

**EDMORE PUBLIC SCHOOL DISTRICT
COMPREHENSIVE AGREEMENT
2017-2018, 2018-2019 School Years**

PREAMBLE.

The School Board of the Edmore School District, Edmore, North Dakota and the Edmore Education Association do hereby agree that the welfare of the children of the Edmore School District is paramount in the operation of the school and will be promoted by both parties. The parties do hereby agree as follows:

ARTICLE I. RECOGNITION.

Section 1. Association Recognition.

The School Board of the Edmore School District hereinafter referred to as the Board, recognizes that teaching is a profession. The Board recognizes the Edmore Education Association, hereinafter referred to as the Association, as the bargaining representative for all full-time/part-time licensed teachers of the School District engaged in classroom teaching, but excluding the principals and superintendent.

Section 2. Board Recognition.

The Association recognizes the Board as the elected representatives of the people of the Edmore School District and as employers of the certified personnel of the Edmore School District.

ARTICLE II. PROCEDURES.

Section 1. Directing Requests.

Requests for negotiation meetings from the Association normally will be made directly to the superintendent or his representatives. Requests from the superintendent or the Board, or their representatives, will be made to the president of the Association. A mutually convenient meeting date shall be set and a meeting held within five (5) days of the date of request.

Section 2. Meetings.

Meetings for the purpose of negotiations shall be mutually agreed upon. Requests for changes in date or time shall be made through the superintendent's office.

Section 3. Assistance.

The parties may call upon competent professional or lay persons to render advice relative to the negotiations. Further, the cost of such assistance shall be borne by the party securing the assistance. The cost of secretarial assistance will be shared equally by both parties.

Section 4. Exchange of Information.

The Board, or the Association, upon request from the opposite party, shall provide accurate information which is normally considered public information. Examples of such information would include financial resources of the district and salary schedules of area schools.

ARTICLE III. TEACHER RIGHTS.

Section 1. Statutory Savings Clause.

Nothing contained herein shall be construed to deny or restrict the rights afforded any teacher under the laws of North Dakota. The rights granted to teachers hereunder shall be deemed in addition to those provided elsewhere.

ARTICLE IV. ASSOCIATION RIGHTS.

Section 1. Use of School Mail Service.

The Association shall have the right to use school districts' mail services and teachers' mail boxes for communications to teachers.

ARTICLE V. LEAVES.

Section 1. Sick Leaves.

An employee's unused sick leave bank can be accumulated up to 65 days with an additional 15 days granted at the beginning of each contract year, not to exceed 80 days total for that contracted year. The allowance can be used for absences caused by illness or disability of the teacher. Eight (8) days per year may be used to stay at home with an immediate family member. Immediate family being defined as: spouse, grandparents, parents, brothers, sisters, children and grandchildren of the employee and his/ her spouse. This also includes individuals for whom the employee is current legal guardian. Pregnancy/Maternity disability will be treated as any other illness/disability. The Board may request a second doctor's confirmation or a second doctor's opinion concerning a teacher who has been absent due to illness for an extended time of four (4) or more days. The Board will pay the cost for the second opinion and may select the doctor. An employee may use up to 12 days for adoption/paternity leave to be deducted from accumulated sick leave. Additional days may be granted upon approval of superintendent and school board. At the end of the year, teachers will be compensated for any unused sick leave over 65 days at a rate of \$25.00 per day after 3 years of employment. Upon resignation in good standing or retirement after 3 years with the district, the total banked sick leave will be paid out at \$25.00 per day.

Section 2. Professional Leave.

Each teacher shall be credited with teacher professional leave. The teacher planning to use a professional business day must first receive the approval of the administration.

Section 3. Emergency Leave.

At the beginning of each school year, each teacher shall be credited with a 2-day emergency leave allowance, accumulative to six (6) days. The emergency leave is to be used for such things as death or serious illness requiring hospitalization or immediate medical attention in the immediate family. Three (3) days of emergency leave per year may be used to attend a funeral not in the immediate family. The teacher must receive the approval of the superintendent.

Section 4. Personal Leave.

At the beginning of each school year, each teacher shall be credited with three (3) days, accumulative to five (5), to be used for personal business. A personal business day may be used for any purpose at the discretion of the teacher. A teacher planning to use a personal business day shall provide the administration with sufficient time to hire an acceptable substitute teacher. Each unused personal day above the five days will be reimbursed at an equivalent to one contracted day and will be added to their tenth check. One personal day may be split into half days.

