

WISHEK PUBLIC SCHOOL

DISTRICT #19

MASTER CONTRACT

2021-2022

&

2022-2023

To be distributed with employment contracts

The Wishek Public School District No. 19 Master
Contract includes all the items negotiated between
the Wishek School Board and the Wishek Education
Association.

1. LIQUID DAMAGE CLAUSE - The policy of the Wishek School Board shall be that employment contracts that are signed by both parties are considered legal binding contracts that are expected to be honored by both parties. Should a situation arise where a teacher requests a release from such contract the following liquidated damage clause shall be utilized.

Liquidated Damage Clause

Once a Contract is signed it is assumed that teachers will not request a release during the term of the Contract. It is mutually acknowledged that a termination of this Contract by the teacher, prior to the completion of the contract terms, result in damages to the School District which are impractical or extremely difficult to actually ascertain. In an effort to fix a compensation which bears a reasonable relationship to probable damages and which is not disproportionate to reasonable anticipated damages, the following sum shall be paid by a teacher requesting a release from contract which is approved by the School District:

| | |
|---|---------------------|
| Release Requested During Period From: | |
| Date of signed contract -May 14 th | 3.5% of Base Salary |
| May 15 th -June 14 th | 7% of Base Salary |
| June 15 th -July 14 th | 10% of Base Salary |
| July 15 th or after | 13% of Base Salary |

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

2. LEAVE OF ABSENCE - A teacher may submit a written request to the Wishek School Board no later than March 1st for a one-year leave of absence for the next school term, under the following conditions:
 1. The teacher must agree to return to the present position at present experience level and appropriate educational lane.
 2. Accumulated sick leave available at the beginning of the leave shall be retained.
 3. The Wishek School Board reserves the right to approve or disapprove all individual leave requests on a case-by-case basis within a reasonable time.
3. Teachers shall be allowed mileage, meals and lodging if required to attend a meeting, workshop, or clinic.
4. Five, maternity/paternity leave days will be granted for maternity/paternity leave with subsequent sick leave to be used for the remaining leave. The 5 maternity/paternity benefit needs to be used within the first 30 days of the birth or placement of the child.

If the employee has exhausted their maternity/paternity benefit, sick leave and personal days, employees may pull from the Sick Bank up to 25 days. The maternity/paternity clause will allow up to 30 school day's leave using sick leave, personal days and sick

bank.

The employee will be able to take up to 12 weeks of leave in accordance with the Family Medical Leave Act. For each day past the 30 day's pay will be deducted from the salary at a rate of 1/183 of the teacher's annual salary on a daily basis with board approval.

5. SUBSTITUTE TEACHERS - Contracted teachers may be required to substitute for an absent teacher during their preparation period and shall be reimbursed \$17.00 per class period and \$8.50 per ½ class period.
6. PERSONAL LEAVE - Teachers shall have 3 days of personal leave per year cumulative to 5 days. Reimbursement for unused personal leave days shall be 2/3 of what a substitute teacher pay is, with payment to be made at the end of each school term. Teachers will not be allowed to take days off without pay unless approved by the Wishek School Board. Personal leave may not be used the first or last day of school unless approved by administration. Only two teachers may be out on personal leave at the same time unless approved by the administration.

SICK LEAVE - Shall be 10 days per year cumulative to 90 days. A teacher may utilize sick leave in cases where members of the immediate family (marriage, guardianship, parents, children, grandparent, sibling, spouse, grandchildren) are ill, or where there is a death in the family provided that the teacher does not exceed accumulated sick leave days. The Board reserves the right to request proof of illness whenever they deemed it necessary. After 4th consecutive day a doctor's note will be required. Pay out for unused sick days will be ½ value of substitute teacher day pay rate. Teacher must have taught in district 15 years to qualify for pay out.

EMERGENCY LEAVE - Teachers shall have 1 day of emergency leave available each year which shall be non-cumulative. Additional days of emergency leave may be petitioned for through the Wishek School Board if there is a need and when the need arises. If the school board denies the petition, the days missed will be deducted from the teacher's pay. A maximum of two people requiring substitute teachers may take personal and or emergency leave on any one day.

