

# **NEGOTIATED AGREEMENT**

Between the

**SCHOOL BOARD**

of

**WILLISTON BASIN SCHOOL DISTRICT #7**

and the

**WILLISTON EDUCATION ASSOCIATION**

July 1, 2021 through June 30, 2023

## TABLE OF CONTENTS

I.	<u>PREFACE</u> .....	3
	A. Welfare of the Children.....	3
	B. Recognition.....	3
	C. Scope.....	3
II.	<u>INSURANCE &amp; LEAVES</u> .....	3
	A. Medical Insurance Option.....	3
	B. Term Life Insurance Benefit.....	4
	C. Part Time Benefits.....	4
	D. Sick Leave Benefit.....	4
	E. Sick Leave Bank.....	5
	F. Payout of Unused Sick Leave.....	5
	G. Emergency Leave Benefit.....	5
	H. Personal Leave Benefit.....	6
	I. Professional Leave Benefit.....	6
	J. Sabbatical Leave.....	7
	K. Extenuating Circumstances Deduction.....	7
III.	<u>LICENSURE &amp; CONTINUING EDUCATION</u> .....	7
	A. Licensure Requirements.....	7
	B. Additional Training.....	8
	C. Tuition Reimbursement Benefit.....	8
IV.	<u>REDUCTION IN FORCE</u> .....	8
V.	<u>GRIEVANCE PROCEDURE</u> .....	9
VI.	<u>WORKING CONDITIONS</u> .....	11
	A. Length of Work Day.....	11
	B. In-House Substitution Compensation.....	11
	C. Preparation Time.....	11
	D. Substitute Teachers.....	11
	E. Multi-Grade Classroom Teachers' Extra Compensation.....	11
	F. Student Contact Time.....	12
	G. Meetings Beyond the Normal School Day.....	12
VII.	<u>SALARY</u> .....	12
	A. Prior Experience.....	12
	B. Credit Hours.....	12
	C. North Dakota Teachers' Fund for Retirement.....	13
	D. Payroll Schedule.....	13
	E. Flexible Compensation Program.....	13
VIII.	<u>INTEGRATION CLAUSE</u> .....	13
IX.	<u>MANAGEMENT RIGHTS CLAUSE</u> .....	13
X.	<u>SAVINGS CLAUSE</u> .....	13
XI.	<u>TERMS OF AGREEMENT</u> .....	14
	Salary Schedule 2021 - 2022.....	15
	Salary Schedule 2022 – 2023.....	16
	Extra-Curricular & Co-Curricular Activities.....	17
	Extra-Curricular & Co-Curricular Salary Schedule.....	18
	Extra-Curricular Pay Schedule by Position – Athletics.....	19
	Extra-Curricular Pay Schedule by Position - Activities & Clubs.....	20
	Co-Curricular Schedule by Position.....	21

I. **PREFACE**

A. **Welfare of the Children**

The Board of Education of the Williston Basin School District #007 (the "District") and the Williston Education Association ("WEA") do hereby agree that the welfare of the children of the Williston Basin School District #007 is paramount in the operation of the schools and will be promoted by both parties.

B. **Recognition**

This agreement has been formed pursuant to NDCC 15.1-16 under which the Williston Basin School District #007's School Board recognizes the Williston Education Association to be the appropriate negotiating unit for the teachers of the Williston Basin School District #007.

C. **Scope**

The parties will negotiate with regard to statutorily defined items for negotiations as set forth in the North Dakota Century Code and the decisions of the Supreme Court of North Dakota. The representatives of the Board shall meet with the representatives of the Association for the purposes of discussion and attempting to reach mutually satisfactory agreements relating to terms and conditions of employment and employer-employee relations, including but not limited to, salary, hours, and other terms and conditions of employment.

II. **INSURANCE & LEAVES**

A. **Medical Insurance Option**

The District offers two health insurance plans. The District retains the right to select the insurance provider(s). Should the provider(s) change, alter, or no longer offer the same plan, the District, in its sole discretion, may offer a substantially similar plan. If requested by WEA, the District will confer with a three-member committee designated by WEA prior to the District making such changes. One (1) employee forum shall be held by the committee for input and discussion.

Insurance coverage will commence July 1, 2021 and end December 31, 2021, with annual January 1 to December 31 coverage thereafter, for all teachers under continuing contract. For those teachers who resign or are terminated after the end of the school year their coverage will end August 31st. Coverage shall be terminated on the last day of the month containing the last teaching day of any teacher whose employment has ceased prior to the end of the school year.

Current plan details are as follows:

The Traditional Plan: For each year of the agreement, the District will offer a health insurance plan with three tiers of coverage: single, single plus dependent, and family. The District will pay 80% of the premium for the employee (i.e., single tier). The Traditional Plan currently has a \$500 annual deductible.

High Deductible Plan: For each year of the agreement, the District will offer a health insurance plan with three tiers of coverage: single, single plus dependent, and

family. The District will pay 80% of the premium for the employee (i.e., single tier). The High Deductible Plan also includes a Health Savings Account, through which the District will contribute the following annualized amounts: Single: \$1,000; single plus dependent, \$1,500; and \$2,000 family. The contributions will be prorated throughout the year, per pay period. The High Deductible Plan currently has a \$2,800 annual deductible for single, \$4,200 for single plus dependent, and \$5,600 for family.

District 7 will pay 100% of the family premium for married couples where the District employs both spouses, should they choose the family plan. The District's Health Savings account contribution in this instance will be for a family contribution level, \$2,000. If each spouse chooses to purchase a single or single plus dependent plan, the District will fund 80% of each policy.

**B. Term Life Insurance Benefit**

Any employee subject to this negotiated agreement shall receive insurance as set forth below:

\$20,000 Term Life Policy  
\$20,000 AD&D Policy

Coverage for full or part time employees shall be reduced by 33% at age sixty-five (65) and an additional 33% at the age of seventy (70). Coverage shall terminate on the last day of the month containing the last day of employment of any teacher.

