

**Zeeland Public School**  
**Negotiated Agreement for the 2016-2017 and 2017-18 School Years**

The following conditions of employment have been agreed upon between the Zeeland Board of Education and the Zeeland Faculty Negotiations Unit:

**FINANCIAL CONSIDERATIONS:**

1. North Dakota State Income Tax will be withheld;
2. Teachers who give up their preparation period or regular class period over and above their normal class load shall receive 1/7 of substitute pay for each period covered by the teacher.
3. Teachers will be reimbursed for clinics with prior approval of the Superintendent of Schools;
4. Teachers, with prior school board approval, may be paid at a rate determined by the school board for obtaining additional college credits in their field of teaching;
5. Extra course work earned during the summer of school year must have had prior approval of the Superintendent of Schools and be recorded and documented prior to September 15<sup>th</sup> each year in order to be counted for that school year.
6. Teachers will be paid according to the salary schedule which is attached to and made a part of this agreement (See Appendix 1);
7. The Zeeland School District will provide a full single health insurance policy for each F.T.E. teacher with the cost to be borne by the school district; and
8. The Zeeland School Board agrees to participate in the Tax Sheltered Annuity Program of the North Dakota Teachers' Fund for Retirement, provided all teachers participate.

**OTHER CONSIDERATIONS:**

1. **Leave Days:**
  - A. **Personal Leave** – two (2) personal leave days, non-accumulative.
    1. The superintendent may approve personal leave at his discretion. Notice should be given at least two days in advance. Teachers shall not be granted personal leave on the day prior to or the day after any school holiday or vacation period.
    2. Teachers not utilizing personal leave days will be reimbursed in their final check at the rate of the current substitute pay per unused personal leave day.
  - B. **Sick Leave** – Twelve (12) annual sick leave days accumulative to 80 days.
    1. Documentation due to illness for five (5) or more consecutive days will be requested by the administration.
    2. Leave Bank – Started in the 1996-1997 school year.
      - a. This bank would be available for all teachers who donate to the leave bank in case of any emergency situation;

- b. The bank would be developed by having each teacher donate one sick leave day per year from their own sick leave days to the bank (donating to the leave bank is voluntary);
  - c. Any teacher who has used up all of their sick leave days may draw from the bank in order to cover an emergency situation;
  - d. If no one used any of the days set aside in the leave bank, then those days will simply carry over to the next year and no one will have to donate again the next year.
3. A teacher would be able to use three days each year out of accumulated sick leave days for emergency leave granted it falls under acts of God, including but not limited to damage to residence, weather conditions, and other emergencies the teacher cannot control. Emergency leave is subject to the approval of the Superintendent and days used would be deducted from the teacher's sick leave accumulation only after personal days are depleted.
  4. Upon resignation from the district, compensation up to 80 accumulated unused sick days will be given to full-time certified teaching personnel in the amount of \$10 per day.

C. **Bereavement Leave** – Three (3) days compassionate leave will be granted in the event of severe illness or death in the immediate family. This may be extended at the discretion of the school board.

D. **Professional Leave** – Teachers may be granted professional leave with prior Superintendent and School Board approval.

2. A professional library will be maintained in the teacher's lounge. This library will focus on elementary and secondary creativity as well as the general subject areas taught in the school.
3. The intent to negotiate must be presented by the teachers before the regular February school board meeting.

4. **Extra Curricular Salaries:**

Assistant Boys Basketball Coach	\$1,450.00
Assistant Girls Basketball Coach	\$1,450.00
Assistant Football Coach	\$1,450.00
Assistant Volleyball Coach	\$1,450.00
Track Coach	\$1,000.00
Grade Girls Basketball Coach	\$ 575.00
Grade Boys Basketball Coach	\$ 575.00
Speech Coach	\$ 500.00
FBLA Advisor	\$ 500.00
Band Director	\$1,000.00
Annual Staff Advisor	\$ 325.00

Coaches will be paid at the conclusion of the season they are coaching.

Duties will require responsibility beyond the normal teaching load and shall be compensated according to the above schedule.

For each week of post-season play, head coaches shall receive \$75.00 per week and assistant coaches \$50.00 per week beyond their regular coaching salary. Post-season play will be defined as follows: Football – beyond the last regular season game. Basketball & Volleyball – beyond the district level tournament.

**5. Teacher Work Day:**

- A. The teachers work day will be 25 minutes before school begins to 25 minutes after school ends daily, except on Fridays and on a day that vacation begins, when teachers will be dismissed 15 minutes after the school day ends.
- B. Teachers will be at work one day prior to the beginning of the school year to be counted as a professional development day.
- C. Any additional days will be paid as 1/175 of the teacher’s salary.
- D. If the school day is in compliance with the state of North Dakota, the length of the school day will not be altered without the consent of the ZEA.
- E. Each teacher’s contract will contain the classroom teaching assignment (s). The teacher shall be consulted when change (s) is/are being considered.
- F. Teachers will be paid as follows: One payment each month on the 20<sup>th</sup> of the month or the last school day of the month before the 20<sup>th</sup>. The first payment will be in September of the current school year and one balloon payment in May of that same school year. If the last day of the school is after May 20, one payment will be received May 20 with the balloon payment following on the last day of school.

**APPENDIX 1:**

**1. Salary Levels:**

	<u>2016-2017</u>	<u>2017-2018</u>
A. Base Pay -	\$33,440	\$34,440
B. BS plus 15 -	\$33,690	\$34,690
C. Masters -	\$34,090	\$35,090

**2. Other Considerations:**

- A. A teacher joining the Zeeland faculty may bring in a maximum of ten years experience at \$300 per year.
- B. For the 2016-2017 contract year, each F.T.E. teacher will receive a \$1000.00 salary increase. Part-time teachers’ salary raises will be prorated.
- C. For the 2017-2018 contract year, each F.T.E. teacher will receive a \$1000.00 salary Increase. Part-time teachers’ salary raises will be prorated.

D. \$1000.00 of each salary increase will be added on to each salary level base for the 2016-2017 and the 2017-2018 contract years.

E. NDU Dues will be deducted from the teacher's pay check if the teacher so desires and notifies the business manager of the Zeeland School District.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
ZEA Representative

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School Board Representative

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ZEA Representative

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School Board Representative