would take to enable that teacher to be eligible for long-term disability insurance, up to a maximum of sixty (60) days in a given school year.

g. Personal business days (PHMTA replaced with "sick days) to be assigned to the applicant will be chosen by lottery of donated days conducted by PHMTA.

h. Donors whose days are drawn will be notified in writing that the days will be subtracted from their allotment and indicated on their pay stub. This deduction may not be immediate since the extended illness may occur over several pay periods.

i. Donated days in excess of the days used will be returned to the donors in a timely manner.

j. Donated days must be received in the Business Office before the end of the payroll period in which they will be charged. Days will not be credited retroactively.

2. Personal Leaves

a. A full-time teacher shall be granted up to three (3) days per year for the transaction of personal business. Teachers employed under a partial contract shall have their personal business days prorated according. Whenever possible a teacher will submit the leave request three (3) days in advance of the planned absence. Unused personal business days may be accumulated up to five (5) days as personal business. However, no more than three (3) of those five (5) days may be used consecutively. Any additional personal business days will be accumulated as sick leave.

b. Personal business days shall not be used for the sole purpose of extending vacations or holidays unless the teacher complies with the following procedure:

i. One calendar day maximum may be used per school year to extend a vacation or holiday.

ii. The teacher must give notice in writing to the Director of Human Resources ten (10) working days in advance of taking said day.

iii. This personal business day cannot be used in conjunction with an unpaid day without a consent agreement between the Board and PHMTA.

4. Emergency Leave

In addition to the three (3) days for personal business, five (5) days may be taken for other emergencies. In these five (5) days, however, the substitute's pay will be deducted from the teacher's daily rate of pay. The term "emergency" when used in this contract shall mean a condition or occurrence which is serious, could not reasonably have been anticipated and for which the teacher could not be expected to use sick leave.

5. Bereavement Leave

a. Bereavement leave shall be used for the purpose of mourning and the business related to the loss of the deceased.

b. Up to five (5) work days of leave are granted for each death in the immediate family. Immediate family is defined for the purpose of this regulation as mother, father, son-in-law, daughter-in-law, stepmother, stepfather, sister, brother, children, grandchildren, spouse, foster parents, and parents-in-law. Up to five (5) work days of leave are also granted in the instance of a miscarriage or stillbirth. Up to three (3) workdays of leave are allowed in the case of death of grandparents, grandparents of spouse, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law. In addition, time not to exceed one (1) day may be granted for funerals of other than members of the immediate family except in the case of a staff member where a disruption in school could occur because of large numbers of persons requesting to attend the funeral. The bereavement leave days will be consecutive unless prior approval is received from the Director of Human Resources. Where the need seems imperative, additional days may be granted on the approval of the Superintendent and Board.

6. Jury Duty

Any teacher serving on jury duty or subpoenaed as a witness at a trial, will receive regular earnings less the amount received for serving as a juror or witness. The Board shall not deprive an employee of employment or employment benefits, or threaten employment because the employee receives a summons, responds thereto, serves as a juror, or attends court for prospective jury service.

7. Religious Observance Day

One day of leave per year shall be granted upon request to a teacher (who is a member of a nationally recognized body) for the celebration of a religious holiday when the ritual or observance is required of all its members by a nationally recognized religious body and such observance requires time during the regular school day.

8. Professional Leave

The Board agrees that professional leave days with pay may be granted for the following purposes:

a. Attending and/or participating in professional meetings relating to educational workshops, seminars, or conferences sponsored by industry, professional associations, colleges, universities, or governmental agencies concerned with public school matters.

b. Visitation to other school corporations or educational institutions for the purpose of observing instructional techniques or other instructional-oriented programs.

9. Family Illness

A teacher's accumulated sick leave may be used for family illness up to an annual cap in accordance with Family Medical Leave Act Leave. For purposes of family illness, family is defined as spouse, child, parent, or any other member of the family unit whose residence is in the same household as the teacher. The
administration reserves the right to grant additional days to employees having extenuating circumstances.

10. Parent-Teacher Conferences

Participating teachers will be granted exemption from attendance of the last day of the teachers' school year. This provision was not bargained and has been included for information purposes only.

11. Association Leave

a. Association Leave Days, without loss of compensation, may be granted by the Superintendent. The President of the Association will make such request by meeting with the Superintendent. The purpose of the release days will be specified as well as the names of those persons to be released.

b. Representatives of the Board and Association will continue to meet weekly with members of the State Legislature during those time periods each year when the Legislature is in session. During the long session year, the Board will pay for substitutes, mileage and qualifying meals according to Board policy for eleven (11) days, and the short session for five (5) days. Two representatives of the Association chosen by the Association President or designee shall be provided release time without loss of compensation or benefits to meet with Legislators for one day, each week, in Indianapolis during these sessions and within the parameters stated in this Article. Additional days may be granted upon request.

c. For negotiations involving primarily wages and benefits, the Board will release three (3) teachers with pay and will authorize the payment of three (3) substitute teachers during the intensified bargaining sessions. For negotiations involving the entire contract, the Board will release up to eight (8) teachers with pay and will authorize the payment of eight (8) substitute teachers during these intensified bargaining sessions.

d. The President of the Association, as an employee of the Board, may request by standard operating procedures to be absent with pay in order to conduct Association business thirty (30) days per school year.

e. The Board will hire a full-time substitute whose first responsibility will be to substitute for the President of the Association. If the President is not absent, the substitute will be assigned to another classroom or released to the general pool of substitutes for the Corporation. This provision is the Board's policy, was not bargained, and is included for informational purposes only.

f. In addition to the PHMTA President's requested days, this substitute will be assigned to the President's classroom under the President's direction during the entire first week of the regular school year. This provision is the Board's policy, was not bargained, and is included for informational purposes only.

g. Finally, the PHMTA President will not be assigned to non-curricular based assignments instead will have that time to conduct PHMTA business. This provision was not bargained and has been included for informational purposes only.

