

MASTER CONTRACT

BETWEEN

NORTHWOOD PUBLIC SCHOOL DISTRICT #129

AND

NORTHWOOD TEACHERS ASSOCIATION

FOR

2017/2018 2018/2019

NEGOTIATED AGREEMENT

This agreement shall be in effect immediately upon ratification of the Board and the Association and remain in effect until June 30, 2019. It may be amended by a consensus of the collaborating team who entered into it originally. It shall be renewed automatically for a period of one year from the anniversary date each year unless one of the parties shall have notified the other at least sixty days before the anniversary date that it will not accept renewal, in which case it will be renegotiated.

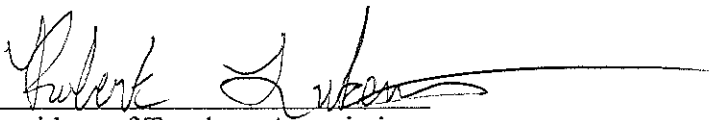
The Board and the Association agree that the terms and conditions set forth in this contract represent the full and complete understanding and commitment between the parties and that terms and conditions may not be altered, changed, added to, deleted from, or modified without the written consent of the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

Date: 5/25/2017



President of School Board

Date: 5/25/2017



President of Teachers Association

MASTER CONTRACT
Northwood Public School
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Preamble

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

Recognition Clause

The board hereby recognizes the Northwood Teachers' Association, an affiliate of ND United, as the exclusive representative for the collaborative bargaining process with respect to wages, hours, fringe benefits, and other terms and conditions of employments of all regular employed full or part-time ESPB licensed employees in appropriate negotiations units including all future employees except for the superintendent, principals, and the business manager.

Article I. Salary Schedule and Compensation

1. **Salary Schedule:** The salary schedule for all teachers shall be set forth in Schedule 1A for 2017/2019. Experience steps of 40+ will be given accordingly.
2. **Base salary:** The salary schedule shall have a \$38,500 base for 2017/2018 and a base of \$38,500 for 2018/2019.
3. **Credit/lanes:** Increments for credits earned are \$ 700. Transcripts must be filed with the Business Manager prior to the first day of school. Credits must be approved by the administration.
4. **Experience increments:** Experience Increments are \$ 600. No staff member may move more than one step per year. All years of teaching experience with in a K-12 education system will be honored when placed on the salary schedule.
5. **Bonus Payment:** A one-time bonus may be paid by the school district to recruit new teachers to the district as per North Dakota Century Code 15.1-16-21.
6. **Extended Compensation:** Teachers required to spend additional days shall be compensated at a rate of 1/184 of their teaching salary.
7. **Method of payment:** Salaries will be paid in 9, 10 or 12 equal installments. The first paycheck will be paid out in two payments, with the first one being September 5th and the second one September 20th. Payday thereafter will be the 20th of the month.
8. **Noon Supervision Duties:** Teachers who are assigned to supervise noon duties or zap supervision will be provided with a free hot lunch for that day.

Article II Benefits/Insurance/Section125/Section403b

1. **Teachers Fund For Retirement:**
 - The School district agrees to pay the school district's share of the Teachers' Fund for Retirement assessment and will pay (10.75%) of the teacher's share pursuant to TFFR Model No. 2 Partial for 2017-2018.
 - The School district agrees to pay the school district's share of the Teachers' Fund for Retirement assessment and will pay (11.75%) of the teacher's share pursuant to TFFR Model No. 2 for 2018-2019.

