

NEGOTIATED AGREEMENT
BETWEEN
MT. PLEASANT SCHOOL BOARD
AND
TEACHERS EMPLOYED IN THE
MT. PLEASANT SCHOOL DISTRICT #4
ROLLA, NORTH DAKOTA 58367

2021– 2023

The parties hereto, the School Board of Mt. Pleasant Public School District #4 and the Rolla Education Association, do hereby agree that the welfare of the children of the Mt. Pleasant School District #4 is paramount in the operation of the school and will be promoted by both parties. The parties hereby agree as follows:

I. RECOGNITION

The School Board of Mt. Pleasant School District #4, hereinafter referred to as the Board, recognizes the Rolla Education Association, hereinafter referred to as the REA, as the collective voice of all certified personnel.

The REA recognizes the Board as the elected representatives of the people of the Mt. Pleasant School District #4 and as such make final determination on all matters. However, nothing in this agreement shall be interpreted to deny the right of an individual teacher to discuss directly with the Board or Superintendent any matter whatsoever. The purpose of the recognition is the mutual agreement that the parties hereto will negotiate in good faith with respect to the terms and conditions of employment and employer-employee relations.

II. PRINCIPLES

- A. **Attaining Objectives:** Attainment of objectives of the educational program of the district requires mutual understanding and cooperation between the Board, Superintendent, his staff, and the professional teaching personnel. Free and open exchange of views is desirable and necessary with all participating in deliberations leading to mutual satisfaction and agreement.
- B. **Professional Teaching Personnel:** It is recognized that teaching is a profession requiring specialized qualifications and that the success of the educational program in the school district depends upon the maximum utilization of the abilities of the teachers who are reasonably well-satisfied with the conditions under which their services are rendered. It is further recognized that teachers have the right to join or not to join, any organization for their professional or economic improvement and that membership in any

organization shall not be required as a condition of employment nor shall the hiring board representative intimate that non-membership is preferable.

- C. **Teacher Participation:** The negotiating team of the REA agrees to meet with the negotiating team appointed by the Board when mutually convenient for the purpose of discussion and to seek satisfactory agreements on salary and other negotiable items. The REA negotiation team will consist of three representatives from the Mt. Pleasant School District certified personnel.
- D. **Statutory Savings Clause:** Should any part of this negotiated agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause, as the case may be, shall automatically be deleted from this agreement, but the remaining parts of this agreement shall remain in force and effect for the duration of this agreement.
- E. **Professional Negotiation Issues:** The following general items are to be considered for professional negotiation:
 - 1. Instructional Load
 - 2. Leave of Absence
 - 3. Professional Leave
 - 4. Fringe Benefits
 - 5. Non-Instructional Duties of Teachers
 - 6. Salary Schedule
 - 7. In-Service Program

III. MEETING PROCEDURE

- A. **Initiation of Meetings:** Meetings may be initiated by the REA negotiating team or the Board negotiating team.
- B. **Requests to Meet:** Meeting requests shall be either verbal or written. Such requests shall be directed to each member of the negotiating teams. A mutually convenient meeting date shall be held within fifteen days of the date of the request and either written or verbal notice shall be given to each member of both teams at least three days prior to the meeting date.
- C. **Open Meetings:** All meetings shall be open to the news media and general public.
- D. **Proposals & Counter Proposals:** Facts, opinions, proposals, and counter proposals will be exchanged freely during the meetings in an effort to reach mutual understanding and agreement.

- E. **Notification:** Upon agreement, each negotiating team is responsible for notifying and obtaining ratification of said agreement from their respective parent organizations within 7 days or in a timeframe that is agreeable to both negotiating teams. All agreements reached are contingent upon said ratification.
- F. **Consultant & Professional Representation:** Each team may call upon consultants and professional representatives to consider matters under discussion and to make suggestions in written or verbal form to the meetings.