B. Other Leaves

1. Parental Leave

a. Paid Parental Leave – An employee not eligible for maternity leave (e.g. father, adopting parent, surrogate parent, etc.) for whom parental rights have been established, shall be entitled to use their accrued sick leave days up to ten (10) work days, for the purposed of bonding with the employee's child. Said leave must be taken within six (6) months of the child's birth or adoption.

b. Unpaid Parental Leave - A teacher shall, upon request, be given an unpaid parental leave of absence for the purpose of child- care for the balance of the semester following the birth or adoption of a child. An extension, if requested, may be granted but shall not exceed ninety (90) days following the end of the original request. In the case of the adoption of an infant under the age of two (2), the adoptive parent may request up to one (1) year leave of absence commencing when the parent takes custody of the child.

c. A request for a parental leave of absence shall, whenever possible, be received by the Administration at least ten (10) working days in advance of the effective date of said leave request.

d. The parental leave request shall contain beginning and ending dates, thus establishing the initial duration of the request.

2. Maternity Leave

a. A teacher who is pregnant shall be entitled, upon request, to a leave of absence to begin at any time between the commencement of her pregnancy and one (1) year after the child is born to her. Said teacher shall notify her immediate supervisor in writing of her desire to take such leave and, except in cases of emergency, shall give such notice at least thirty (30) days prior to the date on which her leave is to begin.

b. The maternity leave request shall contain the anticipated beginning and ending dates, thus establishing the expected length of the leave. Requests for extensions may be granted provided the total leave does not extend more than one (1) year beyond the birth of the child unless the extension beyond a year coincides with the end of the semester.

c. A teacher who becomes pregnant may work until the delivery, provided she is able to perform all regular full-time duties of her occupation during her pregnancy and has her doctor's approval.

d. If an emergency arises, as defined in this Agreement and the teacher notifies the Superintendent of her desire to return to active employment, within ten (10) working days from such notification, she shall be assigned to the same position which she held at the time the leave commenced, or if that position is no longer in existence, to a substantially equivalent position.

e. A teacher hired prior to January 1, 2001, may use her accrued sick leave before and during the leave.

f. A teacher hired after January 1, 2001, may use accrued sick leave for all or any portion of the absence taken by the teacher because of a temporary disability caused by pregnancy. When sick leave is requested, verification of the temporary disability related to the pregnancy must be submitted by a physician.

3. Medical Leave

a. In the event a teacher is absent because of injury or illness, the teacher may, with the approval of the Board of School Trustees, be granted up to a one (1) year leave of absence for medical reason.

b. Teachers who anticipate an absence in excess of thirty-five (35) working days, but not to exceed one (1) calendar year, shall make a formal medical leave of absence request to the Director of Human Resources stating the starting and approximate ending date of the requested leave. The dates may be adjusted to conform to logical dates on the adopted School Calendar.

c. A licensed medical doctor's statement shall accompany the leave request. The board may require a second medical opinion at board cost in order to verify medical necessity. If there is a discrepancy in the findings of the two doctors, a third medical opinion will be sought at board expense.

d. A medical release must be presented along with an advanced notice of not less than ten (10) working days when the employee plans to return to work. The board may require a second medical opinion at board cost to verify medical release to return to work. If there is a discrepancy in the findings of the two doctors, a third medical opinion will be sought at board expense.

e. It is understood that upon return, the teacher will be assigned by the administration to the former or a comparable position, if that position is available. Otherwise, the assignment will be made in accordance with the school corporation's standard practices.

f. The codicils of the Family Medical Leave Act shall also apply and run correctly.

ARTICLE V- *Worker's Compensation Insurance*

A. Employees of the Corporation are covered by Indiana Worker's Compensation for on-the-job injuries. Compensation is provided under three categories:

1. Medical costs as a result of such an injury.

2. Compensation for loss of, or permanent impairment of, a part(s) of the body.

3. Loss of employment due to such injuries. In this case, the employee is covered by Board sick leave regulations and the Worker's Compensation law. There is a seven (7) day waiting period before such compensation payments are issued. Any monies received by the employee due to Worker's Compensation coverage will be turned over to the Board provided the employee is eligible for sick leave. Sick leave used will be charged against the employee's sick leave accumulation only for that part of the absence for which corporation funds are used to compensate the employee. Days charged against sick leave shall be rounded off to the nearest half-day. In all cases covered by the above procedure, it will be necessary for the employee to endorse the Worker's Compensation check to the Penn-Harris-Madison School Corporation and deliver it to the Business Office.

ARTICLE VI – *Grievance Procedure*

A. Definition

1. A grievance shall mean a complaint by a teacher of a violation, misinterpretation or inequitable applications of this Agreement.

2. As used in this Article, the term "teacher" may mean a group of teachers having the same grievance.

3. The time limits provided in this Article shall be strictly observed but may be extended by written Agreement of the parties.

4. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

B. Informal

1. In the event that a teacher believes there is a basis for a grievance, the teacher shall first discuss the alleged grievance with the building principal or immediate supervisor, either personally or accompanied by the Association representative. The grievance must be filed within fifteen (15) working days of the act or condition.

2. It is understood that whenever the basis for such a grievance may lie outside the powers of the building principal or immediate supervisor, such discussion may be initiated after mutual Agreement between the Association and Superintendent or the designee at the appropriate administrative level.

C. Formal Level I

1. Step One (1): If, as a result of the informal discussion with the building principal or immediate supervisor, the grievance is unresolved, the teacher may file a formal grievance in writing on the form set forth in Appendix F signed by the grievant and a representative of the Association, which form shall be delivered to the principal within ten (10) working days of the informal discussion. If the grievance involves more than one (1) school building, it may be filed with the principals involved.

2. Within ten (10) working days of receipt of the written grievance, the principal shall arrange a conference with the view of satisfactorily resolving the grievance. At the time of the conference, the teacher may appear personally or may be represented by the Association representative, or both. Such conference shall be scheduled at a time when there is no disruption of normal school routine and duties of the teachers. The principal shall indicate the disposition of the grievance in writing within ten (10) working days of such meeting and shall furnish a copy to the Association.

D. Formal Level II

1. If the grievance is not settled at Level One, it may be appealed to the Superintendent by filing a written notice within five (5) working days after receipt of the principal's written answer. If the grievance is not appealed within five (5) working days after receipt of such answer, it shall be deemed resolved.

2. A discussion with the Superintendent or the designee with the intent of satisfactorily resolving the grievance shall be held within fifteen (15) days following receipt of such notice. The Superintendent will notify the grievant and the Association of the date, the time, and the place where such discussion shall be held. The written decision shall be transmitted to the grievant and the Association within ten (10) days after said discussion.

E. Formal Level III

1. If the grievance is not settled at Level Two, the Association must within ten (10) working days of the receipt of the Superintendent's answer notify the Superintendent of its intent to arbitrate.

2. If the parties cannot agree on an Arbitrator within five (5) calendar days from the notification of intent to arbitrate, the Arbitrator shall be selected according to the rules of the American Arbitration Association which rules shall likewise govern the arbitration proceeding. The Board and the Association shall not be permitted to assert in such arbitration proceeding any grounds or to rely on any evidence not previously disclosed to the other party. The decision of the Arbitrator shall be binding on both parties.

3. The fees and expenses of the Arbitrator and cost, if any, of the hearing room shall be borne equally by the parties. All other expenses incurred shall be paid by the party incurring them.

F. Powers of the Arbitrator

1. The Arbitrator shall not have authority, nor shall consider the function to include, the decision of any issue not submitted or to so interpret or apply the Agreement as to change what can fairly be said to have been the intent of the parties as determined by generally accepted rules of contract construction. The Arbitrator shall not give any decision which in practical or actual effect modifies, revises, detracts from, or adds to, any of the terms or provisions of this Agreement. Past practices of the parties in interpreting or applying terms of the Agreement can be relevant evidence, but may not be used so as to justify, or result in, what is in effect a modification (whether by addition or detraction) of written terms of this Agreement. The Arbitrator has no obligation or function to render a decision or not to render a decision merely because in the Arbitrator's opinion it is unfair or inequitable. The parties agree that this Contract incorporates their full and complete understanding and that any prior oral Agreements or practices are superseded by the terms of this Agreement. The parties further agree that no such oral understandings or practices will be recognized in the future unless committed to writing and signed by the parties as supplement to this Agreement. If either party shall claim before the Arbitrator that a particular grievance fails to meet the test or arbitrability, as the same are set forth in this Grievance Procedure, the Arbitrator shall proceed to hear the case upon the merits.

2. The Arbitrator shall have the authority to determine whether the case will be heard on its merits at the same hearing in which the jurisdictional question is presented. In any case, where the Arbitrator determines that such grievance fails to meet said test of arbitrability, the case will be referred back to the parties without a recommendation on the merits. Unless expressly agreed to by the parties, in writing, the Arbitrator is limited to hearing one issue or grievance upon its merits at any one hearing. Separate hearings shall be constituted for each grievance appealed to arbitration.

G. Appendix B Grievance Form-Level I

H. Appendix C Grievance Form-Level II

(The rest of this page intentionally left blank)

Article VII- *Terms of Agreement*

A. This Agreement shall be effective as of July 1, 2026, and shall continue through June 30, 2027.

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

If by the Association to the Board, at:
P.O. Box 500, Osceola, IN 46561

If by the Board to the Association, at:
Lisa Langfeldt
51160 Kings Crossing, Granger, IN 46530

C. This Agreement is made and entered into at Osceola, Indiana, on, by and between the Board of School Trustees of the Penn-Harris-Madison School Corporation, County of St. Joseph, State of Indiana, party of the first part, heretofore referred to as the "Board," and the Penn-Harris-Madison Teachers' Association, heretofore referred to as the "Association" and the Agreement is so attested to by the parties whose signatures appear below.

D. The undersigned further attest to the following:

1. A public hearing was held on September 16, 2026, in compliance with § 20-29-6-1 (b), and electronic participation from the parties and/or public was permitted; and

2. A public meeting was held on October 7, 2026, in compliance with LC.§ 20-29-6-19 to discuss the tentative Agreement and electronic participation from the governing body and/or public was permitted.