7. Change in contract clause: The Clause in teacher's contracts will be as follows: "Said teacher shall accomplish any other duties assigned by the superintendent and mutually agreed upon by the teachers."
8. Instructors who have 200 or less minutes per week prep time will receive \$1,000.00 for one semester/\$2,000.00 for entire year.
9. In order to qualify for the next lane beyond a B.S./B.A. degree, credit must be at the graduate level from an accredited school, unless approved by Administration.
10. Teachers who have obtained enough education to move to another lane on the salary schedule and who have also gained one year of teaching experience will be allowed to

move to the proper lane and down one step on the salary schedule.

11. Salary schedule is for a nine-month contract period.
12. Teachers will be allowed to use sick leave for out-of-town medical appointments including appointments with medical doctors, dentists, optometrists, etc.
13. Prorate the salary of teachers who have a contract extending beyond the regular 182-days school year to comply with the present wage scale.
14. Salaries will be paid by electronic deposit on the 20th of each month with the exception of months where the 20th lands on a weekend then the payment will be made on the Friday before the weekend.
15. Sabbatical Leave:

Sabbatical leave will be granted for one school year for professional improvement based on the following conditions:

 1. Teacher must agree to return to present position.
 2. Board must agree to offer said teacher a contract for present position.
 3. Maximum of 2 teachers per school year.
 4. Sabbatical leave will be granted provided instructor requests leave by April 15th and a replacement for teaching position can be found by July 15th of the same year.
 5. No benefits while on sabbatical leave.
16. Teachers/Staff will be reimbursed \$10.00 per hour for supervising detention.
17. HEALTH INSURANCE BENEFITS - Professional staff shall be provided with a single health insurance. Employee must participate with the main health insurance carrier to be eligible for the supplemental insurance. Part time professional staff shall receive a prorate of the maximum yearly benefit. Professional staff must belong to the school health insurance plan to qualify for this benefit.
18. The school district shall pay 3% of each teacher's share of teacher's contribution for T.F.F.R. To be paid on a full-time 9-month school term basis, part-time instructors will receive benefits on FTE (Full Time Equivalency basis).
19. The district shall pay for tuition fees and mileage expenses for approved courses up to a maximum of \$500.00 per year. A year shall be from May 10th to May 20th of the

following year. Payment will be a lump sum at the end of the school year. All education received before the beginning of the school term shall be applied to contract as per schedule. Transcripts of credits must be presented to the Administrator prior to the opening day of school.

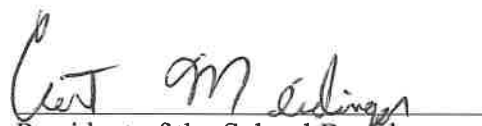
20. It is agreed that the Wishek Education Association's petition for recognition shall be submitted to the board each year by December 20th and the first negotiations meeting shall be held during the first week in March. The superintendent of the district shall notify the WEA prior to December 20th of the impending deadline in order that the petition is submitted on time.
21. Base salary will be \$41,500 for the 2021-2022 school term and \$43,600 for the 2022-2023 school term.
22. Sixteen (16) hours of in-service to equal one (1) credit hour, one (1) in-service per lane change, with the fall workshop being recognized for in-service credit. Any other in-service will be administered by the administration.
23. Should any article, section, or clause of this agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause, as the case may be, shall be automatically deleted from this agreement to the extent that it violated the law. The remaining articles, sections, or clauses shall remain in full force and effect for the duration of the agreement if not affected for the article, section, or clause.
24. BLST (Building Level Support Team) recorder position will follow the Master Contract.
25. A flexible benefit plan will be established. The carrier and benefit plan will be mutually agreed upon by all eligible participants. Informational meetings will be held prior to any changes and all plan participants in the district will be allowed to attend.
26. Teacher Suspension. If suspended, or if the teacher receives a written reprimand, the teacher must be placed on an improvement plan and a method of implementation developed. When placed on a remediation plan, teachers will pay for associated costs from their allowed professional development funds as outlined in the master contract. If funds have been exhausted, the teacher must cover associated remediation costs up to the professional development amount allocated by the contract.
27. Grievance Procedure. The purpose of this procedure is to secure an equitable and fair solution to a claim based upon an event or condition that affects the conditions or circumstances under which an employee works. Employees should feel free to use these procedures. No employee or administrator shall discriminate against, coerce or interfere with any employee, administrator, witness or representative for their involvement in the presentation or adjudication of any grievance. The employee may be represented and accompanied by a representative of his/her choosing at any step in this process. The teacher filing the grievance must be present at each step in the procedure.