IV. MEDIATION, APPEAL, AND IMPASSE

In the event that agreement is not reached by July 1st or before, an advisory committee shall be established and will consist of one member appointed by the Board, one member appointed by the REA, and one member selected by both of these members, who will serve as chairman. This advisory committee shall be named within fifteen days from the date impasse is declared and shall review the subject of disagreement and make a written report to both parties within five days. Any expense incurred by the advisory committee shall be shared equally upon prior approval of the REA and board. Such report shall be advisory only and not binding on the parties.

V. CONTRACT

This contract shall remain in force until June 30, 2023 at 4:00 p.m. It may be amended by the agreement of the parties hereto or their successors in office. This agreement is automatically renewed for a period of one year from each anniversary date unless one of the parties shall have notified the other at least 60 days before the expiration date that it will not accept renewal.

- A. **Representation:** The following issues are to be considered by both parties specific to representation –
 1. The Mt. Pleasant Board of Education is interested in the education of the children in the community.
 2. The School District team will consist of two Mt Pleasant Board members. The REA team will consist of three representatives from the Mt. Pleasant School District.
 3. This agreement is made between the Mt. Pleasant School District #4 and the Rolla Education Association, the organization authorized to represent teachers certified in accordance with NDCC and employed by Mt. Pleasant School District #4 primarily as classroom teachers.

4. The School District or Rolla Education Association may initiate negotiation meetings by giving written notice to the chairperson of the other negotiating team. The first negotiation meeting between the School Board and the REA shall be held within 15 days after notification is received.
5. Each team may call upon consultants or professional representatives to make suggestions and/or present information.

VI. SALARY AND CONTRACT INFORMATION

A. Contract Length

2021-2023

The teachers' contract period is 182 days in length. These days are outlined as the 175 teaching days (student contact days), the two parent-teacher conference days, the three legal holidays, two days for professional development activities, and one professional development day built in the daily schedule.

B. Contract Extensions

Contracts will be issued after the second Tuesday in March or upon completion of the negotiations process.

C. Salary Schedule

Rules and regulations are necessary in the application of a salary schedule. The salary schedules and policies listed on the attached page have been adopted for the 2021-23 school years. The Mt. Pleasant School District #4 Board of Education will adhere to the negotiated salary schedules. No adjustments to these schedules will be made without action by the collaborative bargaining team and approval by school board members and teachers. This policy only refers to Mt. Pleasant School District #4 contracts. Any contract for duties performed during the regular school day, but with another party other than the Mt. Pleasant School District #4, shall be a separate contract.

1. Increments in salary lanes (BS, BS+8, BS+16, BS+24, BS+32, BS+40, BS+48, MS, MS+8, MS+16), must be graduate hours in major, minor, teaching strategy, management, or technology fields unless the board requests in writing that a teacher take a particular class. Accordingly, the class in question shall be counted as graduate credit on the educational increments portion of the salary schedule. The Board agrees to pay up to \$500.00 for graduate level credits per year upon

receipted proof. Credits must be in areas agreed to in Section VI Section C-1.

2. Documentation of graduate credits earned must be submitted for salary adjustment by the August Teacher Workshop meeting with an official transcript to be submitted by October 1st.
3. In-service workshop hours shall not be honored for credit moving across the scale.
4. Any compensation not consistent with the current salary schedule shall follow NDCC 15.1-16-21.
5. All Mt. Pleasant staff members are eligible, but not required, to sell tickets for home events to receive a complimentary season pass: 2 events – 1 season pass,
6. An hourly wage of \$17.00 per hour shall be paid to teachers for all local non-contractual duties. All duties must be requested and approved by administrative staff. However, non-contractual professional development day(s) will be paid at the base sub rate for the current school year.
7. Eight hours of workshop / in-service completed by a teacher may be substituted for the NESC fall in-service. Teachers must fill out all proper paperwork and receive prior approval by administration. Administration has the right to deny, depending on school district needs.