**C. Part Time Benefits**

Teachers under contract to teach less than full time, for a full school term, shall be allowed 10 pro-rated days of sick leave, 5 pro-rated days of emergency leave, 3 pro-rated days of personal leave, and pro-rated medical insurance.

Teachers under contract to teach full time, for less than a full school term, shall be allowed 10 pro-rated days of sick leave, 5 pro-rated days of emergency leave, 3 pro-rated days of personal leave. It will be calculated as follows: number of contracted days/number of days in a full school term contract (ie:182) = Percent of the year contracted. This percent is applied to the number of days stated above to calculate the award (rounded up to the nearest 1/2day).

**D. Sick Leave Benefit**

All certified staff under their contract from the previous Williston Public Schools District #1 and Williams County School District #8 will carry over their existing hours of sick leave into the Williston Basin School District #007.

An annual sick leave of ten (10) paid days per year is provided and accumulates indefinitely. Absence because of illness, disability, pregnancy, or adoption shall be granted sick leave. The number of days, if any, granted shall be determined on a case-by-case basis by the Superintendent and/or designee. In making this determination, the Superintendent and/or designee may require a statement of inability to work from the teacher's health care professional after five (5) consecutive contracted days. Illness or disability that is in excess of accumulated sick leave and sick leave bank participation shall be without pay. Pay deduction shall be calculated on a per diem basis based on each individual teacher's contract (i.e. a 184-day contract will have 1/184 pay deduction).

#### **E. Sick Leave Bank**

Teachers will be allowed to participate in the sick leave bank, which is contained in District #7 policy.

#### **F. Payout of Unused Sick Leave**

After twenty (20) years of continual service (continual service previously recognized by former District 1 and District 8 shall count towards the 20 years continual service in District #7), each certified or licensed instructor will be compensated for unused sick leave days. The rate of compensation will be 40% of the daily substitute's gross pay, before payroll taxes. One of two options must be chosen at the time of initial employment within the District.

The first option is to accumulate unused sick leave days until retirement, resignation, RIF, or death (the death benefit will be payable to the beneficiary on file in the payroll office). Payment for the unused days will be made the following July after leaving the District.

The second option is to receive an annual payment for days exceeding 120 fulltime unused sick leave days. An annual payment for sick leave days that are earned in the current year and not used will be paid each year in the following October payroll. Current employees who make the second choice will be paid for the days over 120 to bring their total days down to 120. This payment will be spread over four (4) years, with the payment being made each October. The annual buyout referred to above will also be made to these individuals each year. However, if the payment is \$900.00 or less, it will be paid according to the following schedule: If the total payment is \$300.00 or less, payment will be paid in 1 installment. If the total payment is more than \$300 and less than \$600, it will be paid in two installments. If the total payment is more than \$600 and less than \$900, it will be paid in three installments.

The maximum payout of unused sick leave is \$5,000 regardless of what option is chosen above.

#### **G. Emergency Leave Benefit**

Five (5) days of non-accumulative emergency leave will be allowed annually. Any unused emergency leave days will not be paid. The decision to grant any emergency leave will be made by the Superintendent and/or designee. Emergency leave shall be reported to the building principals and forwarded to the Superintendent and/or designee.

After five (5) emergency days have been exhausted, absences due to bereavement or illness will be taken from accumulated sick leave.

Immediate family member shall be defined as Spouse, or domestic partner, Children, Mother, Father, Sister, Brother, Grandparents, Grandchildren, Stepchildren, Stepparents, Mother and Father-in-law, Sister and Brother-in-law, Son and Daughter-in-law. Any exception to this policy can be approved by the Superintendent and/or designee.

Illness: Emergency leave covers serious health conditions of an immediate family member requiring diagnosis and/or treatment by a health care professional of the immediate family member within a 48-hour period. The Superintendent and/or

designee may require documentation from a health care professional for all emergency leave based on this section. For purposes of this section, serious health condition is defined according to the definition in the Family Medical Leave Act (FMLA).

Bereavement: Emergency leave covers the death of an immediate family member. A death of one who is not an immediate family member will be allowed as a day of emergency leave with a maximum of two (2) days per year.

Weather Related: Two (2) days of emergency leave per year may be used for weather related emergencies. The decision to grant or not grant this day shall be made by the Superintendent and/or designee.

#### **H. Personal Leave Benefit**

The Williston Basin School District #7 will grant three (3) paid days of personal leave to teachers annually, cumulative to five (5) days.

No more than ten (10) percent of building staff or one (1) person, whichever is greater, will be permitted leave on any one day from any building.

Application for personal leave must be filed with the building principal five (5) days in advance of contemplated leave on forms provided by the District. Approval of absence for personal leave will be granted by the building principal.

Unless waived by the Superintendent and/or designee, personal leave will not be granted for the following days:

1. The first five (5) days of the school term
2. The last five (5) days of the school term
3. Before or after school holiday or school vacation as defined on school calendar

At the beginning of each school year, any unused accumulated personal leave in excess of the maximum shall be transferred to accumulated sick leave.

#### **I. Professional Leave Benefit**

Teachers may take a leave from regular teaching responsibilities for the purpose of participating in a professional activity.

1. Requests for Professional Leave must be made through designated software at least ten (10) days in advance and must be approved/denied by the administration at least 5 days prior to the proposed leave.
2. The leave must be for professional activities for the purpose of improving instruction related to the staff member's work assignment.
3. Two (2) days of professional leave for use in lane changes will be allowed for each certified teaching personnel on a non-accumulative basis yearly.
4. The decision to grant Professional Leave will be made by the Superintendent and/or designee. The Superintendent and/or designee will notify the teacher of the action taken.
5. If a professional activity is approved, there will be no loss of salary and the District will assume the cost of a substitute. The District will pay the registration fee, travel expenses, meals and lodging associated with approved professional activities attended for the purpose of improving instruction related to the staff member's work assignment. The teacher will assume additional expenses.
6. When a professional activity is assigned, the normal District reimbursement for expenses will be made to the teacher.

