



GRENORA PUBLIC SCHOOL DISTRICT NO. 99

PO Box 38 ~ 402 Robinson Street ~ Grenora, ND ~ 58845-0038

Phone: 701.694.2711 • Fax: 701.694.2717

PROVISIONS OF THE SALARY SCHEDULE – 2017-2018 and 2018-2019

1. The base salary is figured on a 9-12 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.
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. Sixteen in-service hours will equal one (1) credit hour for movement on the salary schedule.
6. The contract shall provide for eighty (80) hours of medical leave for each teacher for each year, cumulative to a maximum of seven hundred twenty (720) hours. Medical leave days are days either the teacher or a member of his or her immediate family is ill. A teacher may use up to two hundred forty (240) hours of accumulated medical leave for maternity leave. If there are any complications authorized by a doctor, teachers may use all other accumulated medical leave. Ten and no/100 dollars (\$10) per day for each day over seven hundred twenty (720) hours accumulated medical leave shall be paid each teacher, not to exceed One Hundred and no/100 dollars (\$100.00) per year per teacher. This is payable at the end of the school year. 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.
7. Each contract shall provide for, in addition to medical leave, thirty two (32) hours of noncumulative emergency leave, thirty two (32) hours personal leave per year cumulative to forty (40) hours, and sixteen (16) hours of noncumulative professional leave. Personal leave is not to be taken during the first or last week of school without prior administrative approval. A teacher planning to use personal or professional leave will notify the administration at least five (5) days in advance. Emergency leave, professional leave and immediate family are defined in board policy. Teachers shall be compensated One Hundred and no/100 dollars (\$100.00) for personal days over Forty (40) hours.
8. 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.
9. A teacher coming into the system may bring in up to Eighty (80) documented days accumulated medical leave for outside teaching up to three (3) years or Two hundred forty (240) hours.
10. Free hot lunch shall be provided to Grenora Public School District contracted teachers for days in attendance during the academic school year.



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11. Teacher's pay shall be severed after all medical leave Eighty (80) hours and/or accumulated medical leave (sick bank) have been used.
12. Substitute teacher's pay shall be a policy of the board.
13. 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.
14. If a basic First Aid and CPR course is available locally, teachers will be required to attend and credits given.
15. 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.
16. 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.
17. All teachers may be assigned a combination of lunch and ticket selling (gate) no more than four times a school year, unless mutually agreed upon.
18. 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. $\frac{1}{4}$ time staff will receive $\frac{1}{4}$ 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 pro-rated in accordance to their percent of teaching time.
19. 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 (7th) 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



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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.

20. Teacher contracts shall be for One hundred eighty two (182) day school year, allowing up to two (2) days of in-service training. Board will pay the expense of the workshop and provide a bus for transportation to and from the workshop. Teachers must attend and will be granted in-service credit of one (1) credit hour for every 16 clock hours.
21. 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.
22. Provision for Health Insurance: The health benefit plan allows the following premium compensation: The board shall pay seventy five percent (75%) of the cost with a minimum of Four thousand five hundred and no/100 dollars (\$4500) for a Single policy, fifty five percent (55%) for a Single plus Dependent policy, and fifty percent (50%) for a family policy. The board's share shall not exceed the amount of the premium. Payments to be pro-rated over a 9-month period. When both husband and wife are employed by the district, they may each receive the amount of a single policy. In the event that a teacher does not take insurance a cash equivalent in the amount of a single insurance policy benefit shall be paid.
23. Flex spending up to maximum allowed.
24. Guidelines for Salary Schedule. Each Horizontal change on the salary schedule represents (8) credit hours beyond a BA/BS degree in education (BA + 8 = Credit hours). Credits to be applied toward gaining more educational credit on the salary schedule shall meet all of the following criteria:
 - a. 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.
 - b. Receive prior Administrative Approval.
 - c. 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. 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.
 - d. Number 24 on the negotiated agreement shall be reviewed by both parties during the 2017 negotiation period.



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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.



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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 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.



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ACTIVITIES SCHEDULE

(For 2017-2018 and 2018-2019)

The school board reserves the right to eliminate any extracurricular position including salary. The distribution of extracurricular money shall be determined by the Grenora Education Association. Extracurricular positions will be contracted by the superintendent and salaries will be presented to the superintendent by September 5th. The eliminated activity pay will be on a pro-rated basis by length of season served.

\$12,000 is to be dispersed below by GEA members for the 2017-2018 school year.