D. Payroll Deduction of Professional Dues

The business manager of the school district shall be provided with a payroll deduction form to deduct educational association dues from each member's monthly paycheck and forward the amount to the appropriate association's office, or REA treasurer

E. Payday

Payday shall be the 15th and the last day of each month beginning in September. If either day falls on a weekend or during a school vacation, checks will be issued on the last working day before the vacation or the weekend. Staff may choose between a 20 or 24 paycheck plan and will do so by signing a form when they sign their teaching contract.

F. Qualifying Credits

Credits to qualify for educational increments shall be approved by the Superintendent or Board of Education prior to the taking of courses, so that the teacher will know in advance if the graduate credits will allow the teacher to move on the schedule.

G. Release of Contract Request

Because it is impractical or extremely difficult to fix the actual cost to incur at the time of the release request, the parties hereto agree that the amount presumed to be the cost of replacement shall be fixed as follows:

<u>Time of Request</u>	<u>Cost of Replacement</u>
From May 15 th through June 30 th	8% of signed contract amount
From July 1 to termination of the contract	12% of signed contract amount

Nothing stated herein shall be construed as meaning that the Board must release the teacher. Payments would need to be received within 5 business days of board approval.

The Board may waive the fee if the teacher’s resignation is due to ill health, military service, or a hardship case.

VII. BENEFITS INFORMATION

A. Health Insurance

The following options are available for health insurance:

Option 1 – The Board of Education will pay 100% of a single policy

Option 2 – The Board of Education will pay 50% of a family policy

Option 3 – If available by provider, the Board of Education will pay the dollar amount between 100% of a single policy and 50% of a family policy for a single plus dependent (SPD) policy. For example, if a family premium is \$6000 and a single premium is \$5000, an SPD policy will be paid at \$5500.

Employees less than full-time will receive payment equal to their percentage of full time equivalency. The employee, through the school district group plan using premium conversion, if any, will pay the balance of the premium.

B. Life Insurance

The school district will provide each staff member with a \$5,000.00 life and accidental death benefit insurance on a group policy. Staff members will be offered the opportunity to purchase additional life insurance as a payroll deduction.

C. Teachers Fund for Retirement

The school district will pay the employee’s share of TFFR at a rate capped at 11.75%.

VIII. EXTRA CURRICULAR SALARY & BENEFITS

A. Coaching

The Board, upon the recommendation of the Superintendent, retains the right to reassign coaching responsibilities.

B. Co-Curricular Pay Scale

<u>Position</u>	<u>Percent of Base</u>
Varsity Coach (6+ years)	13%
Varsity Coach (0-5 years)	11.5%
JV Coach (6+ years)	9.75%
JV Coach (0-5 years)	9%
JH Coach	6%
Elementary Coach	5%
*Cheer Coach (Annually)	8%
*Cheer Advisor (Annually)	4%
*Music Director	11%
Speech Advisor	9%
One-Act Play	4%
School Play Advisor	4%
*FFA Advisor	9%
*FCCLA Advisor	9%
*Annual Advisor	4.5%
*Science Olympiad	4.5%
*Honor Society	4%
*Student Council	4.5%
*Junior Class Advisor	6
Grades 7-10, 12 Class Advisor <i>(2 per class would split this amount)</i>	1.25%
Bulldog Vision Advisor	10.5%

C. Contractual Payment

These activities will be paid in one of three options chosen by the staff member when they sign their co-curricular contract. Payment of \$100 each for varsity head coaches of football, girls basketball, boys basketball, wrestling, volleyball, track, golf, instrumental music, vocal music, cheerleader advisor/coach, and speech and drama advisor will be made for attending a mandatory rules clinic as required by the NDHSAA.

Option #1: Equal payments in coordination with either 20 or 24 monthly teaching checks. This option is only for year round positions, which are starred above.

Option #2: Half of co-curricular salary at midpoint of activity and other half of co-curricular salary at end of activity.

Option #3: Full co-curricular salary at the end of the activity.

*Midpoint and end of activity will be determined by administration.

