



## Provisions of the 2025-2026 Salary Schedule

1. The base salary is figured on a 9 or 12 month calendar year.
2. All teachers new to Grenora Public Schools will be placed on the salary schedule in accordance with their years of licensed teaching experience and degree of education.
3. Extra or co-curricular activities shall be considered as part of the class load. The superintendent shall make the assignments as well as the principals. Participation in extracurricular activities shall be considered for reduction-in-force purposes.
4. All teachers shall be hired for the academic year unless otherwise provided for in the contract.
5. Medical Leave days: Medical leave days are days either the teacher or immediate family member is ill.
  - a. Eighty (80) hours of medical leave for each teacher for each year. Unused hours can accumulate up to a maximum of seven hundred twenty (720) hours.
  - b. Maternity leave, a teacher can use up to two hundred forty (240) hours of accumulated medical leave for maternity leave. With a doctor's note a teacher can use all of the accumulated leave.
  - c. Accumulated leave above the maximum of seven hundred twenty (720) hours shall be paid to each teacher in the amount of 100 and no/100 (\$100.00) per day for each day over seven hundred twenty (720) hours not to exceed One Thousand and no/100 (\$1000.00) per year per teacher. This will be paid at the end of the school year.
  - d. Full-time teaching staff non-renewed to part-time will not lose any previously accumulated medical leave, and cannot build more days than their maximum pro-rated medical leave hours.
6. Additional Leave: Each contract shall provide Bereavement, Personal and Professional Leave.

A teacher planning to use personal or professional leave will notify administration no less than five (5) days prior to the requested leave. Bereavement leave, Professional leave and immediate family are defined in board policy.

  - a. Bereavement Leave: thirty-two (32) hours of noncumulative leave. Eight (8) of the thirty-two (32) hours can be used for non immediate family at the discretion of administration.
  - b. Personal Leave: thirty-two (32) hours cumulative to fifty-six (56) hours. Personal Leave cannot be used during the first or last week of school without administration approval. Teachers shall be compensated One Hundred and no/100 dollars (\$100.00) for personal days over fifty-six (56) hours
  - c. Professional leave, sixteen (16) hours of noncumulative professional leave per year.
7. Teachers will be provided One Hundred and no/100 dollars (\$100) per year to use toward expenses to attend a conference in their area. With proof of Registration.
8. A teacher coming into the system may bring in up to Eighty (80) documented days of accumulated medical leave for outside teaching up to three (3) years or Two hundred forty (240) hours.
9. Teachers pay shall be severed after all medical leave Eighty (80) hours and/or accumulated medical leave (sick bank) have been used.
10. Substitute teacher's pay shall be a policy of the board
11. If, after contracts are signed, a teacher becomes qualified for a higher lane on the salary schedule due to attendance at summer school, his or her contract shall be changed to the amount corresponding to the higher lane. Notification shall be made to the superintendent of salary change no later than September 1. Credits earned after September 1 will not be applied until the following academic year.
12. If a basic First Aid and CPR course is available locally, teachers will be required to attend and credits given.
13. If there is an opening in the District and a teacher in the District is qualified for the position, he/she may apply for consideration of the open position.
14. No teacher association representative shall be permitted in the school building to talk to the teachers without the knowledge of the building superintendent and/or principal only during after or before school

hours. The Association will be permitted to use school equipment and supplies. Any supplies used shall be paid for by the Association. The school building and mailboxes may be used by the Association with the approval from the superintendent.