Board of School Trustees of the
Penn-Harris-Madison School Corporation
Ratification Date: October 12, 2026

_____
Board President, Chris Riley

Penn-Harris-Madison Teachers' Association
Ratification Date: October 12, 2026

_____
President and Spokesperson, Lisa Langfeldt

INFORMATION ONLY

Parent / Teacher Conferences

This will confirm the parent/teacher conference schedule for the 2026-2027 school year.
2026-2027 parent/teacher conference schedule waiting for Board approved calendar.

A. Elementary schools will conduct conferences on October 20, 2026, and October 21, 2026:

1. **Early elementary schools**
   One day from 3:00 p.m. to 7:00 p.m., and
   One day will be from 2:30 p.m. to 5:30 p.m.

2. **Late elementary schools**
   One day will be from 3:30 p.m. to 7:30 p.m., and
   One day will be from 3:30 p.m. to 6:30 p.m.

B. Middle Schools will conduct conferences on Monday, October 19, 2026, and Wednesday, October21, 2026, for the 2026-2027 school year.

1. **Middle schools**
   From 5:00 p.m. to 8:00 p.m.

C. Friday, October 23, 2026, and Monday, October 26, 2026, are recess days for the 2026-2027 school year.

D. There will be no scheduled spring conferences. Elementary teachers will be expected to contact the parents of those students recommended for summer school.

E. Conference days are traded for one less day at the end of the year. After students are released for the summer, elementary and middle school teachers (K-8) will work one-half (1/2) day to close up on June 4 for the 2026- 2027 school year, with no staff meeting.

F. Grade downloads for middle and elementary teachers will be due one hour before the end of the last regularly scheduled teacher day. For the 2026-2027 school year, this would be the June 4 half day.

G. Before Labor Day of the school year, middle school teachers will receive the product of the middle school discussion regarding expectations and materials expected for the student-led conferences.

Penn-Harris-Madison School Corporation

ASSIGNMENT OF PERSONAL BUSINESS DAY

Business Office Action

Pursuant to the Memorandum of Understanding signed and dated, the undersigned teacher designates the assignment of one personal business day to be credited to the colleague identified below.

I, _____, designate one day of personal business leave to be
(name of teacher)

assigned to _____. The personal business leave assigned to this colleague shall be
(name of colleague)

credited as sick leave.

Date

PHMTA approval

☐ The personal business day designated for sick leave credit on this form has/will been/be deducted from the donor's accumulated personal leave.

☐ The personal business day designated for sick leave credit on this form is not needed at this time. It has not been deducted from the donor's accumulated personal leave.

Administration approval

_____
signature of PHMTA authorizing officer date

The personal business day designated for credit on this form was transferred to the recipient as sick leave on:

Payroll department designee date

Pc: PHMTA
Director of Human Resources
Payroll Department

SLA FORM II

Penn-Harris-Madison
School Corporation Request for
Sick Leave Assistance

Name _____ Date _____

School_____

I request sick leave assistance for the following reasons:

A serious health condition/extenuating circumstance has occurred that makes me unable to work/perform one of the essential functions of my job.

Leave to start _____Expected date of return _____

Describe the nature of the above condition (s):

If leave is to be other than a block of time, please describe request for intermittent leave or reduced work schedule below: (leaves of this nature must be in half day increments)

Teacher signature date

I authorize the release of my protected health information to the PHMTA and its membership and the Superintendent's designee as it relates to my current medical condition. I authorize the release of my physician's professional opinion regarding my ability to perform specific duties relating to my profession as a teacher. I acknowledge I have received a copy of this authorization.

Teacher signature date

For PHMTA Use - Do not write below this line

Approval

PHMTA signature date

SLA Form III

Penn-Harris-Madison School Corporation Physician Certification

Employee Name_____ Job Title _____

Employee Signature _____ Date _____
(signature required for release of information)

Physician should complete below this line

1. As a duly authorized medical care provider, I am currently treating _____
Name of patient

2. The patient has been diagnosed and is receiving treatment for the following condition:

3. The relevant medical facts regarding the patient's condition related to this leave are:

4. The condition began on: _____

5. In my opinion, the condition will last until (provide date if possible)_____

6. As a result of the condition, it is my opinion that:
_____The employee is currently unable to perform essential employment functions for their job.
_____A reduced work schedule is medically necessary for the employee or to care for the patient.

7. In my opinion, the employee will not be able to return to work until _____

8. If the patient requires treatment of the medical condition that necessitates intermittent leave, please describe the treatments to be administered:_____

9. The dates of the above treatments will be (if known): _____

10. In my opinion, the treatments will last until: _____

Physician's name _____Date_____
(Typed or printed)