IX. LEAVE BENEFITS

A. Sick Leave

Each teacher shall be allowed a total of ten days sick leave per year accumulative to 120 days (960 hours) to be used for the absence of the teacher due to his/her illness or disability. The ten days shall be available at the beginning of the school year. Any days taken beyond those that he/she has accumulated will be deducted at 1/182 of the teacher's salary. Any absence of the teacher for a medical appointment shall be designated as sick leave. Sick leave for sickness in the immediate family may be granted at the discretion of the administration. The school district will buy back sick leave for any days accumulated after 110 days (880 hours) at a rate of \$50.00 per day. When a teacher leaves the system, the school district will buy back the balance of sick leave at the above rate. Any teacher who accumulates 400 hours of unused sick leave may convert 3 sick leave days to one personal leave day with a maximum allowed to convert of 6 sick leave days per school year. Accumulated personal days maximum per school year shall remain at 5 personal days.

B. Maternity / Paternity Leave

Maternity/Paternity leave will follow the guidelines of the Family Medical Leave Act (FMLA). Mothers/Fathers will be allowed to use any accumulated sick or personal leave for the birth/adoption of a child or complications from pregnancy or childbirth. They may also follow the guidelines of the sick leave pool to borrow leave. Total of sick leave, personal leave, and comp time shall be consecutive workdays not to exceed the maximum allowable under the FMLA.

C. Sick Leave Pool

Individual teachers may choose to contribute to a sick leave pool governed by the following provisions:

1. Teachers will have the option to enroll at the beginning of the school year at the fall workshop on an annual basis. A form will be provided for the teacher to sign.
2. Any teacher joining will contribute two (2) sick days initially from their individual account to the pool. These days are the property of the pool and do not revert back to the individual.
3. Sick leave days used from the pool must be used for major illness, accident, pregnancy, or actual hospitalization of the individual, spouse, or child. Any requests for use of sick leave pool days must be approved by the Superintendent.

4. A teacher who has contributed to the pool can use a maximum of ten (10) days per school year from the pool when and if their sick leave has been used up.
5. Days drawn must be repaid at a minimum of three (3) days per year. A teacher may never have more than a total of ten (10) days drawn from the pool at any one time.
6. An individual who owes sick leave days to the pool will pay the substitute rate per day to the school district upon leaving the system.
7. A minimum of fifty (50) days must be in the pool. Should it fall below this number, each member shall be assessed sufficient days to restore the minimum balance.

D. Professional Leave

To be made available to the faculty members for workshops or professional endeavors at the Administration's discretion

E. Personal Leave

Each teacher shall be credited with sixteen (16) hours of paid personal leave each school year. [A regular school day is eight (8) hours.] Teachers who have fifteen (15) or more years of service shall be credited with an additional eight (8) hours of paid personal leave each school year. No teacher can accumulate more than forty (40) hours of paid personal leave. The school district will buy back personal leave for hours accumulated beyond forty (40) hours at a daily rate of 1/182 of the base salary. The teacher shall request leave from the principal at least two days in advance, unless there is an emergency. If more than two teachers ask for a personal leave day on the same day, any additional teachers will have leave at the discretion of the administration. Any additional personal leave days beyond those that the individual has accumulated will be deducted at the rate of 1/182 of the teacher's salary. All personal leave days must be used in a minimum of ½ hour increments.

F. Substitute Pay

Each building principal will administer substitute pay. A teacher may earn substitute pay at a rate of \$17.00 per high school period, or \$12.75 per elementary special period (normally 30 minutes) for covering a class during their prep time. This method to cover for instructional periods is limited to earning sub time for one period per day.