15. Certified teachers will be on a weekly lunch/recess duty rotation (with a minimum of four weeks in-between duties) set at the discretion of the administration. The teacher shall be compensated a free lunch when on duty. This includes meetings that take place during lunch period. On weeks that certified teachers do not have lunch duty, the certified teacher will have a duty free lunch. All teachers may be assigned ticket selling (gate) no more than four times a school year, unless mutually agreed upon.
16. Each teacher in the system shall move down on the salary schedule for their full time or fractional teaching experience. All part time staff members will be paid on the salary schedule as follows:
  - a. For teachers coming into the system, credit will be given for fractional years of experience for placement on the salary schedule.
  - b.  $\frac{1}{2}$  time staff will receive  $\frac{1}{2}$  of an increment.
  - c.  $\frac{3}{4}$  time staff will receive  $\frac{3}{4}$  of an increment.
  - d. In the event that a teacher in the system moves to full or half time, the board shall total the teacher's part time experience for proper placement on the salary schedule.
  - e. Part time teachers' benefits will be prorated in accordance to their percent of teaching time.
17. If a secondary teacher averages more than six (6) classes, the teacher will receive ten and no/100 dollars (\$10) per hour for each study hall. The teacher will receive twenty and no/100 dollars (\$20) an hour for each class period taught when that period is their seventh (7<sup>th</sup>) class. Any teacher covering any class during their prep period will be compensated \$20.00 per period. Payment to be made at the end of the semester or at the end of the year. All elementary staff teaching a combined classroom shall receive extra compensation of Two thousand two hundred fifty and no/100 dollars (\$2,250) to be pro-rated at 1/180 of the salary schedule if the class is eliminated. Payment to be made at the end of the school year. Teachers must get prior approval by administration before covering classes, and reporting of the above shall be done by filling out a reimbursement form and administration signature.
18. Teacher contracts shall be for one hundred eighty-two (182) days per school year, consisting of: One hundred seventy (170) instruction days, Six (6) professional development days, with at least three (3) days designated for in-service training & Six (6) paid holidays with at least three (3) days designated as snow days. The School Board shall cover all expenses associated with required professional development workshops, including registration fees and related costs. Additionally, the Board shall provide transportation via a school bus to and from the workshop location. Teachers required to participate in in-service training or other professional development activities outside of contracted days/hours shall be compensated at their hourly rate for the additional hours worked.
19. Should an article, section or clause of the agreement be declared illegal by a court of competent jurisdiction, that article, section or clause shall automatically be 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 until opened for re-negotiation at the annual negotiation sessions by either the teachers or the board.
20. Provision for Health Insurance: The health benefit plan allows the following premium compensation: The board shall pay fifty percent (50%) premium of a family plan. That same value will be paid towards a single, or single + depend plan with any excess amount going into a 403B. Cash option will be \$7000.00. Proof of insurance must be provided.
21. Flex spending up to maximum allowed.
22. Guidelines for Salary Schedule. Credits to be applied toward gaining more educational credit on the salary schedule shall meet all of the following criteria:
  - a. Each Horizontal change on the salary schedule represents (8) credit hours beyond a BA/BS degree in education (BA+8=Credit hours).
  - b. All credits will be recognized as long as it is related to the teacher's professional position in the District, upon the attainment of North Dakota teacher certification.
  - c. Receive prior Administrative Approval.
  - d. An official transcript or an official grade report of pre-approved credit must be submitted to the district before an additional horizontal salary increment will be granted.
  - e. Official transcripts must be on file no later than September 1 of each year. It is the responsibility of the teacher to secure necessary transcripts. Once a teacher has provided the official transcripts, the district shall pay the teacher accordingly retroactive to the start of that school year.

## **GRIEVANCE PROCEDURE**

### **Section 1. Definition and Purpose**

Grievance shall mean a complaint by a licensed teacher holding a teacher teaching position under the master contract or group of the same, that there has been a disagreement based upon an event or condition about which an employee feels dissatisfaction and must be directly related to the terms of the employees' individual contract with the school district, existing policies, terms of the negotiated agreement, or administrative policy or decision.

The purpose of the grievance procedure shall be to enable teachers the assurance that the complaint will receive prompt attention.

### **Section 2. Procedures**

#### **Section 2a. Step One – Informal – Verbal**

A teacher or teachers with the grievance shall first discuss his/her or their complaint with their principal or immediate superior by:

- a. Expressing his/her or their complaint directly to his/her or their principal or immediate superior, or
- b. Appearing together with the Association representative before his/her or their principal for the purpose of expressing said complaint.
- c. State the complaint is a grievance.

If the complaint refers to the application or interpretation of personnel policies, rules, regulations, or an administrative decision, the principal shall give the Association representative an opportunity to state the views of the Association. Within five (5) working days the principal shall communicate his views to the aggrieved and to the Association representative.

Before resolving the complaint, the principal may consult the next higher level of administration for an opinion, also the Association representative may consult the next higher level of the Association for an opinion.

