

**MANVEL PUBLIC SCHOOL
MASTER CONTRACT
2021-2022 & 2022-2023**

PREAMBLE

The Manvel Public School District No. 125, by and through the Manvel Public School Board, hereinafter referred to as the **Board**, and the Manvel Education Association of Classroom Teachers, hereinafter referred to as the **Association**, as the exclusive representative of the certified personnel employed or to be employed as classroom teachers.

The purpose of this recognition is the mutual agreement that the parties will negotiate with regard to matters of common concern, and will use professional, educational and statutory channels for appeal to resolve impasse. The parties do hereby agree as follows:

ARTICLE I - WORKDAY

Section 1: Length of Day

The total in-school workday shall consist of 8 hours, commencing at 8:00 a.m. until 4:00 p.m.

Section 2: Duty Free Lunch

Each full-time teacher affected by this agreement shall be guaranteed a minimum of twenty-five (25) minutes each day without supervisory or classroom responsibility for the purpose of a "duty free lunch."

Section 3: Teacher Preparation

A. Prep-time

Each full-time teacher affected by this agreement shall receive a weekly average of 30 minutes per day for the purpose of teacher preparation.

B. Compensation for Foregoing Prep-time

In the event a full-time teacher foregoes prep-time, and fulfills teaching responsibilities or other similar school duties, the teacher shall be compensated \$20 per hour for foregoing his or her prep-time.

C. Exceptions

Exceptions to this section exist relating to extracurricular activities and professional events, such as, in-service days, staff meetings, basketball games, etc.

ARTICLE II – CONTRACT DAYS

Contract days for each school year will consist of 184 days. In the event school is cancelled for all students in the district due to Acts of God, teachers will not be required to report to work. However, when the number of days exceeds those allowed under Section 15.1-06 of the North Dakota Century Code, all teachers will be required to make up, without additional compensation, the days necessary to ensure the minimum of 184 foundation days. Unless required as a make up day for foundation aid, the last will be a clerical day.

ARTICLE III - PAY DAY

Teachers shall be paid on the 15th day of the month and the last day of the month. If either of these days fall on a weekend, payment will be made on the previous Friday.

ARTICLE IV - SALARY

Refer to the 2021-2022 & 2022-2023 Negotiated Agreement and Salary Schedule.

ARTICLE V – BENEFITS

Section 1: Single Policy Health Insurance Coverage

The Board shall furnish each full-time teacher with a 12-month single policy medical coverage or with an amount of cash not to exceed \$150.00/month to be paid towards the teacher's medical coverage.

Section 2: Worker's Compensation

All employees are protected by Worker's Compensation against loss of income due to accidental injury in the performance of their official duties.

Section 3: Long-term Disability Insurance Coverage

Each full-time teacher will be provided with a long-term disability insurance coverage.

ARTICLE VI - LEAVE

Section 1: Sick Leave

At the beginning of each school year each teacher shall be credited with a 10-day sick leave allowance to be used for absences caused by illness or disability of the teacher. The unused portion of such allowance shall accumulate to a limit of 75 days. The school will annually reimburse sick days over the 75-day limit in the amount of \$40.00 per each unused sick day. In addition, teachers affected by this agreement are allowed to use an additional 10 credited sick days a year for an illness of an immediate family member. The immediate family is to include husband, wife, son, daughter, father, mother, brothers, sisters, father-in-law, mother-in-law and grandchildren.

Section 2: Personal Leave

Teachers will be allowed 3 personal leave days per year, which accumulate to a maximum of 6 days in the 2021-2022 school year and 6 days in the 2022-2023 school year. Teachers who do not use these days will be paid \$70.00 per day for each unused day. Teachers shall follow the procedures outlined in the Teacher's Handbook when applying for and requesting personal leave days.

Section 3: Personal Leave-Supplement

In 2016, the School Board added \$200.00 to the base pay of all full-time teachers (prorated for part time teachers) as compensation for 1 Supplemental Personal Leave Day. Teachers using the Supplemental Personal Leave Day will be deducted \$200.00 from their contract salary.

Section 4: Sick Leave Incentive Pay

Teachers who only use 1 (one) day of personal leave or sick leave will be eligible for incentive pay of \$650.00. At the administrator's discretion, staff may be required to leave if he/she is ill. If a teacher receives reimbursement for sick days over the 75-day limit or personal days over the 3 day carry over limit, the incentive pay will be the difference between the sick leave reimbursement and or personal days reimbursement and \$650.00.

Section 5: Professional Days

Teachers shall be allotted 2 professional leave days per year. Requests must receive approval of the administrator or principal.

Section 6: Funeral Leave

Funeral leave is an absence due to death in the immediate family, however, one of the two annual funeral days may be used for others.