G. Funeral Leave

Funeral leave shall be granted for the immediate family (spouse, children, parents, grandparents, and siblings). In addition, funeral leave will be allowed for any "step" counterpart of the above or anyone the employee is legally

responsible for and the respective in-laws. Funeral leave shall be limited to three days for each case and is non-accumulative. A teacher may request additional days to be taken off of sick leave for death in the immediate family (spouse, child, parent). The administration has the authority to make determination in these cases on an individual basis. The district shall pay the substitute for the three days and for additional days approved. A teacher may request one day to be taken off of sick leave for the death of any person who is not already covered under this section (i.e., not immediate family, not "step" counterpart of immediate family, not anyone the employee is legally responsible for, and not respective in-laws).

H. Leave of Absence

Leave of absence may be granted at the discretion of the School Board.

X. GRIEVANCE PROCEDURE:

The Mt. Pleasant School Board, the Mt. Pleasant School District Administration, and the Rolla Education Association do hereby agree that an effectively functioning grievance procedure contributes directly to improved professional relationships and thus the quality of professional service to the children of the Mt. Pleasant School District #4. The parties do hereby further agree that in every employment relationship grievances and dissatisfaction arise. Constructive suggestion can often go unheeded and the Mt Pleasant School District #4 is no exception. A plan to assure the orderly presentation of suggestions, to resolve dissatisfactions, and redress grievances of both supervisory and teaching personnel is an important part of the effective operation of the Mt. Pleasant School District.

A. Objectives

The broad objectives of the grievances procedure for the Mt. Pleasant School District shall be:

1. To insure an opportunity for professional staff members and administration to have unobstructed communication with one another and the school board with respect to alleged grievances without fear of reprisal.
2. To reduce the potential area of conflict between professional staff members, administration, and school boards.
3. To encourage and assure the freedom of effective communication through recognized channels between professional staff members, administration, and the school board.
4. To encourage the resolution of complaints as near the point of origin as possible.

5. To contribute to the development of improved morale and effectiveness of the Rolla professional staff through an increased understanding of the Rolla School policies which affect them.

B. Definitions

A grievance is a claim based upon an event or condition, which affects the conditions or circumstances under which a teacher works, allegedly caused by misinterpretation or inequitable application of established policy or the term of a contract. A grievance evolves out of the manner in which a policy has been interpreted.

C. Scope

The grievance procedure herein applies, but is not limited to, the following:

1. Grievances related to the application and interpretation of personnel policies, rules, regulations, or administrative decisions.
2. Charges of unjust or inequitable interpretations of:
 - a. Teaching load or class size
 - b. Teacher assignment, promotion, or transfer
 - c. Teacher evaluation or recognition of professional growth
 - d. Teacher fringe benefit program or programs
3. Questions related to placement on the salary schedule.
4. Questions related to practices concerning provisions for equipment, facilities, or supplies.
5. Grievances related to conduct prejudicial to the welfare of the student or teaching profession
6. Questions regarding infraction of the Teachers Professional Code of Ethics as established by the State of North Dakota
7. Problems resulting from controversies involving teachers, schools, or educational methods.

D. Procedures

Step One (Informal)

A teacher with a grievance shall generally first discuss his/her complaint with their principal or immediate supervisor by:

1. Expressing his/her complaint directly to his/her principal or immediate supervisor
2. Requesting his/her education association's representative to express his/her complaint to his/her principal or immediate supervisor for him/her
3. Appearing together with his/her education association representative before his/her principal or immediate supervisor for the purpose of expressing said complaint.

If the complaint refers to the application or interpretation of personnel policies, rules, regulations, or an administrative decision, the principal or appropriate superior shall give the education association representative an opportunity to state the views of the association.

After doing so, the principal or appropriate superior shall communicate his/her views to the aggrieved, to his/her representative (if any) and to any participating education association representative.

Before resolving the complaint, the principal or appropriate superior may consult the next higher level of administration for an opinion. Also, the education association representative may consult the next higher level of the education association for an opinion.

If the aggrieved is not satisfied, he/she may then take or request that the complaint be taken to an appropriate higher level of administration or appropriate higher level of his/her education association.