Physician's signature _____Phone _____

Office mailing address _____

Additional comments by physician: _____

Please forward completed form to the employee requesting the leave of absence

	APPENDIX A: 2026-2027		
Athletic and Extracurricular Salary Ranges			
HIGH SCHOOL ATHLETICS			
Athletics-Boys	**Salary Range**	**Athletics-Girls**	**Salary Range**
Football		**Cheer**	
Head High School	$7,550 - $15,589	Sponsor – Football	$1,011 - $2,533
Assistant High School	$3,967 - $7,956	Assistant – Football	$1,011 - $2,533
Head Freshman	$3,571 - $7,334	Sponsor – Basketball	$1,011 - $2,533
Assistant Freshman	$2,432 - $5,296	Assistant Sponsor – Basketball	$1,011 - $2,533
		Sponsor – 9th	$1,011 - $2,533
Volleyball- Boys		**Volleyball- Girls**	
Head High School	$3,967 - $7,956	Head High School	$3,967 - $7,956
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Head Freshman	$2,432 - $5,296	Head Freshman	$2,432 - $5,296
Assistant Freshman	$2,061 - $4,179	Assistant Freshman	$2,061 - $4,179
Basketball - Boys		**Basketball - Girls**	
Head High School	$7,550 - $15,589	Head High School	$7,550 - $15,589
Assistant High School	$3,967 - $7,956	Assistant High School	$3,967 - $7,956
Head Freshman	$3,571 - $7,334	Head Freshman	$3,571 - $7,334
Assistant Freshman	$2,432 - $5,296	Assistant Freshman	$2,432 - $5,296
Wrestling		**Wrestling- Girls**	
Head High School	$3,967 - $7,956	Head High School	$3,967 - $7,956
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Head Freshman	$2,432 - $5,296	Head Freshman	$2,432 - $5,296
Assistant Freshman	$2,061 - $4,179	Assistant Freshman	$2,061 - $4,179
Swimming - Boys		**Swimming - Girls**	
Head High School	$3,967 - $7,956	Head High School	$3,967 - $7,956
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Track - Boys		**Track - Girls**	
Head High School	$3,967 - $7,956	Head High School	$3,967 - $7,956
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Baseball		**Softball**	
Head High School	$3,967 - $7,956	Head High School	$3,967 - $7,956
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Golf - Boys		**Golf - Girls**	
Head High School	$2,432 - $5,296	Head High School	$2,432 - $5,296
Assistant High School	$2,061 - $4,179	Assistant High School	$2,061 - $4,179
Tennis - Boys		**Tennis - Girls**	
Head High School	$2,432 - $5,296	Head High School	$2,432 - $5,296
Assistant High School	$2,061 - $4,179	Assistant High School	$2,061 - $4,179
Cross Country - Boys		**Cross Country - Girls**	
Head High School	$2,432 - $5,296	Head High School	$2,432 - $5,296
Assistant High School	$2,432 - $5,296	Assistant High School	$2,432 - $5,296
Soccer - Boys		**Soccer - Girls**	
Head High School	$2,432 - $5,296	Head High School	$2,432 - $5,296
Assistant Soccer	$1,944 - $4,000	Assistant High School	$1,944 - $4,000
Trainer		**Lacrosse**	
Head Athletic Trainer	$5,065 - $10,123	Head High School	$2,432 - $5,296
Assistant Athletic Trainer	$2,362 - $5,065	Assistant High School	$1,944 - $4,000
Weight Training		**Unified Track**	
Head High School	$2,362 - $5,065	Unified Track Head Coach	$2,432 - $5,296
Assistant High School	$2,362 - $5,065	Unified Track Asst Coach	$2,061 - $4,179

Flag Football			
Head High School	$2,432 - $5,296		
Assistant High School	$2,061 - $4,179		

HIGH SCHOOL EXTRACURRICULAR AND CO-CURRICULAR			
Category / Position	**Salary Range**	**Category / Position**	**Salary Range**
Intramurals		**Intramurals**	
High School- Boys	$2,061 - $4,179	High School- Girls	$2,061 - $4,179
Performing Arts		**Performing Arts**	
Band Director HS	$3,975 - $8,080 + 5 days	Guard Sponsor Fall	$1,537 - $3,266
Band Director HS Assistant	$2,061 - $4,179 + 5 days	Guard Sponsor Winter	$1,537 - $3,266
Choral Director HS	$3,975 - $8,080	Pom Pom Sponsor	$2,551 - $5,796
Choral Director HS Assistant	$2,061 - $4,179	Pom Pom Sponsor Assistant	$1,537 - $3,266
Orchestra Director HS	$3,975 - $8,080	Prom Chairperson	$1,537 - $3,266
Orchestra Director HS Assistant	$2,061 - $4,179	Theatrical Production Assistant	$774 - $2,315
Pep Band Director	$1,473 - $3,141	Theatrical Prod. Asst– Choreographer	$1,473 - $3,141
Theatre Director	$2,432 - $5,296	Thespian Troupe Director	$1,851
Theatre Director Assistant	$1,537 - $3,266	Ticket Manager	$3,159 - $6,516
Jazz Band	$1,500		
Organizations		**Organizations**	
Debate- Head	$3,159 - $6,517	DECA Sponsor	$3,159 - $6,517
Debate- Asst	$1,537 - $3,266	Literary Magazine Sponsor	$625 - $1,021
Forensics- Head	$3,159 - $6,517	Model U.N.	$1,128 - $2,432
Forensics- Asst	$1,537 - $3,266	National Honor Society	$1,537 - $3,266
Key Club Sponsor	$1,537 - $3,266	Project TEACH	$1,683 - $3,359
Newspaper Sponsor	$2,061 - $4,179	Student Council	$1,537 - $3,266
Yearbook Sponsor HS	$2,432 - $5,296	Student Council Assistant	$984 - $2,456
Peer Leader	$3,863 + 5 days		
Academic Competitions		**Academic Competitions**	
Academic Coordinator / QuizMaster High School	$4,635	Activities Manager High School (Plus one released period)	$3,975 - $8,080
Spell Bowl	$1,377	Academic Super Bowl – Social Studies	$1,478
Quiz Bowl – Head Coach	$1,851	Academic Super Bowl – Math	$1,478
Quiz Bowl – Assistant Coach	$1,079	Academic Super Bowl – English	$1,478
Math Competitions	$1,000	Academic Super Bowl – Science	$1,478
FIRST Robotics Competition Coach	$3,975 - $8,080	Academic Super Bowl – Fine Arts	$1,478
FIRST Robotics Competition Asst. Coach	$2,061 - $4,179	FIRST Tech Competition Coach	$2,061 - $4,179
Future Problem Solvers	$1,926	FIRST Tech Competition Asst. Coach	$1,473 - $3,141
TSA - Technology Student Association	$1,926		
Other		**Other**	
Academy Leader (Plus Division Leader Periods)	$2,197 + 10 Days	Coordinator School-wide Enrichment	$6,684 + 10 Days
Content Specialist	$3,374 - $5,065	FFA Director	$5,324
Dean of Students	$5,216 + 5 Days	Freshman Mentor Sponsor	$1,471 + 5 days
DVT Director	$7,793 + 20 Days	Kingsmen Tutors	$4,244 + 5 Days
Instructional Leader HS	$529	Secondary ENL	$3,123
Speech Language Pathologist Supervisor	$1,471	Guidance Coordinator High School	+15 days
District Lead Speech Language Pathologist	$3,845 + 10 Days	Guidance Counselor High School	+10 days
Building Trades	+10 days	Instructional Facilitator	+20 days
COE Coordinator	+10 days	Instructional Leader – 9th	+10 days
HERO Coordinator	+10 days	Student Assistance Counselor	+12 days
Media Specialist High School	+12 days	eSports Sponsor	$1,492 - $3,172