#### **Section 2b. Step Two – Formal**

After an attempt in the above procedure, the aggrieved teacher, or teachers, or the Education Association representative may request that the complaint under consideration be referred to a grievance committee and thus proceed directly to the more formal process set forth in Step Two of this grievance procedure.

The GEA grievance committee shall consist of local members chosen by the Grenora Education Association.

On proper written notice the Association's grievance committee shall, within five (5) working days, transmit the complaint in writing to the superintendent.

The superintendent or his designated representative shall then work with the grievance committee in full good faith effort to seek an equitable solution. All meetings held concerning a given complaint under this step may be tape recorded by each party.

#### **Section 2c. Step Three – Formal**

If a solution acceptable to all parties concerned is not reached within ten (10) working days after the grievance committee has transmitted the complaint to the superintendent, the superintendent or the grievance committee may request a referral in writing of the grievance to the Board of Education.

The Board of Education shall then work with both parties in full, good faith effort to seek a timely equitable solution.

### **Section 3. Disposition**

All decisions reached under this grievance procedure shall be filed with each school administrator and the grievance committee to be used as precedents for further complaints.

Copies of the grievance proceedings shall not become a part of any teachers' personal file.

No reprisals of any kind shall be taken by either party or by any member thereof against a party of interest, or any other participant in the grievance procedure by reason of such participation.

## 2025-2026 Salary Schedule

	BS/BS	BS+8	BS+16	BS+24	BS+32	BS + 40	MASTERS
0	\$46,500	\$47,600	\$48,700	\$49,800	\$50,900	\$52,000	\$54,000
1	\$47,300	\$48,400	\$49,500	\$50,600	\$51,700	\$52,800	\$54,800
2	\$48,100	\$49,200	\$50,300	\$51,400	\$52,500	\$53,600	\$55,600
3	\$48,900	\$50,000	\$51,100	\$52,200	\$53,300	\$54,400	\$56,400
4	\$49,700	\$50,800	\$51,900	\$53,000	\$54,100	\$55,200	\$57,200
5	\$50,500	\$51,600	\$52,700	\$53,800	\$54,900	\$56,000	\$58,000
6	\$51,300	\$52,400	\$53,500	\$54,600	\$55,700	\$56,800	\$58,800
7	\$52,100	\$53,200	\$54,300	\$55,400	\$56,500	\$57,600	\$59,600
8	\$52,900	\$54,000	\$55,100	\$56,200	\$57,300	\$58,400	\$60,400
9	\$53,700	\$54,800	\$55,900	\$57,000	\$58,100	\$59,200	\$61,200
10	\$54,500	\$55,600	\$56,700	\$57,800	\$58,900	\$60,000	\$62,000
11	\$55,300	\$56,400	\$57,500	\$58,600	\$59,700	\$60,800	\$62,800
12	\$56,100	\$57,200	\$58,300	\$59,400	\$60,500	\$61,600	\$63,600
13	\$56,900	\$58,000	\$59,100	\$60,200	\$61,300	\$62,400	\$64,400
14	\$57,700	\$58,800	\$59,900	\$61,000	\$62,100	\$63,200	\$65,200
15	\$58,500	\$59,600	\$60,700	\$61,800	\$62,900	\$64,000	\$66,000
16				\$62,600	\$63,700	\$64,800	\$66,800
17				\$63,400	\$64,500	\$65,600	\$67,600
18				\$64,200	\$65,300	\$66,400	\$68,400
19				\$65,000	\$66,100	\$67,200	\$69,200
20				\$65,800	\$66,900	\$68,000	\$70,000
21				\$66,600	\$67,700	\$68,800	\$70,800
22						\$69,600	\$71,600
23						\$70,400	\$72,400
24						\$71,200	\$73,200
25						\$72,000	\$74,000
26						\$72,800	\$74,800
27						\$73,600	\$75,600
28						\$74,400	\$76,400
29						\$75,200	\$77,200
30						\$76,000	\$78,000

### School Board Negotiating Committee

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Rick Foss

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Nicole Berg

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Josh East

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Carrie Edwards  
School Board President

Date:

### G.E.A. Negotiating Committee

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Aaron Rudningen

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Blake Lampert

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Madison Manzari

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Michelle Freeman  
G.E.A President

Date: