

**Montpelier Public School  
Negotiated Agreement  
2017-2019**

## **I. QUALIFICATIONS AND REQUIRMENTS OF INSTRUCTION**

A. The teachers will be given a school policy book before signing a contract. Teachers will be given a written or email notice of any policy changes.

B. Five years of classroom teaching experience from state approved schools will be accepted on the salary schedule. Following the first year of teaching at the Montpelier Public School, the teacher, if offered a contract, will be able to bring in up to ten years of experience on the salary schedule.

C. Teachers obtaining additional hours between lanes will receive reimbursement for the cost of the class up to \$100 for each credit hour when completed. Effective hours would begin for the 2017-18 contract year beginning with credits earned after August 2016.

D. Teachers will receive salary increments at the appropriate levels provided the following are met:

1. Necessary and/or additional hours must be obtained prior to the beginning of the school year.

2. Hours taken outside of the teaching area, according to the biennium teaching schedule will have approval of the superintendent.

3. Teachers will inform the superintendent of all prospective course work before enrolling.

E. Teachers will be paid on either the nine or twelve-month basis on the 15<sup>th</sup> and the 30<sup>th</sup> or the nearest preceding work day of each month, starting the first business day in September, except for the following conditions:

1. Teachers on a nine-month basis will be paid their final (May) check on the last day of school when final checkout has been satisfactorily completed.

2. Teachers on a twelve-month basis will receive their final May check on the last day of school and the checks for June (2), July (2), and August (1) within 5 business days of the last day of school.

F. Release of contract will be negotiated with the board. The board will make reasonable effort to grant the request. The teacher will be notified of the Board's decision within seven days of the next regular board meeting. A certified check for the appropriate amount will accompany the written request for a release of contract, or if the teacher has been working in the district the assessed amount may be withheld. A release of contract may be granted with the written request of the teacher, upon payment as follows:

June 1-30 \$500, July 1-31 \$800, After August 1 \$1000.

G. Teachers employed within the school district when giving up their prep time to cover classes of other faculty members will be compensated at the rate of \$15 per class period or may accumulate the periods using them as accrued personal time as earned. This must be used within the current negotiated agreement contract period.

H. Teachers will receive pay when required to chaperone buses and help staff athletic events at the rate of \$15.00 per event.

I. Teachers required to drive a bus or van route will be paid the same rate of pay as a regular route bus/van drivers. Teachers required to drive bus or van for activities/extra-curricular will be paid \$10.00 per hour.

J. Coaches who drive for their sport will be paid \$25.00 per round trip for driving for each practice or event.

K. If curriculum work is required by the board, the teacher will be compensated for time spent beyond the regular working day and year at the individual's current hourly rate of pay. The teacher will be paid upon completion of the subject curriculum.

L. The superintendent will make a reasonable effort to assign extracurricular activities to the teachers who want to take part in that provision.

M. A Flex/Cafeteria Plan will be made available to the teachers who want to take part in that provision.

N. Salary Schedule attached: Exhibit A

O. Extracurricular Salary Schedule attached: Exhibit B

## **II. BENEFITS**

A. Part time teachers who work at least 50% will receive benefits in proportion to their employment. The minimum district health insurance contribution will be 50% of a single plan.

B. Insurance: Up to the cost of a single health insurance plan, not to exceed \$6800.00 in the 2017-2018 school year, and up to the cost of a single health insurance plan, not to exceed \$7000.00 in the 2018-2019 school year will be paid by the Montpelier Board of Education toward an employee group health insurance policy.

C. First Aid training will be provided every 3 years and CPR training will be provided every other year at the cost of the board. Renewal courses will be held to keep certification current as part of teacher in-service days.

D. TFFR Deferment: Each teacher's contribution to the Teacher's Fund for Retirement will be tax deferred as provided by HB 1095, adopted by the 1983 legislature.

E. If a teacher is not electing to use the group health insurance policy, the Montpelier Board of Education will pay 50% of the lesser of the cost of a single plan or 50% of \$6800.00 in 2017-2018, and 50% of the lesser of the cost of a single plan or 50% of \$7000.00 in 2018-2019 as stated in Section IIB as a benefit via the district's section 125 cafeteria plan (or 403B).

F. Life insurance: An employee group life insurance policy will be paid for by the Montpelier Board of Education.

### **III. LEAVES OF ABSENCE:**

#### A. Sick leave

1. A total of ten days leave for the school year, cumulative to 70, days will be granted. A teacher will be allowed to use sick leave in cases where his or her spouse, children or parents are ill. Where there is a death in the immediate family, sick leave may be used. In no case will sick leave be provided when the teacher has exceeded the allotted number of days unless conditions are met under item III. A3 below. After accumulation of the 70 days, each teacher will be paid \$100.00 per day for unused leave over the 70 days, to be paid annually at the end of the school year.

2. Immediate family is defined as spouse, mother, father, children, grandchildren, grandparents, brothers, sisters, brothers and sisters-in-law, and spouse's immediate family.

3. A faculty sick leave bank will be established in policy.

#### B. Personal Leave

1. Each teacher will be allowed two days per year for personal reasons after notifications to the superintendent three days in advance. After 10 consecutive years at Montpelier School teachers will be allowed three personal days per year. Teachers with less than 10 years of experience will be allowed to accumulate up to four personal days and can use all of them, at any time during the school year, with administrative approval. Teachers with 10+ years of experience will be allowed to accumulate up to five personal days and can use all of them, at any time during the school year, with administrative approval. No more than two teachers will be absent per day for personal reasons unless agreed upon by the superintendent. Teachers will receive their regular salary. Teachers can carry over a maximum of two personal days.

Unused personal days that have not been carried over will be reimbursed at the end of the school year at the rate of \$100.00 per day. In case of some unforeseen circumstance, a teacher may be allowed to use his or her personal leave without giving the required notice to the superintendent.

2. All certified staff will be allowed one work day per year for funerals. Certified staff that are employed only a portion of a full day will be allowed one funeral day equivalent to their work day. This will not be taken from personal leave days, it will be considered for funeral only. The teacher will not be reimbursed if the funeral day is not used.

#### C. Leave without Pay

1. After using all applicable leave, a teacher may be granted leave without pay at the discretion of the school board.

### **IV. INSTRUCTION PROVISIONS**

A. Teachers required to teach in a combination room of more than one grade level will be paid \$8,250 in the 2017-18 and 2018-2019 school years in addition to their regular salary. If it is a combination room in the High School, the teacher will be paid 1/14 per semester of the \$8250. A high school combination is when more than one curriculum is presented during the same class period. An Elementary combination room will consist of a classroom with more than one grade level being taught with more than one curriculum during the same classroom time. If it is a combination room in the elementary school, the teacher will be paid 1/7 of the \$8250 for every 250 minutes weekly (50 minutes daily) prorated to the actual number of minutes of combination time. Combination rooms will be limited to no more than two curriculums being taught. Combination room situations are sometimes adjusted throughout the year to meet student needs, combination pay will be adjusted accordingly.

B. Teachers will be paid \$100 per student when required to supervise correspondence, on-line classes, or independent study classes.

C. Teachers will be paid \$400 when asked to offer classes not on the regular yearly class schedule. Materials and fees are to be paid by the student.

D. The number of teacher contract days will be 183 days. Two days prior to the beginning of the school year for professional development and one day to be used at the discretion of the administration.

### **V. NEGOTIATIONS**

A. All terms and conditions of employment not specifically covered by this agreement will continue to be subject to the districts exclusive direction and

control and will not be subject to negotiations during the term of this agreement.

B. The teachers shall give their intent to negotiate to the board at the regular board meeting in February of each year in which a contract terminates. Teacher and board negotiation teams will hold a ground rules meeting prior to March 15. Negotiations packages will be exchanged on or before April 1 or at a mutually agreed upon date.

C. The final negotiated agreement for each contract period will be written up by the board-teacher negotiating teams and co-signed by both negotiating teams after ratification.

D. This negotiated agreement will automatically be renewed and continue in full force and effect until a successor agreement is signed.

