

**MASTER CONTRACT**  
**2025-2026**

Belfield School District #13 and the Belfield Education Association  
Belfield, North Dakota 58622

This agreement entered into between the Belfield School District #13, Belfield, North Dakota, hereinafter referred to as the "Board" and the Belfield Education Association, hereinafter referred to as the "Association" is intended to further the purpose of the parties in providing maximum educational opportunities for the district.

**RECOGNITION:** The Board recognizes the Association as the exclusive bargaining representative on salaries, conditions of employment for all employees of the District who are licensed or approved to teach by the education and standards and practices board and employed primarily as classroom teachers, including classroom teachers, librarians, and counselors, but excluding principals and other administrative personnel. *Amended 5/2025*

**BOARD FUNCTIONS:** The Board of Education on its own behalf, hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by applicable law and rules and regulations to establish the framework of school and rules and regulations to establish the framework of school policies and projects, including management and administrative control of the school system; employ and re-employ all personnel subject to the provisions of law; establish and supervise programs on instruction and determine means and methods of instruction; selection of textbooks and other materials, class schedules, hours of instruction, class size, teaching load, length of school year and the school calendar.

Teacher recommendations will be evaluated in determining decisions relevant to the areas mentioned in the above paragraph.

**SAVINGS CLAUSE:** If any provision of this Agreement or any application thereof to any teacher is finally held to be contrary to law, then such provision or application shall be deemed invalid to the extent required by such decision, but all other provisions or applications shall continue in full force and effect. If such provisions exist which are so held, at the request of either party negotiations shall immediately commence in order to alter said section(s) providing the benefit(s) according to the intent of the parties.

**DURATION CLAUSE:** This agreement shall be effective on July 1, 2025 and will continue in effect until June 30, 2026, year unless either party gives notice to the other party, not later than 60 days prior to the anniversary date of its desire to open certain provisions of the Agreement and/or additions to this Agreement, and to negotiate over terms of these provisions. In the event a successor agreement is not agreed upon before the anniversary date of this Agreement, all provisions in this Agreement shall remain in full 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 of this Agreement.

This agreement is signed the 21<sup>st</sup> day of May, 2025.

In witness thereof:

For the Education Association of  
Belfield Public School #13

Ericka Huttenbiller  
President

For the Board of Education of  
Belfield Public School #13

[Signature]  
President

Shari Secker  
Secretary

Donna Lee Ford  
Business Manager

**ISSUANCE OF INDIVIDUAL CONTRACTS:** No teacher or extra-duty individual contracts shall be issued to currently employed teachers until negotiations are complete. Negotiations are complete when the master agreement is updated, ratified, and signed by both parties. *Amended 5/2025*

## COMPENSATORY

1. Base salary is \$49,500 for the 2025-2026 school year. *Amended 5/2025*  
Teaching contract shall be 183 days in length.  
\$500 horizontal increments based on semester hours of BS+0, BS+8, BS+16, BS+24, BS+32, BS+40, BS+48, BS+56, MS, MS+8 and MS+16.  
\$500 vertical increments through year 31. (Addendum #1) Teachers can only move one vertical step each year.
  1. Beginning with the 2024-2025 negotiated agreement, all certified teachers are eligible for a retention bonus after teaching consecutive years in the Belfield Public School District and hitting an anniversary date below. On that anniversary year, teachers will receive that bonus one time (i.e. if you are on year eight, you will get the 10-year bonus in two years, not the prior bonuses). Retention bonus forms will be provided with teacher contracts in spring to the teachers that qualify. The form must be returned with their signed contract to the superintendent for board approval. Once approved, the bonus will be paid on September's payroll of the next school year. The retention bonus schedule is as follows:

5 years = \$500	30 years = \$3000
10 years = \$1000	35 years = \$3500
15 years = \$1500	40 years = \$4000
20 years = \$2000	45 years = \$4500
25 years = \$2500	50 years = \$5000
  2. Any teacher under contract during the 2024-2025 year that retires before receiving a retention bonus (excluding the implementation bonus of \$500), will be eligible for the retention bonus of the previous increment awarded (i.e. a 13-year teacher retiring would receive the 10-year bonus). The teacher will receive the bonus upon retirement. *Adopted 5/2024*
2. Extra Curricula. (Addendum #2) Experience brought in is limited to specific sport/activity and 10 years' experience including current staff. Any extra-curricular pay identified in this section is in addition to and separate from teaching contracts and associated continuing contract rights. Extra-curricular pay shall be based off salary (\$46,900) *Amended 5/2025*
  1. Heart River & Billings County-Belfield sports coaching salaries will be paid according to the attached salary schedules. Note: The Heart River & Billings County-Belfield sports schedules are provided for informational purposes only. This salary schedule is non-negotiable and is determined exclusively by the Heart River & Billings County-Belfield sports co-op committees.
  2. Additional \$150 to advisors of activities for state qualifying participants for non-automatic qualifying activities, plus an additional \$150 for

national contest qualifying participants for school sponsored extracurricular activities (only pertaining to Addendum #2).