Section 5. Sabbatical Leave.

Teachers who have been employed by the district for four (4) years shall be eligible to apply for a leave of absence of one (1) year without pay subject to Board approval on an individual basis. A teacher going on sabbatical leave is guaranteed his/her job back, contingent on the application of the guidelines in the district's reduction in force policy. A teacher on sabbatical leave must notify the Board in writing of his/her intent to return or not return by February 15th of the school year that the sabbatical is granted. Upon returning the employee will stay at the same step on the salary schedule as when they left.

ARTICLE VI. INSURANCE.

Health insurance is paid for all full-time at the minimum to maintain grandfather status or no less than \$4900.00 for the 2017-18 and 2018-19 contract agreement. Teachers will have the option of transferring salary to provide full medical insurance. Teachers under contract for 50% time or greater will have their insurance benefit prorated accordingly.

ARTICLE VII. EXTRACURRICULAR SCHEDULE ACTIVITY

See appendix A.

ARTICLE VIII. SALARY SCHEDULE

See appendix B.

ARTICLE IX. NORMAL TEACHING LOAD.

Section 1. Normal Teaching Load.

In a standalone elementary classroom, the normal teaching load will be established so that each teacher will receive two hundred fifty (250) minutes per week of preparation time. The remainder of the day will be spent in classroom instruction.

The normal teaching load in the high school in a seven-period day is five (5) classes, one study hall and a prep period or six (6) classes and a prep period. The prep period will be fifty (50) minutes per day.

Section 2. Teacher Training.

State required semester hours of credit every five (5) years shall be compulsory. Each teacher will receive an increment on the schedule each year after 4 credits have been earned. Courses must be applicable graduate and continuing education courses in order to renew teaching license as per ESPB requirements; exceptions to this must be cleared by the superintendent. In order to change lanes, notification must be submitted to the superintendent for approval by September 1 of the current school term.

Section 3. Absence in Excess of Leaves.

The Board will deduct 1/186 (or as constituted by the legislation) from the teacher's yearly gross salary for each day he/she is absent in excess of negotiated leaves. All leaves in excess of negotiated leaves will require individual School Board approval.

Section 4. Extended Employment.

Those teachers having extended employment contracts will be paid at the rate of 1/186 (or as constituted by the legislation) of the teacher's salary. Teachers will be required to work eight (8) hours for each day counted, and may be expected to use a time clock at the discretion of the administration. Extended employment will be determined by administrator recommendation. The number of days a teacher works on extended contract may vary.

Section 5. Substitute Teacher Pay.

Teachers that substitute during their prep hour will be reimbursed at 1/7 of a contracted day of said teacher's salary.

ARTICLE X. MISCELLANEOUS PROVISIONS.

Section 1. Understanding.

The Board and the Association agree that the terms and conditions set forth in this agreement represent the full and complete understanding and commitment between the parties, and that said terms and conditions may not be altered, changed, added to, deleted from, or modified without the mutual consent of the parties in amendment, written and attached, and made a part of this agreement.

Section 2. Board Policy.

This agreement constitutes Board policy for the term of said agreement and shall be incorporated into and be considered part of the established policy of the Board.

Section 3. Savings Clause.

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 it violates the law, but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of this agreement.

Section 4. Individual Contracts.

Any contract between the Board and a teacher shall be expressly subject to the terms and conditions of this agreement, except in the case where the Board is unable to fill teaching vacancies in critical need areas. Signing bonuses may be utilized as needed to fill existing vacancies. If an individual contract contains any language inconsistent with this agreement, this agreement for its duration shall be controlling.

ARTICLE XI. AMENDMENT.

The provisions of this agreement may be amended, deleted, or added to with the mutual consent of both parties involved.

ARTICLE XII. DURATION.

Section 1. Binding Period, Continuation, and Renegotiation.

The provisions of this agreement will be effective as of July 1, 2017, and will continue and remain in full force and effect until June 30, 2019. Said agreement will automatically be renewed and continue in full force and effect for additional periods of one (1) year unless either the Board or the Association gives written notice to the other not later than February 15, or anniversary thereof, of its desire to reopen negotiations.

In addition, both parties expressly recognize that negotiations on the terms of a successor agreement must take place at the request of either party, providing proper notice is given. In witness thereof, duly authorized representatives of the Association and the Board hereunder set their hands and seals this 15th day of March, 2017.

