

WATERVILLE-ELYSIAN-MORRISTOWN SCHOOLS

WATERVILLE, MINNESOTA

2025-2027 TERMS AND CONDITIONS OF EMPLOYMENT

FOR

BUS DRIVERS

BENEFIT PROVISIONS

I. <u>Salary Schedule:</u>	<u>2025-2026</u>	<u>2026-2027</u>
Regular Route Year 1	—	\$20,240.00
Regular Route Year 2+	\$21,020.00	\$21,740.00
Shuttle Route	\$ 7200.00	—
Noon Route:	\$32.61/hour	\$33.73/hour
Co-Curricular/Field Trip	\$21.92/hour	\$22.67/hour
Workshops	\$21.92/hour	\$22.67/hour
Waseca/Faribault Spec. Ed. Shuttle	\$32.61/hour	\$33.73/hour
Shop	\$25.00/hour	\$25.00/hour

Regular route drivers hired prior to June 1, 2026 will receive \$3600 added to their yearly salary to offset the pay reduction from the removal of shuttle routes.

Bus Drivers, where a Commercial Driver's License for employment is needed, will receive a \$1500 stipend upon the completion of their 5th year of Bus driving service with the WEM school district.

Additional \$300 in 16th year in district
Additional \$300 in 21st year in district
Additional \$300 in 26th year in district
Additional \$300 in 31st year in district
Additional \$300 in 36th year in district
Additional \$300 in 41st year in district
Employee needs to claim on Wage Verification Form
Paid ½ on December 15th and ½ on May 15th

Salary is based on 173 school year driving days and allows for one snow day. Noon route is based on 137 driving days.

II. Section 1: Paid Time Off (PTO):

Subd. 1: A PTO allowance of 9 days with pay shall be granted each Driver in the employ of the School District. Annual PTO shall accrue monthly as it is earned on a proportionate basis to the employee's work year.

Subd. 2: 3 days of PTO advanced to new drivers at beginning of year.

The Faribault Special Education Route will earn 1 PTO for each month driving during the summer

Subd. 3: Unused PTO days may accumulate to a maximum credit of sixty (60) days of PTO per employee.

Subd. 4. PTO leaves of three (3) or more consecutive days must be submitted for approval at least seven(7) days in advance. If notice is less than seven (7) days, approval may be made at the Superintendent's discretion.

Subd. 5: PTO pay allowed shall be deducted from the PTO balance earned by the employee.

Subd. 6. PTO pay shall be approved only upon an approved Electronic submission.

Subd. 7. Notification of earned PTO will be electronically.

Section 2. Vacation: A bus driver who drives a route 12 months a year shall receive one week of paid vacation for the 12 month route only after the first year and through their fifth year. Two weeks will be granted after 5 consecutive years of service.

Section 3. Jury Duty: A bus driver who serves jury duty while school is in session shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the school district less mileage.

Section 4. Worker's Compensation: Pursuant to M.S. 176, an employee injured on the job in the service of the School District and collecting worker's compensation insurance, may draw PTO and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from PTO balance. That fraction of the days covered by insurance is not eligible for accrual of PTO.

Section 7: Life Insurance: Bus Drivers will be provided \$3,000 life insurance paid by the School District beginning with the 1992-93 school year – subject to carrier provisions. Current carrier provisions require 20 hours a week of employment.

Section 8. Holiday Pay: Bus Drivers will be paid at their regular rate of pay according to the normal number of hours worked for: Thanksgiving Day, and Christmas Day. Athletic shuttles will receive holiday pay if worked preceding school day.

Section 9. Retirement Payout: If the employee retires after twenty (20) years of consecutive service with the District, the District will pay 60 days at 25% of the daily bus route rate. Bus Driver employees hired after September 1, 2024 are ineligible under this provision.

Section 10. Local Travel Allowance: All pre-approved private automobile usage which is incurred in connection with school district business shall be reimbursed at the current district per mile rate.

Section 11. Meal Reimbursement: Meal reimbursement for night trips leaving before 5:00 p.m. if not possible to leave the event, shall be \$15.00. The maximum reimbursement for lunch shall be \$15.00. A receipt must accompany the request for reimbursement. Trips to the Metro may exceed above limits, subject to prior Superintendent approval.

Section 12. Overnight Trips: Compensation for out-of-town trips that require absence overnight shall be \$150.00 per day including overnight and return plus actual meal costs of up to \$9.00 for breakfast, \$15.00 for lunch, and \$20.00 for dinner. Trips to the Metro may exceed above limits, subject to prior Superintendent approval. Actual cost of room in same accommodations as group being transported shall be borne by the district.

Section 13. Admission Tickets: Admission ticket costs or passes for the event transported students are attending will be reimbursed to the driver.

Section 14. Initial license and Training: The District shall pay or reimburse the required licensing and testing fees for a first-time driver to obtain their Commercial Driver's License with necessary School Bus and Passenger endorsements.

Section 15. Bus Physical and Licensing Fee: After initial employment, the district shall reimburse drivers the actual cost but not more than \$175 for the required bus physical to be completed on the School Bus Driver's Medical Examination and Physician's Certificate of the Department of Public Safety, State of Minnesota. Licensing fees shall be paid by the driver and reimbursed by the district for the difference between Class C and Class A license.

OTHER PROVISIONS

1. A. Substitute Drivers:

Drivers unable to drive a route for reasons other than illness or in excess of non-personal days can arrange for an approved substitute to drive their route. The regular driver will have his/her compensation deducted for these substitute driver trips and the School District shall pay substitute drivers directly.

B. Extra Trips

Regular drivers may choose to drive extra trips in lieu of regular route and will be deducted route pay. Substitute driver must be able to take regular route. The minimum number of hours for an extra trip shall be two (2).

C. Hourly Bus Drivers

The minimum number of hours for an hourly bus driver shall be two (2) except when filling other duties within the District.

2. Route Assignment:

Whenever a route opens due to the resignation of a driver, the driver with the highest seniority shall be considered for the route. Said eligibility will be reviewed by the

Superintendent and subject to change at their discretion upon consultation with the transportation supervisor.

3. Deductions:

In the event a driver is absent without leave, a pay deduction is to be made for such absence, the amount for the deduction for a day's absence shall be determined by the following formula.

IN WITNESS THEREOF, we have subscribed our signatures this 12th day of Aug, 2026.

Roger Lane Bus Driver Representative

IN WITNESS THEREOF, we have subscribed our signatures this ____ day of ____, 2026.

INDEPENDENT SCHOOL DISTRICT #2143

____ Chairperson

____ Clerk