*Adopted 4/2024*

3. Assistant advisors – School sponsored extracurricular activities in Addendum #2 are eligible for assistants if numbers dictate such need upon administrative approval. Assistants would be paid ½ of advisor pay of where they would be on Addendum #2 salary schedule.

*Adopted 4/2024*

3. Substitute Pay – Pay per period will be adjusted accordingly with the daily substitute teacher pay rate or the equivalent in time for personal leave up to two full days per year. (300 minutes to equal one day.)
4. Full Single Medical Insurance Policy plus \$1,350 or an equivalent amount of money may be used for medical spending and/or dependent care or cash (social security and taxes must be paid by the teacher when taking cash). For teachers who select full family medical insurance, the District will pay twenty percent (20%) of the difference between a single plan and family plan. Such payments will be made directly to the plan administrator for the purchase of the family plan and not to the teacher directly. Teachers selecting a family plan are not eligible to receive a cash equivalent of the 20% for any purpose. *Adopted 5/2025*
5. Sick Leave: Ten (10) days annually, accumulative to one hundred twenty (120) days, will be granted to certified staff members. Sick leave with pay, all days will be subtracted from accumulative sick leave, shall be allowed when a teacher's absence from attendance and performance of duties is:
  1. Due to personal illness or disability of the contracted teacher. The administration has the right at its discretion to request medical certification as a pre-requisite for the awarding of sick leave.
  2. Maternity/Paternity Leave: Up to fifteen (15) school days will be granted for normal delivery/adoption process. A doctor's statement will be required for additional days. All leave will be taken from the accumulated sick leave.
  3. A maximum of five (5) days leave may be used for critical illness of an immediate family member. Immediate family member is defined as: child, spouse, father, mother, sister and brother, step child, grandchild, grandparents of the employee's and that of the spouse.
  4. Bereavement: A regular certified employee will be granted the maximum of five (5) days leave in the event of the death of a member of the immediate family.
  5. Emergency Leave: Up to five (5) days accumulated sick leave may be used for immediate family emergencies per year. Funerals are covered under this section (not restricted to family members). If over 5 days is needed, Board approval must be obtained.

Upon retirement, unused sick days will be paid at a rate of \$40.00 per day up to 120 days.

6. Personal Leave: Personal leave shall be given according to the following tiered plan, based on consecutive years of employment in the district, plus one day that the teacher shall pay for the substitute teacher.

0-5 years – 4 days, accumulative to 6

6-10 years – 5 days accumulative to 7

11+ years – 6 days accumulative to 8

Teachers not using the approved days shall be paid the current substitute teacher rate of pay per day. *Amended 5/2025*

7. Re-certification Fee: The board will pay a teacher's re-certification in accordance with ND Educational Standards and Practices Board. The teacher must be under contract with the Belfield Public School District.
8. Lunch Duty: Teacher on noon duty that loses their duty-free lunch shall be paid \$30.00.
9. Additional duties: Teachers shall be compensated for the following:
  1. \$20 shall be paid to each elementary (PK-6) classroom teacher, or approved substitute, for supervising their class at each performance outside of normal teaching day.
  2. Certified staff shall be compensated based on hourly sub rate and time covered for morning or recess duty. *Adopted 5/2025*
10. Individual Contracts: Any individual teaching contract between the school board and a teacher covered under this Master Contract heretofore or hereafter executed shall be subject to and consistent with the terms and conditions of this Master Contract. If an individual teaching contract contains language inconsistent with this Master Contract, this Master Contract shall be controlling. *Adopted 5/25*