7. The WEA President will be granted Professional Leave to attend meetings between administration and staff as needed.

#### **J. Sabbatical Leave**

Upon request to the Superintendent and/or designee, a teacher may be granted a leave of absence for a period not exceeding one entire school year. Granting of such a request shall be based on the following requirements:

1. That a satisfactory replacement candidate is available.
2. Leave is requested for the purpose of taking college coursework toward the next higher degree or be in the teacher's teaching assignment provided that the course work must be taken at an accredited college or university.
3. Advancement on Salary Schedule:
  - a. Upon completion of a year's study, the teacher will move horizontally, but not vertically, on the salary schedule, jumping as many lanes as earned credit allows. If the teacher does not earn sufficient credit to move horizontally, he/she shall retain his experience credits.
  - b. If absence is four weeks or less, experience credit allows continued vertical movement on the salary schedule.
  - c. If the absence is in excess of four (4) weeks, the teacher shall receive experience credit for the portion of the year that he/she teachers, calculated to the nearest month.
4. Leave of absence shall be without compensation or expense allowance from the school district funds.
  - a. Medical insurance will be provided for the teacher during his/her absence up to a maximum of one semester.
  - b. After one semester, the teacher may remain in insurance groups, paying their own premiums, as arranged through the district office, as per COBRA regulations.
  - c. Sick leave shall continue to accumulate for a maximum of one semester.
5. The final decision for granting a leave of absence shall rest with the Superintendent and/or designee.
6. Upon return from sabbatical leave, the teacher shall be entitled to re-employment in a similar position.
7. Statutes affecting offer and acceptance of a contract on re-employment shall apply. A teacher whose leave of absence extends beyond the current contract year will be offered a new contract at the same time as other teachers. This contract will specify the date on which the teacher will resume his/her employment.

#### **K. Extenuating Circumstances Deduction**

For any absence from work not specifically covered by this agreement, pay deductions may be made at the full daily rate, or the current substitute teacher pay rate, or no deduction. Final decisions shall be made by the Superintendent of Schools and/or designee.

### **III. LICENSURE & CONTINUING EDUCATION**

#### **A. Licensure Requirements**

All teachers must comply with the licensure requirements of the ND Educational Standards and Practices Board.

## **B. Additional Training**

For those courses that are initiated at the discretion of the District, and for which the District requires that the teacher take additional training, the District will provide in-service training, workshops, or expense reimbursements as determined and approved by the School Board.

When the District requires teachers to take classes as part of ongoing improvement plans for the District, every attempt will be made to offer classes that are convenient with teacher's schedules including, but not limited to: after school hours, before school hours, on scheduled in-service days, or during summer breaks. If the class is offered outside of contracted time, a stipend will be offered. Unless deemed necessary for the current and/or upcoming school year, teachers will have fourteen (14) months to complete district-required training and/or courses.

## **C. Tuition Reimbursement Benefit**

The Williston Basin School District #7 shall reimburse certified teachers for continuing education courses taken, professional journals and/or professional memberships (excluding Williston Education Association/North Dakota United/National Education Association or other unions), up to \$400.00 per year. For accounting purposes, the date of timely payment will determine the annual reimbursement limit. This annual limit renews each July 1.

The Williston Basin School District #7 shall reimburse teachers for advancing their education degree as follows:

- If a teacher is accepted into an undergraduate bachelor's degree program approved by the Superintendent, the teacher shall be reimbursed for courses taken up to a maximum of \$1,500 per teacher's lifetime upon receipt of the approved bachelor's degree.
- If a teacher is accepted into a master's program approved by the Superintendent, the teacher shall be reimbursed for courses taken up to a maximum of \$3,500 per teacher's lifetime upon receipt of the approved master's degree.
- If a teacher is accepted into a doctorate program approved by the Superintendent, the teacher shall be reimbursed for courses taken up to a maximum of \$5,000 per teacher's lifetime upon receipt of the approved doctorate degree.

Before receiving the reimbursement for advancing their education degree, the teacher must agree in writing to continue employment with the Williston Basin School District #7 for a period of at least four school years after receiving the approved degree or would be required to pay back the funds received. Tuition reimbursement for eligible employees from districts subject to the reorganization of District #1 and District #8 shall carry forward into District #7.

## **IV. REDUCTION IN FORCE**

The School Board shall have the sole discretion to determine the necessity for and scope of a reduction in force. If a decision is made to reduce the teaching staff, any teacher affected thereby shall be given such notice as required by law N.D.C.C. 15.1-15. A seniority list combining the seniority of District 1 and District 8 teachers will be created as of July 1, 2021.



The selection of the teacher(s) to be non-renewed because of reduction-in-force shall be made in accordance with the following criteria.

- o Attrition, including retirements and resignations, shall be relied on to the extent possible, as determined by the Board.
- o When attrition is not sufficient to alleviate the necessity for reduction-in-force, then the process of this district shall be to retain those teachers with the greater adaptability. Adaptability includes education; past experience; teacher evaluations; contributions to District (1, 7, and 8) in terms of teaching programs, committee work, and extracurricular activities; subjects taught; variety of grade levels; recommendations of the principals and/or superintendent to meet the present and future staffing and educational needs of the District.
- o When two teachers are deemed to be of equal adaptability to meet the present and future staffing needs of the District, then the teacher with the greater seniority shall be retained.
- o The Board may give weight to teachers who are willing to continue education training to meet the present and/or future needs of the District, as determined by the School Board.
- o Written notification of positions created to fulfill future education needs and/or accreditation needs of the District will be posted on the District's website.

