WAKULLA
SCHOOL DISTRICT
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MASTER CONTRACT

Wakulla County Schools

Between

The School Board of Wakulla County, Florida

and

The Wakulla Classroom Teachers Association

An affiliate of the Florida Education Association

WCTA
Wakulla Classroom Teachers Association

Approved
AUG 17 2026
Rhonda Stevens
Wakulla County School Board

26-27

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Preamble

The School Board of Wakulla County and the Wakulla Classroom Teachers Association (WCTA), an affiliate of the Florida Education Association, agree that they hold as common objective the education and welfare of the students of the Wakulla County School System. Further, it is recognized that there should be a formalized process by which the School Board of Wakulla County and the Wakulla Classroom Teachers Association can work toward a mutually satisfying agreement.

Article #1: Recognition

A. The School Board of Wakulla County, Florida (hereafter referred to as the Board) recognizes the Wakulla Classroom Teachers Association (hereafter referred to as the Association) as the exclusive and sole Bargaining Agent for a bargaining unit including all full-time or regular part-time classroom teachers (including art, music, P.E., and director of athletics), counselors (including D.C.T.), librarians (media specialist); instructional/reading coaches, special area teachers (including exceptional child teachers, psychologists, social workers, occupational specialists, and vocational teachers), specialists in funded programs, dean of students, and department heads; but excluding: principals, assistant principals, curriculum coordinators, coordinator of community schools, administrative assistants, directors, supervisors, superintendent, all classified personnel, and temporary employees.

B. The Association recognizes the Wakulla County School Board as the public employer with the right to determine unilaterally the purpose of each of its constituent agencies, set standards of service to be offered to the public, and exercise control and discretion over its organization and operations. It is also the right of the public employer to direct its employees, take disciplinary action for proper cause, and relieve its employees from duty because of lack of work or for other legitimate reasons. However, the exercise of such rights shall not preclude employees or their representatives from raising grievances, should decisions on the above matter have the practical consequence of violating the terms and conditions of any collective bargaining agreement in force or any civil or career service regulation.

C. The Board recognizes that teachers shall have the right to be represented by any organization of their own choosing to negotiate collectively through a certified bargaining agent with the School Board in determining wages, hours, and conditions of employment as defined in Chapter 447, Florida Statutes. Nothing contained herein shall be constructed to deny or restrict to any teacher his/her rights under the Florida School Laws or other applicable laws, and DOE Rules and Regulations and/or Florida Administrative Code.

D. The term "Board" when used in this agreement shall include the School Board and all administrators and other agents of same.

E. The term "Association" when used in this agreement shall mean the Wakulla Classroom Teachers Association (WCTA) which is the exclusive bargaining agent for all bargaining unit members.

F. The term "Teacher" when used in this agreement shall include all members of the Bargaining Unit.

Article #2: Negotiation Procedures

A. Neither party shall have any control over the selection of negotiating representatives of the other party.
B. Meetings shall be held at times and places mutually agreed upon by the parties.
C. When it is necessary for a negotiating session to take place during the regular workday, bargaining team members shall be granted assignment to temporary duty status.
D. It is understood that no final agreement between parties may be exacted without ratification by a majority of the Board and by a majority of the Bargaining Unit voting in any ratification.
E. Both parties mutually pledge that their representatives shall have all necessary powers and authority to make proposals, consider proposals, make concessions in the course of negotiations, and that said representatives will negotiate in good faith. Meetings shall be held at times and places agreed to by both parties.
F. The School Board negotiator shall meet informally with the President of the Association and/or his/her designee(s) at least quarterly for the purpose of discussing any alleged problems and/or misunderstandings and/or potential conflicts with existing statutes and/or court that may affect the administration of this contract. During post planning a meeting may be held to review the Personnel Handbook and other concerns. Such meetings will be held at a time convenient for both parties. The Association representative shall be granted assignment to temporary duty to attend meetings when such arrangements are mutually beneficial to the parties. Should such a meeting(s) result in a mutually accepted amendment to this agreement shall be subject to ratification by the Board and Bargaining Unit prior to it becoming a part of this Agreement contractual agreement.

Article #3: Teacher Rights & Responsibilities

A. The Board recognizes that teachers shall have the right to be represented by the Wakulla Classroom Teachers Association and the rights to refrain from being represented.
B. Race, creed, religion, color, sex, age, national origin, handicap, or years of teaching experience shall not be grounds for discrimination, disciplinary action or conditions of employment under the terms of this agreement. However, this provision shall not be construed so as to prohibit the Board from implementing any affirmative action program as determined appropriate by the Board.
C. Upon initial employment, teachers shall provide evidence of meeting all the physical and mental health requirements called for by the Florida Statutes, State Board of Education and the Wakulla County School Board Polices pursuant to their employment. If at any time the Board desires further evidence concerning the above requirements of an individual teacher, it may, at its discretion, call for additional examination of that teacher

by a licensed competent physician chosen by the teacher form a list of three (3) physicians submitted by the Board. The Board shall pay all costs incurred in said examination

D. The Board will establish rules for student conduct:
   1. A copy of the rules shall be provided to all teachers at the beginning of each school year.
   2. Teachers shall be notified of any changes in the rules for student conduct.
   3. Administrators shall work closely with individual teachers to alleviate discipline problems.
   4. The Board shall support teachers in the maintenance of order in the classroom.

E. The following procedures shall be followed for teachers who desire to be voluntarily transferred:
   1. The School Board agrees to post teaching and supplemental vacancies on the district website.
   2. Teachers wishing to be considered for a vacancy and/or change in teaching assignment shall notify the appropriate administrator to indicate interest and make application.
   3. The administrator shall acknowledge receipt of such request from a member of the Bargaining Unit within ten (10) working days.
   4. Teachers currently employed by the district requesting reassignments/transfer/and/or applying to fill instructional vacancies will be given consideration. No assignment of applicants to advertised vacancies in the school district shall be made until all applications of currently employed teachers have been considered.
   5. In situations where new teacher is recommended by an administrator over a returning teacher already assigned to that school and who has applied for the position, the returning teacher shall be advised in writing of reasons for not being given the position, if written request is made by the teacher to the respective Administrator within three (3) teacher days after being notified the position was filled.

F. Involuntary transfers will be made only when deemed necessary and appropriate by the Superintendent on recommendation to the Board, and only after the teacher has been advised by the Superintendent or his/her designee. The teacher will be given three (3) working days' notice, along with the School Board rationale for the transfer. If the involuntary transfer of a teacher from one school to another, results in that teacher being out of field, the School Board shall pay all necessary course tuition and/or certification exams necessary at the State University rate to meet certification at that school.
   1. Teachers who are not satisfied with their placement or assignment, as a result of this involuntary transfer, may apply for other positions within the district.

G. The following procedures shall be used in the selection of volunteers for extended contracts and additional employment.
   1. The Board shall establish its program needs for summer session employment.
   2. Each school shall establish its own procedures for recommendation or after school, summer school, and teachers who teach a seventh period core class, with each department or grade level having opportunity to submit suggestions to the Administrator. If a core class, which would require a teacher to teach a seventh period

becomes available. The principal shall seek a volunteer from those teachers certified to teach the class. No teacher shall be required to teach a seventh period core class. Core classes are defined by the Florida Course Code Directory, Appendix S.

H. Teachers shall be subject to the accepted standards of professional responsibility as set forth in the Code of Ethics of the Educational Profession of Florida Principals of Professional Conduct and policies of the School Board of Wakulla County:
   1. Use of political material for instructional purposes in the classroom is not forbidden, but each teacher must be accountable that the presentation is open-minded, fair, responsible, and respectful of differing opinions of others. Whenever possible such materials will be previewed in advance by the building administrator.
   2. Teachers are entitled to full rights of citizenship, and no religious or political activities of any teacher or lack thereof, shall be grounds for discipline or discrimination with respect to employment of such teacher, provided that such activities do not violate the Constitution and the laws of the United States and/or the State of Florida.
   3. Teachers may present materials and ideas not included in the Board adopted curriculum and textbooks, provided that they receive prior approval from their building administrator. Both parties agree that no legitimate issue of controversy in our society should be excluded from the classroom. However, all sides of controversial issues must be presented and be age and grade level appropriate.

I. The Board agrees to render legal assistance to the extent provided by law (F.S. 1012.26) to any teacher that is complained against or sued as a result of the legal performance of duty, providing that the teacher was found innocent and was acting within the scope of his/her teaching responsibility and is not guilty of willful neglect of duty, gross negligence or improper conduct, as determined by the Board.

J. The Calendar Committee shall be composed of one (1) person from each school selected by the teachers. If after all selections are made and there is not at least one (1) non-instructional person will be appointed by an administrator. Should there not be at least one (1) Association member from each school level (elementary, middle, and high) after all appointments are made, the Association President may appoint one (1) "at large" member for each school level not represented to serve on the Committee.

K. Teachers shall have the right to make suggestions to the Board regarding the school calendar. In no way will this delay the date in which the calendar is set. Teacher suggestions to the school calendar must normally be submitted to the district Calendar Committee.

L. No action against a teacher shall be taken based on a complaint by a parent or student or other individual; nor shall any notice thereof be included in the teacher's personnel file, until the complaint is thoroughly investigated and deemed significant by the administrator. If deemed significant, the administrator will notify the teacher(s) involved, in writing of the accusations and findings, within five (5) calendar days of the conclusion of the investigation.

M. Teachers and the School Board mutually agree that the duties of instructional personnel include responsibilities that can best be accomplished by a teacher at times other than the normal school day. These responsibilities include SACS Committee assignments, comprehensive audits, meetings with program advisory committees, parent-teacher

conferences, P.T.O. meetings, and open house. Those teachers required to work additional hours in an officially assigned capacity as determined by the teacher and the administrator, including carnivals, and if not in a differentiated pay position, will be given an equivalent amount of release time beyond the normal student day at the teacher's respective school. A system will be established by the principal and staff to maintain fair and accurate accounting and documentation.

1. All duties will be assigned by the administrator in a fair and equitable manner.
2. Teachers serving in Differentiated Pay positions that require duty beyond the normal school day or duties/qualifications/expectations beyond the scope of a regular teacher are not excluded from additional duty assignments.
3. Duty assignments, as enumerated above, will be made in a fair and equitable way utilizing the following procedures:
    a. Volunteers for assignment will be requested if deemed appropriate by the administrator.
    b. In the absence of volunteers, assignments will be made by the administrator.
    c. Administrators will not make these assignments in a punitive way.
    d. Administrators may excuse teacher(s) from assigned duty.
    e. Positions on the Differentiated Pay Schedule may be appointed by the administrator when no volunteers are available in lieu of dropping the program. Such appointments would be for one (1) year.

N. Teachers shall be entitled to request a representative of their choice when they have been informed that a meeting has been scheduled with their administrator that may result in disciplinary action. In the interest of all parties, the administrator shall ask the teacher if they want representation. When a request for such representation is made, no action shall be taken with respect to the teacher until such representation is present. Such representation shall be secured within a reasonable time.

O. The Board and the Association agree to jointly plan and provide for new teachers an orientation which includes the Master Contract Agreement. This orientation may be held as a part of the "New Teacher Orientation" which is an annual of pre-school, but in no case later than the eighth week of school.