Grievance Steps

1. A grievance shall be first discussed with the building principal or immediate supervisor with the intent of resolving the matter informally. If the grievance is not resolved informally, the employee should prepare and submit a written grievance request to the building principal. The principal will render a written response within 10 working days.
 2. If no agreement is reached in step one or the time limit elapses without an answer, the employee may present the written grievance to the superintendent. The superintendent or designee shall schedule a conference relative to such grievance and communicate in writing a decision to the grievant within a total of 15 working days.
 3. If no agreement is reached in step two, the superintendent or the employee may present the written grievance to the school board. The grievance will be placed on the agenda for the next school board meeting. The school board will communicate in writing a decision to the grievant within ten (10) working days after the meeting.
 4. If no agreement is reached in step three, binding arbitration by outside parties may be instituted by mutual consent of the School Board and the Education Association. A mutually acceptable third party consisting of a three-person panel will be appointed to resolve the grievance. One member will be chosen by the school board, one by the education association and another member mutually agreed upon by the school board and education association. Within 15 working days after appointment, the arbitrator will submit a written recommendation that will be considered to be binding on all parties concerned. Cost of arbitration will be borne equally by both parties.”
28. The school board will follow the schedule for extra-curricular pay for all hires that are filling extracurricular positions.
29. The Teacher Contract will consist of 182 days plus 1 extra professional development day.

Signature Page

5/10/21
Date


President of the School Board

5-10-21
Date


Board Negotiating Member

5/6/21
Date


President of WEA

5/6/21
Date


WEA Negotiating Member

2021-2022

| Years | BS/BA | +10 SH | +20 SH | +30 SH | +40 SH | Master Lane |
|-------|----------|----------|----------|----------|----------|-------------|
| | | \$500 | \$1,000 | \$1,500 | \$2,000 | \$3,000 |
| 0 | \$41,500 | \$42,000 | \$43,000 | \$44,500 | \$46,500 | \$49,500 |
| 1 | 41,850 | 42,350 | 43,350 | 44,850 | 46,850 | 49,850 |
| 2 | 42,200 | 42,700 | 43,700 | 45,200 | 47,200 | 50,200 |
| 3 | 42,550 | 43,050 | 44,050 | 45,550 | 47,550 | 50,550 |
| 4 | 42,900 | 43,400 | 44,400 | 45,900 | 47,900 | 50,900 |
| 5 | 43,250 | 43,750 | 44,750 | 46,250 | 48,250 | 51,250 |
| 6 | 43,600 | 44,100 | 45,100 | 46,600 | 48,600 | 51,600 |
| 7 | 43,950 | 44,450 | 45,450 | 46,950 | 48,950 | 51,950 |
| 8 | 44,300 | 44,800 | 45,800 | 47,300 | 49,300 | 52,300 |
| 9 | 44,650 | 45,150 | 46,150 | 47,650 | 49,650 | 52,650 |
| 10 | 45,000 | 45,500 | 46,500 | 48,000 | 50,000 | 53,000 |
| 11 | | 45,850 | 46,850 | 48,350 | 50,350 | 53,350 |
| 12 | | 46,200 | 47,200 | 48,700 | 50,700 | 53,700 |
| 13 | | 46,550 | 47,550 | 49,050 | 51,050 | 54,050 |
| 14 | | 46,900 | 47,900 | 49,400 | 51,400 | 54,400 |
| 15 | | 47,250 | 48,250 | 49,750 | 51,750 | 54,750 |
| 16 | | | 48,600 | 50,100 | 52,100 | 55,100 |
| 17 | | | 48,950 | 50,450 | 52,450 | 55,450 |
| 18 | | | 49,300 | 50,800 | 52,800 | 55,800 |
| 19 | | | 49,650 | 51,150 | 53,150 | 56,150 |
| 20 | | | 50,090 | 51,625 | 53,500 | 56,500 |
| 21 | | | | | 53,850 | 56,850 |