## **RECALL RIGHTS**

Any teacher who is nonrenewed under the provisions of this policy may request and shall be given consideration for teaching vacancies for which said teacher is qualified and which occur within 16 months after receipt of written notice of the nonrenewal decision. It shall be the sole responsibility of the said teacher to provide the District with a current address. Any teacher who is offered reemployment hereunder and fails to accept the same within fifteen (15) days after it is offered shall be deemed to have rejected said offer and shall forfeit all future recall rights if an offer of equal employment is rejected.

## **V. GRIEVANCE PROCEDURE**

Grievance Definition: A grievance shall mean an alleged violation, interpretation or application of any specific provision of the negotiated agreement or conditions of employment.

Grievant Definition: A grievant shall mean individual(s) covered under this Negotiated Agreement, or the Williston Education Association on behalf of such individual(s).

Grievance Involving Multiple Individuals: If a grievance involves more than one individual, the individuals may either each bring a separate grievance or bring one combined grievance, or the Williston Education Association may file a grievance on behalf of individual(s) covered under this Negotiated Agreement.

Procedure: In the event of a grievance, the grievant(s) shall follow the procedure described below:

Step 1: Meet informally with the principal and discuss the problem at hand. (If a grievance involves the act of an administrator other than a principal, the

grievant shall meet informally with the administrator involved.)

Step 2: If the problem is not settled to the grievant's satisfaction, the grievant may then file a formal grievance, in writing, to the principal. (A grievance involving the act of an administrator other than a principal shall be filed with the administrator involved.)

A formal grievance shall give the following information:

1. The name of the grievant.
2. The date of the alleged violation.
3. The section of the negotiated agreement in question or alleged improper action of an administrator.
4. Remedy asked for by the grievant.
5. Signature of each individual covered under this Negotiated Agreement involved in the grievance.

This grievance must be filed within twenty-one (21) calendar days of when the alleged violation should have become known to the teacher. The principal will provide the grievant with a written answer to the alleged violation within ten (10) calendar days.

Step 3: If the grievance is not settled to the grievant's satisfaction at step two, the grievant may submit the written grievance as presented at step two to the Superintendent within ten (10) calendar days after receipt of the decision made or the time limit lapses without an answer from the Principal as outlined in step two. The Superintendent will respond within twenty-five (25) calendar days of the receipt of the grievance.

Step 4: If the grievant still feels the matter has not been adequately settled, the grievant may within ten (10) calendar days of the receipt of the decision of the Superintendent, present the notification of the grievance to the President of the School Board. The Board shall, at a regular or special session, hear the grievance as presented in the previous steps, unless the grievance requests as a remedy the contract non-renewal or discharge of another teacher, administrator, or superintendent, which may require the Board to preserve constitutional due process rights and proceed under the statutory requirements of N.D.C.C. § 15.1-15-06; § 15.1-14-10 (hearings for contemplated nonrenewal) or N.D.C.C. § 15.1-15-08; § 15.1-14-06 (hearings for contemplated discharge). If due process rights are not implicated in the grievance process, then the Board shall move forward with hearing the grievance as identified above and respond to the grievance within thirty-five (35) calendar days of receipt of the written grievance. The Board will make an effort to respond to the grievance in a shorter time than the thirty-five (35) calendar day limit.

Step 5: In rare cases, with extenuating circumstances, the grievant may by-pass the principal and superintendent and take the complaint directly to the President of the Board. In this instance, the Board shall respond within forty (40) calendar days. The Board will make an effort to respond to the grievance in a shorter time than the forty-day limit. Notice of the date of the meeting with the grievant shall be given at least fifteen (15) calendar days prior to the meeting. The due process procedural requirements and exceptions identified in Step 4 also apply in Step 5.

Step 6: The grievant may have a representative of the local education association or legal counsel present at the meeting if he or she so desires. Notice of legal counsel must be given at least ten (10) calendar days before any meeting date with the School Board.

Step 7: The District will provide forms for filing of a written grievance.

Step 8: The decision of the School Board is final.

## **VI. WORKING CONDITIONS**

### **A. Length of Work Day**

The school day will be seven (7) hours and fifteen (15) minutes plus a thirty-five (35) minute duty-free lunch.

### **B. In-House Substitution Compensation**

A high/middle school teacher who substitutes for another teacher during his/her preparation time will be compensated at a pro-rated amount based on the daily base salary rate.

An elementary licensed teacher who substitutes for another elementary licensed teacher during the student-contact day will be compensated at the daily base salary rate based on ½ day increments. If more than one elementary licensed teacher substitutes for one absent elementary licensed teacher during the student-contact day, the daily base salary rate will be divided equally among those elementary teachers who are substituting.

### **C. Preparation Time**

It is a goal that: (1) every teacher will be given 300 minutes per full five-day week of uninterrupted classroom preparation time and (2) elementary classroom teachers' preparation time includes at least two days, per full five-day week, of uninterrupted preparation time between the end of the student- contact day to the end of the school work day, unless impractical.

### **D. Substitute Teachers**

The Sub Secretary or Building administration will be responsible for finding substitute teachers for all teacher absences including sick leave, personal days, and professional leave.

### **E. Multi-Grade Classroom Teachers' Extra Compensation**

Teachers with full-day, combined grade level, self-contained classrooms will receive \$2,000 in addition to their annual negotiated salary.

## **F. Student Contact Time**

A teacher 5-12 who consents to be assigned more than 325 minutes of student contact per day shall receive:

- 1/14th of his/her schedule salary for 5-25 more minutes of student contact time
- 1/7<sup>th</sup> of his/her schedule salary for 26-53 more minutes of student contact time

The term "student contact" shall be defined as a block of time during the student-contact day where a teacher is supervising multiple students at the same time inside of a classroom for assigned classes.

Time spent substituting via the In-House Substitute Compensation provision in Article V, Section B, does not count toward additional compensation under this section.

