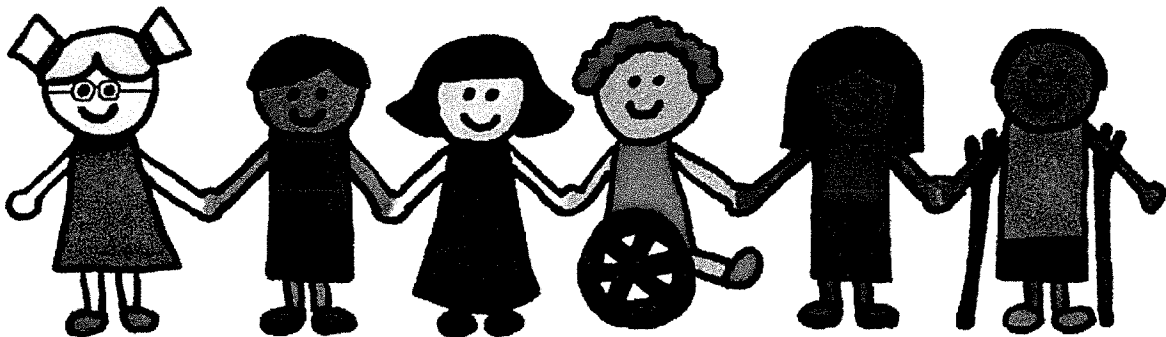


GRIGGS COUNTY
CENTRAL SCHOOL

NEGOTIATED
MASTER
AGREEMENT
2016-17
SCHOOL YEAR



Learning Knows No Bounds

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PREAMBLE

The School Board of the Griggs County Central School District #18 and the Education Association do hereby agree that the welfare of the children the Griggs County Central Schools is a paramount in the operation of the schools and will be promoted by both parties. The parties do hereby agree as follows:

ARTICLE 1 – RECOGNITION

The School Board of the Griggs County Central School district #18, hereinafter referred to as the Board, recognizes the Education Association, hereinafter referred to as the Association, as the exclusive representative of all certified personnel employed, or to be employed, on the salary schedule, by the Board for the purpose of negotiating matters of mutual concern.

The Association recognizes the Board as the elected representative of the people of the Griggs County Central School District #18 as the employer of the certificated personnel of the Griggs County Central Schools.

ARTICLE – PRINCIPLES

Section 1 – Attaining Objectives

- a. Attainment of objectives of the educational program of the District requires mutual understanding and cooperation between the Board and the professional teaching personnel. Free and open exchange of views is desirable and necessary, with all parties participating in deliberations leading to the determination of matters of mutual concern.

Section 2 – Professional Teaching Personnel

- a. Teaching is a profession requiring specialized qualifications, and the success of the educational program in the District depends upon the maximum utilization of the abilities of teachers who are satisfied with the conditions under which their services are rendered.

ARTICLE 3 – TEACHER EMPLOYMENT CONDITIONS

Section 1 – Credit for Experience

- a. Teachers hired after July 1, 2011 with teaching experience outside the Griggs County Central School District #18 will be given credit for their teaching experience on the salary schedule and extra-curricular schedule.

ARTICLE 4 – PROFESSIONAL GROWTH

- a. The Board shall establish and implement a policy of professional growth for each teacher to comply with the North Dakota accreditation standards and criteria and procedures.

Section 1 – College Credit

- a. Any teachers who need recertification shall earn a minimum of 4 semester hours every 5 years.
- b. Any request for advance in schedule lanes because of additional training must be accompanied by a transcript to be filed with the Superintendent.
- c. Teachers shall advance on the salary schedule either by earning additional credit beyond their B.S. Degree (as stated in the salary schedule) or by advancing down with years experience, only down one (increment) and over to the appropriate (lane) in any given year. The additional credits will be semester hours, graduate or undergraduate, and must be in a related or closely related subject area with prior written approval of the Superintendent being required for all undergraduate credits.
- d. To advance to combination BS+48 and/or MS lane, 16 of the 48 credits shall be graded graduate credits if a master's degree is not obtained.
- e. The school district shall compensate any teacher frozen in the two lanes (BS+48 and MS+24), the cost of resident tuition (cost of class and/or credit) at a North Dakota college or university, for credit required to keep their North Dakota certification. Prior approval is needed for compensation.

