



GRENORA PUBLIC SCHOOL DISTRICT NO. 99

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

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PROVISIONS OF THE SALARY SCHEDULE 2021-2022 AND 2022-2023

1. The base salary is figured on a 9 or 12 month 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 and degree of education.
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. Medical Leave days: Medical leave days are days either the teacher or immediate family member is ill.
 - a. Eighty (80) hours of medical leave for each teacher for each year. Unused hours can accumulate up to a maximum of seven hundred twenty (720) hours.
 - b. Maternity leave, a teacher can use up to two hundred forty (240) hours of accumulated medical leave for maternity leave. With a doctor's note a teacher can use all of the accumulated leave.
 - c. Accumulated leave above the maximum of seven hundred twenty (720) hours shall be paid to each teacher in the amount of ten and no/100 dollars (\$10.00) per day for each day over seven hundred twenty (720) hours not to exceed One Hundred and no/100 (\$100.00) per year per teacher. This will be paid at the end of the school year.
 - d. 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.
6. Additional Leave: Each contract shall provide Emergency, Personal and Professional Leave. A teacher planning to use personal or professional leave will notify administration no less than five (5) days prior to the requested leave. Emergency Leave, Professional leave and immediate family are defined in board policy.
 - a. Emergency Leave: thirty-two (32) hours of noncumulative leave.
 - b. Personal Leave: thirty-two (32) hours cumulative to fifty-six (56) hours. Personal Leave cannot be used during the first or last week of school without administration approval. Teachers shall be compensated One Hundred and no/100 dollars (\$100.00) for personal days over fifty-six (56) hours
 - c. Professional leave, sixteen (16) hours of noncumulative professional leave per year.
7. 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.
8. 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.

9. Free hot lunch shall be provided to Grenora Public School District contracted teachers for days in attendance during the academic school year.
10. Teacher's pay shall be severed after all medical leave Eighty (80) hours and/or accumulated medical leave (sick bank) have been used.
11. Substitute teacher's pay shall be a policy of the board.
12. 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.
13. If a basic First Aid and CPR course is available locally, teachers will be required to attend and credits given.
14. 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.
15. 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.
16. 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.
17. 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.

18. 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 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.
19. 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.
20. 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.
21. Provision for Health Insurance: The health benefit plan allows the following premium compensation: The board shall pay fifty percent (50%) premium of a family plan. That same value will be paid towards a single, or single + depend plan with any excess amount going into a 403B. Cash option will be \$7000.00. Proof of insurance must be provided.
22. Flex spending up to maximum allowed.
23. Guidelines for Salary Schedule. Credits to be applied toward gaining more educational credit on the salary schedule shall meet all of the following criteria:
 - a. Each Horizontal change on the salary schedule represents (8) credit hours beyond a BA/BS degree in education (BA+8=Credit hours).
 - b. 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.
 - c. Receive prior Administrative Approval.
 - d. 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.
 - e. 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.

GRIEVANCE PROCEDURE

Section 1. Definition and Purpose

Grievance shall mean a complaint by a licensed teacher or group holding a teaching position under the master contract, 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.

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.



2021-2022 Salary Schedule

STEPS	BS/BS	BS +8	BS +16	BS +24	BS +32	BS +40	MASTERS
0	45,750	46,600	47,450	48,300	49,150	50,000	51,600
1	46,350	47,200	48,050	48,900	49,750	50,600	52,200
2	46,950	47,800	48,650	49,500	50,350	51,200	52,800
3	47,550	48,400	49,250	50,100	50,950	51,800	53,400
4	48,150	49,000	49,850	50,700	51,550	52,400	54,000
5	48,750	49,600	50,450	51,300	52,150	53,000	54,600
6	49,350	50,200	51,050	51,900	52,750	53,600	55,200
7	49,950	50,800	51,650	52,500	53,350	54,200	55,800
8	50,550	51,400	52,250	53,100	53,950	54,800	56,400
9	51,150	52,000	52,850	53,700	54,550	55,400	57,000
10	51,750	52,600	53,450	54,300	55,150	56,000	57,600
11	52,350	53,200	54,050	54,900	55,750	56,600	58,200
12	52,950	53,800	54,650	55,500	56,350	57,200	58,800
13	53,550	54,400	55,250	56,100	56,950	57,800	59,400
14	54,150	55,000	55,850	56,700	57,550	58,400	60,000
15	54,750	55,600	56,450	57,300	58,150	59,000	60,600
16				57,900	58,750	59,600	61,200
17				58,500	59,350	60,200	61,800
18				59,100	59,950	60,800	62,400
19				59,700	60,550	61,400	63,000
20				60,300	61,150	62,000	63,600
21				60,900	61,750	62,600	64,200
22							64,800

School Board Negotiating committee

Rick Foss

Rick Foss

Lavern Johnson

Lavern Johnson

Carrie Edwards

Carrie Edwards

Carrie Edwards 3-29-21

Carrie Edwards

Date

School Board President

G.E.A. Negotiating Committee

Lea Ann Fjelstad

Lea Fjelstad

Megan Muse

Megan Muse

April Madsen

April Madsen

Trey Jespersen

Trey Jespersen

Mark Miller 3/29/21

Mark Miller

Date

GEA President







2022-2023 Salary Schedule

STEPS	BS/BS	BS +8	BS +16	BS +24	BS +32	BS +40	MASTERS
0	46,500	47,350	48,200	49,050	49,900	50,750	52,350
1	47,100	47,950	48,800	49,650	50,500	51,350	52,950
2	47,700	48,550	49,400	50,250	51,100	51,950	53,550
3	48,300	49,150	50,000	50,850	51,700	52,550	54,150
4	48,900	49,750	50,600	51,450	52,300	53,150	54,750
5	49,500	50,350	51,200	52,050	52,900	53,750	55,350
6	50,100	50,950	51,800	52,650	53,500	54,350	55,950
7	50,700	51,550	52,400	53,250	54,100	54,950	56,550
8	51,300	52,150	53,000	53,850	54,700	55,550	57,150
9	51,900	52,750	53,600	54,450	55,300	56,150	57,750
10	52,500	53,350	54,200	55,050	55,900	56,750	58,350
11	53,100	53,950	54,800	55,650	56,500	57,350	58,950
12	53,700	54,550	55,400	56,250	57,100	57,950	59,550
13	54,300	55,150	56,000	56,850	57,700	58,550	60,150
14	54,900	55,750	56,600	57,450	58,300	59,150	60,750
15	55,500	56,350	57,200	58,050	58,900	59,750	61,350
16				58,650	59,500	60,350	61,950
17				59,250	60,100	60,950	62,550
18				59,850	60,700	61,550	63,150
19				60,450	61,300	62,150	63,750
20				61,050	61,900	62,750	64,350
21				61,650	62,500	63,350	64,950
22							65,550

School Board Negotiating committee

G.E.A. Negotiating Committee


 Rick Foss

 Lavern Johnson

 Carrie Edwards
 3-29-21
 Carrie Edwards
 School Board President


 Lea Fjelstad

 Megan Muse

 April Madsen

 Troy Jespersen
 3/29/21
 Mark Miller
 GEA President