It is a goal of the District that all K-4 teachers will not be assigned more than 325 student contact minutes per day.

## **G. Meetings Beyond the Normal School Day**

A teacher will be compensated for up to three (3) days per year by using the following procedure:

1. Keep track, on a designated form, of time spent in an assigned activity beyond the school day (for a minimum of thirty (30) minutes for each activity);
2. Have the form signed by the building administrator or designee at the end of every activity;
3. Submit form to District office for reimbursement;
4. All forms must be submitted prior to June 10<sup>th</sup> each year, at which time, you must have at least 7 hours to submit for reimbursement;
5. Paid committees or classes where you receive stipends are not included;
6. One (1) day equals seven (7) hours for accounting purposes only.
7. Time will be paid at the base pay rate converted to an hourly wage.

# **VII. SALARY**

## **A. Prior Experience**

New to the district teachers may be allowed a maximum of thirteen (13) years of service for teaching experience in other schools previous to coming to Williston Basin School District #7. Any teacher hired into District #7 from either District #1 or District #8 shall be entitled to receive credit for all previous years teaching experience which had previously been recognized by District #1 or District #8.

## **B. Credit Hours**

Teacher's credit shall be determined by the college registrar's transcript. To qualify for steps beyond the B.A., the hours must be graduate hours in the field of the teaching assignment. Other courses, including general education courses, may be approved for credit by the administration. Prior administrative approval shall be obtained. Credit hours must be earned prior to the first day of school to qualify for a contract change for that school year. Notification of credit earned must be submitted to the district office by October 1st of the new school year.

**C. North Dakota Teachers' Fund for Retirement**

The School Board will assume 11.75% of the teacher's contribution to the Teacher's Fund for Retirement. The 11.75% is exempt from Federal Income Tax under 15.35.1-09(.2) of the NDCC.

**D. Payroll Schedule**

Teachers will be paid on a 12-month basis according to state law. The first paycheck of each new contract year will be in August. Payday shall be on the 20<sup>th</sup> of each month. All teachers will be paid via direct deposit. Should the 20<sup>th</sup> fall on a weekend or holiday, payment will be made on the business day prior to the 20<sup>th</sup>.

**E. Flexible Compensation Program**

The Williston Basin School District #007 shall establish a Flexible Compensations Program for the purpose of allowing employees to tax shelter eligible, qualified payroll deductions. These deductions shall include, but not be limited to, premiums for health insurance, life insurance, dental or vision insurance, cancer insurance, daycare, and medical spending accounts. The District agrees to pay the administrative fee to a third-party plan administrator.

**VIII. INTEGRATION CLAUSE**

The Board and the Association agree that the terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties and that the terms and conditions may not be added to or modified without the consent of the parties, as evidence by a written amendment attached and made a part of this Agreement.

**IX. MANAGEMENT RIGHTS CLAUSE**

All terms and conditions of employment not covered by this agreement are subject to the Board's exclusive direction and control and may not be the subject of negotiations during the term of this agreement.

**X. SAVINGS CLAUSE**

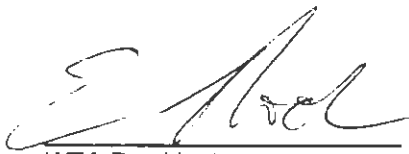
With notification of both parties involved; should any article, or clause of this contract be declared illegal or void by a court of competent jurisdiction, said article, section, or clause shall be automatically deleted from this Contract to the extent it violates or conflicts with the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of the contract if not affected by the deleted article, section, or clause.

**XI. TERMS OF AGREEMENT**

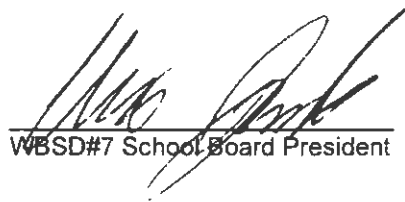
This agreement shall be in effect as of July 1, 2021 and shall remain in effect through June 30, 2023 and thereafter for successive contract terms unless either party shall serve written notice on or before March 1<sup>st</sup> of each year, of a desire to reopen this agreement.

Articles from this agreement that are not included in successive negotiations shall automatically be renewed for the next year.

All terms and conditions of employment not covered by this agreement shall continue to be subject to the School Board's exclusive direction and control and shall not be subject to negotiations during the term of this agreement.



WEA President



WBSD#7 School Board President

6-18-21  
DATE

6-21-2021  
DATE

**WILLISTON BASIN SCHOOL DISTRICT #7  
2021 – 2022 SALARY SCHEDULE**

All salaries on the schedule are for a 186-day term. Contracted days shall be mandated by the North Dakota Century Code #15.1-06-04.