Section 2 – Inservice

- a. Teachers will be compensated for inservice attendance. At the teacher's discretion, compensation shall consist of the daily substitute rate, college credit.
- b. Credits shall be completed and registered by the first day of the school year. A transcript must be turned into the Superintendent or Business Manager before the tenth day of the month of the first pay period of the year.

Section 3 - Career Increments

- a. An annual experience increment will be paid at the bottom of the BS+40, BS+48, MS, MS+8 and the MS+16 and MS+24 lanes. See Appendix A.

ARTICLE 5 – CLASS SIZE

- a. The board subscribes to the philosophy of equitable and workable class size to perpetuate good instruction. The Board agrees to maintain balanced class sizes reflecting the lowest pupil-teacher ratio possible. Whenever possible, Department of Public Instruction guidelines will be followed.

ARTICLE 6 – DUTY FREE LUNCH

- a. Every effort will be made to provide teachers with a duty-free lunch period each day.

ARTICLE 7 – PREPARATION TIME

- a. Each teacher will receive the state recommended number of minutes per week for preparation time. The time prior to the students’ first class period, the lunch period time, the recess period time, and the time after the students’ last class period shall not count as part of the preparation time.
- b. Teachers’ who are asked to substitute for a colleague (only during their preparation time) will be compensated proportionately to the daily substitute rate.

ARTICLE 8 – HOURS AND CONDITIONS OF EMPLOYMENT

Section 1 – Teacher Work Year

- a. The scheduled employment of teachers covered by the salary schedule will be 182 days for the 2016-17 school. Teachers required to spend additional days shall be compensated at a rate of 1/182 of their teaching salary for 2016-17.

Section 2 – Teacher Work Day

- a. Teachers will begin their workday 30 minutes before the students' school day begins and will continue until 30 minutes after the students' school day ends. On Fridays and days preceding holidays or other non-school days, the teacher's work day will end at the close of the students' school day.

ARTICLE 9 – LEAVES

Section 1 – Leave of Absence for Education

- a. A leave of absence to further a teacher's formal education requires the following:
 1. Teacher must have been teaching in the system four years.
 2. One leave only will be granted during all his/her years in the system.
 3. Leave will be granted without pay.
 4. Leave must be agreed upon by the Superintendent, Principal, Teacher and Board.
 5. Number of leaves to be granted any one school year will be left to the discretion of the Board.

Section 2 - Pregnancy and Health (mandated by Federal Law)

- a. Staff members, after having been employed by the Griggs County Central School District #18, may be granted a leave of absence upon request for health and/or maternity reasons. Termination and renewal of teaching duties will be mutually agreed upon by the instructor, Superintendent and acting physician.

Section 3 – Sick Leave for Staff and Immediate Family

- a. Twelve days of sick leave will be granted each year cumulative to 96 days. . Accumulated sick leave will be compensated for at the rate of \$30.00 per day at the termination of employment and no more than 84 days will be compensated.
- b. Sick leave for part-time teachers will be pro-rated.

Section 4 – Sick Leave Bank

- a. A sick bank policy may be provided through the Association for extended illness.

Section 5 – Personal Leave

- a. Four days per year. One day can be carried over in lieu of reimbursement for a maximum of 5 days for any given year.
- b. A teacher planning to use personal leave shall notify the Superintendent at least a week in advance except in the case of an emergency.

- c. Personal leave may not be taken during the first 10 or the last 5 days of the school year, or the day before or after a holiday or vacation unless approved by the Superintendent.
- d. The district will buy back the unused days at a rate of substitute pay, per day FTE, at the end of the school year up to a maximum of 4 days.
- e. Any teacher who uses more than the allotted number of personal days, which have been granted by the Superintendent, will be deducted 1/182nd of the teacher's pay. One time during each teacher's lifetime tenure in the Griggs County Central School District #18, a teacher using more than allotted number of days, which have been granted by the Superintendent, will be deducted sub-pay for those days missed. The number of extra days for this purpose shall not exceed six. If more than 6 days is needed, board approval is necessary.

Section 6 – Professional Leave

- a. Four days per year (more at the discretion of the Superintendent) will be allowed for professional leave.

Section 7 – Emergency Leave

- a. Emergency leave will be left to the discretion of the Superintendent.

Section 8 – Jury Duty Leave

- a. Griggs County Central Schools encourages employees to jury duty when required. Jury duty pay will be at the discretion of the employee, as either the court awarded fee or the employee's normal pay. If normal pay is chosen, the court awarded fee will be turned over to the school district.

