

## **2025 Recommended CBA Format**

### Article I – Introduction

- A. Parties
- B. Recognition Clause / Composition of Bargaining Unit
- C. Definitions
- D. Contract Interpretation Provisions (optional)
- E. Permissible Provisions (optional)

### Article II – Salary / Wages

- A. Salary Range (before increases)
  - Optional Statement Demonstrating Compliance with \$45,000 Minimum Salary Requirement (recommended if salary range before increases is not at \$45,000)
- B. Base Salary Increases (Compensation Plan)
  - 1. Eligibility Statement<sup>1</sup> (or Statement of No Increase or Increment, if applicable)
  - 2. Factors and Definitions (must include academic needs factor and at least one other factor)
  - 3. Distribution
  - 4. Redistribution Plan (no longer required; optional if bargaining optional eligibility criteria)
  - 5. Itemized Compensation Requirements<sup>2</sup>
  - 6. Other Permissible Salary Items (optional)
- C. Stipends (optional)
- D. New Hire Salaries
- E. Wages
  - 1. Ancillary Duty Pay (optional)
  - 2. Extracurricular or Co-Curricular Activity Pay Schedule

### Article III – Wage / Salary-Related Fringe Benefits

- A. Leaves
- B. Insurance
- C. Retirement Benefits
- D. Other Permissible Wage / Salary-Related Fringe Benefits

### Article IV – Grievance Procedure (optional)

### Article V – CBA Ratification

- A. Contract Term
- B. Public Hearing and Meeting Attestations
  - 1. Public Hearing Date and Electronic Participation Statement
  - 2. Tentative Agreement Meeting Date and Electronic Participation Statement
- C. Dated<sup>3</sup> Party Signatures

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<sup>1</sup> An eligibility statement based on minimum evaluation rating is no longer mandatory but still recommended.

<sup>2</sup> This is a summary included to clearly demonstrate total base salary increases available to teachers under the compensation plan and compliance with 50% limit on education and experience, salary differentiation for possessing the literacy endorsement, and 10% academic needs requirement.

<sup>3</sup> Ratification date must be at least 72 hours after TA meeting.