\$13,000 is to be dispersed below by GEA members for the 2018-2019 school year.

	2017-2018	2018-2019
FFA		
YEARBOOK		
CLOSE-UP		
SENIOR CLASS		
JUNIOR CLASS		
10 TH GRADE		
9 TH GRADE		
8 TH GRADE		
7 TH GRADE		
SPEECH & DRAMA		
STUDENT COUNCIL		
HONOR SOCIETY		
FBLA		
NWEA TEST COORDINATOR		
SCIENCE FAIR		
PROM		
ADDITIONAL ITEM 1 _____		
ADDITIONAL ITEM 2 _____		



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2017-2018 Salary Schedule

Steps	BA/BS	BS +8	BS +16	BS +24	BS +32	BS +40	MASTERS
1	43,700	44,300	44,900	45,500	46,100	46,700	47,300
2	44,160	44,760	45,360	45,960	46,560	47,160	47,760
3	44,620	45,220	45,820	46,420	47,020	47,620	48,220
4	45,080	45,680	46,280	46,880	47,480	48,080	48,680
5	45,540	46,140	46,740	47,340	47,940	48,540	49,140
6	46,000	46,600	47,200	47,800	48,400	49,000	49,600
7	46,460	47,060	47,660	48,260	48,860	49,460	50,060
8	46,920	47,520	48,120	48,720	49,320	49,920	50,520
9	47,380	47,980	48,580	49,180	49,780	50,380	50,980
10	47,840	48,440	49,040	49,640	50,240	50,840	51,440
11	48,300	48,900	49,500	50,100	50,700	51,300	51,900
12	48,760	49,360	49,960	50,560	51,160	51,760	52,360
13	49,220	49,820	50,420	51,020	51,620	52,220	52,820
14	49,680	50,280	50,880	51,480	52,080	52,680	53,280
15	50,140	50,740	51,340	51,940	52,540	53,140	53,740
16	50,600	51,200	51,800	52,400	53,000	53,600	54,200
17				52,860	53,460	54,060	54,660
18				53,320	53,920	54,520	55,120
19				53,780	54,380	54,980	55,580
20				54,240	54,840	55,440	56,040
21				54,700	55,300	55,900	56,500
22				55,160	55,760	56,360	56,960
23							

Negotiating Team for School Board

Negotiating Team for Teachers

Mark Wright 4/6/17
Rick Ross 4-11-17

[Signature] 4/4/17

Loren Johnson 4-11-17
 School Board President Date

Ashley Longart 4/5/17
Mark Hill 4/5/17
 GEA President Date



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2018-2019 Salary Schedule

Steps	BA/BS	BS +8	BS +16	BS +24	BS +32	BS +40	MASTERS
1	43,700	44,300	44,900	45,500	46,100	46,700	47,300
2	44,170	44,770	45,370	45,970	46,570	47,170	47,770
3	44,640	45,240	45,840	46,440	47,040	47,640	48,240
4	45,110	45,710	46,310	46,910	47,510	48,110	48,710
5	45,580	46,180	46,780	47,380	47,980	48,580	49,180
6	46,050	46,650	47,250	47,850	48,450	49,050	49,650
7	46,520	47,120	47,720	48,320	48,920	49,520	50,120
8	46,990	47,590	48,190	48,790	49,390	49,990	50,590
9	47,460	48,060	48,660	49,260	49,860	50,460	51,060
10	47,930	48,530	49,130	49,730	50,330	50,930	51,530
11	48,400	49,000	49,600	50,200	50,800	51,400	52,000
12	48,870	49,470	50,070	50,670	51,270	51,870	52,470
13	49,340	49,940	50,540	51,140	51,740	52,340	52,940
14	49,810	50,410	51,010	51,610	52,210	52,810	53,410
15	50,280	50,880	51,480	52,080	52,680	53,280	53,880
16	50,750	51,350	51,950	52,550	53,150	53,750	54,350
17				53,020	53,620	54,220	54,820
18				53,490	54,090	54,690	55,290
19				53,960	54,560	55,160	55,760
20				54,430	55,030	55,630	56,230
21				54,900	55,500	56,100	56,700
22				55,370	55,970	56,570	57,170
23							

Negotiating Team for School Board

Negotiating Team for Teachers

Quilley Wright 4/10/17
Rich Ross 4-11-17

By [Signature] 4/4/17

Laveen Johnson 4-11-17
 School Board President Date

April Boppel 4/5/17
Mark Muhl 4/5/17
 GEA President Date