Employees must show the jury duty summons to their supervisor as soon as possible so that the supervisor may make arrangements to accommodate the employee's absence. Of course, the employee is expected to report to work for whenever the court schedule permits. Insurance benefits will remain in effect and unchanged for the full term of the jury duty absence.

Accrual for benefits calculations, such as sick leave, personal leave, etc. will not be affected during jury duty leave.

ARTICLE 10 – INSURANCE BENEFITS

Section 1 – Health Insurance

- a. Single coverage health insurance dollars will be provided for all teachers by the District. The district will also provide \$1000.00 towards a Family or SPD school district policy. The health insurance carrier will be mutually agreed upon by the Board and the Association.
- b. Part-time teachers' insurance benefits shall be prorated.
- c. Retired full-time teachers, employed as of May 2015 will be paid a single coverage health insurance policy by the district. **Any** teacher returning to part time teaching after May 2015 revert to Article 10, section 1b.

Section 2 – Life Insurance

- a. The Board will provide term life insurance without cost to teachers in an amount equal to \$50,000.00. The life insurance carrier will be mutually agreed upon by the Board and the Association.

Section 3 – Dental Insurance

- a. The Board will pay 75% of a single dental insurance premium. The dental insurance carrier will be mutually agreed upon by the board and the association.

Section 4 – Workman's Compensation Insurance

- a. Workman's Compensation Insurance will be provided to all employees at no cost. This program covers any injury or illness sustained in the course of employment, as defined by law that requires medical, surgical or hospital treatment. Subject to applicable legal requirements, workers compensation insurance provided benefits after a short waiting period or, if the employee is hospitalized, immediately.

Any employee, who sustains a work-related injury or illness, as defined by law, should notify the Business Manager immediately. Notification may be in either oral or written form and must be given to the Business Manager within seven days of the injury as instructed by the Bureau who determines compensability of the claim. No matter how minor an on-the-job injury may appear, it is important that it be reported immediately to the Business Manager to qualify for coverage as quickly as possible.

ARTICLE 11 – PAYDAY

- a. Payday will be on the first and sixteenth of each month. If it falls on a holiday or weekend, payday will be on the closest banking day. Teachers will be paid on a 9, 10 or 12-month contract

ARTICLE 12 – SALARY

Section 1 – Salary Schedule

- a. The Board agrees to the salary schedule as set forth in Appendix A, which is attached to and incorporated into this agreement.
- b. The Association agrees to compensation for ITV and Dual Credit classes as set for the by the Board and/or consortium policies.

Section 2 – Extra-Curricular Salary

- a. The board agrees to the extra-curricular salary schedule as set forth in Appendix B, which is attached to and incorporated into this agreement
- b. All school staff will be allowed free passes to all extra-curricular activities
- c. Money paid by the district for extra-curricular activities will either be paid evenly over the contract year or in a lump sum at the end of the activity (at the teacher's discretion). Final payment will be made at the completion of all responsibilities.

Section 3 – Teachers' Fund for Retirement

- a. The Board will pay the teachers' share of teachers' retirement up to 11.75%. Any increase in TFFR beyond 11.75% will be the responsibility of the employee.

ARTICLE 13 – PROCEDURES AND GUIDELINES

Section 1 – Board Policies

- a. A policy board made up of two school board members and two teacher representatives will be set up to review teacher related policies. This board shall meet by December 1st of each year. These policies would include but are not limited to RIF, Grievance and Professional Growth policies.

Section 2 – Duration Clause

- a. This agreement shall be effective on July 1, 2016, and shall automatically be renewed and will continue in full force and effect for one year unless either party gives notice to the other party, no later than March 1, of its desire to reopen certain provisions of this agreement, and begin to negotiate over terms of these provisions within 30 days. In the event a successor agreement is not agreed upon before the anniversary date of this Agreement, all provisions of this agreement shall remain in force and effect until a mutual agreement is reached. All salaries, benefits and working conditions agreed upon in the successor agreement will be retroactive to the anniversary date of this agreement, unless otherwise agreed to by both parties.

Section 3 – Savings Clause

- a. Should any article, section or clause of this agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause shall be automatically deleted from this agreement to the extent that it violates the law, but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of this agreement.

If such provisions exist which are so held, negotiations should immediately commence to alter said section (s) deemed contrary to law. Benefits will be provided according to the intent of the parties.