MIDDLE SCHOOL ATHLETICS			
Athletics - Boys	**Salary Range**	**Athletics - Girls**	**Salary Range**
Football Head Coach	$2,671 - $5,830	Volleyball Head Coach	$2,671 - $5,830
Football Assistant Coach	$2,432 - $5,296	Volleyball Assistant Coach	$2,061 - $4,179
Basketball Head Coach	$2,671 - $5,830	Basketball Head Coach	$2,671 - $5,830
Basketball Assistant Coach	$2,432 - $5,296	Basketball Assistant Coach	$2,432 - $5,296
Basketball (6th)	$827 - $1,536	Basketball (6th)	$827 - $1,536
Track Head Coach	$2,432 - $5,296	Track Head Coach	$2,432 - $5,296
Track Assistant Coach	$2,061 - $4,179	Track Assistant Coach	$2,061 - $4,179
Cross Country Coach	$1,536 -$3,257	Cross Country Coach	$1,536 -$3,257
Wrestling Head Coach	$2,271 - $4,593	Wrestling Head Coach	$2,271 - $4,593
Wrestling Assistant Coach	$2,061 - $4,179	Wrestling Assistant Coach	$2,061 - $4,179
Cheer Coach – 8th Boys Basketball	$827 - $1,537	Cheer Coach – 8th Football	$827 - $1,537
Cheer Coach – 7th Boys Basketball	$827 - $1,537	Cheer Coach – 7th Football	$827 - $1,537
		Cheer Coach – 8th Girls Basketball	$827 - $1,537
		Cheer Coach – 7th Girls Basketball	$827 - $1,537
MIDDLE SCHOOL EXTRACURRICULAR AND CO-CURRICULAR			
Position	**Salary Range**	**Position**	**Salary Range**
Activities Manager MS (Plus 1 Release Period)	$2,920 - $6,330 + 10 days	Choir Director MS	$1,700
Band Director MS	$1,700	Newspaper Sponsor	$1,128 - $2,432
Exceptional Education Coordinator	$2,173	Piano Director MS	$470
Intramurals MS	$2,022 - $4,092	Yearbook Sponsor MS	$1,128 - $2,432
Orchestra Director MS	$1,700	Robotics Coordinator	$1,001
Academic Coordinator	$3,920	MathCon	$470
Spell Bowl	$707	Academic Super Bowl – Science	$707
Math Counts	$1,001	Academic Super Bowl – Math	$707
Academic Super Bowl – Social Studies	$707	School Guidance Counselor MS	+10 days
Academic Super Bowl –English	$707	Media Specialist MS	+6 days
ELEMENTARY SCHOOL			
Position	**Salary Range**	**Position**	**Salary Range**
Elementary Assistant to the Principal	+10 days	Intramurals Elem	$588
Building Designee	$1,766 (Per eligible building per school year)	Academic Coordinator	$942
Elementary ENL	$4,224	Spell Bowl Level Coach	$304
Circle the State	$470		
OTHER			
Assignment / Role	**Rate Structure**		
Extra Duty/ECA/Co-curricular Supervision (Highlighted - Unchanged)	**3 hours or less = $40 | 3+ hours to less than 5 hours = $60 | 5+ hours = $80**		
Other Clubs (Highlighted - Unchanged)	**$20 Per Hour with a limit of 600 per year. Minimum of 10 students are subject to the approval of the building principal.**		
Non-teaching pre-approved special assignments in Curriculum, Instruction, Assessment, and Professional Development. (Highlighted - Unchanged)	**$30 Per Hour Unless otherwise agreed.**		
Saturday School / High School (Highlighted - Unchanged)	**$20 Per Hour**		
Additional 5 days for Exceptional Education Teachers, minimum half-day increments starting August 1, 2025.	Per diem rate		
Deans (w/Admin license only) optional +5 days	Per diem rate		