At any point in the above procedure the aggrieved teacher, the principal or the appropriate superior, or the education association representative may request that the complaint under consideration be referred to a fact finding committee and thus proceed directly to the more formal machinery set forth in Step Two of this grievance procedure.

Step Two (Formal)

On proper written notice, the education association's fact-finding committee, which must be representative of the faculty, hereafter referred to as the PR&R Committee, shall within ten days make a written judgment on the merits of the complaint.

If the PR&R Committee finds the complaint to be without merit, it shall so inform the aggrieved teacher and the Superintendent in writing. If so informed, the aggrieved teacher may then carry his/her complaint forward on his or her own behalf.

If the PR&R Committee finds merit in the complaint, it shall so inform the aggrieved teacher and the Superintendent. The Superintendent or his designated representative shall then work with the PR&R Committee in a full good faith effort to seek an equitable solution.

A written copy of the proceedings of all meetings held concerning a given complaint under this step should be furnished to the aggrieved teacher, to the

Superintendent, or his representative, to each member of the PR&R Committee, and to the President of the Education Association.

The parties involved must resolve any complaint under consideration within fifteen days after the PR&R Committee has issued its written statement declaring that said complaint has merit.

Step Three (Formal)

If a solution acceptable to all parties concerned is not reached within fifteen days after the PR&R Committee has issued its written statement declaring that the complaint has merit, the Superintendent or the PR&R Committee may institute binding grievance arbitration by so requesting in writing to the School Board and the elected officials of the education association.

Within ten days after receiving a written notice request for binding grievance arbitration the School Board and the Education Association's officers shall appoint a mutually acceptable neutral third party, free from influence by the parties involved, as an arbitrator.

Within ten days after his/her appointment, the arbitrator shall examine the complaint, consider the opinions of all parties concerned, interpret the school policy in question, and submit his/her written recommendation to the School Board and the elected officers of the education association for official confirmation. The arbitrator's recommendation shall be considered to be binding on all parties concerned if not in violation of state law.

The School Board and the education association shall determine the costs of the arbitration. All decisions reached under this grievance procedure shall be filed with each school administrator and the PR&R Committee to be used as precedents for future complaints. Copies of the grievance proceedings shall not become a part of any teacher's personnel file. School Board members, administrators, or teachers shall not discriminate against one another because of the exercise of their rights under this grievance procedure.

<i>Administrative Channel</i>		<i>Professional Channel</i>
<i>School Board</i>	<i>Formal</i>	<i>Local Elected Officers or REA Arbitration</i>
<i>Superintendent</i>	<i>Informal</i>	<i>Local PR&R Committee</i>
<i>Principal</i>	<i>Aggrieved</i>	<i>Local Association Rep.</i>

XI. REDUCTION IN FORCE

- A. Reduction in staff, when necessary, will be made on the basis of what has the least detrimental effect on the children of the school district. This objective dictates a staff reduction which retains the strongest teachers based upon current district programs and future district needs. The School Board shall have the sole right to determine the necessity for and scope of a reduction in force.
- B. It is the prerogative of the School Board of the Mt. Pleasant School District #4 to decide when the reduction of professional staff is necessary. The Board shall direct the Superintendent to do so based on the criteria listed below. The School Board shall have the sole right to determine the necessity for and scope of a reduction in force for reasons including, but not limited to, lack of funds, uncertainty of funds, declining enrollment, or other reasons of necessity. Before the Board makes any necessary reductions in personnel, it will first inform the association and provide an opportunity for input from members. The discussion will include the criteria for the determination of those who will be dismissed and their reemployment rights.
- C. If a decision is made to reduce the teaching staff, any teacher affected thereby shall be given such notice as may be required by law.
- D. The selection of the teacher(s) to be nonrenewed because of reduction in force shall be made in accordance with the following criteria:
- **Step 1** – Attrition, including retirements and resignations, shall be relied on to the extent possible. The following will be considered:
 - Voluntary retirement with possible buyout
 - Voluntary resignation
 - Voluntary leave of absence
 - Part-time employment
 - **Step 2** – In-house transferring opportunities, at the discretion of administration, will be presented to the department in question. In no particular order, the following departments will be considered:
 - Elementary Staff (K-6)
 - Secondary Staff (7-12)
 - Specialized Staff in K-12
 - Employees in federal or state funded programs.