2. **Health Insurance:** The School District will pay for a North Dakota Blue Cross Blue Shield single Educators Plus 100 health insurance plan until December 31, 2017. Starting January 1, 2018 (aforementioned Language Sunset Clause following 2017/2018 school year) the school district will pay for a North Dakota Blue Cross Blue Shield Blue Saver 100/2600 single health insurance plan. (A teacher that has elected coverage under the Blue Saver 100/2600 plan will have a HSA account funded by the school district with \$1687.50 in 2017-2018 and \$1687.50 in 2018-2019. Parenthesis Sunset Clause ending after 2018-2019 school year). Teachers on staff as of the 2016-2017 school year who elect to choose this coverage in a future year will be funded a one-time amount of \$1687.50 to their HSA by the school district. A new teacher to the district will receive a one-time amount of \$800 to their HSA.
3. **Dental:** The School district will pay for a single or family dental policy. Part-time teachers' benefits shall be prorated.
4. **Vision:** The School district will pay for a single or family vision policy. Part-time teachers' benefits shall be prorated.
5. **Long Term Disability:** The School district will pay the premium to cover all teachers with a long-term disability insurance program.
6. **Unused Sick Leave:** A teacher who has been in the school system 15 years or more and leaves the school system will be compensated at a rate of \$10 per day
7. **Unused Personal Leave:** Unused personal leave will be reimbursed at sub pay at the end of the school year, with the exception of the allowable carry over day(s).
8. **Northwood School District Flexible Benefits Plan (Section 125):**
 - A. The District will pay the value of a single health insurance premium into the Northwood District Flexible Benefits Plan for each teacher. Part-time teachers shall be prorated. The plan will be administered by Discovery Benefits, Inc. (DBI) or its successor.
 - B. In addition to the payments herein made by the District, the teacher shall be entitled to make additional payments from his/her salary to cover expenses during the plan year. The plan year runs from September 1st, through August 31st. Elections must be made prior to September 1st of each year. Claim forms may be obtained from the Business Manager.
9. **Tax Sheltered Annuity (Section 403b):** Teachers will have the option to purchase a Tax-Sheltered Annuity (TSA) through payroll deductions with the following companies: American Funds, Franklin Templeton, Horace Mann, Thrivent, Trans America. Teachers must inform the Business Manager on or before September 1st of the amounts to be placed into annuities. Payments made to TSAs shall be pre-taxed deductions from the participating teacher's paycheck but shall be subject to FICA.

Article III Leave

1. **Sick Leave:** Each teacher shall have ten (10) school days of sick leave accumulative to seventy-five (75) school days. After five (5) consecutive days, a physician's note will be required. Family medical leave shall be allowed in an amount not to exceed five (5) days, which may be used for medical appointments. Emergency leave for immediate family shall be allowed at the discretion of the administration. Immediate family shall include the teacher's spouse, parents, grandparents, grandchildren, children, brothers, sisters, and in-laws. Sick, family medical, and emergency leave allowed shall be deducted from accrued sick leave. Maternity leave needed and the type of leave to be used shall be worked out between the teacher and administration.

2. **Personal Leave:** Each teacher will be granted three (3) days personal leave per year, accumulative to four (4) days. Teachers must declare to the Business Manager by May 1st of the current school year whether they want to carry over one (1) day, be paid for unused leave or roll unused personal days over to their sick bank. Personal leave shall not be used the first full week of school, including any preceding days and the last full week of school and any succeeding days. Three (3) days written notice shall be given to the principal. Leave must be approved by administration.
3. **Professional Leave:** A teacher may be allowed to attend workshops, professional meetings, school visitations and professionally connected activities upon approval of the administration. Attendance at such activities may be initiated by the teacher, administration, or board. Prior approval for reimbursement must be made with the Superintendent.
4. **Sick Leave Bank:** A (40) day sick leave bank will be established. Any one person being approved for use of the sick leave bank shall not use more than thirty (30) of the days in the bank. When the number of days in the bank drops to twenty (20), each teacher shall be assessed one day of leave from the current year's leave to replenish the bank. All other types of leave must be used before the sick leave bank is to be used. The use of the bank will be for serious illness or injury. Use of the sick leave bank must be requested and accompanied by a doctor's statement. The use of the bank will be governed by a faculty representative, superintendent, and board member.
5. **Long-term leave:** The Board may grant one year of leave to certified staff who have been in the school system for 5 years. The teacher must present the request in writing to the Board on or prior to April 15th, and must notify the Board in writing by April 15th, of the following year of their intent to return. Failure to submit written notice to return shall be deemed a voluntary resignation and waiver the right to re-employment. Leave will be without pay, and employee benefits, or any other employment privileges. A teacher on leave may remain under the school group health insurance at their own expense.

