

## I. TEACHER EMPLOYMENT

### A. Teacher Experience Credit

Newly employed teachers will be given credit for up to ten years of prior experience.

### B. Recency of Preparation

The Wilton Public School District #1 of Wilton, North Dakota sets the following guidelines for professional growth of its teaching staff. The guidelines shall assure meeting the minimum requirements as outlined in Section 67-02-03-02 of the Guidelines and Regulations for North Dakota Educators Professional Certificate (adopted in January of 1984).

1. All professional certified staff are required to obtain six semester hours of approved college credit each five years. The five year period being established by the issuance date of their certificate. Any teacher holding a Life Certificate is required to obtain six semester hours of approved college credit each five years. The five-year period was established in 1985.
2. Each teacher shall be responsible for maintaining current records of semester hours and shall provide the school district business manager with proper verification of college credits earned. All recency of preparation shall be maintained in the teacher's personnel file.
3. All records shall be updated annually prior to the first day of the school year.

### C. Credit for Advance Study

Teacher's earning credits for study beyond the B.S. Degree must acquire training in the field of their teaching assignment or related areas in accordance with district policy and approved by the administration, to advance on the salary schedule beyond the BS lane.

### D. Critical Fields

In critical fields, the board may employ teachers up to three increments above the salary schedule allowance for experience and education.

### E. Class load - Secondary

Six classes and one preparation period will be considered the normal teaching assignment for high school teachers. All teachers are required to teach six class periods with an additional 1/7 of the teacher's salary paid to them if they teach a seventh period. Study hall supervision will be done by administration or aides.

**\*\*In the event that the school day is restructured to eight class periods, this section of the negotiated agreement may be reopened for discussion\*\***

The course shall be interpreted to allow for student scheduling – NOT – staff consolidation for purposes of eliminating contract time during reduction-in-force situations.

F. Hours of Employment

All teachers will work a normal school day of 8:00 AM to 4:00 PM and be allowed to leave at 3:35 PM on Friday. All teachers will receive a payment of \$250.00 in the December 15<sup>TH</sup> check to offset all extra duties.

G. Terms of Contract

The school year will be 182 contract days with 175 student contact days.

H. Liquidated Damages Schedule

A contract professional staff member who terminates a contract prior to its term causes damages to the District. In an effort to compensate for reasonably anticipated damages, the Wilton School Board will impose the following liquidated damages:

1. Contract signing to May 31<sup>ST</sup>: \$1,500.00
2. June 1<sup>ST</sup> through June 30<sup>TH</sup>: \$1,750.00
3. July 1<sup>ST</sup> through July 31<sup>ST</sup>: \$1,800.00
4. August 1<sup>ST</sup> to the day school begins: \$2,000.00
5. First day of school to the last day of school \$2,000.00 plus \$100.00 for each day until the end of a contract.

A certified check in the amount of the fee must accompany the letter of resignation. The contracted staff member is not released from a contract until the Wilton School Board has accepted the resignation.

The Board may, at its sole discretion and by reason of extenuating circumstances, waive part or all of such liquidated damages.

I. Monthly Salary Payment

Salary will be paid on a twelve month basis. Salary shall be payable twice monthly; the 15<sup>TH</sup> of the month and the last business day of the month. In each case where dates fall on weekends or bank holidays, salary shall be paid the last business day preceding either date.

J. Elementary Double Combination

In the event that an elementary classroom is combined with another, the elementary teacher will receive an additional \$4,000.00 in salary. The double classroom is defined as: A single teacher being responsible for two grades for the entire school day for a period of one academic quarter or longer.

K. Certified Special Education Personnel, Specialist/Strategist/Interventionist, or Title I staff

In the event that a Certified Special Education Personnel, Specialist/Strategist/Interventionist, or Title I staff cover vacant positions for a period of one academic quarter or longer, including case management duties (in addition to their contracted duties), will receive an additional \$4,000.00 in salary. Covering a vacant position does not include staff consolidation for purposes of eliminating contract time during RIF situations.

## II. LEAVE BENEFITS

### A. Sick Leave

Each teacher will annually be credited with ten days sick leave at the beginning of the school term, unused leave will be accumulated to seventy-five days. In a case where a substitute must be hired or an administrator covers a class, leave will be charged on a day or ½ day basis. If a teacher uses leave and a colleague covers a class, no leave will be charged. A teacher who wishes to have a colleague cover a class will be responsible for making arrangements with the colleague to cover the class.

Staff will notify administration and complete AESOP in case of illness or emergency, and the administration will ensure the absence is filled.

A teacher, who will be leaving the district for whatever reason, and who has been employed for a minimum of twelve years of service to the Wilton Public School will be paid \$20 a day for unused sick leave up to a maximum payment of \$1,000.00 if the following criteria is met:

1. Released from contract
2. Not terminated for cause

A teacher, who will be leaving the district for whatever reason, and who has been employed for fifteen years of service to the Wilton Public School will be paid \$20 a day for unused sick leave up to a maximum payment of \$1,250.00 if the following criteria is met:

1. Released from contract
2. Not terminated for cause

### B. Personal Leave

Each full time teacher will be granted four days of personal leave annually. In a case where a substitute must be hired or an administrator covers a class, leave will be charged on a day or ½ day basis. If a teacher uses leave and a colleague covers a class, no leave will be charged. A teacher who wishes to have a colleague cover a class will be responsible for making arrangements with the colleague to cover the class.

Each Spring at school close, the following options shall be available whereby three days of unused personal leave may be:

1. Paid at the rate of substitute teacher pay
2. Carried over to the following school year and left to accumulate to a total of seven days. In the event that all seven days are not used in a school year, three days may be carried over to the following year and three may be paid at the rate of substitute teacher pay.

A teacher, who will be leaving the district for whatever reason, may be paid a total of up to seven unused personal days at the teacher's daily rate.

C. Funeral Leave:

Close family: Five days non-cumulative leave for each case will be granted. The district will pay the substitutes. Qualifying funerals are: wife, husband, children, father, mother, sister, brother, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandfather, grandmother, grandchildren, and step family.

Three days non-cumulative leave for each case will be granted for the funeral of nieces, nephews, aunts, and uncles. The district will pay the substitute.

One day non-cumulative leave for each case not listed above. The district will pay the substitute.

D. Professional Development Leave

With approval of School Administration and with the right of appeal to the School Board, each teacher will be eligible for professional leave.

The District will pay for the substitute teacher and mileage for teachers who are on leave during school days. For non-school days, teachers who are asked by the administration to attend professional development will receive substitute teacher pay for non-school days (prorated) and mileage when the school vehicle is not available.

E. Supervision: Playground-Hall-Lunch Room

Teachers will cover noon duty for elementary students on a rotating basis and will be assigned to noon duty by the administration.

F. Sabbatical Leave

The Board of Education may grant a teacher one year of Sabbatical leave for further schooling if:

1. The advanced study is in the teacher's current teaching assignment field.
2. A suitable replacement can be found.
3. The proposed program of study including courses to be taken, is submitted at the time of request and approved by the administration.

No extension shall be granted. The teacher will return to their position based on their pay when they took the year of sabbatical. A sabbatical will not guarantee an identical position. (i.e. position used to be 4<sup>TH</sup> grade and now it is a 4<sup>TH</sup> -5<sup>TH</sup> grade combination room) A sabbatical will not shelter the individual from the list of staff members in the event of a reduction-in-force issue.

Teachers shall notify the board in writing of their intent to return to their position by March 1<sup>st</sup> of the year of leave. Failure to do so indicates rejection of contract for the following year.

### III. FRINGE BENEFITS

- A. The School District will pay up to \$7,100.00 per year for 2021-2022 and \$7,500.00 per year for the 2022-2023 school years on single, single + dependant, and family policies under the district health insurance program. Or the school district will pay cash option \$3,550 per year for 2021-2022 and \$3,750 per year 2022-2023 in lieu of medical insurance.
  
- B. Teachers' Fund for Retirement  
The district will pay 12.75% of teacher's compensation toward the Teacher Fund for Retirement in 2021-2022 and 12.75% in 2022-2023 school year.
  
- C. All staff members will receive a pass to attend school events. The athletic director is responsible for staffing all events. (book, clock, ticket takers, etc.)