Teachers will then have the opportunity to consider a new position. Further qualifications will be reviewed by the administration to determine in-house transferring.

Before the School Board reaches Step 3, the Board must fully exhaust all possibilities from Steps 1 & 2.

- **Step 3** – The School Board will consider the following criteria and point system in retaining teachers based on information in the school year in which non-renewals are contemplated. The criteria listed are non-accumulative. The teachers with the greatest amount of points will be retained. Criteria below are as of January 1st of the current school year.

- **Education** (*highest attained degree*):
 - I. BS/BA 3 points
 - MS 6 points
 - DR 9 points
 - II. Highly qualified in non-major area / credentials & endorsements 2 points
 - a. Driver's Education Credential
 - b. Elementary Principal's Credential
 - c. Library/Media Credential
 - d. Math Credential
 - e. Reading Credential
 - f. School Counselor Credential
 - g. Secondary Principal Credential
 - h. Kindergarten Endorsement
 - i. Middle School Endorsement
 - j. All other pertinent educational credentials or equivalents
- **Credits** (*graduate beyond degree within field*) :
 - 0 – 15 1 point
 - 16 – 30 2 points
 - 31 – 45 3 points
 - 46 – 60 4 points
 - 61 + 5 points
- **Years to the District:**
 - 0-3 Years 1 point
 - 4-6 Years 2 points
 - 7-10 Years 3 Points
 - 11-15 Years 4 Points
 - 16-20 Years 5 Points
 - 21+ 6 Points
- **Contributions to the District**
 - Board-based Committee Leadership 0.5 point
 - Grant Writing 1 point (maximum of 3 points)
- **Extra Curricular Involvement**
 - Head Coach – 1.5 points
 - Senior Class Advisor – .75 point

Asst. Coach – 1 point	Junior Class Advisor – 1 point
JH/Elem Coach - .75 point	Cheer Advisor – .75 point/season
Speech – 1 point	FFA Advisor – 1.5 points
Drama Advisor – 1 point	FCCLA Advisor – 1.5 point
Yearbook Advisor – .75 point	Science Olympiad – .75 point
Vocal Music – 1.5 points	Nat'l Honor Society – 1 point
Instrumental Music – 1.5 points	Student Council – 1 point

* Any contributions / activities not listed will be included on a relative basis by the discretion of administration.

In addition to the above criteria, the following guidelines for the policy will be used. Separated personnel shall have the first right of refusal for any job he/she is qualified to teach for two years. These personnel are obligated to keep the district apprised of their employment status and current address during this same two-year period. Service time to the district is computed from the date of the initial work, not the date of the contract signing. Parts of years are counted as equivalent parts.

The Superintendent will send the written notice by certified mail or by hand. The notice will include a statement of the conditions requiring contemplated non-renewal. The Mt. Pleasant School District #4, Administration, School Board, and Staff will do everything reasonable to protect the professional integrity of all staff members who are contemplated for non-renewal or not renewed because of the implementations of this policy. Non-renewal of contracts because of reduction in force should not reflect in any way on the individual's professional competences or ethics.

A conference prior to the final action of the Board will be held between the teacher and the Superintendent. Notification of contemplated non-renewal for reduction will follow the North Dakota Century Code.

XII. SIGN OFF

This agreement made and entered into this _____ day of _____ between the representatives of the Rolla Education Association duly qualified to represent the Mt. Pleasant School District #4 teachers and the School Board of the Mt. Pleasant School District #4 of Rolette and Towner Counties, Rolla, North Dakota.

Board of Education

Elementary Representative

Board of Education

Secondary Representative

At-Large Representative