

LEEDS PUBLIC SCHOOL
2025-2027
NEGOTIATED AGREEMENT

- I. CONTRACT DAY:** A teacher's contract day will begin 20 minutes before high school classes begin and will end 25 minutes after the high school classed end.
- II. SICK BANK:** Maximum of 85 days per teacher/staff
- III. SICK LEAVE:** Will receive 12 days accumulative to 95; 3 days may be used for immediate family; number of days for death in the family will be at the discretion of the administration (immediate family = children (biological, step, adopted, or foster), grandchildren, parents, brothers, sisters, grandparents, in-laws. Up to 2 days may be used for funeral of other than immediate family. Sick leave may be used when a teacher's childcare provider is ill or gone.
- A. COMPENSATION FOR UNUSED SICK LEAVE:**
1. Pay \$10.00 per unused sick day upon resignation after 5 years of employment at Leeds Public School #6 or may designate unused sick days to the sick bank.
 2. Pay \$20.00 per unused sick day upon retirement from the Leeds Public School #6 under the 85 or 90 rule required by ND TFFR or may designate unused sick days to the sick bank.
- B. CATASTROPHIC LEAVE:** Up to 10 days of sick leave may be used annually in the event of serious illness in the immediate family that shall include spouse, children (biological, step, adopted, or foster), parents, sisters, brothers, grandparents, grandchildren or in-laws of the teacher or spouse. Serious illness shall be defined to include only those illnesses that include hospitalization or direct consultation between the ill person and a medical doctor. The immediate supervisor may request medical verification of the seriousness of the family member's illness. These 10 days shall include the 3 sick days (see above) that may be used for immediate family. If an extension of leave for the above reasons is needed due to emergency situations the teacher may request in writing from the immediate supervisor, use of sick leave on a humanitarian basis.
- IV. SICK LEAVE LEEDS SCHOOL BOARD POLICY (DAA):**

Full time employees shall receive paid sick leave per year as determined by the Board in accordance with any applicable law. This leave may be used for any personal illness or disability.

Requesting Sick Leave

Requests for sick leave must include the nature of the illness, injury, or disability. The Superintendent has the right at its discretion to request medical certification as a prerequisite for the awarding of sick leave. In the event a second medical opinion is requested by the Superintendent, the Board shall pay the expense.

Disability Resulting from Pregnancy

Disability or physical limitations resulting from pregnancy shall be treated the same as any other illness, injury, or disability for the purpose of sick leave and is subject to the limitations of this policy. The employee is free to determine when she will commence her leave in accordance with her healthcare provider's recommendations. The employee may be on pregnancy leave resulting from a disability or physical limitation related to pregnancy, child birth, or a post-pregnancy condition for 8

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weeks starting with the birth of the child or any duration recommended by healthcare provider if longer than 8 weeks.

Paternity Leave

The father or secondary caregiver may use 10 days of paid sick leave, when available, to bond with their newborn within the first 12 months.

Adoption Leave

The Primary caregiver may use up to 4 weeks paid sick leave, when available, to bond with their newly adopted child. The secondary caregiver may use 10 days of paid sick within the first 12 months of adoption.

FMLA

Family Medical Leave may be used consecutively with the above.

V. SICK LEAVE BANK LEEDS SCHOOL BOARD POLICY (DDAE):

Sick Leave Bank is available to members of the Leeds Public School Faculty and other eligible employees. The purpose of the "Bank" shall be for unexpected catastrophic illness and/or injury to the employee and/or their parents, spouse or children.

Each participating employee shall invest 2 (two) sick leave days in the bank the first two years and 1 (one) sick leave day the third year until each participant has contributed five days.

Half-time personnel will donate 1 (one) day the first two years and a half day each year after. These people will only be able to use half the amount of days in the sick bank.

During the first two years, only half the number of days in the bank can be drawn out.

At any time after the first two years, if the balance of days drops below 65 days, each member shall be assessed 1 (one) more day of sick leave until the bank is restored to at least a 100-day balance. The members will only be assessed this extra day one time a year.

At no time will a member be able to use more than 85 days of the sick bank per school year.

When the level of days reaches zero, the 2-2-1 plan will be reactivated.

Any employee may donate any amount of unused sick leave to the sick bank by completing a form with the Business Manager no later than June 1 each year.

A Sick Leave Bank Committee will oversee the use of the bank, review all applications, accept or reject the applications, maintain the proper balances, and provide reasonable assurance that the sick leave bank is not abused. The Sick Leave Bank Committee shall consist of one teacher, one administrator, one classified staff member, and one board member.