This agreement is signed this _____ day of _____, 2016.

In witness thereof:

For the Education Association

for the Board of Education

PRESIDENT

PRESIDENT

SECRETARY

CLERK

Griggs County

Salary Schedule

Griggs County Central

4/27/2016

	35,500 2016-17	Experience Lanes	500 500				500 600	1100	550	550	550
	BS	BS + 8	BS + 16	BS + 24	BS + 32	BS + 40	BS + 48	MS	MS + 8	MS + 16	MS + 24
0	35,500	36,000	36,500	37,000	37,500	38,000	38,600	39,700	40,250	40,800	41,350
1	36,000	36,500	37,000	37,500	38,000	38,500	39,100	40,200	40,750	41,300	41,850
2	36,500	37,000	37,500	38,000	38,500	39,000	39,600	40,700	41,250	41,800	42,350
3	37,000	37,500	38,000	38,500	39,000	39,500	40,100	41,200	41,750	42,300	42,850
4	37,500	38,000	38,500	39,000	39,500	40,000	40,600	41,700	42,250	42,800	43,350
5	38,000	38,500	39,000	39,500	40,000	40,500	41,100	42,200	42,750	43,300	43,850
6	38,500	39,000	39,500	40,000	40,500	41,000	41,600	42,700	43,250	43,800	44,350
7	39,000	39,500	40,000	40,500	41,000	41,500	42,100	43,200	43,750	44,300	44,850
8	39,500	40,000	40,500	41,000	41,500	42,000	42,600	43,700	44,250	44,800	45,350
9		40,500	41,000	41,500	42,000	42,500	43,100	44,200	44,750	45,300	45,850
10		41,000	41,500	42,000	42,500	43,000	43,600	44,700	45,250	45,800	46,350
11		41,500	42,000	42,500	43,000	43,500	44,100	45,200	45,750	46,300	46,850
12			42,500	43,000	43,500	44,000	44,600	45,700	46,250	46,800	47,350
13			43,000	43,500	44,000	44,500	45,100	46,200	46,750	47,300	47,850
14				44,000	44,500	45,000	45,600	46,700	47,250	47,800	48,350
15				44,500	45,000	45,500	46,100	47,200	47,750	48,300	48,850
16					45,500	46,000	46,600	47,700	48,250	48,800	49,350
17						46,500	47,100	48,200	48,750	49,300	49,850
18						47,000	47,600	48,700	49,250	49,800	50,350
19						47,500	48,100	49,200	49,750	50,300	50,850
20						48,000	48,600	49,700	50,250	50,800	51,350
21						48,500	49,100	50,200	50,750	51,300	51,850
22						49,000	49,600	50,700	51,250	51,800	52,350
23						49,500	50,100	51,200	51,750	52,300	52,850
24						50,000	50,600	51,700	52,250	52,800	53,350
25						50,500	51,100	52,200	52,750	53,300	53,850
26						51,000	51,600	52,700	53,250	53,800	54,350
27						51,500	52,100	53,200	53,750	54,300	54,850
28						52,000	52,600	53,700	54,250	54,800	55,350
29						52,500	53,100	54,200	54,750	55,300	55,850
30						53,000	53,600	54,700	55,250	55,800	56,350
31						53,500	54,100	55,200	55,750	56,300	56,850
32						54,000	54,600	55,700	56,250	56,800	57,350
33						54,500	55,100	56,200	56,750	57,300	57,850
34						55,000	55,600	56,700	57,250	57,800	58,350
35						55,500	56,100	57,200	57,750	58,300	58,850
36						56,000	56,600	57,700	58,250	58,800	59,350
37						56,500	57,100	58,200	58,750	59,300	59,850
38						57,000	57,600	58,700	59,250	59,800	60,350
39						57,500	58,100	59,200	59,750	60,300	60,850
40						58,000	58,600	59,700	60,250	60,800	61,350
41						58,500	59,100	60,200	60,750	61,300	61,850
42						59,000	59,600	60,700	61,250	61,800	62,350