Article #4: Vacancies & Promotions

A. School administrators must first present all extra-curricular, educational, and sports job openings to teaching staff at their school prior to considering non-instructional staff or external applicants.

B. Every supplemental, academic, and athletic vacancy will be listed on the WCSB job board if school administration is unable to fill the position with an existing staff member at the school.

C. All empty supplement positions must be advertised for five (5) calendar days prior to making an appointment.

D. Summer school hiring will conform to the Department of Education guidelines and Administration suggestions for all openings, but these positions will not be posted on the WCSB job board.

E. When an administrative vacancy occurs, teachers who are currently employed in the county will be given one additional point in the screening process if they are qualified to apply for the position.

Article #5: Association Rights

The parties agree that under Florida law effective as of July 1st, 2023, the language in Article 5A and 5B are null and void. Should the law change and permit the School Board to allow union dues payroll deduction, the parties will meet to reinstate the same language (stricken out below) within thirty (30) days or modify as the law requires.

A. An Association faculty representative shall be given an opportunity at the conclusion of faculty meetings to make brief announcements providing teachers not desiring to remain have been given the opportunity to leave.
B. The Association may post notice of activities and matters of Association concern on a bulletin board, provided in the respective school faculty lounges, specified solely for such use, providing that the materials are seen by the administrator before posting. The Association shall maintain bulletin boards in an orderly and current manner. The Association Building Representative at each school shall be responsible for maintaining the bulletin board.
C. Teachers' mailboxes, district mail and email systems may be used by the Association to communicate with teachers.
D. A copy of all distributed materials shall be provided to the Administrator.
E. The Board agrees to provide the Association with the date and time of School Board meetings. The Administration will notify the Association of any special or emergency meetings of the School Board. A copy of the meeting agenda shall be sent to each school for placement on the faculty lounge bulletin board and a copy will be sent to the Association President.
F. The Association shall have the right to use buildings from immediately after the teacher duty day until closing time of the particular school, providing the Building Administrator is notified in advance as to the time and place of the meetings. Requests to hold meetings at other times will be given the same consideration that is afforded other community groups.
G. Upon request, the Association shall be provided, as soon as is practicable, school assignment, grade level and/or subject areas, and the address of each teacher in the district.
H. Upon proper written authorization by the Superintendent and the Association President or designee, Professional Leave with Pay shall be granted to Association members for the purpose of attending the yearly Florida Education Association Delegates Assembly, State Governance Board and/or Gulf Coast Leadership Conference. Release time for the President and Association Leaders will not exceed fifteen total (15) days per year cumulative. The days are to be coordinated with the School Principal for the mutual benefit of the Association and the District.

I. Legislative and Public Advocacy. A committee appointed by the WCTA president shall be allowed 15 days during the Legislative Session or during committee meetings to lobby for public educational concerns.

Article #6: Teaching Conditions

A. The teacher workday shall be 7.5 hours per day starting the first teacher workday of the 2025-2026 school year. All full-time teachers shall have a minimum of 250 minutes of planning time per week. To the extent possible, all teachers shall have planning time during the student instructional day. If the nature of subject or program requires the instructional schedule to be organized in blocks of time, which makes this provision unworkable, planning time shall still be provided. This provision shall not prevent, nor prohibit Article 12, which includes salary/wages from being reopened for negotiations in future collective bargaining between the parties.
B. Both Parties agree that a quiet, orderly, and well-structured classroom environment is essential in providing successful learning experiences for students. The Board agrees to support teachers and administrators in efforts to minimize unnecessary interruptions/observations to classroom activities.
C. When school is not in session, a teacher may be given access to the building by arranging such access with the Administrator.
D. Faculty meetings in each school may be scheduled as needed and determined by the administrator. Any meeting called to solicit funds from teachers shall be announced in advance, as to the purpose of the meeting. Attendance at such meetings shall be voluntary. When possible and where practicable, the administrator or his/her designee will notify teachers at least one (1) working day before faculty meetings.
E. Private telephone access shall be made available for all confidential calls.
F. Administrators at each school shall designate a room for private conferences with parents and the community.
G. Teachers shall report in writing to their Administrator alleged unsafe or hazardous conditions. Such report shall include the nature of the alleged condition, location and date observed. A copy of the report or action taken by school/district maintenance will be placed in the teacher's box.
H. The School Board agrees to continue the practice of providing custodial services at each school.
I. The School Board agrees to provide a lounge for use by faculty and staff at each school.
J. In the event teachers are utilized to supervise students during their normal lunch period, they will be paid at their hourly rate.
K. If requested, every effort will be made to employ a qualified substitute for all full day teacher absences, if deemed necessary and appropriate by the administrator.
L. The Board shall reimburse a teacher for clothing or other personal items that are damaged or destroyed as a result of assault and/or battery upon him/her suffered in the course of legal performance of his/her assigned duties, unless such loss is covered by insurance or reimbursement is obtained from other sources. Full details of the incident that allegedly caused the damage and/or destruction shall be reported immediately to

the Administrator along with evidence, where practicable, of clothing or other personal item damage for which reimbursement is being requested. All disciplinary actions regarding assaults upon teachers shall be administered in compliance with the adopted Code of Student Conduct.

M. Teachers shall maintain the right and responsibility to determine grades and other evaluations of students within the grading policy of the District, based upon his/her professional judgement and documentation.
N. A teacher shall be permitted to use necessary and reasonable force to quell a disturbance, to protect him/her or others from possible injury, to restrain a disruptive student, or to protect personal and/or district property.

Article #7: Wakulla County Instructional Employees Performance Evaluation System

A. The parties view the primary purpose of the evaluation system is to increase student learning growth by improving the quality of instructional service. The parties further recognize the importance and value of developing a procedure for assisting and evaluation the progress and success of both newly employed and experienced personnel. In addition, the system must support and promote school improvement, focus on student growth and achievement, provide for parent input when appropriate and establish criteria for continuous quality improvement of the professional skills of instructional personnel, which will result in measurable student growth. Therefore, the parties agree that the procedures for teacher evaluation shall become a part of the contract and consistent and in compliance with the educational philosophy of the Wakulla County School System, the Instructional Employee Performance Appraisal System, F.S. 1012.34 and F.S. 1012.335, The Student Success Act.
B. A copy of the formal evaluation criteria and group and/or individual orientation to the evaluation process shall be given to newly employed and returning instructional personnel at each school within the first eight (8) weeks of school or prior to the first observation. Formal evaluation shall be conducted according to the Wakulla County Instructional Employees Performance Appraisal System and F.S. 1012.335, The Student Success Act.
C. The formal evaluation procedure shall not be construed to prohibit Administrators from unannounced visits to teacher classrooms during the school day.
D. The following contract language will be subject to re-openers and review within one (1) year from its full implantation upon request by either party. The Teacher Evaluation System (TES) includes both formative and summative aspects. The formative aspect of the model promotes professional growth through teacher self-assessment, walkthroughs, goal setting and professional reflection. The summative aspect of the model uses classroom observations (both formal and informal), teacher conferences with the Supervising Administrator, deliberate practice goals and the attainment of student achievement gains.
    1. Definitions:

a. State assessments: Any standardized state approved assessment for a given subject.
b. District assessments: A standardized district created and/or approved assessment for a given subject.
c. Vale Added State Model (VAM): Formula developed by the state to measure student-learning growth.
d. Learning targets: Locally agreed upon goal measurement of student progress.
e. Teacher Evaluation System (TES): The term for the overall evaluation of a Wakulla certified employee.
f. Performance Improvement Plan (PIP): A process afforded to teachers to support performance concerns as identified in TES.

2. General Rules:
   a. State assessments will be substituted for district assessments or learning targets as they become available. Teachers, whose students take the new Florida Standards Assessment (FSA), other standardized assessments, including nationally recognized standardized assessments, industry certification examinations and district-developed or district-selected end-of-course assessments (EOCs), will be influenced by extraneous variables and random variances on student results.
   b. Pursuant to s. 1012.34 (3) (a) 1, one-third (33%) of the performance evaluation will be based upon data and indicators of student performance. This portion of the evaluation will include growth or achievement data of the teacher's students.
   c. For all instructional personnel, the percentage of the evaluation is based on the instructional practice criterion as outlined in s. 1012.34 (3) (a) 1. F.S. will be adjusted to sixty-six percent (66%).
   d. For all instructional personnel, a third metric, parent input will be included and will be one percent (1 %) of the overall evaluation. The following will be included in the annual parent input survey:
      i. The teacher has communicated effectively with me this school year.
      ii. The teacher has provided effective instruction for my child this school year.
      iii. Please include additional comments.

      A teacher may OPT IN to a ten percent (10%) Deliberate Practice metric in lieu of the parent input survey. If a teacher decides to OPT IN, he/she must notify the School Principal and present Deliberate Practice Goals no later than December 15th of each school year. If the Deliberate Practice Option is selected the instructional practice percentage will be adjusted to fifty seven percent (57%).
   e. No transfer of layoff decisions will be made solely based on student growth and achievement:
      i. Teachers on a Professional Improvement Plan (PIP) at the time this language is ratified will continue to be evaluated on the PIP. Failure to respond to informal discussions, or problems requiring immediate notice, are the primary reasons for using the Professional Improvement Plan (PIP).

E. Teacher Evaluation Systems (TES)
   1. Category 1 Teachers: First Year Teachers (Probationary Annual Contract- PAC)

a. All probationary contract teachers will be considered to be in Category 1 of the TES.
b. Prior to the first observation, the teacher shall be familiarized with TES.
c. The approved evaluation form(s) for Category 1 teachers will be in The Wakulla County Teacher Evaluation Handbook, available online at the district website.
d. With the exception of those teachers terminated during their probationary contracts, all Category 1 teachers must be evaluated at least twice during the first year of employment.
e. During the first twenty (20) workdays from a teacher's hire date, teachers may request a formal observation.
f. During the probationary contract year, the employee may be dismissed without cause or may resign from the contractual position without breach of contract.
g. Any Category 1 teacher must receive at least two (2) formal observations, four (4) information observations and two (2) evaluations.

