

Halliday Public School
Master Contract
For
2021-2022

Finalized and Ratified May 11, 2021

DOCUMENT:

This document contains the entire Master Contract/ Agreement negotiated between the Halliday Education Staff and the Halliday Public School Board. All ESPB licensed teachers are subject to the terms of this agreement.

GRADUATE CREDITS:

To receive pay advancement all credits taken must be level 400 or higher credits. In addition, credits must be in the current subject the teacher is teaching. Any other credits or classes taken may be considered and approved by the Superintendent.

MASTER'S DEGREE PAYMENT: (see graduate credits)

Teachers holding a master degree in one subject area but teaching in another may receive master's pay but by Board approval.

BASE SALARY: (see attached) \$43,000.00 (No increase to Base for 2021-2022).

Any current salary that is higher than the proposed pay scale will be frozen at that current pay until the teacher's credits and years of service move them higher than frozen salary on pay scale.

To advance on the salary schedule, the teacher must have official college transcript submitted to the Superintendent no later than September 1st.

Teachers who retire from Halliday and return to teach will be paid a minimum salary based on their salary at time of retirement.

CREDIT FOR YEARS OF PREVIOUS TEACHING EXPERIENCE:

Newly hired teachers to the school district will be allowed to bring in all years of teaching experience and apply those years to the base salary.

FRINGE BENEFITS:

All FTE teachers shall be entitled to a fringe benefit allowance of \$7,500.00 as well as part-time teachers who shall receive such benefit at a prorated percentage (Ex. 50% employment = 50% of benefit = \$3,750) for 2020-2021 school year that may be applied toward health insurance with a designated carrier or an employer paid 403b plan with a designated carrier. The teacher will notify the Business Manager in writing on/before August 31 on their selection of option. Failure to meet the time line will result in the forfeiture of the benefits.

OTHER BENEFITS:

Retirement:

The teachers will pay 7.65% of his/her current contracted salary toward Social Security (FICA) tax and as well as 2.50% of his/her current contracted salary towards North Dakota Teacher's Insurance and Retirement (TFFR). The Halliday School District will match the FICA assessments and pay TFFR contributions of 22.0% each pay period during the teacher's contract period beginning July 1, 2021.

Paid Time Off (PTO):

Certified staff will annually receive 14 days of Paid Time Off (PTO).

Paid Time Off (PTO) provides regular full-time staff members with a benefit of days away from a regularly scheduled work day. PTO days may be used for bereavement, vacation, personal time, illness or time off to care for family or dependents.

These days can be used at one's discretion; however, it will be the sole responsibility of the teacher to find and secure a certified substitute instructor that will cover the entire day/s that such teacher will be absent.

PTO Employee Leave Requests must be submitted to the Administrative Office (for the purpose of record keeping and substitute payment) at least five (5) days in advance or as soon as reasonably possible in the event of an illness or emergency. In case of an illness or emergency, employees are required to contact the school central office personnel as soon as possible before the school day starts (8:00 am) and inform the office personnel of the situation and who the substitute teacher will be.

PTO will be denied for days falling before and after school scheduled holidays, within the first and last week of the school calendar and on scheduled in-service and/or PD days which will be scheduled throughout the school year. If a medical emergency occurs on any of said days, sick days will be granted pending a written medical personnel document. Medical appointments do not constitute medical emergencies. PTO days will be used for any bereavement days if any should occur during these days.

All PTO days of a current year must be used up before one can use their accumulated sick bank days for an illness if any accumulated days exist.

Any unused PTO days for a given year will be accumulated into one's personal sick bank. These days will be used only for sick leave for years following. A maximum of 70 days of sick leave can be accumulated into one's personal sick bank. An individual will be paid \$90.00 for each day of unused sick leave over 70 days at the conclusion of the school term.

As professionals we must be cognizant of the fact that we are hired to provide the best possible educational environment for students for the days set forth in the calendar and not being in the classroom to serve and address students' needs can and will affect their learning process.

PROFESSIONAL LEAVE

A minimum of one (1) day per school year will be granted with additional time and compensation for additional professional leave at the discretion of the administration.

EXTENDED LEAVE OF ABSENCE:

A teacher must have a minimum of seven (7) years of experience within the Halliday School System to be considered for an extended leave. The teacher must apply to the superintendent by May 1st of the school year before the school year leave is requested. Any requested extended leaves of absence may be considered for possible approval by the School Board at its regular May School Board meeting. No extended leave of absence shall be longer than one school year and shall be leave without pay for the duration of approved leave of absence.

MILEAGE:

Halliday Public School has school owned vehicles for staff to use when attending school related events - workshops, seminars, DPI, RESP, West River Students Services, etc. meeting/events. The school will pay for mileage at the IRS rate in the event that all school vehicles are being used and with approval of the Superintendent in advance.

COMBINATION CLASSROOMS:

Monetary compensation for elementary combination classrooms is \$2000.00 per year which is payable at the end of the year and if the combination classroom returns to a single class the compensation will be prorated.

When a classroom reaches more than 10 students, the Halliday Public School- School Board will make every effort to split the classroom into two (2) grades. If there are 15 students in the combination classroom every effort will be made to hire an aide. If a combination classroom has 20 students or more students the Teacher will be compensated \$1000 additional dollars on a prorated basis paid at the end of the year.

PREP PERIOD COMPENSATION

When a certified teacher fills in for another teacher during his/her prep period, he/she will receive a compensation of \$20.00 per period. For payment purposes, proper documentation must be filed and approved by Central Office personnel in advance when possible.

LUNCH DUTY/Supervision:

Teachers serving in the capacity of lunchroom/detention supervisors will be compensated \$20 per lunch room duty supervision on the days for which they are assigned for supervision during the lunch period. Lunch room supervision will be on a rotation basis among certified staff and will pay adult price for lunch meals.

SCHOOL YEAR/PART-TIME TEACHERS:

For the purpose of calculating sick leave, fringe benefits, leaves of absence and personal leave, any teacher who is not employed under a full-time contract will receive benefits equal to the fraction of a full-time contract for which they actually work. Substitute teachers are not deemed to be under contract and are not covered under this agreement.

PAY PERIODS:

Teachers have the option of being paid monthly (on the 20th of the month) or semimonthly on the 5th and 20th of the month. If either date falls on a Saturday, the checks will be issued on Friday and if either date falls on a Sunday, the checks will be issued on Monday.

SCHOOL DAY HOURS:

Teachers are required to be on campus ½ hour before the start of the school day and ½ hour after school is dismissed. On Fridays and holidays, teachers may leave after school is dismissed. Arriving late and leaving early will constitute personal leave.

2021-2022
Halliday School
Salary Schedule
\$43,000 Base (No Increase on Base for 2021-2022)
(\$500 Step)

	BA	BA + 10	BA + 20	BA + 30	MA	MA + 10
0	43000	43500	44000	44500	45000	45500
1	43500	44000	44500	45000	45500	46000
2	44000	44500	45000	45500	46000	46500
3	44500	45000	45500	46000	46500	47000
4	45000	45500	46000	46500	47000	47500
5	45500	46000	46500	47000	47500	48000
6	46000	46500	47000	47500	48000	48500
7	46500	47000	47500	48000	48500	49000
8	47000	47500	48000	48500	49000	49500
9	47500	48000	48500	49000	49500	50000
10	48000	48500	49000	49500	50000	50500
11		49000	49500	50000	50500	51000
12		49500	50000	50500	51000	51500
13			50500	51000	51500	52000
14			51000	51500	52000	52500
15			51500	52000	52500	53000
16				52500	53000	53500
17				53000	53500	54000
18				53500	54000	54500
19				54000	54500	55000
20				54500	55000	55500
21				55000	55500	56000
				500	500	500
				Career	Career	Career
				Step	Step	Step

Changes to the 2021-2022 Master Contract for Halliday
Elementary School

1.) Other Benefits – Retirement:

The teachers will pay 7.65% of his/her current contracted salary toward Social Security (FICA) tax and as well as 2.50% of his/her current contracted salary towards North Dakota Teacher's Insurance and Retirement (TFFR). The Halliday School District will match the FICA assessments and pay TFFR contributions of 22.0% each pay period during the teacher's contract period beginning July 1, 2021.

2.) Other Benefits – Paid Time Off (PTO):

PTO will be denied for days falling before and after school scheduled holidays, within the first and last week of the school calendar and on scheduled in-service and/or PD days which will be scheduled throughout the school year. If a medical emergency occurs on any of said days, sick days will be granted pending a written medical personnel document. Medical appointments do not constitute medical emergencies. PTO days will be used for any bereavement days if any should occur during these days.

DURATION OF AGREEMENT (Ratified Procedure):

The provisions of each part of the agreement, except as otherwise specifically provided, shall be effective as of July 1, 2021 to June 30, 2022 and will automatically renew itself for an additional one-year period unless notification to the contrary is made by either party at least 60 days prior to the anniversary date of the agreement.

Changes to this master contract may be made any time upon mutual consent of both the School Board and the recognized negotiating unit for the given year in which such changes may be requested.

Any previously negotiated items which do not appear in this contract are considered null and void.

This Master Contract is hereby approved by the current recognized negotiating unit for the Halliday Certified Staff



Halliday Education Negotiator

5/11/21
Date



Halliday Education Negotiator

5/11/21
Date

This Master Contract is hereby approved by the Halliday School Board.



Halliday Education Negotiator

5/11/21
Date



Halliday Education Negotiator

5/11/21
Date



Halliday Board President

5/11/21
Date