	BS+0	BS+8	BS+16	BS+24	BS+32	BS+40	BS+48	BS+56	MS	MS+8	MS+16
0	\$49,500	\$50,000	\$50,500	\$51,000	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500
1	\$50,000	\$50,500	\$51,000	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000
2	\$50,500	\$51,000	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500
3	\$51,000	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000
4	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500
5	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000
6	\$52,500	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000	\$57,500
7	\$53,000	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000	\$57,500	\$58,000
8	\$53,500	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000	\$57,500	\$58,000	\$58,500
9	\$54,000	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000	\$57,500	\$58,000	\$58,500	\$59,000
10	\$54,500	\$55,000	\$55,500	\$56,000	\$56,500	\$57,000	\$57,500	\$58,000	\$58,500	\$59,000	\$59,500
11		\$55,500	\$56,000	\$56,500	\$57,000	\$57,500	\$58,000	\$58,500	\$59,000	\$59,500	\$60,000
12		\$56,000	\$56,500	\$57,000	\$57,500	\$58,000	\$58,500	\$59,000	\$59,500	\$60,000	\$60,500
13		\$56,500	\$57,000	\$57,500	\$58,000	\$58,500	\$59,000	\$59,500	\$60,000	\$60,500	\$61,000
14		\$57,000	\$57,500	\$58,000	\$58,500	\$59,000	\$59,500	\$60,000	\$60,500	\$61,000	\$61,500
15		\$57,500	\$58,000	\$58,500	\$59,000	\$59,500	\$60,000	\$60,500	\$61,000	\$61,500	\$62,000
16			\$58,500	\$59,000	\$59,500	\$60,000	\$60,500	\$61,000	\$61,500	\$62,000	\$62,500
17			\$59,000	\$59,500	\$60,000	\$60,500	\$61,000	\$61,500	\$62,000	\$62,500	\$63,000
18			\$59,500	\$60,000	\$60,500	\$61,000	\$61,500	\$62,000	\$62,500	\$63,000	\$63,500
19			\$60,000	\$60,500	\$61,000	\$61,500	\$62,000	\$62,500	\$63,000	\$63,500	\$64,000
20			\$60,500	\$61,000	\$61,500	\$62,000	\$62,500	\$63,000	\$63,500	\$64,000	\$64,500
21				\$61,500	\$62,000	\$62,500	\$63,000	\$63,500	\$64,000	\$64,500	\$65,000
22				\$62,000	\$62,500	\$63,000	\$63,500	\$64,000	\$64,500	\$65,000	\$65,500
23				\$62,500	\$63,000	\$63,500	\$64,000	\$64,500	\$65,000	\$65,500	\$66,000
24				\$63,000	\$63,500	\$64,000	\$64,500	\$65,000	\$65,500	\$66,000	\$66,500
25				\$63,500	\$64,000	\$64,500	\$65,000	\$65,500	\$66,000	\$66,500	\$67,000
26				\$64,000	\$64,500	\$65,000	\$65,500	\$66,000	\$66,500	\$67,000	\$67,500
27					\$65,000	\$65,500	\$66,000	\$66,500	\$67,000	\$67,500	\$68,000
28					\$65,500	\$66,000	\$66,500	\$67,000	\$67,500	\$68,000	\$68,500
29					\$66,000	\$66,500	\$67,000	\$67,500	\$68,000	\$68,500	\$69,000
30					\$66,500	\$67,000	\$67,500	\$68,000	\$68,500	\$69,000	\$69,500
31					\$67,000	\$67,500	\$68,000	\$68,500	\$69,000	\$69,500	\$70,000