GRIGGS COUNTY CENTRAL EXTRA CURRICULAR SCHEDULE

	150	2400	1560	1080	960	840	720	600	520
0		2,550	1,658	1,148	1,020	893	765	638	553
1	5000	145	90	80	75	70	65	60	55
2		\$2,550.00	\$1,657.50	\$1,147.50	\$1,020.00	\$892.50	\$765.00	\$637.50	\$552.50
3		\$2,695.00	\$1,747.50	\$1,227.50	\$1,095.00	\$962.50	\$830.00	\$697.50	\$607.50
4		\$2,840.00	\$1,837.50	\$1,307.50	\$1,170.00	\$1,032.50	\$895.00	\$757.50	\$662.50
5		\$2,985.00	\$1,927.50	\$1,387.50	\$1,245.00	\$1,102.50	\$960.00	\$817.50	\$717.50
6		\$3,130.00	\$2,017.50	\$1,467.50	\$1,320.00	\$1,172.50	\$1,025.00	\$877.50	\$772.50
7		\$3,275.00	\$2,107.50	\$1,547.50	\$1,395.00	\$1,242.50	\$1,090.00	\$937.50	\$827.50
8		\$3,420.00	\$2,197.50	\$1,627.50	\$1,470.00	\$1,312.50	\$1,155.00	\$997.50	\$882.50
9		\$3,565.00	\$2,287.50	\$1,707.50	\$1,545.00	\$1,382.50	\$1,220.00	\$1,057.50	\$937.50
10		\$3,710.00	\$2,377.50	\$1,787.50	\$1,620.00	\$1,452.50	\$1,285.00	\$1,117.50	\$992.50
11		\$3,855.00	\$2,467.50	\$1,867.50	\$1,695.00	\$1,522.50	\$1,350.00	\$1,177.50	\$1,047.50
12		\$4,000.00	\$2,557.50	\$1,947.50	\$1,770.00	\$1,592.50	\$1,415.00	\$1,237.50	\$1,102.50
13		\$4,145.00	\$2,647.50	\$2,027.50	\$1,845.00	\$1,662.50	\$1,480.00	\$1,297.50	\$1,157.50
14		\$4,290.00	\$2,737.50	\$2,107.50	\$1,920.00	\$1,732.50	\$1,545.00	\$1,357.50	\$1,212.50
15		\$4,435.00	\$2,827.50	\$2,187.50	\$1,995.00	\$1,802.50	\$1,610.00	\$1,417.50	\$1,267.50
16		\$4,580.00	\$2,917.50	\$2,267.50	\$2,070.00	\$1,872.50	\$1,675.00	\$1,477.50	\$1,322.50
17		\$4,725.00	\$3,007.50	\$2,347.50	\$2,145.00	\$1,942.50	\$1,740.00	\$1,537.50	\$1,377.50
18		\$4,870.00	\$3,097.50	\$2,427.50	\$2,220.00	\$2,012.50	\$1,805.00	\$1,597.50	\$1,432.50
19		\$5,015.00	\$3,187.50	\$2,507.50	\$2,295.00	\$2,082.50	\$1,870.00	\$1,657.50	\$1,487.50
20		\$5,160.00	\$3,277.50	\$2,587.50	\$2,370.00	\$2,152.50	\$1,935.00	\$1,717.50	\$1,542.50
		\$5,305.00	\$3,367.50	\$2,667.50	\$2,445.00	\$2,222.50	\$2,000.00	\$1,777.50	\$1,597.50
		\$5,450.00	\$3,457.50	\$2,747.50	\$2,520.00	\$2,292.50	\$2,065.00	\$1,837.50	\$1,652.50
	Ath Dir	Music	Varsity	Head	JH Asst	Prom (2)	Cheer	1-Act Play	C-Club
	Head	Head	Asst	Annual	Coaches		Advisor	Asst Annual	Hon Soc
	BB-CC-FB	Coaches	Golf	Sci Fair	Drama Club		Slide Show	C-Squad	Stu Coun
	TR-VB	FCCLA	Speech	JH Coach	Swtitle Ch 1				Acalympics
					SI Chair 1				Asst FCCLA

1. The extra curricular base will be \$2550.00 (other than Ath. Director) for the 2015-16 year.
2. A coach changing positions within an activity in the school system will be granted their years of experience.
- 3a. Head coaches and assistant coaches will be reimbursed 5% of their base salary per event, for an extended season.
- 3b. Advisors will be reimbursed at 5% of their base salary for an extended season with a maximum amount of \$100.
4. Coaches will be compensated for coaching "C" games at a rate of \$60 per contest if there is no "C" squad coach
5. Spaghetti Supper Advisors (2) \$300.