Article IV Conditions of Employment

1. **Length of school year:** Teachers are contracted for 184 days
 - 175 – Student contact days
 - 3 – Vacation days
 - 2 – Parent/teacher conferences
 - 4 – Professional development days
2. **Length of school day:** Teachers will begin their work day 30 minutes before the students' school begins and will continue until 30 minutes after the students' school day ends. On Fridays and days preceding holidays or other non-school days, the teachers' work day will end at the close of the students' day.

Article V Other Agreements

1. **Expenses:** The Board may reimburse expenses which may include cost of fees, books, meals, lodging, transportation, and other reasonable expenses incurred by a teacher in connection with a workshop, seminar, conference, or in-service training session related to the teacher's professional responsibilities. The request must be in writing and pre-approved by administration.

2. **Travel:** Staff members, on prior approval of the administration, shall receive a travel allowance of the state rate per mile for use of personal car on school related usage.
3. **Travel pay:** Mileage between teaching assignments shall be reimbursed at state rate.
4. **Tickets/concessions:** Teachers will be assigned to sell tickets at athletic contests and shall be compensated at a rate of \$25.00 per activity. Concessions worker will be assigned and be paid at a rate of \$50.00 per activity, which will be shared equally if two teachers share those duties. All teachers and spouses are to be permitted to all school events free of charge.
5. **Prep periods:** Teacher substituting during preparation periods shall be paid at a rate of \$25.00 per period. Teachers driving during their prep period will be reimbursed by prorating the number of minutes of drive time.
6. **Committee/Team rates:** Teachers will be reimbursed for their participation on teams/committees as assigned by administration. This rate is \$500 per year, payable in two payments. First half in December and second half in May.
7. **Separate contracts:** Separate teaching and extracurricular contracts will be issued.
8. **National Certification:** A teacher obtaining National Certification will receive a \$1,000 stipend added onto their contract.
9. **Master's Degree:** The Northwood Public School District will provide a zero-interest tuition loan of \$150 per credit up to a maximum of \$1,800.00 per the school's fiscal year, to staff members who have been accepted in a master's program. The loan principle is to be repaid within five years to the school district upon the completion of the master's program in equal installments. The principle will be reduced by 5% each year the teacher is employed by the school district upon receiving their Master's degree. Teachers leaving the school district must repay tuition loan in its entirety.
10. **Master's Degree Credit Lanes:** Once a master's degree has been issued any credits earned in the master degree's program beyond 36 credits will be applied to credit lanes H-8 and thereafter.

