

WOLFORD PUBLIC SCHOOL DISTRICT #1  
2018-2019 SALARY CONTRACT  
MASTER CONTRACT

The following is a list of the agreements made between the Wolford School Board and the Teachers concerning school policy, employee benefits, and salary.

I. Monetary Considerations

**2018-2019 SCHOOL YEAR**

BASE SALARY: \$42,375  
EDUCATION INCREMENT: \$400  
EXPERIENCE INCREMENT: \$350      Steps 11-36: \$450

Years	Step	(A) BS	(B) BS+8SH	(C) BS+16SH	(D) BS+24SH	(E) BS+32SH	(F) MASTERS	(G) MASTERS+8
0	1	42,375	42,775	43,175	43,575	43,975	44,375	44,775
1	2	42,725	43,125	43,525	43,925	44,325	44,725	45,125
2	3	43,075	43,475	43,875	44,275	44,675	45,075	45,475
3	4	43,425	43,825	44,225	44,625	45,025	45,425	45,825
4	5	43,775	44,175	44,575	44,975	45,375	45,775	46,175
5	6	44,125	44,525	44,925	45,325	45,725	46,125	46,525
6	7	44,475	44,875	45,275	45,675	46,075	46,475	46,875
7	8	44,825	45,225	45,625	46,025	46,425	46,825	47,225
8	9	45,175	45,575	45,975	46,375	46,775	47,175	47,575
9	10	45,525	45,925	46,325	46,725	47,125	47,525	47,925
10	11	45,975	46,375	46,775	47,175	47,575	47,975	48,375
11	12	46,425	46,825	47,225	47,625	48,025	48,425	48,825
12	13	46,875	47,275	47,675	48,075	48,475	48,875	49,275
13	14	47,325	47,725	48,125	48,525	48,925	49,325	49,725
14	15	47,775	48,175	48,575	48,975	49,375	49,775	50,175
15	16	48,225	48,625	49,025	49,425	49,825	50,225	50,625
16	17	48,675	49,075	49,475	49,875	50,275	50,675	51,075
17	18	49,125	49,525	49,925	50,325	50,725	51,125	51,525
18	19	49,575	49,975	50,375	50,775	51,175	51,575	51,975
19	20	50,025	50,425	50,825	51,225	51,625	52,025	52,425
20	21	50,475	50,875	51,275	51,675	52,075	52,475	52,875
21	22	50,925	51,325	51,725	52,125	52,525	52,925	53,325
22	23	51,375	51,775	52,175	52,575	52,975	53,375	53,775
23	24	51,825	52,225	52,625	53,025	53,425	53,825	54,225
24	25	52,275	52,675	53,075	53,475	53,875	54,275	54,675
25	26	52,725	53,125	53,525	53,925	54,325	54,725	55,125
26	27	53,175	53,575	53,975	54,375	54,775	55,175	55,575
27	28	53,625	54,025	54,425	54,825	55,225	55,625	56,025
28	29	54,075	54,475	54,875	55,275	55,675	56,075	56,475
29	30	54,525	54,925	55,325	55,725	56,125	56,525	56,925
30	31	54,975	55,375	55,775	56,175	56,575	56,975	57,375
31	32	55,425	55,825	56,225	56,625	57,025	57,425	57,825
32	33	55,875	56,275	56,675	57,075	57,475	57,875	58,275
33	34	56,325	56,725	57,125	57,525	57,925	58,325	58,725
34	35	56,775	57,175	57,575	57,975	58,375	58,775	59,175
35	36	57,225	57,625	58,025	58,425	58,825	59,225	59,625
36	37	57,675	58,075	58,475	58,875	59,275	59,675	60,075
37	38	58,125	58,525	58,925	59,325	59,725	60,125	60,525
38	39	58,575	58,975	59,375	59,775	60,175	60,575	60,975

### A. Salary Schedule

#### Additional Contract Remunerations:

- |                                      |          |
|--------------------------------------|----------|
| 1. Two Grade Combination Classroom   |          |
| a. Two Grades in K-2 Area            | 1,800.00 |
| b. Two Grades in 2-6 Area            | 1,500.00 |
| 2. Three Grade Combination Classroom | 3,000.00 |
| 3. Teachers (Grades 7-12)            | 800.00   |
- Teachers (Grades 7-12) having 6 or more preparations in a 7 period day or having 7 or more preparations in an 8 period day.

A prep is defined as a standard high school class period which meets 5 days per week. A study hall is not considered a prep.