EDMORE BOARD PRESIDENT

EDMORE BOARD OF EDUCATION
NEGOTIATION REPRESENTATIVES

EDMORE ASSOCIATION
NEGOTIATION REPRESENTATIVES

APPENDIX A
EXTRACURRICULAR SCHEDULE ACTIVITY

<u>Activity</u>	<u>% of Base</u> Base \$38,950	2017-18	2018-19 Base \$39,200
Gymnastics Club Advisor	3.00%	\$1,168.50	\$1,176.00
Gymnastics Assis. (Limit 2)	1.50%	\$584.25	\$588.00
Vocal & Instrumental Contest (practice outside of school day)	3.00%	\$1,168.50	\$1,176.00
Yearbook	5.00%	\$1,947.50	\$1,960.00
FCCLA (Competition)*	3.00%	\$1,168.50	\$1,176.00
FCCLA (Non-Competition)*	1.50%	\$584.25	\$588.00
Jr/Sr Banquet Advisor	1.50%	\$584.25	\$588.00
Prom Advisor (Sunday Decorating)	2.00%	\$779.00	\$784.00
Robotics (practice outside of school)(2 Competitions)(May be split between 2 coaches)	3.00%	\$1,168.50	\$1,176.00
Close Up (3 fundraising activities per year)*	3.00%	\$1,168.50	\$1,176.00
		\$9,153.25	\$9,212.00

***Clubs must participate in at least 1 concession/cleanup for sporting events**

<u>Inactive</u>			
Pep Band (6 performances)	2.50%	\$973.75	\$980.00
Stage Band (3 performances & competition)	2.50%	\$973.75	\$980.00
Pop Singers (3 performances & competition)	2.50%	\$973.75	\$980.00
DECA (Competition) (practice outside of school day)	3.00%	\$1,168.50	\$1,176.00
DECA (Non-Competition)	1.50%	\$584.25	\$588.00
Science Fair (Competition)	1.50%	\$584.25	\$588.00
Drama Club - Per Play (practice outside of school)	2.50%	\$973.75	\$980.00
SADD Advisor (2 Activities & State)	2.50%	\$973.75	\$980.00
SADD Assis.	1.50%	\$584.25	\$588.00
Speech (Competition)	3.00%	\$1,168.50	\$1,176.00
Head BB Coach (Boys & Girls)	12.00%	\$4,674.00	\$4,704.00
B Squad Coach (Boys & Girls)	10.00%	\$3,895.00	\$3,920.00
C Squad Coach (Boys & Girls)	7.00%	\$2,726.50	\$2,744.00
Grade BB Coach (Boys & Girls) 5 & 6	2.00%	\$779.00	\$784.00
Grade BB Coach (Boys & Girls) 5 & 6 Coop	3.00%	\$1,168.50	\$1,176.00
Pee Wee BB Coach (Boys & Girls) 3 & 4	2.00%	\$779.00	\$784.00
Pee Wee BB Coach (Boys & Girls) 3 & 4 Coop	3.00%	\$1,168.50	\$1,176.00
Head Baseball Coach	12.00%	\$4,674.00	\$4,704.00
JV Baseball Coach	10.00%	\$3,895.00	\$3,920.00
Head Volleyball Coach	12.00%	\$4,674.00	\$4,704.00
JV Volleyball Coach	10.00%	\$3,895.00	\$3,920.00
JH Volleyball Coach	7.00%	\$2,726.50	\$2,744.00
Head Football Coach	12.00%	\$4,674.00	\$4,704.00
JV Football Coach	10.00%	\$3,895.00	\$3,920.00
Jr. High Football Coach	7.00%	\$2,726.50	\$2,744.00
Golf Coach (Primary Sport) Coop	5.00%	\$1,947.50	\$1,960.00
Golf Coach (Secondary Sport)	2.00%	\$779.00	\$784.00
Gymnastics Head Coach	12.00%	\$4,674.00	\$4,704.00
Head Track Coach 7-12 (Boys & Girls)(Course Practices)	12.00%	\$4,674.00	\$4,704.00
Head Track Coach 7-12 (Boys & Girls) Edmore)	7.00%	\$2,726.50	\$2,744.00