WILTON PUBLIC SCHOOL DISTRICT #1  
WILTON PUBLIC SCHOOL

NEGOTIATION AGREEMENT

2021-2022  
2022-2023

APPROVED:

WEA REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

BOARD REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

# Wilton Public School District # 1

## 2021-2022 and 2022-2023 Salary Schedule

### Beginning & New Teachers

**Base Salary \$39,250**

<b>BS</b>	<b>BS+8</b>	<b>BS+16</b>	<b>BS+24</b>	<b>BS+32</b>	<b>BS+40</b>	<b>BS+48</b>	<b>MS</b>	<b>MS+8</b>	<b>MS+16</b>	<b>MS+24</b>
\$39,250	\$39,850	\$40,450	\$41,050	\$41,650	\$42,250	\$42,850	\$45,850	\$46,450	\$46,800	\$49,650

New Teachers can bring in up to 10 years of experience at \$500 per year plus 3 years for critical area

### Returning Teachers Annual Payment

**2021-2022 \$900**

**2022-2023 \$900**

<b>BS</b>	<b>BS+8</b>	<b>BS+16</b>	<b>BS+24</b>	<b>BS+32</b>	<b>BS+40</b>	<b>BS+48</b>	<b>MS</b>	<b>MS+8</b>	<b>MS+16</b>	<b>MS+24</b>
\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900

The increase from one educational lane to another is \$600 with the exception of the masters lane, and MS+16, and MS+24.

A teacher will receive a one-time increase of \$3,000 when they attain a masters in their contracted area

A teacher will receive their annual increase plus an increase for a education lane move if they attain the hours necessary to enable them to move.

No existing teacher will receive less than the base salary at their educational level.

### Wilton Public School District #1 Years of Service Incentive

Entering			
Years	Years	Years	Years
2-5	6-10	11-15	16 +
\$50	\$100	\$200	\$300

#### Fringe Benefits:

**2021-2022 Health Insurance:** \$7,100.00 Annually

**2022-2023 Health Insurance:** \$7,500.00 Annually

2021-2022 In Lieu of Medical Insurance (50%): \$3,550 Annually

2022-2023 In Lieu of Medical Insurance (50%): \$3,750 Annually

Social Security benefits shall be provided on a group basis by the district.

The district will pay 12.75% of a teacher's compensation for the 2021-2022 school year and 12.75% of a teacher's compensation for the 2022-2023 school year toward the Teacher Fund for Retirement.

All staff members will receive a pass to attend school events.

**Wilton Public School District # 1**  
**2021-2022 and 2022-2023 Co-Curricular Schedule**

**Annual Basis**

<b>ACTIVITY</b>	<b>0-5 YEARS</b>	<b>6-10 YEARS</b>	<b>11+ YEARS</b>
Music Activities Director	\$1,675.00	\$1,900.00	\$2,100.00
Class Advisor (7, 8)	\$400.00	\$500.00	\$600.00
Class Advisor (9, 10, 11)	\$500.00	\$600.00	\$700.00
Class Advisor (12)	\$850.00	\$950.00	\$1,050.00
Prom Advisor	\$500.00	\$600.00	\$700.00
National Honor Society	\$400.00	\$500.00	\$600.00
One-Act Play	\$800.00	\$900.00	\$1,000.00
Three-Act Play	\$950.00	\$1,050.00	\$1,150.00
Annual	\$800.00	\$900.00	\$1,000.00
FFA	\$1,100.00	\$1,250.00	\$1,400.00
FCCLA	\$1,100.00	\$1,250.00	\$1,400.00
Student Council	\$500.00	\$600.00	\$700.00
Activities Director	\$2,000.00	\$2,500.00	\$3,500.00
Speech	\$1,200.00	\$1,350.00	\$1,500.00
Archery	\$1,200.00	\$1,350.00	\$1,500.00
Robotics	\$1,200.00	\$1,350.00	\$1,500.00

**The following to be paid on a per game basis:**

Officiating at the current NDHSAA rate

If the drama club advances to state competition, the advisor will be paid an additional \$200.00

If a student holds a state or district presidency, the FCCLA advisor will be paid an additional \$100.00

Please refer to the Wilton-Wing Co-op Agreement for Co-Curricular Salary Scale.