#### Additional Remunerations

- |   |                     |
|---|---------------------|
| 1 Annual Staff Advisor                            | 1,000.00            |
| 2 Class Advisor (Junior)                          | 1,000.00            |
| 3 Class Advisor (Senior)                          | 1,000.00            |
| 4 Coach – Elementary BB                           | 1,000.00            |
| 5 Distance Education Class Teacher                | 700.00              |
| 6 Drama Advisor                                   | 600.00              |
| 7 Future Business Leaders of America Advisor      | 800.00              |
| 8 Music Activities Director                       | 600.00              |
| 9 School Newspaper Advisor                        | 275.00              |
| 10 Speech Director                                | 1,000.00            |
| 11 Spirit Leader                                  | 300.00              |
| 12 Student Council Advisor                        | 650.00              |
| 13 Technology Instructor/Coordinator (Elementary) | 850.00              |
| 14 Technology Coordinator (Building)              | 2,400.00            |
| 15 Dual Credit Teacher:                           | 350.00/per semester |
| 16 Senior Slide Show                              | 350.00              |
| 17 Shooting Club Coach                            | 1,500.00            |
| 18 Head Sound System Technician                   | 800.00              |
| 19 Assistant Sound System Technician              | 500.00              |
| 20 Webmaster                                      | 500.00              |
| 21 Knowledge Bowl Coach                           | 400.00              |
| 22 SEIP Coordinator                               | 1,100.00            |
| 23 Distance Education (NDCDE) Coordinator         | 600.00              |
| 24 Elem Computer Club                             | 600.00              |

### B. Substitute Pay

- 1 A teacher with a prep period who is assigned the duty of taking over another class will be reimbursed for the loss of their prep period: Payment will be 1/7 of sub wages on a 7 period day or 1/8 of sub wages on an 8 period day.
2. Regular substitute pay shall be adjusted by the School Board.

### C. Pay Periods and Paychecks

1. The regular monthly pay period shall be the 20<sup>th</sup> day of each month or the nearest preceding working day.

2. Each month's paycheck is to be itemized according to all income and all debits and deductions.
3. After the first two weeks of school, the salary equal to one-half of the first month's salary shall be paid to all teachers.
4. Teachers have the option of receiving paychecks on a 9, 10 or 12 month option.

D. State Tax and TFFR

1. State tax will be taken out of all teachers' checks.
2. Both shares of Teacher Retirement will be paid by the Wolford School District in behalf of the teachers.

E. In-service Days

Teachers will be paid sub pay for each in-service day over their contracted days. This will include but is not limited to one or two days prior to the beginning of the school year at the Superintendent's discretion.

- F. For the 2009-10 year, the base salary was increased \$1,000.00 and no teacher received a step.

II. Professional Growth Requirement

- A. Each teacher on a lifetime certificate in the Wolford School system is to earn a minimum of four semester hours or six quarter hours of credit every five years. Teachers teaching on an Educator's Professional Certificate shall have earned 4 semester or 6 quarter hours of credit in the last five years. The credits earned are to be applicable towards the next higher degree or the enrichment of the present curriculum. Failure to obtain this requirement shall result in a loss of one annual increment. In addition, if the requirements are not met by date of expiration of the 5 year certificate, termination of employment may result. College Correspondence courses shall suffice if credit is granted by the issuing college. As of 1978, no teacher will advance beyond step 6 without obtaining the required additional hours.
- B. In addition to meeting the above requirement each teacher shall participate in a minimum of 64 clock hours of in service training during the same time period. The in service training may be substituted for college credit of a ratio of 1 semester hour as equal to 16 clock hours to meet accreditation standards. However, only college credit hours can be used to move vertically or horizontally on the salary schedule.

III. Condition of Employment

- A. Critical Subjects - In critical subject areas where the supply of teachers is limited, the Board reserves the right to pay a teacher new in the system the salary required to attract competent teachers. If a person is hired off the Schedule they are placed at their appropriate step and lane, but the additional monies needed to contract that individual will be specified in the contract.
- B. Teacher Input and Teacher Handbook – Teacher input shall occur in class offerings, textbook purchases, teacher handbook and other related matters concerning teacher/student welfare. Teacher input for documentation of handbooks: At the time negotiations are finalized, a date will be set to initiate proceedings, and two teachers, the Superintendent, and one school board member will meet to discuss and formulate the teacher handbook.

C. Home Game Duties -All teachers shall take turns selling tickets at home basketball games. As a result, they will be admitted free of charge to all home games.

D. Employment Evaluation

1. Teachers will be evaluated a minimum of twice annually.
2. The Superintendent and/or Principal shall do the evaluations.
3. The first evaluation shall be completed by December 15th and the second by March 15.
4. The Teacher shall receive a copy and have the right to sign it. This right to sign such evaluation does not indicate the teacher is in agreement with the evaluation, only that the teacher is aware of its contents.
5. In the case of an unfavorable evaluation, the teacher has the right to make comments and to attach them to the evaluation. These comments will then become a part of the evaluation.

E. Contracts issued will contain or include the following:

1. The current status of the teacher.
2. A copy of the Master Contract.
3. The school calendar.
4. A copy of Model 2 for TFFR (for new staff).

F. Extra-Curricular Assignments/Additional Remunerations

These will be specified on a separate work agreement contract.