No salary deduction will be made for funeral leave of 2 days, if necessary, up to 3 additional days may be used from the sick day allowance of 10 days per year. Immediate family includes husband, wife, son, daughter, father, mother, sister, brother, parents-in-law, brother-in-law, sister-in-law, or persons living in the teacher's household.

ARTICLE VII- CREDITS

Newly employed teachers to the Manvel Public School System may bring in a maximum of 6 years of experience to be credited towards the Teacher Salary Schedule attached hereto.

ARTICLE IX – MISCELLANEOUS PROVISIONS

Section 1: Savings Clause

Should any section of this agreement be declared illegal by a court of competent jurisdiction, said section shall be automatically deleted from the agreement to the extent that it violates the law, but the remaining sections shall remain in full force and effect for the duration of this agreement.

Section 2: Individual Contracts

Any contract between the Board and a teacher shall be expressly subject to the terms and conditions of this agreement. If an individual contract contains any language inconsistent with this agreement, this agreement for its duration shall be controlling.

Section 3: Duration

The provisions of this agreement will be effective as of the beginning of the school year 2021-2022 and will automatically be renewed and continue in full force and effect for additional periods of one year unless either the Board or the Association gives written notice to the other no later than 90 days prior to the expiration date, or any anniversary thereof, of its desire to reopen negotiations at any time on any selected articles of this agreement and to extend the remaining articles without further negotiations. The parties hereto expressly recognize that negotiations on the terms of successor agreement must take place at the request of either party providing proper notice is given and that such negotiations are in accordance with laws of the State of North Dakota.

IN WITNESS THEREOF, duly authorized representatives of the Association and the Board hereunto set their hand and seals this _____ day of _____, 2021.

MANVEL PUBLIC SCHOOL DISTRICT No. 125

By: _____, President

**MANVEL EDUCATION ASSOCIATION
OF CLASSROOM TEACHERS**

By: _____, President

SALARY EXPLANATION SHEET

2021-2022

Note: 2021-2022 salary is based on a 184-day contract.

Teacher's Name _____

2020 – 2021 Year Salary _____

2021-2022 SALARY

Years of Experience (Steps for 2021-2022 Contract) _____

Education _____ Lane Placement _____
(Salary schedule use only - may vary from actual years of experience)

2021 – 2022 Year Salary _____

Extra Pay (Asst. Principal/etc.) _____

Gross Salary (Unsheltered) Current salary + extra pay _____

CERTIFICATE RENEWAL INFORMATION

Date your teacher credential will expire: _____
(Five graduate credits must be earned every 5 years.)

List courses taken to meet credential renewal requirements:

_____ _____ _____
Course Credits Earned Date Credit Earned

_____ _____ _____
Course Credits Earned Date Credit Earned

_____ _____ _____
Course Credits Earned Date Credit Earned

_____ _____ _____
Course Credits Earned Date Credit Earned

_____ _____
Teacher Signature Date

2021 – 2022 TEACHER SALARY SCHEDULE INFORMATION

Years Experience: _____ Education: _____
(Salary schedule use only - may vary from actual years of experience)

This Schedule is based on 184 contract days.

Yrs. Exp.	BA	BA + 16	BA + 24	BA + 32	BA +45	BA+60/MA	MA+15	MA + 27
Base	\$42,328.32	\$42,928.32	\$43,528.32	\$44,128.32	\$44,728.32	\$45,328.32	\$45,928.32	\$46,528.32
1.00	\$42,928.32	\$43,528.32	\$44,128.32	\$44,728.32	\$45,328.32	\$45,928.32	\$46,528.32	\$47,128.32
2.00	\$43,528.32	\$44,128.32	\$44,728.32	\$45,328.32	\$45,928.32	\$46,528.32	\$47,128.32	\$47,728.32
3.00	\$44,128.32	\$44,728.32	\$45,328.32	\$45,928.32	\$46,528.32	\$47,128.32	\$47,728.32	\$48,328.32
4.00	\$44,728.32	\$45,328.32	\$45,928.32	\$46,528.32	\$47,128.32	\$47,728.32	\$48,328.32	\$48,928.32
5.00	\$45,328.32	\$45,928.32	\$46,528.32	\$47,128.32	\$47,728.32	\$48,328.32	\$48,928.32	\$49,528.32
6.00	\$45,928.32	\$46,528.32	\$47,128.32	\$47,728.32	\$48,328.32	\$48,928.32	\$49,528.32	\$50,128.32
7.00	\$46,528.32	\$47,128.32	\$47,728.32	\$48,328.32	\$48,928.32	\$49,528.32	\$50,128.32	\$50,728.32
8.00	\$47,128.32	\$47,728.32	\$48,328.32	\$48,928.32	\$49,528.32	\$50,128.32	\$50,728.32	\$51,328.32
9.00	\$47,728.32	\$48,328.32	\$48,928.32	\$49,528.32	\$50,128.32	\$50,728.32	\$51,328.32	\$51,928.32
10.00	\$48,328.32	\$48,928.32	\$49,528.32	\$50,128.32	\$50,728.32	\$51,328.32	\$51,928.32	\$52,528.32
11.00	\$48,928.32	\$49,528.32	\$50,128.32	\$50,728.32	\$51,328.32	\$51,928.32	\$52,528.32	\$53,128.32
12.00	\$49,528.32	\$50,128.32	\$50,728.32	\$51,328.32	\$51,928.32	\$52,528.32	\$53,128.32	\$53,728.32
13.00	\$50,128.32	\$50,728.32	\$51,328.32	\$51,928.32	\$52,528.32	\$53,128.32	\$53,728.32	\$54,328.32
14.00	\$50,728.32	\$51,328.32	\$51,928.32	\$52,528.32	\$53,128.32	\$53,728.32	\$54,328.32	\$54,928.32
15.00	\$51,328.32	\$51,928.32	\$52,528.32	\$53,128.32	\$53,728.32	\$54,328.32	\$54,928.32	\$55,528.32
16.00		\$52,528.32	\$53,128.32	\$53,728.32	\$54,328.32	\$54,928.32	\$55,528.32	\$56,128.32
17.00		\$53,128.32	\$53,728.32	\$54,328.32	\$54,928.32	\$55,528.32	\$56,128.32	\$56,728.32
18.00		\$53,728.32	\$54,328.32	\$54,928.32	\$55,528.32	\$56,128.32	\$56,728.32	\$57,328.32
19.00		\$54,328.32	\$54,928.32	\$55,528.32	\$56,128.32	\$56,728.32	\$57,328.32	\$57,928.32
20.00		\$54,928.32	\$55,528.32	\$56,128.32	\$56,728.32	\$57,328.32	\$57,928.32	\$58,528.32
21.00			\$56,128.32	\$56,728.32	\$57,328.32	\$57,928.32	\$58,528.32	\$59,128.32
22.00			\$56,728.32	\$57,328.32	\$57,928.32	\$58,528.32	\$59,128.32	\$59,728.32
23.00			\$57,328.32	\$57,928.32	\$58,528.32	\$59,128.32	\$59,728.32	\$60,328.32
24.00			\$57,928.32	\$58,528.32	\$59,128.32	\$59,728.32	\$60,328.32	\$60,928.32
25.00			\$58,528.32	\$59,128.32	\$59,728.32	\$60,328.32	\$60,928.32	\$61,528.32
26.00			\$59,128.32	\$59,728.32	\$60,328.32	\$60,928.32	\$61,528.32	\$62,128.32
27.00			\$59,728.32	\$60,328.32	\$60,928.32	\$61,528.32	\$62,128.32	\$62,728.32
28.00			\$60,328.32	\$60,928.32	\$61,528.32	\$62,128.32	\$62,728.32	\$63,328.32
29.00			\$60,928.32	\$61,528.32	\$62,128.32	\$62,728.32	\$63,328.32	\$63,928.32
30.00			\$61,528.32	\$62,128.32	\$62,728.32	\$63,328.32	\$63,928.32	\$64,528.32
31.00			\$62,128.32	\$62,728.32	\$63,328.32	\$63,928.32	\$64,528.32	\$65,128.32
32.00			\$62,728.32	\$63,328.32	\$63,928.32	\$64,528.32	\$65,128.32	\$65,728.32
	3.0% Increase	2020-2021 Base of \$41,095.46 x 103% = \$42,328.32 Increase \$1,232.86 + \$600.00 = \$1,832.86						

2022 – 2023 TEACHER SALARY SCHEDULE INFORMATION

Years Experience: _____ Education: _____
(Salary schedule use only - may vary from actual years of experience)

This Schedule is based on 184 contract days.