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Any Sick Leave Bank participant having used their total accumulated sick leave may apply to the Sick Leave Bank Committee for consideration to draw upon the bank. Applications must be in writing and given to the Sick Leave Committee for consideration. A doctor's certification of illness shall accompany all applications to the Sick Leave Bank Committee. The Committee could require two doctor statements if they felt it was necessary. The application must request a specific number of days.

The Sick Leave Bank will be done on a voluntary basis. Each participating employee will be given one chance to join or not upon beginning employment in the district.

When an employee leaves the system, his/her sick days will remain in the sick bank.

VI. PERSONAL LEAVE: teacher will receive 3 days annually accumulative to 6. District will pay \$100.00 per unused personal day that cannot be carried over to the next year.

VII. PROFESSIONAL LEAVE: may be used at the discretion of the administration

VIII. UNPAID LEAVE: Planned unpaid leave must be approved by the Superintendent at least two (2) weeks prior to date of the leave.

IX. ND TFFR BENEFITS: Model 2 payment plan. Of the 11.75% owed from the TFFR member, the District shall pay **8.75%** and the member shall pay **3.0%** of the ND TFFR retirement salary.

X. INSURANCE:

A. District will pay up to the full cost of a single health policy. This can be used for health insurance, \$10,000.00 basic life insurance, 75% of a single dental policy, or 50% of a single vision policy. Any cost over the cost of a single health insurance policy will be paid by the teacher/staff.

B. In lieu of option (a), the teacher may provide documentation of health insurance coverage through their spouse's health plan to receive a taxable cash benefit of \$2500.00.

XI. SECTION 125 BENEFITS:

A. Premium Conversion

B. Flexible Benefits spending accounts: District will pay the cost of administering the plans

1. Medical spending account

2. Dependent care account

C. 403(b) -- May join a 403(b) annuity through Horace Mann

XII. LEAVE OF ABSENCE: A one year leave of absence without pay or benefits may be granted by the district to any instructor employed by the Leeds Public School for three years for education or other mutually agreeable purposes. If the person on leave returns then he/she shall return to his/her same or mutually agreed upon position. Instructors who wish to request a leave of absence shall be allowed to meet with the board for consideration before April 1st. Notice of intent to return must also be made before April 1st of the year the instructor on leave intends to return to

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active employment. The request for leave shall be acted upon by the district at the next regularly scheduled meeting of the Board of Education after the request has been made.

XIII.HARD TO FILL POSITIONS: In the event the district does not attract a qualified applicant for a certified, the Board may seek to designate the position as a “hard to fill” position. The Board may attempt to fill the “hard to fill” position by paying mileage to a retired or part-time teacher. This article is subject to the following stipulation: a) the Superintendent and/or Board will bring the issue a “hard to fill” position to the attention of the LEA membership by contacting the local association bargaining team for their approval.

XIV. STAFF RESIGNATIONS AND REQUEST FOR RELEASE FROM CONTRACT: Leeds Public School recognizes that a teacher, who, once signed a contract and then requests release from the contract prior to the completion of the contract terms results in damages to the School District which are impractical or extremely difficult to actually ascertain. In an effort to fix compensation which bears a reasonable relationship to probable damages and which is not disproportionate to reasonable anticipated damages, the following sum shall be paid by a teacher requesting a release from contract which is approved by the Board.

According to Board Policy, this clause does not prohibit the Board from granting an unconditional request.