G. Jury Duty - Teachers will be released for jury duty and shall reimburse the School District for their jury payment excluding any mileage.

H. Pro-rated Contracts

1. Teachers who are employed on a part-time basis shall have their salary figured as a proportionate part of the salary for their corresponding position on the salary schedule.
2. Teachers who remain employed on a part-time basis will move through the salary schedule the same as full-time teachers. Their salary shall be determined as a proportional part of the salary for their corresponding position on the salary schedule.
3. A teacher employed by Wolford Public School on a part-time basis who becomes a full-time employee shall have their position readjusted in accordance with the amount of full-time equivalency they have accrued.
  - a. If a teacher moved from part-time to full-time back to part-time status, will have position readjusted according to allow for experience accumulated.
4. Any teacher who makes a change in status shall have past position specified on contract, as well as the readjusted position.
5. Any and all continuing education requirements pertain to part-time personnel, the same as for full-time personnel.

#### IV. Leaves

A. Sick Leave

1. Each full-time teacher shall receive 15 days of paid sick leave annually.
2. Sick leave shall be cumulative to 60 days, but shall not exceed 60 days. Teachers will be reimbursed at \$10.00 per day for unused sick days over the excess of 60 days. Maximum number of days for reimbursement will be 10 days.

3. Sick leave is defined as the teacher receiving medical services or as illness. Three (3) of the annual 15 sick leave days could be used for family-related illness.

B. Pregnancy Disability - a female teacher will be granted pregnancy disability leave to the extent of sick leave accrued. Any period greater than sick leave will be charged to leave without pay in amount equal to 1/180th of contract salary per day absent. An extension of time may be granted by the Board if complications arise.

C. Personal Leave

1. Five days of personal leave will be provided each year to each full-time teacher. Unused personal days can be carried over to another year and accrued to a total of 8 days.
2. Dates of use are set at the teacher's discretion with approval of the administration.
3. Personal days may not be used during the first week or the last week of school unless approved by the administration.
4. Unused personal days will be reimbursed at the end of each school year on the basis of current sub pay.

D. Professional Leave

1. Three days of professional leave will be allotted each full-time teacher.
2. Absences must be approved by the Superintendent prior to their occurrences.

E. Funeral Leave - Undesignated annually - Maximum of three days.

F. Emergency Leave

1. Three days will be allotted, with more granted at the discretion of the Board, not accumulative.
2. The teacher will be responsible for paying for substitute.
3. Emergency leave is defined as an illness or emergency in the immediate family.

V. Insurance

A. The insurance benefit in previous contracts has been eliminated and the \$1475.00 has been added to the base. This brings the base pay on the salary schedule to \$17,200.00 for the 1992-93 school term.

If a national or state health insurance program becomes a reality, it is agreed that the cost of the program will need to be "backed off" from the salary structure.

VI. Grievance Procedure

A. In the event a teacher feels they are treated unfairly, he/she should follow these steps.

1. Have an open and free conversation with the Superintendent.
2. Submit a written grievance to the Superintendent within 4 working days of this conversation.
3. The Superintendent has to set up a meeting with the teacher within two working days of receiving written grievance.
4. The Superintendent's reply, in writing, goes to the aggrieved teacher and to the Association.
5. If no response (decision) has been rendered within 6 working days, the teacher may refer his grievance to the Board.

6. Grievance must be submitted to the Board in written form within 10 working days.
7. The Board must render a decision and a hearing must be scheduled within 15 days of receiving a written grievance.
8. The Board will convey its decision in written form with oral interpretation of its decision to the complainant at this hearing.
9. This procedure could end at any time on any step.

VII. Miscellaneous Provisions

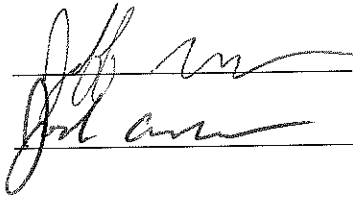
- A. Effect of the Contract - The Board and the Teachers agree that the terms and conditions set forth in this contract represent the full and complete understanding and commitment between the parties and that said terms and conditions may not be altered, changed, added to, deleted from, or modified without the mutual consent of the parties in amendment, written and attached and made a part of this contract.
- B. Saving Clause - Should any article, section or clause of this contract be declared illegal by a court of competent jurisdiction said article, section, or clause, as the case may be, shall be automatically deleted from this contract to the extent it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Contract if not affected by the deleted article, section, or clause.
- C. Individual Contracts - Individual contracts shall not be inconsistent with the terms and conditions of this contract.
- D. Ratification - IN WITNESS OF WHEREOF, the signatures of the duly authorized representatives of the Association and Board indicate that this Contract has been ratified by the Wolford Teacher Team and the Wolford School Board.

Dated this 20 day of March 2018

SCHOOL BOARD

WOLFORD EDUCATION ASSOCIATION

By



By