Any limitation on the number of hours or days or the addition of hours or days in this chart was not bargained and is for informational purposes only

APPENDIX B

PENN-HARRIS-MADISON SCHOOL CORPORATION
P.O. Box 500
Osceola, Indiana 46561

GRIEVANCE FORM — LEVEL I

Distribution: Superintendent, Principal, Association, Teacher

BUILDING ASSIGNMENT NAME OF GRIEVANT DATE FILED

A. Date Grievance Occurred

B. Statement of Grievance

C. Relief Sought

Signature Date

D. Disposition by Principal

Signature Date

E. Position of Grievant

Signature Date

NOTE: Distribution to be made after item E has been completed.

APPENDIX C

PENN-HARRIS-MADISON SCHOOL CORPORATION
P.O. Box 500
Osceola, Indiana 46561

GRIEVANCE FORM—APPEAL—LEVEL II
Distribution: Superintendent, Principal, Association, Teacher

Level II. Date received by Superintendent or his designee _____

Disposition by Superintendent

Signature Date

Position of Grievant

Signature Date

This form is to be attached to Copy 1, Grievance Form, Level I, if an appeal is indicated in Item E of that f

MEMORANDUM OF UNDERSTANDING

Penn-Harris-Madison School Corporation

and the

Penn-Harris-Madison Teachers Association

Attendance Bonus Plan — 2026–2027

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into this _____ day of _____, 2026, by and between the Board of School Trustees of the Penn-Harris-Madison School Corporation ("Corporation") and the Penn-Harris-Madison Teachers Association ("Association").

Article I — Purpose and Intent

The purpose of this Attendance Bonus Plan ("Bonus Plan") is to acknowledge eligible full-time P-H-M teachers who have used four (4) or fewer total sick days during the school year, while preserving all contractual paid leave rights under Article IV(A)(1)(a) and Article IV(A)(2) of the Master Contract. This Memorandum of Understanding represents a one-time agreement for the 2026–2027 contract year, but the parties agree it will be reviewed annually to evaluate its effectiveness and determine if continuing such an MOU in future years remains financially responsible for the Corporation. For the avoidance of doubt, the Corporation shall be under no obligation to continue the Bonus Plan in any form, or at the same bonus amount, in subsequent school years.

Article II — Basis for Bonus and Eligibility Criteria

To be eligible to receive a bonus under this Bonus Plan, a teacher must meet all of the following requirements:

1. **Employment Status.** Be a full-time certificated teacher employed by the Penn-Harris-Madison School Corporation for the full 2026–2027 instructional school year (180 student days).
2. **Attendance Threshold.** Incur four (4) or fewer total days of absence for sick leave during the 2026–2027 school year.
3. **Excluded Absences.** For purposes of calculating total days of absence under this Bonus Plan, absences for personal business, professional leave, bereavement leave, jury duty, military leave, and workers' compensation shall be excluded from the calculation.
4. **2026–2027 Counting Period.** For the 2026–2027 school year only, the four-day sick leave count shall begin upon ratification of this agreement on October 12, 2026 rather than the first student day. For informational purposes only, In any subsequent school year in which a comparable agreement is adopted, it is anticipated the count would begin on the first student day of the applicable school year.

Article III — Bonus Amount and Distribution

Eligible teachers who satisfy all requirements of Article II shall receive a bonus subject to the following terms:

- **Bonus Amount.** A $300.00 bonus shall be deposited into the qualifying teacher's existing Corporation-sponsored 401(a) retirement account.

- **Distribution.** Any bonus earned under this provision shall be paid into the qualifying teacher's 401(a) account as a lump-sum payment in the final payroll cycle of the applicable school year, or no later than June 30 of that year.
- **Annual Review.** For informational purposes only, in any subsequent school year in which a comparable bonus plan is adopted, it is anticipated that the financial amount and specific payment mechanics, among other things, will be reevaluated.

Article IV — Non-Precedent and Legal Compliance

- **Scope of Agreement.** This MOU is a temporary, one-time offering created specifically for the 2026–2027 contract year. It shall not establish a past practice, precedent, or ongoing obligation for future collective bargaining cycles between the Corporation and the Association.
- **IEERB Compliance.** This agreement is executed during the regular teacher negotiations window in full compliance with Indiana Code § 20-29 and the rules of the Indiana Education Employment Relations Board (IEERB).

Article V — Term and Expiration

This Memorandum of Understanding shall become effective immediately upon signature by both parties and formal ratification by the Penn-Harris-Madison Board of School Trustees. It shall apply solely to the 2026–2027 school year and shall automatically expire and terminate in its entirety upon full distribution of all bonuses earned under Article III, or on June 30, 2027, whichever occurs later, without further action required by either party.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the dates written below.