Schedule 1A Salary Schedule 2017-2019

2017/2019 Salary Schedule											
Step	Base Salary		Steps				Lanes				
	0 BA/BS	1 BA/BS 10	2 BA/BS 20	3 BA/BS 30	4 BA/BS 40	5 BA/BS 50	6 BA/BS 60	7 MS	8 MS 10	9 MS 20	10 MS 30
0	38,500	39,200	39,900	40,600	41,300	42,000	42,700	43,400	44,100	44,800	45,500
1	39,100	39,800	40,500	41,200	41,900	42,600	43,300	44,000	44,700	45,400	46,100
2	39,700	40,400	41,100	41,800	42,500	43,200	43,900	44,600	45,300	46,000	46,700
3	40,300	41,000	41,700	42,400	43,100	43,800	44,500	45,200	45,900	46,600	47,300
4	40,900	41,600	42,300	43,000	43,700	44,400	45,100	45,800	46,500	47,200	47,900
5	41,500	42,200	42,900	43,600	44,300	45,000	45,700	46,400	47,100	47,800	48,500
6	42,100	42,800	43,500	44,200	44,900	45,600	46,300	47,000	47,700	48,400	49,100
7	42,700	43,400	44,100	44,800	45,500	46,200	46,900	47,600	48,300	49,000	49,700
8		44,000	44,700	45,400	46,100	46,800	47,500	48,200	48,900	49,600	50,300
9		44,600	45,300	46,000	46,700	47,400	48,100	48,800	49,500	50,200	50,900
10			45,900	46,600	47,300	48,000	48,700	49,400	50,100	50,800	51,500
11			46,500	47,200	47,900	48,600	49,300	50,000	50,700	51,400	52,100
12				47,800	48,500	49,200	49,900	50,600	51,300	52,000	52,700
13				48,400	49,100	49,800	50,500	51,200	51,900	52,600	53,300
14					49,700	50,400	51,100	51,800	52,500	53,200	53,900
15					50,300	51,000	51,700	52,400	53,100	53,800	54,500
16						51,600	52,300	53,000	53,700	54,400	55,100
17						52,200	52,900	53,600	54,300	55,000	55,700
18						52,800	53,500	54,200	54,900	55,600	56,300
19						53,400	54,100	54,800	55,500	56,200	56,900
20						54,000	54,700	55,400	56,100	56,800	57,500
21						54,600	55,300	56,000	56,700	57,400	58,100
22						55,200	55,900	56,600	57,300	58,000	58,700
23						55,800	56,500	57,200	57,900	58,600	59,300
24						56,400	57,100	57,800	58,500	59,200	59,900
25						57,000	57,700	58,400	59,100	59,800	60,500
26						57,600	58,300	59,000	59,700	60,400	61,100
27						58,200	58,900	59,600	60,300	61,000	61,700
28						58,800	59,500	60,200	60,900	61,600	62,300
29						59,400	60,100	60,800	61,500	62,200	62,900
30						60,000	60,700	61,400	62,100	62,800	63,500
31							61,300	62,000	62,700	63,400	64,100
32							61,900	62,600	63,300	64,000	64,700
33							62,500	63,200	63,900	64,600	65,300
34							63,100	63,800	64,500	65,200	65,900
35							63,700	64,400	65,100	65,800	66,500
36							64,300	65,000	65,700	66,400	67,100
37							64,900	65,600	66,300	67,000	67,700
38							65,500	66,200	66,900	67,600	68,300
39							66,100	66,800	67,500	68,200	68,900
40							66,700	67,400	68,100	68,800	69,500