| | | | | | | |
|----|--|--|--|--|--------|--------|
| 22 | | | | | 54,200 | 57,200 |
| 23 | | | | | 54,550 | 57,550 |
| 24 | | | | | 54,900 | 57,900 |
| 25 | | | | | 55,250 | 58,250 |
| 26 | | | | | 55,600 | 58,600 |
| 27 | | | | | 55,950 | 58,950 |
| 28 | | | | | 56,300 | 59,300 |
| 29 | | | | | 56,650 | 59,650 |
| 30 | | | | | 57,000 | 60,000 |
| 31 | | | | | 57,350 | 60,350 |
| 32 | | | | | 57,700 | 60,700 |
| 33 | | | | | 58,050 | 61,050 |
| 34 | | | | | 58,400 | 61,400 |
| 35 | | | | | 58,750 | 61,750 |
| 36 | | | | | 59,100 | 62,100 |
| 37 | | | | | 59,450 | 62,450 |
| 38 | | | | | 59,800 | 62,800 |
| 39 | | | | | 60,150 | 63,150 |
| 40 | | | | | 60,500 | 63,500 |

SALARY
SCHEDULE
2022-2023

| Years | BS/BA | +10 SH | +20 SH | +30 SH | +40 SH | Master Lane |
|-------|----------|----------|----------|----------|----------|----------------|
| | | \$500 | \$1,000 | \$1,500 | \$2,000 | \$3,000 |
| 0 | \$43,600 | \$44,100 | \$45,100 | \$46,600 | \$48,600 | \$51,600 |
| 1 | 43,950 | 44,450 | 45,450 | 46,950 | 48,950 | 51,950 |
| 2 | 44,300 | 44,800 | 45,800 | 47,300 | 49,300 | 52,300 |
| 3 | 44,650 | 45,150 | 46,150 | 47,650 | 49,650 | 52,650 |
| 4 | 45,000 | 45,500 | 46,500 | 48,000 | 50,000 | 53,000 |
| 5 | 45,350 | 45,850 | 46,850 | 48,350 | 50,350 | 53,350 |
| 6 | 45,700 | 46,200 | 47,200 | 48,700 | 50,700 | 53,700 |
| 7 | 46,050 | 46,550 | 47,550 | 49,050 | 51,050 | 54,050 |
| 8 | 46,400 | 46,900 | 47,900 | 49,400 | 51,400 | 54,400 |
| 9 | 46,750 | 47,250 | 48,250 | 49,750 | 51,750 | 54,750 |
| 10 | 47,100 | 47,600 | 48,600 | 50,100 | 52,100 | 55,100 |
| 11 | | 47,950 | 48,950 | 50,450 | 52,450 | 55,450 |
| 12 | | 48,300 | 49,300 | 50,800 | 52,800 | 55,800 |
| 13 | | 48,650 | 49,650 | 51,150 | 53,150 | 56,150 |
| 14 | | 49,000 | 50,000 | 51,500 | 53,500 | 56,500 |
| 15 | | 49,350 | 50,350 | 51,850 | 53,850 | 56,850 |
| 16 | | | 50,700 | 52,200 | 54,200 | 57,200 |
| 17 | | | 51,050 | 52,550 | 54,550 | 57,550 |
| 18 | | | 51,400 | 52,900 | 54,900 | 57,900 |
| 19 | | | 51,750 | 53,250 | 55,250 | 58,250 |
| 20 | | | 52,190 | 53,725 | 55,600 | 58,600 |