	BA	BA + 8	BA + 16	BA + 24	MA	MA + 16	MA + 24
0	\$ 47,250.00	\$ 48,300.00	\$ 49,350.00	\$ 50,400.00	\$ 55,750.00	\$ 56,900.00	\$ 58,050.00
1	\$ 48,250.00	\$ 49,300.00	\$ 50,350.00	\$ 51,400.00	\$ 56,850.00	\$ 58,000.00	\$ 59,150.00
2	\$ 49,250.00	\$ 50,300.00	\$ 51,350.00	\$ 52,400.00	\$ 57,950.00	\$ 59,100.00	\$ 60,250.00
3	\$ 50,250.00	\$ 51,300.00	\$ 52,350.00	\$ 53,400.00	\$ 59,050.00	\$ 60,200.00	\$ 61,350.00
4	\$ 51,250.00	\$ 52,300.00	\$ 53,350.00	\$ 54,400.00	\$ 60,150.00	\$ 61,300.00	\$ 62,450.00
5	\$ 52,250.00	\$ 53,300.00	\$ 54,350.00	\$ 55,400.00	\$ 61,250.00	\$ 62,400.00	\$ 64,740.00
6	\$ 53,250.00	\$ 54,300.00	\$ 55,350.00	\$ 56,550.00	\$ 62,350.00	\$ 64,740.00	\$ 67,080.00
7	\$ 54,250.00	\$ 55,300.00	\$ 56,550.00	\$ 58,500.00	\$ 63,450.00	\$ 67,080.00	\$ 69,420.00
8	\$ 54,600.00	\$ 56,550.00	\$ 58,500.00	\$ 60,450.00	\$ 65,520.00	\$ 69,420.00	\$ 71,760.00
9	\$ 56,550.00	\$ 58,500.00	\$ 60,450.00	\$ 62,400.00	\$ 67,860.00	\$ 71,760.00	\$ 74,100.00
10	\$ 58,500.00	\$ 60,450.00	\$ 62,400.00	\$ 64,350.00	\$ 70,200.00	\$ 74,100.00	\$ 76,440.00
11	\$ 58,825.00	\$ 60,775.00	\$ 62,725.00	\$ 64,675.00	\$ 70,525.00	\$ 74,425.00	\$ 76,765.00
12	\$ 59,175.00	\$ 61,125.00	\$ 63,075.00	\$ 65,025.00	\$ 70,875.00	\$ 74,775.00	\$ 77,115.00
13	\$ 59,550.00	\$ 61,500.00	\$ 63,450.00	\$ 65,400.00	\$ 71,250.00	\$ 75,150.00	\$ 77,490.00
14	\$ 59,950.00	\$ 61,900.00	\$ 63,850.00	\$ 65,800.00	\$ 71,650.00	\$ 75,550.00	\$ 77,890.00
15	\$ 60,375.00	\$ 62,325.00	\$ 64,275.00	\$ 66,225.00	\$ 72,075.00	\$ 75,975.00	\$ 78,315.00
16	\$ 61,075.00	\$ 62,775.00	\$ 64,725.00	\$ 66,675.00	\$ 72,525.00	\$ 76,425.00	\$ 78,765.00
17		\$ 63,500.00	\$ 65,200.00	\$ 67,150.00	\$ 73,600.00	\$ 76,900.00	\$ 79,240.00
18			\$ 65,950.00	\$ 67,650.00	\$ 74,450.00	\$ 77,400.00	\$ 79,740.00
19				\$ 68,425.00	\$ 75,550.00	\$ 77,925.00	\$ 80,265.00
20					\$ 76,900.00	\$ 78,475.00	\$ 80,815.00
21						\$ 79,300.00	\$ 81,390.00
22							\$ 82,240.00

**WILLISTON BASIN SCHOOL DISTRICT #7  
2022 – 2023 SALARY SCHEDULE**

All salaries on the schedule are for a 186-day term. Contracted days shall be mandated by the North Dakota Century Code #15.1-06-04.

	BA	BA + 8	BA + 16	BA + 24	MA	MA + 16	MA + 24
0	\$ 47,400.00	\$ 48,450.00	\$ 49,500.00	\$ 50,550.00	\$ 55,900.00	\$ 57,050.00	\$ 58,200.00
1	\$ 48,400.00	\$ 49,450.00	\$ 50,500.00	\$ 51,550.00	\$ 57,000.00	\$ 58,150.00	\$ 59,300.00
2	\$ 49,400.00	\$ 50,450.00	\$ 51,500.00	\$ 52,550.00	\$ 58,100.00	\$ 59,250.00	\$ 60,400.00
3	\$ 50,400.00	\$ 51,450.00	\$ 52,500.00	\$ 53,550.00	\$ 59,200.00	\$ 60,350.00	\$ 61,500.00
4	\$ 51,400.00	\$ 52,450.00	\$ 53,500.00	\$ 54,550.00	\$ 60,300.00	\$ 61,450.00	\$ 62,600.00
5	\$ 52,400.00	\$ 53,450.00	\$ 54,500.00	\$ 55,550.00	\$ 61,400.00	\$ 62,550.00	\$ 64,890.00
6	\$ 53,400.00	\$ 54,450.00	\$ 55,500.00	\$ 56,700.00	\$ 62,500.00	\$ 64,890.00	\$ 67,230.00
7	\$ 54,400.00	\$ 55,450.00	\$ 56,700.00	\$ 58,650.00	\$ 63,600.00	\$ 67,230.00	\$ 69,570.00
8	\$ 54,750.00	\$ 56,700.00	\$ 58,650.00	\$ 60,600.00	\$ 65,670.00	\$ 69,570.00	\$ 71,910.00
9	\$ 56,700.00	\$ 58,650.00	\$ 60,600.00	\$ 62,550.00	\$ 68,010.00	\$ 71,910.00	\$ 74,250.00
10	\$ 58,650.00	\$ 60,600.00	\$ 62,550.00	\$ 64,500.00	\$ 70,350.00	\$ 74,250.00	\$ 76,590.00
11	\$ 58,975.00	\$ 60,925.00	\$ 62,875.00	\$ 64,825.00	\$ 70,675.00	\$ 74,575.00	\$ 76,915.00
12	\$ 59,325.00	\$ 61,275.00	\$ 63,225.00	\$ 65,175.00	\$ 71,025.00	\$ 74,925.00	\$ 77,265.00
13	\$ 59,700.00	\$ 61,650.00	\$ 63,600.00	\$ 65,550.00	\$ 71,400.00	\$ 75,300.00	\$ 77,640.00
14	\$ 60,100.00	\$ 62,050.00	\$ 64,000.00	\$ 65,950.00	\$ 71,800.00	\$ 75,700.00	\$ 78,040.00
15	\$ 60,525.00	\$ 62,475.00	\$ 64,425.00	\$ 66,375.00	\$ 72,225.00	\$ 76,125.00	\$ 78,465.00
16	\$ 61,225.00	\$ 62,925.00	\$ 64,875.00	\$ 66,825.00	\$ 72,675.00	\$ 76,575.00	\$ 78,915.00
17		\$ 63,650.00	\$ 65,350.00	\$ 67,300.00	\$ 73,750.00	\$ 77,050.00	\$ 79,390.00
18			\$ 66,100.00	\$ 67,800.00	\$ 74,600.00	\$ 77,550.00	\$ 79,890.00
19				\$ 68,575.00	\$ 75,700.00	\$ 78,075.00	\$ 80,415.00
20					\$ 77,050.00	\$ 78,625.00	\$ 80,965.00
21						\$ 79,450.00	\$ 81,540.00
22							\$ 82,390.00