2017-2018 MASTER SCHEDULE

BASE SALARY=\$36,700		VERTICAL STEPS \$450.00 (ONGOING, NO MAX)											
	BS	4	8	12	16	20	24	28	32	36	MA	M+8	M+16
1	38950	39100	39250	39400	39550	39700	39850	40000	40150	40300	41300	41800	42300
2	39400	39550	39700	39850	40000	40150	40300	40450	40600	40750	41750	42250	42750
3	39850	40000	40150	40300	40450	40600	40750	40900	41050	41200	42200	42700	43200
4	40300	40450	40600	40750	40900	41050	41200	41350	41500	41650	42650	43150	43650
5	40750	40900	41050	41200	41350	41500	41650	41800	41950	42100	43100	43600	44100
6	41200	41350	41500	41650	41800	41950	42100	42250	42400	42550	43550	44050	44550
7	41650	41800	41950	42100	42250	42400	42550	42700	42850	43000	44000	44500	45000
8	42100	42250	42400	42550	42700	42850	43000	43150	43300	43450	44450	44950	45450
9	42550	42700	42850	43000	43150	43300	43450	43600	43750	43900	44900	45400	45900
10	43000	43150	43300	43450	43600	43750	43900	44050	44200	44350	45350	45850	46350
11	43450	43600	43750	43900	44050	44200	44350	44500	44650	44800	45800	46300	46800
12	43900	44050	44200	44350	44500	44650	44800	44950	45100	45250	46250	46750	47250
13			44650	44800	44950	45100	45250	45400	45550	45700	46700	47200	47700
14			45100	45250	45400	45550	45700	45850	46000	46150	47150	47650	48150
15			45550	45700	45850	46000	46150	46300	46450	46600	47600	48100	48600
16					46300	46450	46600	46750	46900	47050	48050	48550	49050
17					46750	46900	47050	47200	47350	47500	48500	49000	49500
18					47200	47350	47500	47650	47800	47950	48950	49450	49950
19							47950	48100	48250	48400	49400	49900	50400
20							48400	48550	48700	48850	49850	50350	50850
21							48850	49000	49150	49300	50300	50800	51300
22									49600	49750	50750	51250	51750
23									50050	50200	51200	51700	52200
24									50500	50650	51650	52150	52650
25									50950	51100	52100	52600	53100
26									51400	51550	52550	53050	53550
27												53500	54000
28												53950	54450
29												54400	54900

2018-2019 MASTER SCHEDULE

BASE SALARY=\$38,950

VERTICAL STEPS \$450.00 (ONGOING, NO MAX)

	BS	4	8	12	16	20	24	28	32	36	MA	M+8	M+16
1	39200	39350	39500	39650	39800	39950	40100	40250	40400	40550	41550	42050	42550
2	39650	39800	39950	40100	40250	40400	40550	40700	40850	41000	42000	42500	43000
3	40100	40250	40400	40550	40700	40850	41000	41150	41300	41450	42450	42950	43450
4	40550	40700	40850	41000	41150	41300	41450	41600	41750	41900	42900	43400	43900
5	41000	41150	41300	41450	41600	41750	41900	42050	42200	42350	43350	43850	44350
6	41450	41600	41750	41900	42050	42200	42350	42500	42650	42800	43800	44300	44800
7	41900	42050	42200	42350	42500	42650	42800	42950	43100	43250	44250	44750	45250
8	42350	42500	42650	42800	42950	43100	43250	43400	43550	43700	44700	45200	45700
9	42800	42950	43100	43250	43400	43550	43700	43850	44000	44150	45150	45650	46150
10	43250	43400	43550	43700	43850	44000	44150	44300	44450	44600	45600	46100	46600
11	43700	43850	44000	44150	44300	44450	44600	44750	44900	45050	46050	46550	47050
12	44150	44300	44450	44600	44750	44900	45050	45200	45350	45500	46500	47000	47500
13			44900	45050	45200	45350	45500	45650	45800	45950	46950	47450	47950
14			45350	45500	45650	45800	45950	46100	46250	46400	47400	47900	48400
15			45800	45950	46100	46250	46400	46550	46700	46850	47850	48350	48850
16					46550	46700	46850	47000	47150	47300	48300	48800	49300
17					47000	47150	47300	47450	47600	47750	48750	49250	49750
18					47450	47600	47750	47900	48050	48200	49200	49700	50200
19							48200	48350	48500	48650	49650	50150	50650
20							48650	48800	48950	49100	50100	50600	51100
21							49100	49250	49400	49550	50550	51050	51550
22									49850	50000	51000	51500	52000
23									50300	50450	51450	51950	52450
24									50750	50900	51900	52400	52900
25									51200	51350	52350	52850	53350
26									51650	51800	52800	53300	53800
27												53750	54250
28												54200	54700
29												54650	55150