Base Salary                      49500

Step                                      500

Lane                                      500

# BELFIELD PUBLIC SCHOOL EXTRA CURRICULAR SCHEDULE

## ACTIVITY ADVISORS

YEARS EXPERIENCE	Fr. Class (.75%)	Soph. Class (1%)	Junior Class (3%)	Senior Class (1.25%)	Music (5%)	FBLA (3%)	FCCLA (5%)	FFA (8%)	Close Up (2%)	JH & SR Acalymp (2%)	Speech/ Debate (6%)	Student Congress (3%)	Book Fair (1%)
1	351.75	469.00	1,407.00	586.25	2,345.00	1,407.00	2,345.00	3,752.00	938.00	938.00	2,814.00	1,407.00	469.00
2	401.75	519.00	1,457.00	636.25	2,395.00	1,457.00	2,395.00	3,802.00	988.00	988.00	2,864.00	1,457.00	519.00
3	451.75	569.00	1,507.00	686.25	2,445.00	1,507.00	2,445.00	3,852.00	1,038.00	1,038.00	2,914.00	1,507.00	569.00
4	501.75	619.00	1,557.00	736.25	2,495.00	1,557.00	2,495.00	3,902.00	1,088.00	1,088.00	2,964.00	1,557.00	619.00
5	551.75	669.00	1,607.00	786.25	2,545.00	1,607.00	2,545.00	3,952.00	1,138.00	1,138.00	3,014.00	1,607.00	669.00
6	601.75	719.00	1,657.00	836.25	2,595.00	1,657.00	2,595.00	4,002.00	1,188.00	1,188.00	3,064.00	1,657.00	719.00
7	651.75	769.00	1,707.00	886.25	2,645.00	1,707.00	2,645.00	4,052.00	1,238.00	1,238.00	3,114.00	1,707.00	769.00
8	701.75	819.00	1,757.00	936.25	2,695.00	1,757.00	2,695.00	4,102.00	1,288.00	1,288.00	3,164.00	1,757.00	819.00
9	751.75	869.00	1,807.00	986.25	2,745.00	1,807.00	2,745.00	4,152.00	1,338.00	1,338.00	3,214.00	1,807.00	869.00
10	801.75	919.00	1,857.00	1,036.25	2,795.00	1,857.00	2,795.00	4,202.00	1,388.00	1,388.00	3,264.00	1,857.00	919.00
11	851.75	969.00	1,907.00	1,086.25	2,845.00	1,907.00	2,845.00	4,252.00	1,438.00	1,438.00	3,314.00	1,907.00	969.00
12	901.75	1,019.00	1,957.00	1,136.25	2,895.00	1,957.00	2,895.00	4,302.00	1,488.00	1,488.00	3,364.00	1,957.00	1,019.00
13	951.75	1,069.00	2,007.00	1,186.25	2,945.00	2,007.00	2,945.00	4,352.00	1,538.00	1,538.00	3,414.00	2,007.00	1,069.00
14	1,001.75	1,119.00	2,057.00	1,236.25	2,995.00	2,057.00	2,995.00	4,402.00	1,588.00	1,588.00	3,464.00	2,057.00	1,119.00
15	1,051.75	1,169.00	2,107.00	1,286.25	3,045.00	2,107.00	3,045.00	4,452.00	1,638.00	1,638.00	3,514.00	2,107.00	1,169.00
16	1,101.75	1,219.00	2,157.00	1,336.25	3,095.00	2,157.00	3,095.00	4,674.60	1,688.00	1,688.00	3,564.00	2,157.00	1,219.00

YEARS EXPERIENCE	Science Comps (2%)	Web site/ Paper (1%)	Annual (4%)	Drama (6%)	One Act Play (2%)	Math Comps (2%)	School Imp. (1.15%)	Robotics (1.15%)	Spelling Bee (1.15%)	Student Council (5%)	NHS (2%)
1	938.00	469.00	1,876.00	2,814.00	938.00	938.00	539.35	539.35	539.35	2,345.00	938.00
2	988.00	519.00	1,926.00	2,864.00	988.00	988.00	589.35	589.35	589.35	2,395.00	988.00
3	1,038.00	569.00	1,976.00	2,914.00	1,038.00	1,038.00	639.35	639.35	639.35	2,445.00	1,038.00
4	1,088.00	619.00	2,026.00	2,964.00	1,088.00	1,088.00	689.35	689.35	689.35	2,495.00	1,088.00
5	1,138.00	669.00	2,076.00	3,014.00	1,138.00	1,138.00	739.35	739.35	739.35	2,545.00	1,138.00
6	1,188.00	719.00	2,126.00	3,064.00	1,188.00	1,188.00	789.35	789.35	789.35	2,595.00	1,188.00
7	1,238.00	769.00	2,176.00	3,114.00	1,238.00	1,238.00	839.35	839.35	839.35	2,645.00	1,238.00
8	1,288.00	819.00	2,226.00	3,164.00	1,288.00	1,288.00	889.35	889.35	889.35	2,695.00	1,288.00
9	1,338.00	869.00	2,276.00	3,214.00	1,338.00	1,338.00	939.35	939.35	939.35	2,745.00	1,338.00
10	1,388.00	919.00	2,326.00	3,264.00	1,388.00	1,388.00	989.35	989.35	989.35	2,795.00	1,388.00
11	1,438.00	969.00	2,376.00	3,314.00	1,438.00	1,438.00	1,039.35	1,039.35	1,039.35	2,845.00	1,438.00
12	1,488.00	1,019.00	2,426.00	3,364.00	1,488.00	1,488.00	1,089.35	1,089.35	1,089.35	2,895.00	1,488.00
13	1,538.00	1,069.00	2,476.00	3,414.00	1,538.00	1,538.00	1,139.35	1,139.35	1,139.35	2,945.00	1,538.00
14	1,588.00	1,119.00	2,526.00	3,464.00	1,588.00	1,588.00	1,189.35	1,189.35	1,189.35	2,995.00	1,588.00
15	1,638.00	1,169.00	2,576.00	3,514.00	1,638.00	1,638.00	1,239.35	1,239.35	1,239.35	3,045.00	1,638.00
16	1,688.00	1,219.00	2,626.00	3,564.00	1,688.00	1,688.00	1,289.35	1,289.35	1,289.35	3,095.00	1,688.00

Salary \$46,900  
Exp. Increase \$50