Schedule 2A Extra-Curricular Salary Schedule 2017-2019

Years of Experience	Head AD/FB/VB/XC/BBB/GB B/BB/Track /Speech; Science; Music; FBLA; FCCLA	Assistant AD/FB/VB/X C/BBB/GBB/BB/Track/Sp each	"C" BBB; "C" GBB; "C" VB; Cheerleading; TSA	JH FB; JH BBB; JH GBB; JH VB	50% Yearbook; Jazz Band; Asst Music; Dance	45% Grade BBB; Grade GBB; Drama	40% Golf; FB Cheer	33% Asst Drama; Asst FBLA; Asst FCCLA; Lego-League	15% Prom; National Honor Society	10% Academic Challenge; Student Council; Pep Squad Advisor
0	2,750.00	2,062.50	1,650.00	1,512.50	1,375.00	1,237.50	1,100.00	907.50	412.50	275.00
1	2,887.50	2,165.63	1,732.50	1,588.13	1,443.75	1,299.38	1,155.00	952.88	433.13	288.75
2	3,025.00	2,268.75	1,815.00	1,663.75	1,512.50	1,361.25	1,210.00	998.25	453.75	302.50
3	3,162.50	2,371.88	1,897.50	1,739.38	1,581.25	1,423.13	1,265.00	1,043.63	474.38	316.25
4	3,300.00	2,475.00	1,980.00	1,815.00	1,650.00	1,485.00	1,320.00	1,089.00	495.00	330.00
5	3,437.50	2,578.13	2,062.50	1,890.63	1,718.75	1,546.88	1,375.00	1,134.38	515.63	343.75
6	3,575.00	2,681.25	2,145.00	1,966.25	1,787.50	1,608.75	1,430.00	1,179.75	536.25	357.50
7	3,712.50	2,784.38	2,227.50	2,041.88	1,856.25	1,670.63	1,485.00	1,225.13	556.88	371.25
8	3,850.00	2,887.50	2,310.00	2,117.50	1,925.00	1,732.50	1,540.00	1,270.50	577.50	385.00
9	3,987.50	2,990.63	2,392.50	2,193.13	1,993.75	1,794.38	1,595.00	1,315.88	598.13	398.75
10	4,125.00	3,093.75	2,475.00	2,268.75	2,062.50	1,856.25	1,650.00	1,361.25	618.75	412.50
11	4,262.50	3,196.88	2,557.50	2,344.38	2,131.25	1,918.13	1,705.00	1,406.63	639.38	426.25
12	4,400.00	3,300.00	2,640.00	2,420.00	2,200.00	1,980.00	1,760.00	1,452.00	660.00	440.00
13	4,537.50	3,403.13	2,722.50	2,495.63	2,268.75	2,041.88	1,815.00	1,497.38	680.63	453.75
14	4,675.00	3,506.25	2,805.00	2,571.25	2,337.50	2,103.75	1,870.00	1,542.75	701.25	467.50
15	4,812.50	3,609.38	2,887.50	2,646.88	2,406.25	2,165.63	1,925.00	1,588.13	721.88	481.25
16	4,950.00	3,712.50	2,970.00	2,722.50	2,475.00	2,227.50	1,980.00	1,633.50	742.50	495.00
17	5,087.50	3,815.63	3,052.50	2,798.13	2,543.75	2,289.38	2,035.00	1,678.88	763.13	508.75
18	5,225.00	3,918.75	3,135.00	2,873.75	2,612.50	2,351.25	2,090.00	1,724.25	783.75	522.50
19	5,362.50	4,021.88	3,217.50	2,949.38	2,681.25	2,413.13	2,145.00	1,769.63	804.38	536.25
20	5,500.00	4,125.00	3,300.00	3,025.00	2,750.00	2,475.00	2,200.00	1,815.00	825.00	550.00

Head	0.05	\$ 132.50	0.05	\$ 132.50
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Extra-Curricular Salary Schedule 2A notes

- 1) Each Position has the above base and shall receive a 5% increment on the base per year of experience up to a maximum of 20 years.
- 2) The extracurricular base will be \$22,750 for the 17/18 school year and \$2750 for 18/19
- 3) A coach changing positions within an activity in the school systems will be granted their years of experience.
- 4a) Head coaches and assistant coaches will be reimbursed at 5% of their base for each level of an extended season.
- 4b) Advisors will be reimbursed at 5% of their base salary for an extended season.
- 5) Head fb, bb, and vb coaches attending the state tournament will be provided 2 tickets to the tournament, rooms, and meals.
- 6) Assistant fb, bb, and vb coaches attending the state tournament will be provided 2 tickets to the tournament, rooms and meals.
- 7) Extracurricular positions will be paid 50% of their salary at the mid-point with the balance to be paid when all duties are completed.
- 8) Coaches will be compensated for coaching "C" games at rate of \$40 per contest if there is no "C" squad coach.
- 9) Coaches who officiate will be paid in accordance to NDHSAA official's pay scale.
- 10) Coaches/advisors driving bus/van will be paid \$20.00 per round trip for home games and practices between Hatton and Northwood.
- 11) Coaches/advisors driving the bus for district games/activities will be paid \$20 per trip. All other trips will be paid \$10/hour for driving time.
- 12) Head football coach will be paid \$10/hr up to 30 hours for field prep.
- 13) In the event that the District needs to hire a Technology Coordinator out of the system, a salary will be negotiated between the board and the individual.
- 14) In the event that the District needs to hire an Athletic Director or Assistant Athletic Director out of the system, a salary will be negotiated between the board and the individual.