_____

President, Board of School Trustees
Penn-Harris-Madison School Corporation

Date: _____

_____

President
Penn-Harris-Madison Teachers Association

Date: _____

_____

Superintendent
Penn-Harris-Madison School Corporation

Date: _____

MEMORANDUM OF UNDERSTANDING

Penn-Harris-Madison School Corporation

and the

Penn-Harris-Madison Teachers Association

Voluntary Sick Leave Buyout Plan — 2026–2027

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into this _____ day of _____, 2026, by and between the Board of School Trustees of the Penn-Harris-Madison School Corporation ("Corporation") and the Penn-Harris-Madison Teachers Association ("Association").

Article I — Purpose and Intent

The Corporation and the Association recognize the value of long-term professional service and the importance of encouraging strong teacher attendance. The purpose of this Voluntary Sick Leave Buyout Plan ("Buyout Plan") is to reward eligible bargaining unit members who have accumulated unused sick leave in excess of 120 days upon their retirement. By providing a tax-deferred VEBA payout for these accumulated days, this program offers financial recognition to long-serving teachers while assisting the Corporation with strategic personnel and operational planning. This Memorandum of Understanding represents a one-time agreement for the 2026–2027 contract year, but the parties agree it will be reviewed annually to evaluate its effectiveness and determine if continuing such an MOU in future years remains financially responsible for the Corporation. For the avoidance of doubt, the Corporation shall be under no obligation to continue the Buyout Plan in any form in subsequent school years and this MOU is of no force and effect after June 30, 2027.

Article II — Eligibility Criteria

To be eligible to participate in this Buyout Plan, an employee must meet all of the following requirements as of June 30, 2027:

1. **P-H-M/Joint Service Requirement.** Have completed a minimum of twenty (20) years of employment as a teacher with the Penn-Harris-Madison School Corporation, or a combined twenty (20) years as an employee of PHM and Joint Services through Mishawaka School Corporation, as defined in the Master Agreement.
2. **Age Eligibility.** Be at least fifty-five (55) years of age as of December 31, 2026 (born on or before December 31, 1971).
3. **INPRS Retirement Eligibility.** Be eligible for full or reduced retirement under the rules and regulations of the Indiana Public Retirement System (INPRS / Teachers' Retirement Fund).
4. **Contract Completion.** Satisfactorily complete all contractual obligations for the 2026–2027 school year through the final official teacher duty day.

Article III — Buyout Amount and Distribution

Participating teachers who fulfill all requirements of this MOU shall receive a tax-deferred Voluntary Employees' Beneficiary Association (VEBA) contribution based upon their accumulated, unused sick leave balance, subject to the following terms:

- **Reimbursement Formula (VEBA Deposit).** Reimbursement for accumulated sick days shall be calculated strictly on unused days above 120 days up to a maximum of 250 days, according to the following tiered schedule:

Accumulated Unused Sick Days	Rate	Maximum Payout for Tier
Days 1–120	Not eligible — $0.00	$0.00
Days 121–200	$50.00 per day over 120	$4,000.00
Days 201–250	$100.00 per day over 200	$5,000.00
Maximum Total VEBA Payout (at 250+ days)		**$9,000.00**

- **VEBA Account Allocation.** In accordance with applicable state and federal tax laws, the Corporation shall contribute 100% of the calculated payout directly into the qualifying teacher's existing Corporation-sponsored VEBA Health Reimbursement account.
- **Exclusivity Provision.** This Sick Leave Buyout VEBA payout cannot be used in conjunction with or in addition to the unused sick and personal business stipend provided under Article IV(A)(1)(b) of the Master Contract. For the avoidance of doubt, the qualifying teacher must elect the benefits described herein or the unused sick and personal business stipend, not both.
- **Tax and Benefit Responsibility.** Because contributions are made directly into a tax-exempt VEBA account, payouts are exempt from state, federal, and employer/employee payroll taxes (FICA). The participating teacher assumes sole responsibility for any personal INPRS benefit adjustments resulting from participation in this plan.

Article IV — Application Procedure and Binding Notice

Eligible teachers wishing to participate in this Buyout Plan must adhere to the following procedural timeline:

1. **Submission Window.** Eligible teachers must submit the official Sick Leave Buyout Application and standard letter of retirement to the Office of the Superintendent / Human Resources no later than 4:00 PM on March 1, 2027.
2. **Board Approval and Irrevocability.** Upon verification of eligibility, the Board of School Trustees shall act upon the retirement notices at a regularly scheduled meeting. Once formal approval is granted by the Board, the resignation/retirement shall become final and irrevocable.

Article V — Non-Precedent and Legal Compliance

- **Scope of Agreement.** This MOU is a temporary, one-time offering created specifically for the 2026–2027 contract year. It shall not establish a past practice, precedent, or ongoing obligation for future collective bargaining cycles between the Corporation and the Association.
- **IEERB Compliance.** This agreement is executed during the regular teacher negotiations window in full compliance with Indiana Code § 20-29 and the rules of the Indiana Education Employment Relations Board (IEERB).

Article VI — Term and Expiration

This Memorandum of Understanding shall become effective immediately upon signature by both parties and formal ratification by the Penn-Harris-Madison Board of School Trustees. It shall automatically expire and terminate in its entirety on June 30, 2027, without further action required by either party.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the dates written below.

_____

President, Board of School Trustees
Penn-Harris-Madison School Corporation

Date: _____

_____

President
Penn-Harris-Madison Teachers Association

Date: _____

_____

Superintendent
Penn-Harris-Madison School Corporation

Date: _____