| | | | | | | |
|----|--|--|--|--|----------------|--------|
| 21 | | | | | 55,950 | 58,950 |
| 22 | | | | | 56,300 | 59,300 |
| 23 | | | | | 56,650 | 59,650 |
| 24 | | | | | 57,000 | 60,000 |
| 25 | | | | | 57,350 | 60,350 |
| 26 | | | | | 57,700 | 60,700 |
| 27 | | | | | 58,050 | 61,050 |
| 28 | | | | | 58,400 | 61,400 |
| 29 | | | | | 58,750 | 61,750 |
| 30 | | | | | otto 59,100 | 62,100 |
| 31 | | | | | 59,450 | 62,450 |
| 32 | | | | | 59,800 | 62,800 |
| 33 | | | | | 60,150 | 63,150 |
| 34 | | | | | 60,500 | 63,500 |
| 35 | | | | | 60,850 | 63,850 |
| 36 | | | | | 61,200 | 64,200 |
| 37 | | | | | 61,550 | 64,550 |
| 38 | | | | | 61,900 | 64,900 |
| 39 | | | | | 62,250 | 65,250 |
| 40 | | | | | 62,600 | 65,600 |

Extra Duty Expectations and Salary List

- **This includes a 2% increase in pay per year of experience @ WPS**

Annual: \$1700.00 deadline for pre-orders and deadline for completion of June 1 each year.

Class Advisors 7-10 and 12: \$225.00 minimum of 3 meetings to include but not limited to elections, holding class fundraiser (excluding 12) and homecoming duties including a float

Class Advisor Grade 11: \$1,000 head and \$750.00 co-advisor: duties included as above listed as well as the added duties associated with Prom.

Student Council: \$750.00 Snow week, homecoming planning, regular meeting with Student Council representatives, fundraising, and attending Student Council conference.

CTE- FFA-\$3000.00

CTE FBLA-\$1850.00

CTE FCCLA-\$1850.00

FFA being higher due to more state level contests and time spent on the weekends but ALL CTE's participate in fall and or winter leadership conferences, state and national level if qualified. Duties to also include fundraising and community service

Music: \$2500.00 included all band and choir duties but not limited to pep band for home games and matches, marching band, band night, concerts, programs, Sauerkraut days and national anthem for all home events.

Math Counts: \$100.00

Spelling Bee: \$100.00

Science Fair: \$1300 Board request of two years/ classes participate. This is not mandatory for the Science teacher, but preference given to them first.

Speech: \$1600.00 Local, regional and state level contest participation as well as practices held weekly.

One Act Play: \$1600 for one advisor 800/800 if there are co- advisors. Practices, regional and state contest participation

National Honor Society: 500.00 Affiliate with the state level NHS at a minimum, fundraise and manage the application, honor system, etc.

Acalympics: \$500.00 Meet once a week for JH and HS teams to practice for competition starting in January 24 practices total, travel to area contests and state

School Spirit Coordinator/ Letterperson: \$1250.00 responsible for letters, pins, bars, ordering and getting them to the coaches or advisors. All locker posters, hallway posters, run throughs to be used at home sporting events and pep rally planning before all post season contests for all sports. Locker posters and hall posters and recognition to all academic and athletic individuals

including but not limited to One Act Play, speech, CTE's etc. this includes maintaining hallway pictures, boards and award cases. This is similar to a cheer advisor and will span the entire school year.

Elementary GBB: \$1350.00
 Elementary BBB: \$1350.00
 Elementary VB: \$1350.00
 Elementary Wrestling: \$1350.00

| | |
|---|------------|
| Annual | \$1,700.00 |
| Letterperson & School Spirit Coordinator | \$1,250.00 |
| FBLA | \$1,850.00 |
| Class 7 | \$225.00 |
| Class 8 | \$225.00 |
| Class 9 | \$225.00 |
| Class 10 | \$225.00 |
| Class 11 Head advisor | \$1,000.00 |
| Class 11 co-advisor | \$750.00 |
| Class 12 | \$225.00 |
| Student Council | \$750.00 |
| Math Counts Advisor | \$100.00 |
| Spelling Bee Advisor | \$100.00 |
| Science Fair | \$1,300.00 |
| Music | \$2,500.00 |
| Speech | \$1,600.00 |
| One-Act Play | \$1,600.00 |
| FFA | \$3,000.00 |
| FCCLA | \$1,850.00 |
| NHS | \$500.00 |
| Elementary Girls/Boys Basketball/Volleyball | \$1,350.00 |
| Pee Wee Wrestling | \$1,350.00 |
| Acalympics | \$500.00 |