Yrs. Exp.	BA	BA + 16	BA + 24	BA + 32	BA +45	BA+60/MA	MA+15	MA + 27
Base	\$43,598.16	\$44,198.16	\$44,798.16	\$45,398.16	\$45,998.16	\$46,598.16	\$47,198.16	\$47,798.16
1.00	\$44,198.16	\$44,798.16	\$45,398.16	\$45,998.16	\$46,598.16	\$47,198.16	\$47,798.16	\$48,398.16
2.00	\$44,798.16	\$45,398.16	\$45,998.16	\$46,598.16	\$47,198.16	\$47,798.16	\$48,398.16	\$48,998.16
3.00	\$45,398.16	\$45,998.16	\$46,598.16	\$47,198.16	\$47,798.16	\$48,398.16	\$48,998.16	\$49,598.16
4.00	\$45,998.16	\$46,598.16	\$47,198.16	\$47,798.16	\$48,398.16	\$48,998.16	\$49,598.16	\$50,198.16
5.00	\$46,598.16	\$47,198.16	\$47,798.16	\$48,398.16	\$48,998.16	\$49,598.16	\$50,198.16	\$50,798.16
6.00	\$47,198.16	\$47,798.16	\$48,398.16	\$48,998.16	\$49,598.16	\$50,198.16	\$50,798.16	\$51,398.16
7.00	\$47,798.16	\$48,398.16	\$48,998.16	\$49,598.16	\$50,198.16	\$50,798.16	\$51,398.16	\$51,998.16
8.00	\$48,398.16	\$48,998.16	\$49,598.16	\$50,198.16	\$50,798.16	\$51,398.16	\$51,998.16	\$52,598.16
9.00	\$48,998.16	\$49,598.16	\$50,198.16	\$50,798.16	\$51,398.16	\$51,998.16	\$52,598.16	\$53,198.16
10.00	\$49,598.16	\$50,198.16	\$50,798.16	\$51,398.16	\$51,998.16	\$52,598.16	\$53,198.16	\$53,798.16
11.00	\$50,198.16	\$50,798.16	\$51,398.16	\$51,998.16	\$52,598.16	\$53,198.16	\$53,798.16	\$54,398.16
12.00	\$50,798.16	\$51,398.16	\$51,998.16	\$52,598.16	\$53,198.16	\$53,798.16	\$54,398.16	\$54,998.16
13.00	\$51,398.16	\$51,998.16	\$52,598.16	\$53,198.16	\$53,798.16	\$54,398.16	\$54,998.16	\$55,598.16
14.00	\$51,998.16	\$52,598.16	\$53,198.16	\$53,798.16	\$54,398.16	\$54,998.16	\$55,598.16	\$56,198.16
15.00	\$52,598.16	\$53,198.16	\$53,798.16	\$54,398.16	\$54,998.16	\$55,598.16	\$56,198.16	\$56,798.16
16.00		\$53,798.16	\$54,398.16	\$54,998.16	\$55,598.16	\$56,198.16	\$56,798.16	\$57,398.16
17.00		\$54,398.16	\$54,998.16	\$55,598.16	\$56,198.16	\$56,798.16	\$57,398.16	\$57,998.16
18.00		\$54,998.16	\$55,598.16	\$56,198.16	\$56,798.16	\$57,398.16	\$57,998.16	\$58,598.16
19.00		\$55,598.16	\$56,198.16	\$56,798.16	\$57,398.16	\$57,998.16	\$58,598.16	\$59,198.16
20.00		\$56,198.16	\$56,798.16	\$57,398.16	\$57,998.16	\$58,598.16	\$59,198.16	\$59,798.16
21.00			\$57,398.16	\$57,998.16	\$58,598.16	\$59,198.16	\$59,798.16	\$60,398.16
22.00			\$57,998.16	\$58,598.16	\$59,198.16	\$59,798.16	\$60,398.16	\$60,998.16
23.00			\$58,598.16	\$59,198.16	\$59,798.16	\$60,398.16	\$60,998.16	\$61,598.16
24.00			\$59,198.16	\$59,798.16	\$60,398.16	\$60,998.16	\$61,598.16	\$62,198.16
25.00			\$59,798.16	\$60,398.16	\$60,998.16	\$61,598.16	\$62,198.16	\$62,798.16
26.00			\$60,398.16	\$60,998.16	\$61,598.16	\$62,198.16	\$62,798.16	\$63,398.16
27.00			\$60,998.16	\$61,598.16	\$62,198.16	\$62,798.16	\$63,398.16	\$63,998.16
28.00			\$61,598.16	\$62,198.16	\$62,798.16	\$63,398.16	\$63,998.16	\$64,598.16
29.00			\$62,198.16	\$62,798.16	\$63,398.16	\$63,998.16	\$64,598.16	\$65,198.16
30.00			\$62,798.16	\$63,398.16	\$63,998.16	\$64,598.16	\$65,198.16	\$65,798.16
31.00			\$63,398.16	\$63,998.16	\$64,598.16	\$65,198.16	\$65,798.16	\$66,398.16
32.00			\$63,998.16	\$64,598.16	\$65,198.16	\$65,798.16	\$66,398.16	\$66,998.16
	3.0% Increase	2021-22 Base of \$42,328.32 x 103% = \$43,598.16 Increase \$1269.84 + \$600.00 = \$1,869.84						