### **Extra-Curricular & Co-Curricular Activities**

1. Flexibility with the administrative office shall remain. If a new activity is added during the school term he/she shall have the option of adding, determining a percent amount, and then the collaboration team shall act upon it (e.g. adding to the schedule).
2. The Continuing Contract Law does not apply to the extra-curricular or co-curricular schedule.
3. Coaches/advisors will receive 1% increase for each year they have held the same extra duty activity up to a maximum of ten (10) years.
4. Prior Experience. New coaches/advisors may be allowed a maximum of five (5) years of credit for experience in other schools previous to coming to Williston Basin School District #007, if the extra duty experience in a prior school was in the same extra duty position. For example, high school football experience does not carry over to basketball. Coaches/advisors who worked in District 1 and/or District 8 during the 2020/2021 school year will be allowed to carry over all of their years of experience up to a maximum of ten (10).
5. The School Board and the administration will determine the number of people to be employed on the Extra- Curricular and Co-Curricular Pay Schedules and will assign these responsibilities when it is believed that the position is necessary to the development of a complete school program.
6. The Extra Duty Program and Pay Schedule will be evaluated each year by an Extra Duty Committee made up of people representing the following positions: two Williston Education Association representatives and two School Board members. The following positions may act as advisors to the Committee: Athletic/Activities Director, Superintendent, and Human Resources Director. The Extra Duty Committee will recommend changes to the Board and WEA Negotiations Committee on or before the date that WEA petitions to negotiate. The recommended changes will then be negotiated for the following Negotiated Agreement.

**Extra-Curricular & Co-Curricular Salary Schedule 2021-2022 & 2022-2023**  
**Uses \$39,500 as the calculating base for all these positions.**

Percentage of Base	Years of Experience										
	0	1	2	3	4	5	6	7	8	9	10
16%	\$6,320	\$6,383	\$6,447	\$6,512	\$6,577	\$6,642	\$6,709	\$6,776	\$6,844	\$6,912	\$6,981
15%	\$5,925	\$5,984	\$6,044	\$6,105	\$6,166	\$6,227	\$6,290	\$6,352	\$6,416	\$6,480	\$6,545
13%	\$5,135	\$5,186	\$5,238	\$5,291	\$5,344	\$5,397	\$5,451	\$5,505	\$5,560	\$5,616	\$5,672
12%	\$4,740	\$4,787	\$4,835	\$4,884	\$4,932	\$4,982	\$5,032	\$5,082	\$5,133	\$5,184	\$5,236
11%	\$4,345	\$4,388	\$4,432	\$4,477	\$4,521	\$4,567	\$4,612	\$4,658	\$4,705	\$4,752	\$4,800
10%	\$3,950	\$3,990	\$4,029	\$4,070	\$4,110	\$4,151	\$4,193	\$4,235	\$4,277	\$4,320	\$4,363
9%	\$3,555	\$3,591	\$3,626	\$3,663	\$3,699	\$3,736	\$3,774	\$3,811	\$3,850	\$3,888	\$3,927
8%	\$3,160	\$3,192	\$3,224	\$3,256	\$3,288	\$3,321	\$3,354	\$3,388	\$3,422	\$3,456	\$3,491
7%	\$2,765	\$2,793	\$2,821	\$2,849	\$2,877	\$2,906	\$2,935	\$2,964	\$2,994	\$3,024	\$3,054
6%	\$2,370	\$2,394	\$2,418	\$2,442	\$2,466	\$2,491	\$2,516	\$2,541	\$2,566	\$2,592	\$2,618
5%	\$1,975	\$1,995	\$2,015	\$2,035	\$2,055	\$2,076	\$2,097	\$2,117	\$2,139	\$2,160	\$2,182
4.50%	\$1,778	\$1,795	\$1,813	\$1,831	\$1,850	\$1,868	\$1,887	\$1,906	\$1,925	\$1,944	\$1,963
4%	\$1,580	\$1,596	\$1,612	\$1,628	\$1,644	\$1,661	\$1,677	\$1,694	\$1,711	\$1,728	\$1,745
3%	\$1,185	\$1,197	\$1,209	\$1,221	\$1,233	\$1,245	\$1,258	\$1,270	\$1,283	\$1,296	\$1,309
2.50%	\$988	\$997	\$1,007	\$1,017	\$1,028	\$1,038	\$1,048	\$1,059	\$1,069	\$1,080	\$1,091
2%	\$790	\$798	\$806	\$814	\$822	\$830	\$839	\$847	\$855	\$864	\$873
1.50%	\$593	\$598	\$604	\$610	\$617	\$623	\$629	\$635	\$642	\$648	\$654
1%	\$395	\$399	\$403	\$407	\$411	\$415	\$419	\$423	\$428	\$432	\$436