E. Duration: This agreement is a two-year agreement in effect for the 2017-2018 and 2018-2019 school years. The school board agrees to issue contracts for the 2018-2019 school year no earlier than April 10, 2018.

F. If the enrollment for Montpelier School should fall to 103 or fewer students for the 2018-2019 school year only, the Board will have the option to reopen negotiations for the salary and benefits only. The board must reopen negotiations by June 1, 2018.

#### VI. SAVINGS CLAUSE

A. Should any article, section, or clause of this agreement be declared illegal by a North Dakota court of competent jurisdiction, said article, section, or clause will be automatically deleted from this agreement, to the extent that it violates the law, but the remaining articles, sections, and clauses will remain in full force and effect for the duration of this agreement.

The MONTPELIER SCHOOL BOARD AND THE MONTPELIER EDUCATION ASSOCIATION AGREE TO THE FOREGOING:

MONTPELIER SCHOOL BOARD

MONTPELIER EDUCATION ASSOC.

\_\_\_\_\_  
Tony Roorda

\_\_\_\_\_  
Richard Wright

\_\_\_\_\_  
Scott Harms

\_\_\_\_\_  
Tonya Kramer

\_\_\_\_\_  
Lynn Boom

\_\_\_\_\_  
Ryan Nelson

2017-2018						2018-2019					
Year	1	2	3	4	5	Year	1	2	3	4	5
0	\$36,000	\$36,600	\$37,200	\$37,800	\$38,400	0	\$37,000	\$37,600	\$38,200	\$38,800	\$39,400
1	\$36,300	\$36,900	\$37,500	\$38,100	\$38,700	1	\$37,300	\$37,900	\$38,500	\$39,100	\$39,700
2	\$36,600	\$37,200	\$37,800	\$38,400	\$39,000	2	\$37,600	\$38,200	\$38,800	\$39,400	\$40,000
3	\$36,900	\$37,500	\$38,100	\$38,700	\$39,300	3	\$37,900	\$38,500	\$39,100	\$39,700	\$40,300
4	\$37,200	\$37,800	\$38,400	\$39,000	\$39,600	4	\$38,200	\$38,800	\$39,400	\$40,000	\$40,600
5	\$37,500	\$38,100	\$38,700	\$39,300	\$39,900	5	\$38,500	\$39,100	\$39,700	\$40,300	\$40,900
6	\$37,800	\$38,400	\$39,000	\$39,600	\$40,200	6	\$38,800	\$39,400	\$40,000	\$40,600	\$41,200
7	\$38,100	\$38,700	\$39,300	\$39,900	\$40,500	7	\$39,100	\$39,700	\$40,300	\$40,900	\$41,500
8	\$38,400	\$39,000	\$39,600	\$40,200	\$40,800	8	\$39,400	\$40,000	\$40,600	\$41,200	\$41,800
9	\$38,700	\$39,300	\$39,900	\$40,500	\$41,100	9	\$39,700	\$40,300	\$40,900	\$41,500	\$42,100
10	\$39,000	\$39,600	\$40,200	\$40,800	\$41,400	10	\$40,000	\$40,600	\$41,200	\$41,800	\$42,400
11	\$39,300	\$39,900	\$40,500	\$41,100	\$41,700	11	\$40,300	\$40,900	\$41,500	\$42,100	\$42,700
12	\$39,600	\$40,200	\$40,800	\$41,400	\$42,000	12	\$40,600	\$41,200	\$41,800	\$42,400	\$43,000
13	\$39,900	\$40,500	\$41,100	\$41,700	\$42,300	13	\$40,900	\$41,500	\$42,100	\$42,700	\$43,300
14	\$40,200	\$40,800	\$41,400	\$42,000	\$42,600	14	\$41,200	\$41,800	\$42,400	\$43,000	\$43,600
15	\$40,500	\$41,100	\$41,700	\$42,300	\$42,900	15	\$41,500	\$42,100	\$42,700	\$43,300	\$43,900
16	\$40,800	\$41,400	\$42,000	\$42,600	\$43,200	16	\$41,800	\$42,400	\$43,000	\$43,600	\$44,200