June 1 – June 30 --- 1% of contract base salary

July 1 – July 31 --- 3% of contract base salary

August 1 – end of term --- 5% of contract base salary

Leeds Public School District #6
Salary Schedule
2025-2026

STEP	B.S.	Graduate, 8 Sem. Hr	Graduate, 16 Sem. Hr	Graduate, 24 Sem. Hr	Graduate, 32 Sem. Hr	Masters	Masters 8 Sem Hr
1	\$ 43,625.00	\$ 44,125.00	\$ 44,625.00	\$ 45,125.00	\$ 45,625.00	\$ 46,625.00	\$ 47,125.00
2	\$ 44,150.00	\$ 44,650.00	\$ 45,150.00	\$ 45,650.00	\$ 46,150.00	\$ 47,150.00	\$ 47,650.00
3	\$ 44,675.00	\$ 45,175.00	\$ 45,675.00	\$ 46,175.00	\$ 46,675.00	\$ 47,675.00	\$ 48,175.00
4	\$ 45,200.00	\$ 45,700.00	\$ 46,200.00	\$ 46,700.00	\$ 47,200.00	\$ 48,200.00	\$ 48,700.00
5	\$ 45,725.00	\$ 46,225.00	\$ 46,725.00	\$ 47,225.00	\$ 47,725.00	\$ 48,725.00	\$ 49,225.00
6	\$ 46,250.00	\$ 46,750.00	\$ 47,250.00	\$ 47,750.00	\$ 48,250.00	\$ 49,250.00	\$ 49,750.00
7	\$ 46,775.00	\$ 47,275.00	\$ 47,775.00	\$ 48,275.00	\$ 48,775.00	\$ 49,775.00	\$ 50,275.00
8	\$ 47,300.00	\$ 47,800.00	\$ 48,300.00	\$ 48,800.00	\$ 49,300.00	\$ 50,300.00	\$ 50,800.00
9	\$ 47,825.00	\$ 48,325.00	\$ 48,825.00	\$ 49,325.00	\$ 49,825.00	\$ 50,825.00	\$ 51,325.00
10	\$ 48,350.00	\$ 48,850.00	\$ 49,350.00	\$ 49,850.00	\$ 50,350.00	\$ 51,350.00	\$ 51,850.00
11		\$ 49,375.00	\$ 49,875.00	\$ 50,375.00	\$ 50,875.00	\$ 51,875.00	\$ 52,375.00
12		\$ 49,900.00	\$ 50,400.00	\$ 50,900.00	\$ 51,400.00	\$ 52,400.00	\$ 52,900.00
13		\$ 50,425.00	\$ 50,925.00	\$ 51,425.00	\$ 51,925.00	\$ 52,925.00	\$ 53,425.00
14			\$ 51,450.00	\$ 51,950.00	\$ 52,450.00	\$ 53,450.00	\$ 53,950.00
15			\$ 51,975.00	\$ 52,475.00	\$ 52,975.00	\$ 53,975.00	\$ 54,475.00
16				\$ 53,000.00	\$ 53,500.00	\$ 54,500.00	\$ 55,000.00
17				\$ 53,525.00	\$ 54,025.00	\$ 55,025.00	\$ 55,525.00
18					\$ 54,550.00	\$ 55,550.00	\$ 56,050.00
19					\$ 55,075.00	\$ 56,075.00	\$ 56,575.00
20					\$ 55,600.00	\$ 56,600.00	\$ 57,100.00
21					\$ 56,125.00	\$ 57,125.00	\$ 57,625.00
22					\$ 56,650.00	\$ 57,650.00	\$ 58,150.00
23					\$ 57,175.00	\$ 58,175.00	\$ 58,675.00
24					\$ 57,700.00	\$ 58,700.00	\$ 59,200.00
25					\$ 58,225.00	\$ 59,225.00	\$ 59,725.00
26					\$ 58,750.00	\$ 59,750.00	\$ 60,250.00
27					\$ 59,275.00	\$ 60,275.00	\$ 60,775.00
28					\$ 59,800.00	\$ 60,800.00	\$ 61,300.00
29					\$ 60,325.00	\$ 61,325.00	\$ 61,825.00
30					\$ 60,850.00	\$ 61,850.00	\$ 62,350.00

Certified staff member will receive a career increment equal to the increase on the base plus the experience step

Requirements to receive next increment : 6 semester hours every 5 years license renewal. Teachers not completing

Requirements to receive Master's lane increment: A valid North Dakota teaching certificate must indicate the teacher has gained a Master's degree.

Non-graduate hours to count on horizontal lane change with prior approval from board and/or administration.

Experience from other teaching positions is transferable to actual step and lane, provided such experience was in a PK-12 classroom and such experience was gained while holding a valid PK-12 teaching license.

Overload : HS - \$200 annually per class period taught over 3 preps, as defined by administration.
Class period is defined as a standard class which meets 5 days a week for 47 minutes per day.
Classes which meet less than that will be pro-rated for purposes of this section.

Overload: Elementary - \$200 annually per combined class. A class is defined as one core subject session the teacher is involved in teaching "combined" classes. This does not apply to vocal music classes,

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Salary Schedule
2025-2026

physical education, or any other class in which additional preparation time is not required.

Covering another class: \$25.00 per period, when done by a teacher during his/her scheduled prep time.

Education Incentive: **\$450.00** per educator for educational courses to be paid on completion of course or September 1 for summer hours. (Tuition, books, teaching license and other approved expenses)

Ticket taking: \$30.00 per session (preliminary game & 1/2 of varsity game)

PAYROLL: Paid bi-monthly on the 15th and last day of each month

Teachers will be required to attend in-service days designated by the administration as part of the negotiated contract.

Teachers are not required to work during **NDCEL** conference in October if school is not in session.

EXTRA-CURRICULAR/CO-CURRICULAR positions have the right to negotiate with the Leeds School Board individually, unless school is entered into a cooperative agreement.

Contract is 183 days with 3 required Professional Development days.

Salary schedule and master agreement was negotiated and agreed upon on April 30, 2025.

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Salary Schedule
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Board President _____ **Date:** _____

LEA President _____ **Date:** _____