2. Category 2 Teachers: Annual Contract (AC) Teachers
   a. All annual contract teachers, who are not probationary contract teachers (teachers newly hired in the district); will be considered to be in Category 2 of TES.
   b. Prior to the first observation, the teacher shall be familiarized with the TES.
   c. Category 2 teachers will be evaluated at least once annually.
3. Category 3 Teachers: Professional Service Contract (PSC) and Continuing Contract (CC) Teachers
   a. Any Continuing Contract (CC) or Professional Service Contract (PSC) teacher will be considered to be a Category 3 teacher.
   b. Prior to the observation, the teacher will be familiarized with the evaluation instruments, forms, and procedures.
   c. Each PSC or CC teacher will receive at least one (1) performance evaluation each year.
   d. Administrators will complete a full evaluation using the approved forms and processes.
   e. If a Principal/Site Administrator fails to observe a teacher's classroom based upon the approved Instructional Evaluation System Summative Evaluation/Observation Table, the teacher's rating on the administrative evaluation portion of the evaluation will default to "Highly Effective" and Human Resources will be notified of the default by the teacher.
4. Category 4 Teachers: Teachers with 1 + years of service with an overall Needs Improvement or Unsatisfactory evaluation rating from the previous year.
   a. Any teacher receiving an unsatisfactory rating on any one or more Domains MUST receive a Professional Improvement Plan. This is not the same as an "Overall Unsatisfactory" where a teacher is placed on performance probation.
   b. Any Category 4 teacher with 1+ years of service with an overall Needs Improvement or Unsatisfactory evaluation rating from the previous year, must receive at least two (2) formal observations, four (4) informal observations and two (2) evaluations.

c. An employee notified of unsatisfactory performance may request an opportunity to be considered for a transfer to another appropriate position, with a different supervising administrator.
d. Any proposed termination due to failure to successfully complete a NEAT/Performance Probation process will be subject to the grievance and arbitration process as defined in Article X of this Agreement or a hearing held by the Department of Administrative Hearings (DOAH).
e. Evaluation Responsibilities, The School Principal may assign responsibility of observing selected teachers to his/her Assistant Principal(s) and/or Dean of Students. If so, the Assistant Principal and/or Dean of Students shall have input on the summative evaluation.
f. Copies of the Evaluation Report, if the teacher declines to sign a completed TES evaluation form, he/she shall, within ten (10) days, provide a rebuttal to be attached to the evaluation. A shall not be requested nor required to sign a blank or incomplete evaluation form. A teacher's signature om the form merely acknowledges receipt of the document and not necessarily agreement with its content.

Article #8: Personnel Files

A. Public school system employee personnel files shall be maintained according to the following provisions:
   1. Except for materials pertaining to work performance or such other matters that may cause for discipline, suspension, or dismissal under laws of this State, no derogatory materials relating to an employee(s) conduct, service, character, or personality shall be placed in the personnel file of such employee.
   2. No anonymous letter or anonymous materials shall be placed in the personnel file.
   3. Materials relating to work performance, discipline, suspension, or dismissal must be reduced to writing and signed by the administrator who knows the facts and makes the judgement.
   4. No such materials may be placed in a personnel file unless they have been reduced to writing within forty-five (45) calendar days, exclusive of the summer vacation period, of the school system administration becoming aware of the facts reflected in the materials.
   5. Additional information related to such written materials previously placed in the file maybe appended to such materials to clarify or amplify them as needed.
   6. A copy of such materials to be added to an employee personnel file shall be provide to the employee either:
      a. By certified mail, return receipt requested, to his/her address of record; or
      b. By personal delivery. The employee's signature on a copy of the materials to be filed shall be proof that such materials were given to the employee, with the understanding that such signature merely signifies receipt and does not necessarily indicate agreement with its content.

7. An Employee has the right to answer in writing any such materials placed in his/her personnel file and have the response attached to the related documents.
8. Upon request, an employee, or any person designated in writing by the employee shall be permitted to examine the personnel file of such employee. The employee shall be permitted to reproduce any materials in the file at a cost of no greater than five (5) cents per page.
9. The term personnel file as used in this article means all records, information, data, or materials maintained by a public school system in any form or retrieval system whatsoever, with respect to any of its employees which is uniquely applicable to the employee whether maintained in one or more locations.
10. Provisions for this article shall be consistent with Florida Statute (F.S.)1012.31.

Article #9: Reduction in Personnel

A. In the event the Board determines that the number of employees shall be reduced and shall have to choose from among personnel as to which should be retained, employees shall be released in the following order:
   1. Pursuant to Florida Statute Section 1012.35 (5), within the program areas, subject areas in elementary schools) or other positions in which the reduction shall take place, the order of layoff of employees within the affected positions shall be based on annual performance evaluations and needs within the instructional program as follows: For example the employee with the lowest performance evaluations shall be the first to be released; the employee with the next lowest performance evaluations shall be the second to be released; and reductions shall continue in like manner until the needed number of reductions have occurred.
   2. In the event that two (2) or more employees have equal ratings on performance evaluations, the following additional criteria shall be used to determine, in prior order, in which reductions shall proceed:
      a. Employees not holding certificates in the area in which they are teaching. This provision shall not apply to employees who have been teaching out of field and working toward certification during all or a portion of the two (2) school years prior to layoff.
      b. Employees having the least amount of service in the Wakulla County School District; however, District service prior to a hiatus of more than two (2) years in District employment shall not count as service for this purpose.
      c. Employees with the lowest level of educational degree.
      d. Employees with the least amount of services outside the District.
B. Written notice of layoff will be provided to the affected teachers at least thirty (30) days prior to the effective date of the layoff.
C. Recall and reinstatement of benefits shall be inverse order based upon the teacher being best qualified for the available opening, according to School Board Policy 6.39.

Article #10: Grievance Procedure

A. Any claim by a member of the Bargaining Unit that there has been a Violation of any provision of this agreement may be processed as a grievance as hereinafter provided.

B. Definitions:
   1. The Equity Coordinator is the person designated to oversee compliance of the Florida Educational Equity Act, Title IX of the Educational Amendments, Section 504 of the Rehabilitation Act of 1973, ADA, and the Federal Vocational Guidelines. The term "Equity Coordinator" may be substituted for "Supervisor" throughout this policy. The Equity Coordinator may be contacted as an initial point of filing a grievance in lieu of the Supervisor when the alleged violator is the person designated as the initial point of contact.
   2. The Supervisor is the Administrator to whom the employee reports for work assignments and job-related instruction.

C. Purpose:
   1. The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems or grievances which may from time to time arise.
   2. Both parties agree that these proceedings should be kept as informal and confidential as may be appropriate at any level of the procedure.
   3. Nothing contained herein should be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the Administration or with any appropriate representative of the Association.

D. Procedures:
   1. At level one, any employee may orally and informally confer with his/her immediate Supervisor.
   2. If, as a result of the informal discussion with the immediate Supervisor, a grievance still exists, the employee may invoke a formal grievance by submitting a signed and completed grievance form to the immediate Supervisor not later than ten (10) working days after the alleged incident took place.
   3. Within ten (10) working days of receipt of the grievance, the immediate Supervisor shall meet with the Grievant in an effort to resolve the grievance. A written disposition of the grievance shall be filed with the Superintendent, Grievant and the Association within five (5) working days after such a meeting takes place. This concludes level two.
   4. If the grievance is unresolved at level two, within five (5) working days the aggrieved employee may request a review of the disposition of the grievance by the Superintendent. This request shall be in writing and should include a copy of the grievance form and a chronology of events up to the date the grievance is filed with the Superintendent. The Superintendent shall render his decision in writing to the Grievant, and the Association within five (5) working days. This will exhaust level three.
   5. If the Grievant is still unsatisfied at the conclusion of level three after the Superintendent has rendered his decision in writing, the Grievant may submit a request that the grievance be presented to the School Board no later than the next regularly scheduled meeting, providing that the request for the School Board hearing

of the grievance was made in accordance with the requirement for School Board meeting agenda preparation. The School Board will render a final decision within ten (10) working days following the meeting. The Board's disposition shall be published in writing to the Grievant and the Association. Its decision shall be final as to local disposition of the grievance. This will conclude level four.

6. Through all levels the aggrieved employee may be accompanied by a Representative of his/her own choosing. Both parties will cooperate by making information available to each other. Records of the grievance shall be maintained.
7. Should the Grievant disagree with the Board's decision, the grievance shall be transmitted to arbitration before an impartial Arbitrator. If the parties cannot agree to the arbitrator within ten (10) working days from the notification that arbitration will be pursued, the arbitrator shall be selected from a panel of nine (9) submitted to the parties by the FMCS. The parties shall have no power to alter, add to, or modify the terms of this Agreement. The Board and the Association shall not be permitted to assert in such arbitration proceedings any ground, or rely on any evidence, not previously disclosed to the other party.
    a. The Board and the Association shall share equally the fees and expenses of the arbitrator.
    b. The time limits provided in this article shall be strictly observed but may be extended by written agreement to the parties. Whenever a holiday, illness, or other incapacity of the grievant prevents attendance at a grievance meeting, the time limits shall be extended to such time that the Grievant can be present. When such grievance meetings and conferences are held during school hours, all employees whose presence is required shall be excused with pay for that purpose.
    c. Adjustment of any grievance as described herein shall not be consistent with the provision of this agreement.
8. The parties will cooperate in the investigation of any grievance and provide all pertinent information as may be requested for the processing of any grievance. No reprisals of any kind shall be taken against any party in interest participating in the grievance procedure. No recordings dealing with the processing of any grievance shall become a part of the personnel files of the individual teachers.

Article #11: Leave

A. Unpaid Sick Leave: Teachers who have exhausted accumulated sick leave may be granted unpaid sick leave at the discretion of the Board.
B. Military Leave: Military leave shall be granted to an employee who is required to serve in the Armed Forces of the United States or of the State of Florida in fulfillment of the obligations incurred by membership in the reserves of the Armed Forces or the National Guard. When an employee enters voluntarily into any branch of the Armed Services for temporary or extended term of service, military leave shall be granted at the discretion of the Board after taking into consideration the needs of the district. An employee may be granted military leave for extended active duty without prejudice; provided, that an application for re-employment is filed within six (6) months following the date of

discharge or release from active duty. The Board shall have reasonable time, not to exceed six (6) months, to reassign the employee to duty. Compensation allowed during military leave shall not exceed seventeen (17) days as provided in Section 115.07, Florida Statutes.

C. Extended Personal Leave: Any teacher desiring extended personal leave shall make a written application for such leave. The teacher shall not be entitled to compensation while on extended leave. All extended leave may be granted at the discretion of the Board. When on approved unpaid leave, benefits with Wakulla County Schools may be continued by paying the entire premium (employee portion plus the Board contribution).
   1. No leave shall be granted at one time for a period greater than one (1) year and cannot extend beyond the end of the current fiscal year. Any teacher who has been granted extended leave shall be responsible for initiating a request for return to duty by April 1st of the current year.
   2. The type of leave to be considered under extended personal leave sections may include but is not limited to:
      a. Family Medical Leave: Prior to the filing of an application for family leave, the teacher and Principal shall meet to discuss the commencement date for such leave.
      b. Leave for Political Campaign: A teacher who desires personal leave to seek election to office shall file an application for leave. The Board will grant such leave for the duration of the political campaign. Such leave shall be without compensation.
      c. Professional Leave: A teacher who desires personal leave to return to school, or otherwise pursue additional professional training, shall file an application for such leave. Such leave shall be without pay.
      d. The time limits provided in this article shall be strictly observed but may be extended by written agreement to the parties. Whenever a holiday, illness, or other incapacity of the grievant prevents attendance at a grievance meeting, the time limits shall be extended to such time that the Grievant can be present. When such grievance meetings and conferences are held during school hours, all employees whose presence is required shall be excused with pay for that purpose.

D. Paid Leave: Sick Leave
   1. Any teacher employed on a full-time basis shall be entitled to four (4) days of sick leave at the beginning date of first employment, during each contract year. Thereafter, full-time teachers shall accrue one (1) day of sick leave for each month of employment which shall be credited to the teacher at the end of the month, and which may not be used prior to the time it is earned and credited to the teacher. No teacher may earn more than one (1) day of sick leave times the number of months of employment during the regular school year. However, teachers employed on an 11 month or 12- month contract shall earn one (1) additional day of sick leave for each month of full-time employment. Any leave charged against accrued sick leave shall be with full compensation. Permanent part-time teachers shall accrue leave on the same basis as full-time teachers, adjusted to the number of hours they teach. Such leave shall be taken only when the person is unable to perform his/her duty during the

regular school year because of personal illness or illness or death of father, mother, brother, sister, husband, wife, child, or other close relative by blood relationship of affinity or member of his/her household. Full-time teachers may utilize accrued sick leave for pregnancy. The School Board may withhold the average daily amount for any sick leave days used but not earned by the employee if the employee terminates employment.

2. A claim for sick leave shall be filed through the Administrator to the Superintendent, by no later than five (5) calendar days after the teacher returns to duty. The claim shall be in writing and shall set forth days absent. It shall be duly signed by the claimant certifying that the facts are true and correct and that the claim is valid and legal.
3. Teachers shall be entitled to transfer sick leave credit from the most recent place of employment in other Florida School Districts and the Department of Education provided that the days transferred in do does not exceed days earned in Wakulla School District.
4. Pursuant to F.S. 1012.61 (2) (e) 2, a teacher may authorize the use of their accrued sick leave by a district employee. Sick leave donated cannot be used until all the individual's sick leave has been depleted, excluding sick leave in any existing Sick Leave Bank, if the recipient participates in a Sick Leave Bank. Donated sick leave have no terminal pay value.

E. Illness-in-the-line-of-Duty
   1. Any teacher shall be entitled to a maximum of ten (10) days of illness-In-the-line-of-duty leave each school fiscal year when unable to perform his/her duties because of personal injury in the discharge of his/her duties or because illness from a contagious or infectious disease contracted in his/her work. Such leave shall be non-cumulative from year to year and, when approved by the Board, shall be used before charging any absence to regular accrued sick leave, provided that the following conditions are met:
      a. The Administrator or the Superintendent shall be notified within twenty-four hours of when the injury or illness occurs.
      b. The employee shall file a written claim signed by the Administrator for attachment to the payroll report for the period in which illness or injury occurred.
      c. In case of injury, a certificate from a physician may be required and in case of a claim relating to a contagious or infectious disease, the teacher shall file a statement from a licensed physician certifying that the contagious or Infectious disease was contracted at school during the time the teacher was engaged in schoolwork.
      d. After determining that the claim correctly states the facts and is valid, the Board will approve the leave.
      e. Any Worker's Compensation payment received by the teacher while on compensable leave shall be deducted from his/her gross salary or the check received from Worker's Compensation shall be endorsed to the Board.

f. Any teacher granted leave as herein provided who has used the ten (10) days as provided by law shall have the next twenty (20) days charged to accumulated leave or receive Worker's Compensation. After thirty (30) days the School Board may grant up to twenty (20) days additional leave as herein prescribed.
   i. The teacher shall file a certificate signed by a licensed physician stating that the teacher is unable to return to duty because of the injury or illness for which the initial leave is granted.
   ii. The teacher shall agree to file a medical report at such intervals as the Superintendent may direct showing that he/she is unable to perform his/her regular job with the district as soon as reasonable within medical restrictions.
   iii. The teacher shall not engage in any type of full-time work for which he/she receives renumeration. If a teacher has a part time job all wages earned must be reported to the district while out on illness-in-the-line-of-duty or Worker's Compensation. The teacher has an obligation to return to his/her regular job with the district as soon as reasonable within medical restrictions.
   iv. When the above conditions and requirements are met, the teacher may be allowed up to twenty (20) days additional illness-in-the-line-of-duty leave as determined by the Board; provided, that the person is under contract during the time such leave is granted, and any payment is made.
   v. In extreme cases, the Board may consider additional illness-in-the-line-of-duty leave.

F. Leave for Jury Duty and Legal Process
   1. An employee of the Board who is summoned as a member of a jury panel may be granted temporary duty leave. Any jury fees may be retained by the employee. The Board shall not reimburse the employee for meals, lodging, and travel expenses incurred while serving as a juror.
   2. An employee who is subpoenaed as a witness, not involving personal litigation, may be granted temporary duty leave. Any witness fees may be retained by the employee. The Board shall not reimburse the employee for meals, lodging, and travel expenses incurred while serving as a witness.
   3. When an employee is subpoenaed in line of duty to represent the Board as a witness or defendant, he/she may be granted temporary duty leave, since his/her appearance in such cases shall be considered a part of his/her job assignment. The employee may retain any fees received from the court. In the event no fees are received from the court, he/she may be paid per diem and travel expenses.
   4. In no case shall temporary duty leave with pay be granted for court attendance when an employee is engaged in personal litigation. In such cases, an employee may request personal leave.

G. Temporary Duty Elsewhere Leave
   1. Temporary Duty Elsewhere Leave with pay may be granted to teachers for the purpose of:
      a. Attending and/or participating in professional meetings, educational Workshops, seminars, or conferences sponsored by professional organizations, colleges,

universities, or government or private agencies concerned with educational matters.

b. Visitation for the purpose of observing techniques and programs.

2. The School Board agrees to provide funds for normal expenses for Temporary Duty Elsewhere leave. It is understood that normally only one (1) member of a department or grade level may attend any, one (1) such meeting at District expense. The Superintendent may approve exceptions. Teachers will be expected to give adequate notification on the proper forms. The Board will supply forms which will be available from the Administrator. Further, teachers may be requested to report the nature of professional meetings attended and give a resume of the program.
3. All teachers requesting Temporary Duty Elsewhere shall apply through their Administrator or to the Superintendent, who shall make the determination as to approval or disapproval of said application. The application shall be endorsed by the Applicant, Administrator, and the Superintendent.

H. Personal Leave
   1. A teacher may use up to six (6) days of accrued sick leave for personal reasons:
      a. Personal leave requests must be submitted to the administrator two (2) days, before leave is to commence.
      b. When personal leave is used in events of personal emergency, the teacher should complete the required form immediately upon return to duty.
      c. Personal leave should not be granted to more than ten percent (10%) of the faculty at any school or on a given day. Exceptions require Administrator and Superintendent approval.

I. Bereavement Leave: All full-time Wakulla County School Board employees who have completed their probationary period of at least one (1) complete year may be granted Bereavement Leave of three (3) paid days leave in the event of a death in their immediate family. The immediate family is defined as a spouse, parent, sibling, child, grandparent, grandchild, mother-in-law, father-in-law, brother-in-law, or sister-in-law. Bereavement leave shall be non-cumulative from year to year and will only be paid for scheduled workdays. The use of bereavement leave does not prevent the employee from taking sick leave or leave without pay.

J. Sick Leave Bank is established for voluntary participation by members of the bargaining unit effective November 1, 1993, and administered pursuant to and contingent upon the following rules:
   1. The sick leave bank was activated with a minimum of 100 days.
   2. Membership Eligibility and Enrollment Procedures:
      a. A teacher must have completed one (1) full contract year in the Wakulla County School System.
      b. A teacher must have an accumulation of eight (8) days of sick leave on record to join the sick leave bank.
      c. An application (see appendix E) for entrance into the sick leave bank must be requested by the eligible teacher from the sick leave bank representative at each respective school.
      d. The applicants leave status must be verified by the appropriate district personnel.

3. Enrollment Periods and Effective Dates
    a. Initial enrollment of new members may take place when the eligibility criteria in #2 above are met.
    b. Subsequent year enrollment will be automatic unless a letter requesting withdrawal from the sick leave bank is submitted to the Personnel Department of the School District on or before September 1st of the school year.
4. Member required contribution to the Sick Leave Bank
    a. Each member, upon acceptance, must contribute one (1) day of sick leave to the bank. Any sick leave pooled pursuant to this article shall be removed from accumulated sick leave balance of the teacher donating such leave and shall not be available to the donating teacher as sick leave.
    b. In the event the balance of days falls below sixty (60), the WCTA will be notified, and all participating members shall be required to contribute one additional day to the bank. Any member failing to contribute shall be terminated from membership in the sick leave bank.
    c. Should a member not have a day to contribute when this additional assessment is required, the first available sick leave day earned by the member shall be contributed or the member shall be removed from membership.
5. Member withdrawal from Sick Leave Bank: A sick leave bank participant may terminate membership at any time but shall not be able to withdraw any sick leave days contributed.
6. Dissolution of the Sick Leave Bank: If permitted by applicable law and regulations, upon failure of the sick leave bank, the days remaining in the bank shall be divided as equally as possible among the active members.
7. Sick Leave Bank Administration: A Committee composed of three (3) sick leave bank participants shall be appointed to administer the sick leave bank. Members of the committee shall be appointed by the WCTA President or his/her designee.
8. Responsibilities of the Sick Leave Bank Committee:
    a. The committee shall have the responsibility for monitoring participating member's sick leave requests for the following purposes:
    b. To ensure that participating members show responsibility in using their own personal sick leave.
    c. To take the necessary precautions to preclude abuse by members.
    d. To make the final (and binding) decision in the awarding of days from the sick leave bank.
    e. To consult and comply with procedures developed by the School Board regarding identifying and recording contributions by members.
    f. To provide appropriate School Board personnel completed applications of Bargaining Unit members requesting entry into the sick leave bank.
9. Rules for using days from the Sick Leave Bank
    a. Sick leave drawn from the bank by participating members shall be for said member's prolonged illness, accident, or injury. An illness is considered prolonged when there is no reasonable expectation the member will be able to return to employment within one (1) month of the date of application to draw days or

where due to unexpected complications, the injury causes the member to be physically disabled for one (1) or more months.

b. No participant shall be eligible to use the sick leave bank until he/she has exhausted all personally accrued sick and annual leave.
c. Any member wishing to use the bank must have been a member of the bank for a minimum of thirty (30) days prior to the contraction of the illness unless waived by the committee.
d. No participant shall be eligible to use the sick leave bank until he/she has been absent for at least ten (10) consecutive days of which at least five (5) consecutive days have been without pay.
e. A member applying for days from the bank must file a letter of application with the committee. The letter of application must be accompanied by a physician's statement certifying the illness of disability and the length of anticipated illness or disability. The member must certify in the letter of application the date leave begins, the date sick leave will be exhausted, the date on which sick leave from the bank would commence (if granted) and the necessity for extended leave. The committee reserves the right to request a second medical opinion at the expense of the applicant.
f. Members shall be eligible to draw in ten (10) day increments from the bank for anyone (1) illness, injury, accident, or complication thereof. A maximum of sixty (60) sick leave days per school year can be utilized. Sick leave bank days may not be used for maternity leave except in the case of major complications.
g. All cases will be reviewed by the Sick Leave Bank Committee when the twentieth (20) continuous day of benefits has been reached. At this time, the Committee may require additional medical certification.

10. Penalty for Abuse or misuse of the Sick Leave Bank by a member: If a member is found to have abused the sick leave bank, he/she shall repay the days drawn from the bank and be subject to such other disciplinary action as determined to be appropriate by the School Board.
11. Indemnification: The Wakulla Classroom Teachers Association and a member of the Bargaining Unit shall indemnify and save the Wakulla County School Board harmless against and from any and all claims, demands, suits or other forms of liability that may arise out of or by reason of action taken, or not taken, by the School Board for the purpose of granting this procedure for teachers to use the sick leave bank.

Article #12: Salary and Benefit

A. The Instructional Salary Schedule shall be in compliance with applicable Florida Law. Notwithstanding any further changes to the agreed upon 2025-2026 salary adjustment will be as reflected in the 2025-2026 salary schedule.
   1. Salaries for teachers shall be paid in twelve (12) equal payments according to the payroll schedule under the following conditions:
      a. There will be no deductions in the August check, or the last check issued in June.

b. Effective July 1, 2008, all teachers shall be required to be paid through direct deposit at the financial institution of their choice.
c. Summer school checks will be paid at the end of each month.

2. Deductions for teachers during the regular school term for absences not covered by the provision of this agreement shall be made at the rate of 1/1470 of the annual contractual salary per hour.
3. The salary of teachers employed in summer school as extended year teachers, after school remediation or to teach a seventh period core class, as designated by Appendix S of the Course Code Directory, shall be paid at their regular hourly rate. Teachers employed to teach a seventh period will be paid for a minimum of one (1) hour and will not be required to stay beyond the end of the regular school day.
4. Supplements for Advanced Degrees:
   a. Advanced Degree Supplement for Instructional Personnel hired before July 1, 2011, and other salary pay class changes require a WMIS PR 298-Credit for Advanced Degree Recommendation Form to be completed by the Principal or Program Coordinator then forwarded to the Director of Human Resources (HR). The HR Director alerts the Payroll Department of the Pay Class change. If all paperwork is in order at the time the contract of a new hire is completed, then the certified contract will indicate the advance degree status. If paperwork is not in order, the certified contract will reflect the basic bachelor's degree status. An employee has ninety (90) calendar days to apply for advanced degree pay from the receipt date of degree confirmation. Retroactive pay will be from the date of confirmation or the beginning of the fiscal year, whichever is less. Failure to apply within the first ninety (90) calendar days after receipt of degree confirmation will result in pay being retroactive to the date of application.
   b. Advance Degree Supplement for Instructional Personnel hired on or after July 1, 2011: Pursuant to F.S. 1012.22, credit for an advanced degree supplement will be given to all teachers with a degree in an education related field and that same field is included on their active FL DOE educator's certificate as a coverage area.
   c. Advanced Degree Supplements:
      1. Master's Degree - Add $2,200 to computed bachelor's degree.
      2. Specialist Degree - Add $2,700 to computed bachelor's degree.
      3. Doctorate Degree - Add $3,200 to computed bachelor's degree.

B. Any teacher who must use his/her personal automobile in duties routine to the job as requested and approved by the Administrator and not in a supplemental position, will be reimbursed at the rate set by the School Board. Such mileage reimbursement shall not include routine mileage where a teacher's assignment necessitates travel between schools.
C. The Board agrees to continue to make available for teacher purchase, comprehensive health, and life insurance coverage, providing participation meets minimums as required by the insurance carrier. Purchase of such coverage shall be through payroll deduction after proper authorization has been received by the Board from the teacher. The Board contribution to employee will be $6,112.40 for the single plan, $9,089.50 for the employee plus spouse, $6,490.80 for the employee plus child, and $17,918.60 for the

family plan for the current school year. The Board agrees to purchase at no cost to the employee a $50,000 term life insurance policy.

1. A Wakulla County Insurance Committee consisting of three (3) members appointed by the teacher's bargaining unit and three (3) members appointed by the Superintendent shall be established to investigate insurance alternatives and make recommendations to the Board and their respective members. The mutual goal of the committee is to work to better understand the health insurance structure, factors which might impact the rates and potential plan savings or alterations. The committee shall convene in January of each year and shall report its findings to each party prior to regularly scheduled March Board meeting. The committee shall be advisory in nature and devise its own internal working procedures. Should the committee not convene and make recommendations as required, the Board shall proceed, as it deems appropriate in matters relating to its insurance provisions.

D. The Board will continue to make insurance contributions for employees on approved Family Medical Leave even if it is unpaid sick leave, provided that the employee remits their share of premium to the Board.

E. Each new teacher may receive credit on initial placement salary schedule in Appendix A for previous teaching experience in the State of Florida or other teaching experience in a Pre-K-12 school accredited by a recognized accrediting agency in an amount up to twenty-five (25) years, as determined by the Chief Human Capital Officer or Director of Human Resources, on the recommendations of the Superintendent.

F. The school calendar for the current school year is as set forth in Appendix E. The Teacher work year is the student year plus holidays and ten (10) days. All instructional personnel shall have six (6) paid holidays.

G. The Board agrees to provide each participant in the Comprehensive Health and Life insurance plan with a policy describing coverage and conditions of insurance within sixty (60) calendar days after enrollment in the plan.

H. The Supplemental Pay Schedule will be set forth in Appendix C.

I. A teacher shall be entitled to terminal pay for unused accumulated sick leave at the time of retirement, or to his/her beneficiary if service is terminated by death.

1. Terminal pay shall be computed at the daily rate of pay for the teacher at the time of retirement or death. Teachers who terminate employment due to death, disability, retirement, early retirement, and during the first year of eligibility for normal retirement, shall be compensated for their unused sick leave as determined by the percentage of compensation listed in Column 'A' in the benefit schedule shown below.
2. Teachers who terminate employment due to normal retirement after their first year of eligibility shall be compensated for their unused sick leave as determined by the percentage of compensation listed in Column 'B' in the benefits schedule shown below.
3. Normal retirement: for employees enrolled prior to July 1, 2011, is six years of creditable service and age 62 or 30 years of creditable service regardless of age. For employees, initially enrolled on or after July 1,2011, normal retirement is eight years of creditable service and age 65 or 33 years of creditable service regardless of age. "Normal Retirement", for those employees enrolled in the Florida Retirement System

Public Employee Optional Retirement Program (investment plan) prior to July 1,2011 is defined as having completed thirty (30) years of creditable service regardless of age. Those employees enrolled after July 1,2011 is defined as having completed thirty-three (33) years of service or having completed one (1) year of creditable service and reached age 62.

Benefit Schedule **A (% of Compensation)** **B**

Years of Service in Wakulla School System	First year eligible for: Normal retirement, Death of employee, Early Retirement, Disability Retirement	After first year eligible for normal retirement
1-3	35%	18%
4-6	40%	20%
7-9	45%	23%
10-15	50%	25%
16+	94%	50%

4. Any person entitled to terminal pay benefits shall have under contract or elected to render services for the period immediately preceding retirement or death and shall not be under suspension from duty or have any charges pending which could result in dismissal from employment.
5. Effective July 1, 2004, employees who retire during the year they initially become eligible for normal retirement or before June 30, shall receive an additional one (1%) percent per year of employment with the Wakulla County School Board to a maximum of thirty (30%) percent of their annual salary if such retirement is to be effective no later than June 30th of that school year and if written notice Is received by March 1st of that school year. Employees who are granted a disability retirement shall receive terminal pay totaling one (1 %) percent per year of employment with the Wakulla County School Board to a maximum of thirty (30%) percent. Employees who begin service with the Wakulla County School Board on or after July 1, 2004, shall not be eligible for this benefit.
6. Employees will be notified by the Wakulla County Payroll Department during their last year before reaching normal retirement of the terminal benefit provisions of this contract and their eligibility to retire or retire and enter the DROP Program.
7. Employees will be notified by the Wakulla County Payroll Department during last year before the completion of the DROP Program of their options upon completion of the DROP Program.

J. The annual salary of employees on 12-month contracts shall be 120% their base annual salary.

K. Any full-time teacher employed part-time in the Adult and Community Education program as a part-time instructor activity leader will be paid at an hourly rate equal to the hourly rate of a beginning teacher on the placement schedule in Appendix A.
L. In-service workshops, curriculum development workshops and instructional IEPs which require the teacher to work beyond the regular work hours will be paid $20.00 per hour. Teachers hired in professional development roles similar to teacher coaches and Boot Camp presenters, who are used to train or support the needs of schools and/or teachers, will be paid $20.00 per hour.
M. Any licensed clinical Social Workers (LCSW) shall receive a $2000.00 supplement.
N. The cost of applying for additional fingerprinting beyond initial employment, recertification, and certification additions will be paid for by the school district.
O. Critical Shortage Areas
    1. A two thousand ($2000.00) supplement shall be paid to each teacher working in a critical shortage area as designated by Wakulla County School Board upon recommendations of the Superintendent. Critical shortage areas are defined as two (2) consecutive job postings not resulting in a return of highly qualified candidates as defined by Florida DOE and/or as defined by the State Course Code Directory, Appendix S.
P. Any teacher assigned to a Title 1 eligible school will be given a salary supplement equal to fifty dollars ($50) per year.
Q. Any teacher assigned to an "F" or "D" rated school will be given a salary supplement equal to five hundred dollars ($500) per year.
R. ESE teachers who either teach in a self-contained classroom and/or write a minimum equal of fifteen (15) IEPs per year, will be provided one (1) day every nine (9) weeks to complete required paperwork and/or to hold IEP meetings. ESE teachers who work in self-contained classrooms or write at least 30 IEPS per year will get an additional one (1) day off each nine (9) weeks for paperwork or IEP meetings. Teachers may be provided with a substitute for the day or receive an additional payment equal to their daily rate of pay. The District ESE department will verify each teacher's caseload. The teacher will work with the Administrator(s) to select an appropriate day to plan. Planning may take place at a school location or at the district office. The teacher may select either location. Teachers will not be pulled or used for other duties except in cases of emergencies. Additional planning time will be provided if unexpected emergencies take place.
S. Elementary teachers responsible for directly instructing students who are working towards earning CTE certification will be paid $6.25 per certificate earned.
T. Any teacher assigned to a PreK through post-secondary self-contained classroom that is primarily established to serve students identified as EBO or with Autism and has three (3) or more students identified as EBD or Autistic who are placed in the class identified to serve EBO/Autism/Behaviorally challenged students will be given a salary supplement equal to five thousand ($5,000) dollars. The VPK Program of Wakulla County School Board provides teachers with a reduced tuition cost of $10.00 per day.
U. Teachers who are asked to supervise students during their regular lunch period will be paid at their hourly rate.

V. Beginning with the first payroll cycle of the contracted year, the teacher retention salary increases that were negotiated in the 2021-2022 school year will be added to the base salary for each current teacher who is receiving it. In no circumstances shall an employee's annual salary be reduced from this action.

Article #13: Miscellaneous

A. Should any provision of this Agreement be declared illegal by a court of competent jurisdiction or as a result of State or Federal legislation, said provision shall be automatically modified by mutual agreement of the parties to the extent it violates that law, but the remaining provisions shall remain in effect for the duration of this Agreement, if not affected by the deleted provision.
B. The provisions of this Agreement shall be incorporated into and be considered part of the establishment policies of the Board as it relates to the Bargaining Unit only.
C. Any individual contract between the Board and an Individual teacher shall be made expressly subject to the terms of this Agreement. If an individual contract contains any language inconsistent with this Agreement, the "Agreement" language shall override the individual contract.
D. This Agreement titled "Agreement between the Wakulla Classroom Teachers Association and the School Board of Wakulla County" shall be posted on the district website by the Board within ten (10) working days after the Agreement is ratified. The Board shall notify all teachers currently employed or upon employment where on the district website the contract is posted.
E. Parties agree that the salary and differentiated pay schedule will be effective upon ratification of this Agreement by the Bargaining Unit and School Board. All other articles will become effective on the date of ratification.

Article #14: Terms of Agreement

A. The effective date and duration of this Agreement between the Wakulla Classroom Teachers Association and The Wakulla County School Board are as shown below:
    1. The New Hire Initial Placement Schedule (Appendix A), the Supplemental Pay Schedule (Appendix C), and the formula for salary adjustments (Appendices B and B1) and all other benefits provided by the School Board to the Bargaining Unit as shown in Article 12 (Salary and Benefits) shall be effective upon ratification by both the Bargaining Unit and the School Board and shall expire June 30, 2026.
    2. All other articles of this Agreement shall be effective on the date of ratification by the Bargaining Unit and the School Board and shall expire June 30th, 2026.
    3. This Agreement shall not be extended orally, and it is expressly understood that it shall expire as shown above.
    4. Parties agree that on or before June 1 of each contract year, negotiations will be reopened on:

a. Article 12 (Salary and Benefits) to include the Initial Placement Schedule for New Hires, the Annual Adjustment Salary Formula and Differential/Supplemental Pay Scheduled Adjustment Formula; Appendices A, B, B1 and C respectively.
b. Each party may re-open a total of two (2) existing items involving no more than two (2) articles, and
c. New or amended Florida Statutes which mandate change in the provisions specified in this Collective Bargaining Agreement.

WCTA:

Chief Negotiator

WCTA President

Wakulla County School Board:

Chief Negotiator

Chief Negotiator

Superintendent

Chairman of the board

Date: 8/17/2026

Appendix A



WAKULLA COUNTY SCHOOL BOARD
2026-2027 INSTRUCTIONAL SALARY SCHEDULE

Completed Year of Service	BACHELOR'S DEGREE	MASTER'S DEGREE
0-24	$ 47,750.00	$ 49,950.00
25	$ 48,250.00	$ 50,450.00

Completed Year of Service	Speech-Language/Occupational/Physical Therapist
0-15	$ 57,000.00
16-above	$ 60,000.00

Aviation Instructor	$ 58,000.00

Degree	Advanced Degree Differentiated Pay
Master's Degree	Add $2,200 to computed Bachelor's Degree
Specialist Degree	Add $2,700 to computed Bachelor's Degree
Doctorate Degree	Add $3,200 to computed Bachelor's Degree

- The annual salary of employees on 11-month contracts shall be 110% their base annual salary.
- The annual salary of employees on 12-month contracts shall be 120% their base annual salary.

Appendix B

WAKULLA COUNTY SCHOOL DISTRICT
PERFORMANCE SALARY SCHEDULE FOR
INSTRUCTIONAL PERSONNEL 2026-27

Highly Effective Factor: y

Enter ratio between Effective and Highly Effective
(.50-.75)y

Enter a COLA $ amount compared to Effective
NOTE: Must be 50% or less of the Effective raise
-

Based on the above factors and funds available for Teacher Salary Increase:

Highly Effective Teachers will receive a $1.67 raise

Effective Teachers will receive a $1.25 raise

Instructional personnel who retain their PSC/CC will receive the following performance pay*:

Highly Effective Teachers will receive a $1.33

Effective Teachers will receive a $1

* In accordance with Section 1012.22(1).c.5.b.(I), Florida Statutes, the annual salary adjustment under the performance salary schedule for an employee rated as highly effective must be at least 25 percent greater than the highest annual salary adjustment available to an employee of the same classification through any other salary schedule adopted by the district.

Appendix C

WAKULLA COUNTY SCHOOL DISTRICT

2026-27 Supplemental Salary Schedule

Compensation will be prorated over a ten month period.To calculate monthly amount, divide amount by 10. Example: A $1,900 supplement would be paid over 10 checks at $190. All supplements are subject to FICA, Medicare, and retirement. Employees will only receive payment for the months in which they are formally appointed and actively serving in the position.

BASE SALARY	TOTAL SUPPLEMENTS	TOTAL SUPPLEMENT BASE COST	TOTAL SUPPLEMENT COST
$47,750	343	$ 612,274.38	$ 742,321.45

Code		# of Positions	Amount $	% of Base	Total District Cost
SAC01-08	**ELEMENTARY**				
ACADEMICS					
SAC01	Textbook Manager	4	$ 2,387.50	5.00%	$ 9,550.00
SAC02	Odyssey of the Mind Sponsor	4	$ 1,910.00	4.00%	$ 7,640.00
SAC02	Peer Educator/Mentor	10	$ 1,910.00	4.00%	$ 19,100.00
SAC02	School Improvement Chair	4	$ 1,910.00	4.00%	$ 7,640.00
SAC02	Social Media Manager	4	$ 1,910.00	4.00%	$ 7,640.00
SAC03	Volunteer Coordinator	4	$ 1,432.50	3.00%	$ 5,730.00
SAC04	Optimist Club Sponsor	4	$ 1,193.75	2.50%	$ 4,775.00
SAC04	Wellness Coach	4	$ 1,193.75	2.50%	$ 4,775.00
SAC05	Art Club Sponsor	4	$ 955.00	2.00%	$ 3,820.00
SAC05	Event Coordinator	4	$ 955.00	2.00%	$ 3,820.00
SAC05	Musician Club Sponsor	4	$ 955.00	2.00%	$ 3,820.00
SAC05	Odyssey of the Mind Assistant	4	$ 955.00	2.00%	$ 3,820.00
SAC05	STEM/Science Involvement	4	$ 955.00	2.00%	$ 3,820.00
SAC05	Student Council Sponsor	4	$ 955.00	2.00%	$ 3,820.00
SAC05	Team Lead (9 per school)	36	$ 955.00	2.00%	$ 34,380.00
SAC05	Yearbook Sponsor	4	$ 955.00	2.00%	$ 3,820.00
SAC09-17	**MIDDLE SCHOOL**				
ACADEMICS					
SAC09	Textbook Manager	2	$ 2,387.50	5.00%	$ 4,775.00
SAC10	Odyssey of the Mind Sponsor	2	$ 1,910.00	4.00%	$ 3,820.00
SAC10	Peer Educator/Mentor	10	$ 1,910.00	4.00%	$ 19,100.00
SAC10	School Improvement Chair	2	$ 1,910.00	4.00%	$ 3,820.00
SAC10	Social Media Manager	2	$ 1,910.00	4.00%	$ 3,820.00
SAC10	Student Council Sponsor	2	$ 1,910.00	4.00%	$ 3,820.00
SAC11	National Junior Honor Society Sponsor	2	$ 1,671.25	3.50%	$ 3,342.50
SAC12	Volunteer Coordinator	2	$ 1,432.50	3.00%	$ 2,865.00
SAC12	Yearbook Sponsor	2	$ 1,432.50	3.00%	$ 2,865.00
SAC13	Activities Coordinator	2	$ 1,193.75	2.50%	$ 2,387.50
SAC13	Academic Team Coordinator	2	$ 1,193.75	2.50%	$ 2,387.50
SAC13	Optimist Club Sponsor	2	$ 1,193.75	2.50%	$ 2,387.50
SAC13	Wellness Coach	2	$ 1,193.75	2.50%	$ 2,387.50

8/14/2026

Code		# of Positions	Actual $	% of Base	Total District Cost
SAC14	Kagan School Coordinator	2	$ 1,074.38	2.25%	$ 2,148.75
SAC15	Team Lead (7 per school)	14	$ 955.00	2.00%	$ 13,370.00
SAC16	Assistant Student Council Sponsor	2	$ 477.50	1.00%	$ 955.00
SAC17	Science Fair Coordinator	2	$ 358.13	0.75%	$ 716.25
ARTS					
SAC10	Band Director	2	$ 1,910.00	4.00%	$ 3,820.00
SAC10	Cheerleading Sponsor	2	$ 1,910.00	4.00%	$ 3,820.00
SAC13	Drama Sponsor	2	$ 1,193.75	2.50%	$ 2,387.50
SAC15	Art Club Sponsor	2	$ 955.00	2.00%	$ 1,910.00
SAC16	Assistant Drama Sponsor	2	$ 477.50	1.00%	$ 955.00
SAT01-04					
ATHLETICS					
SAT01	Head Football Coach	2	$ 2,865.00	6.00%	$ 5,730.00
SAT02	Athletic Director	2	$ 2,387.50	5.00%	$ 4,775.00
SAT03	Assistant Football Coach	6	$ 1,910.00	4.00%	$ 11,460.00
SAT03	Head Baseball Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT03	Head Basketball Coach (Boys/Girls)	4	$ 1,910.00	4.00%	$ 7,640.00
SAT03	Head Cross-Country Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT03	Head Soccer Coach (Boys/Girls)	4	$ 1,910.00	4.00%	$ 7,640.00
SAT03	Head Softball Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT03	Head Track Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT03	Head Volleyball Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT03	Head Wrestling Coach	2	$ 1,910.00	4.00%	$ 3,820.00
SAT04	Assistant Basketball Coach (Boys/Girls)	4	$ 955.00	2.00%	$ 3,820.00
SAT04	Assistant Soccer Coach (Boys/Girls)	4	$ 955.00	2.00%	$ 3,820.00
SAT04	Assistant Volleyball Coach	2	$ 955.00	2.00%	$ 1,910.00
SAT04	Assistant Wrestling Coach	2	$ 955.00	2.00%	$ 1,910.00
SAT04	Assistant Baseball Coach	2	$ 955.00	2.00%	$ 1,910.00
SAT04	Assistant Softball Coach	2	$ 955.00	2.00%	$ 1,910.00
SAT04	Assistant Track Coach	2	$ 955.00	2.00%	$ 1,910.00
SAC18-29	HIGH SCHOOL				
ACADEMICS					
SAC20	First Robotics Sponsor	1	$ 3,342.50	7.00%	$ 3,342.50
SAC21	Junior Class Sponsor	2	$ 2,626.25	5.50%	$ 5,252.50
SAC21	Senior Class Sponsor	3	$ 2,626.25	5.50%	$ 7,878.75
SAC22	Culinary Arts Catering Sponsor	1	$ 2,387.50	5.00%	$ 2,387.50
SAC23	Public Relations Coordinator	1	$ 2,148.75	4.50%	$ 2,148.75
SAC24	Peer Educator/Mentor	10	$ 1,910.00	4.00%	$ 19,100.00
SAC24	School Improvement Chair	1	$ 1,910.00	4.00%	$ 1,910.00

Code		# of Positions	Actual $	% of Base	Total District Cost
SAC24	Social Media Manager	1	$ 1,910.00	4.00%	$ 1,910.00
SAC24	Student Council Sponsor	1	$ 1,910.00	4.00%	$ 1,910.00
SAC24	Yearbook Sponsor	1	$ 1,910.00	4.00%	$ 1,910.00
SAC24	Textbook Manager	2	$ 1,910.00	4.00%	$ 3,820.00
SAC25	Volunteer Coordinator	1	$ 1,432.50	3.00%	$ 1,432.50
SAC26	Academic Team Coach	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Activities Coordinator	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Black History Coordinator	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Interact Club	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Model U.N. Sponsor	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	National Honor Society	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Optimist Club Sponsor	1	$ 1,193.75	2.50%	$ 1,193.75
SAC26	Wellness Coach	1	$ 1,193.75	2.50%	$ 1,193.75
SAC27	Science Head/Materials Coor.	1	$ 1,074.38	2.25%	$ 1,074.38
SAC28	WKLA Sponsor	1	$ 955.00	2.00%	$ 955.00
SAC28	Volunteer Foreign Exchange Coor.	1	$ 955.00	2.00%	$ 955.00
SAC28	Future Educators of America Sponsor	1	$ 955.00	2.00%	$ 955.00
SAC28	Assistant Student Council Sponsor	1	$ 955.00	2.00%	$ 955.00
SAC28	Team Lead	10	$ 955.00	2.00%	$ 9,550.00
SAC29	Spanish Club/French Club	2	$ 477.50	1.00%	$ 955.00
ARTS					
SAC18	Band Director	1	$ 6,207.50	13.00%	$ 6,207.50
SAC19	Assistant Band Director	1	$ 3,820.00	8.00%	$ 3,820.00
SAC19	Drama Sponsor	1	$ 3,820.00	8.00%	$ 3,820.00
SAC30	Varsity Cheerleader Sponsor	1	$ 2,865.00	6.00%	$ 2,865.00
SAC23	JV Cheerleading Sponsor	1	$ 2,148.75	4.50%	$ 2,148.75
SAC24	Percussion Line Assistant	1	$ 1,910.00	4.00%	$ 1,910.00
SAC24	Winds Ensemble Assistant	1	$ 1,910.00	4.00%	$ 1,910.00
SAC24	Color Guard Director	1	$ 1,910.00	4.00%	$ 1,910.00
SAC25	Dance Team Coach	1	$ 1,432.50	3.00%	$ 1,432.50
SAC26	Drama Assistant	1	$ 1,193.75	2.50%	$ 1,193.75
SAT05-11					
ATHLETICS					
SAT05	Athletic Director	1	$ 7,162.50	15.00%	$ 7,162.50
SAT05	Head Football Coach	1	$ 7,162.50	15.00%	$ 7,162.50
SAT06	Assistant Athletic Director	1	$ 6,207.50	13.00%	$ 6,207.50
SAT07	Head Varsity Basketball Coach (Boys/Girls)	2	$ 4,775.00	10.00%	$ 9,550.00
SAT07	Head Varsity Volleyball Coach	1	$ 4,775.00	10.00%	$ 4,775.00
SAT07	Head Varsity Wrestling Coach	1	$ 4,775.00	10.00%	$ 4,775.00
SAT07	Head Varsity Baseball Coach	1	$ 4,775.00	10.00%	$ 4,775.00
SAT07	Head Varsity Soccer Coach (Boys/Girls)	2	$ 4,775.00	10.00%	$ 9,550.00

Code		# of Positions	Actual $	% of Base	Total District Cost
SAT07	Head Varsity Softball Coach	1	$ 4,775.00	10.00%	$ 4,775.00
SAT07	Head Track & Field Coach (Boys/Girls)	2	$ 4,775.00	10.00%	$ 9,550.00
SAT08	Assistant Varsity Football Coach	6	$ 3,820.00	8.00%	$ 22,920.00
SAT08	Head JV Football Coach	1	$ 3,820.00	8.00%	$ 3,820.00
SAT09	Head Varsity Golf Coach	2	$ 2,865.00	6.00%	$ 5,730.00
SAT09	Head Varsity Tennis Coach	2	$ 2,865.00	6.00%	$ 5,730.00
SAT09	Head Weightlifting Coach (Boys/Girls)	2	$ 2,865.00	6.00%	$ 5,730.00
SAT09	Head Varsity Cross-Country Coach (Boys/Girls)	2	$ 2,865.00	6.00%	$ 5,730.00
SAT09	Head Girls Wrestling Coach	1	$ 2,865.00	6.00%	$ 2,865.00
SAT09	Head Girls Flag Football Coach	1	$ 2,865.00	6.00%	$ 2,865.00
SAT09	Head Beach Volleyball Coach	1	$ 2,865.00	6.00%	$ 2,865.00
SAT10	Assistant JV Football Coach	3	$ 2,626.25	5.50%	$ 7,878.75
SAT10	Assist. Varsity Basketball Coach (Boys/Girls)	2	$ 2,626.25	5.50%	$ 5,252.50
SAT10	Head JV Basketball Coach (Boys/Girls)	2	$ 2,626.25	5.50%	$ 5,252.50
SAT10	Assistant Varsity Volleyball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Head JV Volleyball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Assistant Varsity Wrestling Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Head JV Wrestling Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Assistant Varsity Soccer Coach (Boys/Girls)	2	$ 2,626.25	5.50%	$ 5,252.50
SAT10	Head JV Soccer Coach (Boys/Girls)	2	$ 2,626.25	5.50%	$ 5,252.50
SAT10	Assistant Varsity Baseball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Head JV Baseball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Assistant Varsity Softball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Head JV Softball Coach	1	$ 2,626.25	5.50%	$ 2,626.25
SAT10	Assistant Track & Field Coach (Boys/Girls)	2	$ 2,626.25	5.50%	$ 5,252.50
SAT11	Assist. JV Basketball Coach (Boys/Girls)	2	$ 2,148.75	4.50%	$ 4,297.50
SAT11	Assistant JV Volleyball Coach	1	$ 2,148.75	4.50%	$ 2,148.75
SAT11	Assistant JV Wrestling Coach	1	$ 2,148.75	4.50%	$ 2,148.75
SAT11	Assistant JV Soccer Coach (Boys/Girls)	2	$ 2,148.75	4.50%	$ 4,297.50
SAT11	Assistant JV Baseball Coach	1	$ 2,148.75	4.50%	$ 2,148.75
SAT11	Assistant JV Softball Coach	1	$ 2,148.75	4.50%	$ 2,148.75
SAT11	Assistant Weightlifting Coach (Boys/Girls)	2	$ 2,148.75	4.50%	$ 4,297.50
SAT11	Assistant Girls Flag Football	1	$ 2,148.75	4.50%	$ 2,148.75
SAT11	Assistant Beach Volleyball Coach	1	$ 2,148.75	4.50%	$ 2,148.75
SAC34-35	**WAKULLA INSTITUTE**				
ACADEMICS					
SAC34	Peer Educator/Mentor	1	$ 1,910.00	4.00%	$ 1,910.00
SAC34	School Improvement Chair	1	$ 1,910.00	4.00%	$ 1,910.00
SAC35	Wellness Coach	1	$ 1,193.75	2.50%	$ 1,193.75

Code		# of Positions	Actual $	% of Base	Total District Cost
SAC31-32	DISTRICT-WIDE				
SAC31	Special Olympics Coordinator	1	$ 955.00	2.00%	$ 955.00
SAC32	Assistant Special Olympics Coordinator	1	$ 477.50	1.00%	$ 477.50

ADDITIONAL INFORMATION

The maximum number of paid Varsity Assistant Coaches is as follows:
Football - 6
Baseball - 1
Basketball 1

The maximum amount of paid JV/Middle School Coaches is as follows (including Head Coach):
Football - 4
Baseball - 2
Basketball - 2

Varsity Sports:
Other Major - Volleyball, Soccer, Softball, Baseball, Boys Wrestling, and Track
To qualify for a full supplement, a Varsity Head Coach must have a fully scheduled season as defined by FHSAA and begin practice (hour minimum) from the first allowed day.
Minor Sports - Golf, Tennis, Weightlifting, Cross-Country, Girls Wrestling, Girls Flag Football, Beach Volleyball

The salary of teachers employed in the summer school as extended year teachers, after school remediation, or to teach a seventh period core class as defined by Florida Course Code Directory, Appendix S, shall be paid at their regular hourly rate.

Gifted Instructional Program:
A $1,500 supplement shall be paid to each assigned teacher of the gifted who has at least one gifted student enrolled in their class. The supplement will be prorated when there is no gifted student enrolled in that teacher's classroom. A prorated supplement shall be paid if a gifted student is enrolled one day during the payroll period.

Appendix D

SCHOOL BOARD OF WAKULLA COUNTY OFFICAL GRIEVANCE FORM

Name of Grievant: _____ Date Filed: _____

Assignment: _____ School: _____

Step 1: _____ Step 2: _____ Step 3: _____

Contract citations and date of alleged violation:

Statement of grievance:

Relief sought:

Signature of Grievant: _____ Date: _____

Signature acknowledging receipt of grievance form:

_____	_____	_____
Grievant Number	Date Received	Signature of receiving Official

_____

Title

Appendix D1

WAKULLA COUNTY SCHOOL DISTRICT OFFICAL GRIEVANCE DISPOSITION FORM

For use by the Principal, and/or Superintendent/Designee

To: _____,

Your grievance filed on _____ with assigned number_____

has been received at Step _____ and determination has been made as follows:

_____ _____

Date Signature

_____

Title

Signature(s) indicating receipt by, and/or delivery to Grievant and date thereof:

_____ _____ _____

Date Grievant Person Delivering to Grievant

Appendix E

Sick Leave Bank Membership Form

WAKULLA SICK LEAVE BANK

MEMBERSHIP/AUTHORIZATION

I would like to participate in the Wakulla County School Board sick leave bank. I authorize the school to transfer one (1) day of accumulated sick leave to the teacher's sick leave bank.

Name: _____

Employee ID number: _____

School: _____

Date: _____

Signature: _____

A sick leave bank was established for voluntary participation by members of the instructional bargaining unit effective November 1, 1993, and amended October 2002. (Article 11 (E), WCTA Master Contract).
Wakulla County School Board

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

WAKULLA
SCHOOL DISTRICT

WAKULLA COUNTY SCHOOL CALENDAR
2026 — 2027

July
2 Independence Day Holiday

August
3-7 Pre-Planning /Inservice(10 & 9 1/2 Month Personnel)
10 Students and 9 Month Personnel Return/Early Release

September
7 Labor Day Holiday

October
9 End of 1st Nine Weeks
12 Teacher Planning/Inservice Day (No Students)

November
11 Veterans' Day Holiday
23-27 Thanksgiving Holidays (All Personnel and Students— Holiday begins at end of day on 11/20)

December
18 Early Release/End of 2nd Nine Weeks/ End of Semester 1
21-31 Winter Holiday (All Personnel and Students — Holiday begins at end of day on 12/18)

January
1 Winter Holiday (All Personnel and Students)
4 Teacher Planning/Inservice Day (NO Students -10 & 9 1/2 Mo.Personnel Return)
5 Students and 9 Month Personnel Return
18 Martin Luther King, Jr. Holiday (All Personnel and Students)

February
15 Presidents' Day Holiday (All Personnel and Students)

March
12 Early Release/End of 3rd Nine Weeks/Teacher Planning & Inservice
15-19 Spring Break (begins at the end of the day on 3/12 - All Personnel and Students)
22 Teacher Planning/Inservice Day (NO Students -10 & 9 1/2 Mo.Personnel Return)
23 Students and 9 Month Personnel Return
29 Spring Holiday

April

May
20 GRADUATION
25 Early Release
26 Early Release/End of 4th Nine Weeks/End of Semester
27-28 Post Planning
31 Memorial Day Holiday (12 Month Personnel)

Possible unplanned closure make up days to be determined as needed 11/23, 24/2026; 5/26, 27, 28, 29/2027

January 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MEMORANDUM OF UNDERSTANDING

Between

Wakulla County School Board (WCSB)

And

Wakulla Classroom Teachers Association (WCTA)

Section 1: Hold Harmless Provision for Health Insurance

I. Purpose

This Memorandum of Understanding (MOU) is entered into by and between the Wakulla County School Board (WCSB) and the Wakulla Classroom Teachers Association (WCTA) to memorialize the agreement regarding health insurance benefits for employees.

II. Agreement

The Wakulla County School Board agrees to maintain health insurance coverage for all eligible employees at a level equivalent to that provided during the prior contract year.

For the 2026-2027 school year, there shall be no increase in employee health insurance premium rates.

Signature and Date: _____
Richard Myhre
Superintendent, Wakulla County School

Signature and Date: _____ 6/22/26
Lori Sandgren
Chief Human Capital Officer, WCSB

Signature and Date: _____
Cassandra Johnson
President, Wakulla Classroom Teachers Association

Signature and Date: _____ 6/22/26
Jessica Slusher
Vice President, Wakulla Classroom Teachers Association

Signature and Date: _____
Matt Theobald, FEA representative

Proposed Math EOC Incentive Stipend for the 2025–2026 and 2026–2027 School Years

Algebra

Grade Level	Previous FSA Score	Amount In $
7	All	20
8-12	5	20
8-12	4	30
8-12	3	40
8-12	2	50
8-12	1	60
8-12	UNK	40

Per Section	225	18	4050

Geometry

Grade Level	Previous FSA Score	Amount In $
8	All	10
9-12	5	10
9-12	4	15
9-12	3	20
9-12	2	25
9-12	1	30
9-12	UNK	20

Per Section	150	27	4050

Algebra IB teachers will receive $225 per section for the 2025–2026 and 2026–2027 school years.

Geometry teachers will receive $150 per section for the 2025–2026 and 2026–2027 school years.

MDT

Memorandum of Understanding (MOU)

The Wakulla County School Board ("WCSB") and the Wakulla Classroom Teachers Association ("WCTA") hereby agree to amend the 2026–2027 Supplemental Pay Schedule as outlined in the negotiated supplement review document dated July 15, 2026, including approved title changes, position eliminations, new supplemental assignments, supplement percentage adjustments, and agreed-upon counterproposals affecting elementary, middle, high school, Wakulla Institute, and District Office positions. All approved changes shall become effective upon ratification by both parties and shall remain in effect unless modified through future collective bargaining or mutual written agreement of the parties. New supplemental list is attached.

The parties also agree to the Math EOC Incentive Stipend program for the 2025–2026 school year, with retroactive payment, and for the 2026–2027 school year using the same incentive structure and payment amounts for Algebra and Geometry teachers. Under the current program, Algebra teachers receive $225 per section and Geometry teachers receive $150 per section, consistent with the negotiated Math EOC bonus proposal that is attached.

Signature and Date: 7-15-26
Richard Myhre
Superintendent, Wakulla County School

Signature and Date 7/15/26
Lori Sandgren
Chief Human Capital Officer, WCSB

Signature and Date 7/15/26
Krista Sharin
Chief Financial Officer

Signature and Date: 7/15/26
Cassandra Johnson
President, Wakulla Classroom Teachers Association

Signature and Date: 7/15/26
Jessica Slusher
Vice President, Wakulla Classroom Teachers Association

Signature and Date: 7/15/26
Matt Theobald, FEA representative

WAKULLA COUNTY SCHOOL BOARD

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Richard Myhre
Superintendent

Edward Hand
District I

Angela Nichols
District II

Cale Langston
District III

Joshua Brown
District IV

Laura Lawhon
District V

MEMORANDUM OF UNDERSTANDING (MOU)

May 11, 2026

This Memorandum of Understanding ("MOU") is entered into by and between the Wakulla County School Board ("School Board") and the Wakulla County Teacher Association ("WCTA").

Purpose
The purpose of this MOU is to outline the agreement between the School Board and the Wakulla Teacher Association regarding the distribution of remaining donation funds collected for the Teacher of the Year Gala. The funds collected totaled $6000.00 from community members, with remaining funds left over $3,022.82.

as chosen by their respective school site. MOT

Funds and Distribution Any remaining donation funds from the Teacher of the Year Gala will be divided equally among the 8 selected recipients. Each will receive $351.00 but will pay their portion of FICA ($26.85) resulting in a net payment of $324.15 to be included in their June 2026 paycheck. The distributed funds are intended as recognition and appreciation for the Teachers of the Year and may be used at the discretion of each recipient.

Term of Agreement
This MOU shall become effective upon execution by both parties and shall remain in effect until the distribution of all remaining donation funds has been completed.

Wakulla County School Board	Print Name:	Title:	Signature:	Date:
	Richard Myhre	Superintendent		05/11/2026
	Krista Sharin	Chief Financial Officer		05/11/2026
	Lori Sandgren	Chief Human Capital Officer		05/11/2026
Wakulla County Teacher Association	Matthew Theobald	FEA Association: Service Unit Director		05/11/2026
	Cassandra Johnson	WCTA President		05/11/2026
	Jessica Slusher	WCTA Vice-President		05/11/2026

MEMORANDUM OF UNDERSTANDING

Between the Wakulla County School Board and the Wakulla Classroom Teachers Association

Class Size Overage Stipend For the 2026-2027 School Year:

Elementary School:

When the grade level (core classes) overall class average exceeds more than 4 students over the class size requirements during any given pay period (K-3=18/4-5=22), every teacher in that grade level (core classes) will receive $120 (1/10 of the annual $1200 stipend) for that monthly pay period.

Middle School:

When a teacher's overall (core academic) schedule class average exceeds more than 5 students over the class size requirements during any given pay period (6 grade-8 grade=22), the teacher will receive $120 (1/10 of the annual $1200 stipend) for that monthly pay period.

High School:

When a teacher's overall (core academics) schedule class average exceeds more than 5 students over the class size requirements during any given pay period (9 grade-12grade=25), the teacher will receive $120 (1/10 of the annual $1200 stipend for that monthly) pay period.

Richard Myhre, Superintendent: 7-29-26

Krista Sharin, Chief Financial Officer: 7/29/26

Lori Sandgren, Chief Human Capital Officer: 7/29/26

Cassandra Johnson, WCTA President: 7/29/26

Jessica Slusher: WCTA Vice- President: 7/29/26

Matthew Theobald, FEA Representative: 7/29/26

MEMORANDUM OF UNDERSTANDING

Between the Wakulla County School Board and the Wakulla Classroom Teachers Association

Purpose

The purpose of this MOU is to set forth the agreed salary increases for eligible instructional bargaining unit employees as reflected in the Parties' salary proposal discussions.

Salary Increases

Upon ratification and School Board approval, eligible employees shall receive the salary increase applicable to their hire-date category as shown below.

Employee Hire-Date Category	Salary Increase / Adjustment
Hired before July 1, 2011	**$1,800**
Hired on or after July 1, 2011 and on or before June 30, 2021	**$1,500**
Hired on or after July 1, 2021 and on or before June 30, 2025	**$1,200**
Hired on or after July 1, 2025 and on or before June 30, 2026	**$1,200**
Hired on or after July 1, 2026	**Beginning base salary increased to $47,750 (+$250)**

Salary Schedule and Payroll Implementation

The salary schedule and payroll records shall be updated as needed to reflect the applicable increases. Any required retroactive payment, proration, or payroll adjustment shall be processed in accordance with WCSB payroll procedures and applicable law.

Effective Date

This MOU shall become effective upon ratification by WCTA and approval by the Wakulla County School Board, unless otherwise stated by the Parties in writing.

Signed Date: July 29th, 2026

Richard Myhre, Superintendent: 7-29-26

Krista Sharin, Chief Financial Officer: 7-29-26

Lori Sandgren, Chief Human Capital Officer: 7-29-26

Cassandra Johnson, WCTA President: 7/29/26

Jessica Slusher: WCTA Vice- President: 7/29/26

Matthew Theobald, FEA Representative: 7/29/26

MEMORANDUM OF UNDERSTANDING

Wakulla County School Board (WCSB)
and
Wakulla Classroom Teachers Association (WCTA)

Regarding
2026-2027 Teacher Salary Increase Allocation (TSIA Funds)

PURPOSE

This Memorandum of Understanding ("MOU") is entered into between the Wakulla County School Board (WCSB) and the Wakulla Classroom Teachers Association (WCTA) to establish the agreed-upon method for distribution of Teacher Salary Increase Allocation (TSIA) funds for the 2026–2027 fiscal year in accordance with legislative implementing language and applicable Florida law.

LEGISLATIVE AUTHORITY (TSIA FUNDING)

The parties acknowledge the implementing language of the Florida Legislature for TSIA funds for the 2026–2027 fiscal year as follows:

"$201,388,752 is provided for school districts and charter schools to provide salary increases to full-time classroom teachers and certified prekindergarten teachers funded in the Florida Education Finance Program with at least ten years of full-time teaching experience in a Florida public school. The amount of such an increase may not exceed $3,000. If a school district has any funds remaining after providing the salary increases, the school district must use these funds to provide salary increases to instructional personnel or for increased costs related to personnel compensation and provide a report to the department by January 1, 2027, on the expenditure of such funds."

FACTORS AND FUNDING

The parties further acknowledge the following:

- The total TSIA funds appropriated to WCSB for 2026–2027 are $347,465, less the amount for charter schools.
- The estimated number of eligible teachers with at least ten (10) years of full-time teaching experience in a Florida public school is approximately 129 employees.
- The per-teacher allocation is not expected to exceed the statutory cap of $3,000 per eligible teacher.

AGREED-UPON DISTRIBUTION METHOD

The Wakulla County School Board and the Wakulla Classroom Teachers Association agree as follows:

1. TSIA funds for the 2026–2027 school year will be equally distributed among eligible instructional personnel, as stated in the Florida Statue.
2. To be eligible, an employee must:
    - Have at least ten (10) years of full-time teaching experience in a Florida public school, and
    - Have been employed by WCSB on or before July 1st, 2026, and
    - Be returning to employment with WCSB for the 2026–2027 school year.

Nothing in this agreement prevents either party from negotiating salaries outside of the TSIA allocation. This agreement shall remain in effect solely for the 2026–2027 fiscal year TSIA allocation and shall expire upon full distribution of funds and completion of statutory reporting requirements.

Executed on this day, 22nd of June 2026

Lori Sandgren, Chief Human Capital Officer
Wakulla County School District

Richard Myhre, Superintendent
Wakulla County School District

Cassandra Johnson
Wakulla County Teacher Association
President

Matt Theobald
FEA Representative

Jessica Slusher
Wakulla County Teacher Association
Vice President