**Extra-Curricular Pay Schedule by Position (ATHLETICS)**

**Extra Curricular Base Salary: 2021/2022 & 2022/2023 \$39,500**

<b>FALL POSITIONS</b>	<b>% of Base</b>	<b>WINTER POSITIONS cont.</b>	<b>% of Base</b>
Head Varsity Football Coach	16%	Asst. Middle School Boys Basketball Coach	7%
Asst. Football Coach	11%		
Head Middle School Football Coach	8%	Head Varsity Girls Basketball Coach	16%
Asst. Middle School Football Coach	7%	Asst. Girls Basketball Coach	11%
		Head Middle School Girls Basketball Coach	8%
Head Varsity Volleyball Coach	16%	Asst. Middle School Girls Basketball Coach	7%
Asst. Volleyball Coach	11%		
Head Middle School Volleyball Coach	8%	Head Varsity Boys Wrestling Coach	16%
Asst. Middle School Volleyball Coach	7%	Asst. Boys Wrestling Coach	11%
		Middle School Boys Wrestling Coach	7%
Head Varsity Girls Cross Country Coach	16%		
Asst. Girls Cross Country Coach	11%	Head Varsity Girls Wrestling Coach	16%
Middle School Girls Cross Country Coach	7%	Asst. Girls Wrestling Coach	11%
		Middle School Girls Wrestling Coach	7%
Head Varsity Boys Cross Country Coach	16%		
Asst. Boys Cross Country Coach	8%	Head Varsity Boys Swimming & Diving Coach	16%
Middle School Boys Cross Country Coach	7%	Asst. Boys Swimming & Diving Coach	11%
Head Varsity Girls Golf Coach	11%		
Asst. Girls Golf Coach	7%	Head Varsity Boys Hockey Coach	16%
Head Middle School Girls Golf Coach	8%	Asst. Boys Hockey Coach	11%
Asst. Middle School Girls Golf Coach	7%		
		Head Varsity Girls Hockey Coach	16%
Head Varsity Girls Swimming & Diving Coach	16%	Asst. Girls Hockey Coach	11%
Asst. Girls Swimming & Diving Coach	11%		
		Winter Facilities Manager	10%
Head Varsity Boys Tennis Coach	11%	<b>SPRING POSITIONS</b>	<b>% of Base</b>
Asst. Boys Tennis Coach	7%	Spring Facilities Manager	3%
Middle School Boys Tennis Coach	7%		
		Head Varsity Girls Tennis Coach	11%
Head Fall Cheerleading Coach	11%	Asst. Girls Tennis Coach	7%
Asst. Fall Cheerleading Coach	7%	Middle School Girls Tennis Coach	7%
Fall Facilities Manager	10%	Head Varsity Boys Golf Coach	11%
		Asst. Boys Golf Coach	7%
Soccer (Boys) Head Varsity Coach	11%	Head Middle School Boys Golf Coach	8%
Soccer (Boys) Assistant Coach	7%	Asst. Middle School Boys Golf Coach	7%
Soccer (Girls) Head Varsity Coach	11%	Head Varsity Girls Track & Field Coach	16%
Soccer (Girls) Assistant Coach	7%	Head Varsity Boys Track & Field Coach	16%
		Asst. Track & Field Coach	11%
<b>WINTER POSITIONS</b>	<b>% of Base</b>	Asst. Middle School Track & Field Coach	7%
Head Winter Cheerleading Coach	11%		
Asst. Winter Cheerleading Coach	7%	Head Varsity Baseball Coach	16%
Middle School Cheerleading Coach	7%	Asst. Baseball Coach	11%
Head Varsity Boys Basketball Coach	16%	Head Varsity Softball Coach	16%
Asst. Boys Basketball Coach	11%	Asst. Softball Coach	11%
Head Middle School Boys Basketball Coach	8%		

**Extra-Curricular Pay Schedule by Position (Activities and Clubs)**

**Extra-Curricular Base Salary: 2021/2022 & 2022/2023 \$39,500**

<b>POSITION</b>	<b>% of Base</b>
Drama Club Director	16%
Pit Director	11%
Tech Director	9%
Vocal Coach	11%
Asst. Drama Club Director	11%
Choreographer	5%
Varsity Concessions	13%
Bakken Concessions	4%
Middle School Concessions	13%
Speech Advisor HS	10%
Asst. Speech Advisor	6%
Science Club Advisor High School	5%
Science Club Advisor Middle School	3%
FFA Advisor	6%
Art Club Advisor High School	5%
Art Club Advisor Middle School	3%
Math Club Advisor Middle School	1%
National Honor Society High School Advisor	6%
National Junior Honor Society Advisor	3%
School Paper Middle School Advisor	3%
Student Council High School Advisor	7%
Student Council Middle School Advisor	5%
Yearbook Advisor High School	5%
Yearbook Advisor Middle School	3%
Jazz Choir High School Director	5%
Swing Choir Middle School Director	5%
Jazz Band Director	5%
Jazz Band Director Middle School	4%
Percussion/Drumline Director – High School	5%
Percussion Ensemble Director - Middle School	4%
Drumline Director – Middle School	4%
Skills USA Advisor	5%
FBLA Advisor	5%
FCCLA Advisor	5%
Art Club High School Advisor	5%
One Act Play Director	2.5%
Leo Club Advisor	5%
Science Olympiad Advisor	2.5%
Prom Advisor	5%
SADD Advisor	8%
Middle School SADD Advisor	4%
TSA Coordinator	5%
Game Club Advisor	5%
E-Sports Advisor	5%
High School Chess Club	5%
Middle School (6-8) Chess Club	5%

**Co-Curricular Schedule**

**Co-Curricular Base Salary: 2021/2022 & 2022/2023 \$39,500**

<b>POSITION</b>	<b>% of Base</b>
Band Director Supplemental – High School	7%
Band/Orchestra Director Asst. Supplemental – High School	6%
Band Director Supplemental – Middle School	4%
Band Director Supplemental – Elementary School	4%
Choir Director Supplemental – High School	4%
Choir/Orchestra Director Supplemental – Middle School	3%
AP Coordinator	2.5%
Health Careers Advisor	2.5%
Elks Youth Day Advisor	2.5%
Close Up Advisor	5%
Student Exchange Coordinator	5%
Theater Manager – High School	10%
Auditorium Manger – Bakken	8%