17	\$41,100	\$41,700	\$42,300	\$42,900	\$43,500	17	\$42,100	\$42,700	\$43,300	\$43,900	\$44,500
18	\$41,400	\$42,000	\$42,600	\$43,200	\$43,800	18	\$42,400	\$43,000	\$43,600	\$44,200	\$44,800
19	\$41,700	\$42,300	\$42,900	\$43,500	\$44,100	19	\$42,700	\$43,300	\$43,900	\$44,500	\$45,100
20	\$42,000	\$42,600	\$43,200	\$43,800	\$44,400	20	\$43,000	\$43,600	\$44,200	\$44,800	\$45,400
21	\$42,300	\$42,900	\$43,500	\$44,100	\$44,700	21	\$43,300	\$43,900	\$44,500	\$45,100	\$45,700
22	\$42,600	\$43,200	\$43,800	\$44,400	\$45,000	22	\$43,600	\$44,200	\$44,800	\$45,400	\$46,000
23	\$42,900	\$43,500	\$44,100	\$44,700	\$45,300	23	\$43,900	\$44,500	\$45,100	\$45,700	\$46,300
24	\$43,200	\$43,800	\$44,400	\$45,000	\$45,600	24	\$44,200	\$44,800	\$45,400	\$46,000	\$46,600
25	\$43,500	\$44,100	\$44,700	\$45,300	\$45,900	25	\$44,500	\$45,100	\$45,700	\$46,300	\$46,900
26	\$43,800	\$44,400	\$45,000	\$45,600	\$46,200	26	\$44,800	\$45,400	\$46,000	\$46,600	\$47,200
27	\$44,100	\$44,700	\$45,300	\$45,900	\$46,500	27	\$45,100	\$45,700	\$46,300	\$46,900	\$47,500
28	\$44,400	\$45,000	\$45,600	\$46,200	\$46,800	28	\$45,400	\$46,000	\$46,600	\$47,200	\$47,800
29	\$44,700	\$45,300	\$45,900	\$46,500	\$47,100	29	\$45,700	\$46,300	\$46,900	\$47,500	\$48,100
30	\$45,000	\$45,600	\$46,200	\$46,800	\$47,400	30	\$46,000	\$46,600	\$47,200	\$47,800	\$48,400
31	\$45,300	\$45,900	\$46,500	\$47,100	\$47,700	31	\$46,300	\$46,900	\$47,500	\$48,100	\$48,700
32	\$45,600	\$46,200	\$46,800	\$47,400	\$48,000	32	\$46,600	\$47,200	\$47,800	\$48,400	\$49,000
33	\$45,900	\$46,500	\$47,100	\$47,700	\$48,300	33	\$46,900	\$47,500	\$48,100	\$48,700	\$49,300
34	\$46,200	\$46,800	\$47,400	\$48,000	\$48,600	34	\$47,200	\$47,800	\$48,400	\$49,000	\$49,600
35	\$46,500	\$47,100	\$47,700	\$48,300	\$48,900	35	\$47,500	\$48,100	\$48,700	\$49,300	\$49,900
Add \$300 per year for all years past the lanes						Add \$300 per year for all years past the lanes					
The board and the teachers will each contribute their own TFRF contributions as prescribed by law. (TFRF- Model 1)											

2017-2019

## **Extracurricular Pay Schedule**

**Athletic Director 5%**

**Golf 3%**

**Basketball A 10%**

**Speech 3%**

**Basketball B 8%**

**One Act Play 1%**

**Basketball C/JH 5%**

**Annual Advisor 3%**

**Grade Basketball 3%**

**Junior Class Advisor 4%**

**Volleyball A 10%**

**Music Vocal & Inst. 4%**

**Volleyball B 8%**

**Student Council 2%**

**Volleyball C/JH 5%**

**Archery 5%**

**Head Track (B & G) 5%**

**Running Club 3%**

**Track Assistant 4%**

**Science Club 2%**

**The Extracurricular Pay will be a percentage of the base salary in the master schedule. This is based on the salary schedule base of \$36,000 in 2017-2018 and \$37,000 in 2018-2019.**

**If a new extracurricular activity is created, we can renegotiate to include the activity into the contract.**