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PREAMBLE

The School Board of the Griggs County Central School District #18 and the Education Association do hereby agree that the welfare of the children of Griggs County Central Schools is paramount in the operation of the school and will be promoted by both parties. The parties do hereby agree as follows:

ARTICLE 1 – RECOGNITION

The School Board of the Griggs County Central School District #18, hereinafter referred to as the Board, recognizes the Education Association, hereinafter referred to as the Association, as the exclusive representative of all certified personnel employed, or to be employed, on the salary schedule, by the Board for the purpose of negotiating matters of mutual concern.

The Association recognizes the Board as the elected representative of the people of the Griggs County Central School District #18 as the employer of the certified personnel of Griggs County Central Schools.

ARTICLE – PRINCIPLES

Section 1 – Attaining Objectives

- a. Attainment of objectives of the educational program of the District requires mutual understanding and cooperation between the Board and the professional teaching personnel. Free and open exchange of views is desirable and necessary, with all parties participating in deliberations leading to the determination of matters of mutual concern.

Section 2 – Professional Teaching Personnel

- a. Teaching is a profession requiring specialized qualifications, and the success of the educational program in the District depends upon the maximum utilization of the abilities of teachers who are satisfied with the conditions under which their services are rendered.

ARTICLE 3 – TEACHER EMPLOYMENT CONDITIONS

Section 1 – Credit for Experience

- a. Teachers hired after July 1, 2011 with teaching experience outside the Griggs County Central School District #18 will be given credit for their teaching experience on the salary schedule and extra-curricular schedule.

ARTICLE 4 – PROFESSIONAL GROWTH

- a. The Board shall oversee, and the Administration shall implement a policy of professional growth for each teacher to comply with the North Dakota accreditation standards and criteria and procedures.

Section 1 – College Credit

- a. By law, any teachers who need recertification shall earn a minimum of 6 semester hours every 5 years.
- b. Any request for advance in schedule lanes because of additional training must be accompanied by a transcript to be filed with the Superintendent.
- c. Teachers shall advance on the salary schedule either by earning additional credit beyond their bachelor's degree (as stated in the salary schedule) or by advancing down with years experience, only down one (increment) and over to the appropriate (lane) in any given year. The additional credits will be semester hours, graduate or undergraduate, and must be in a related or closely related subject area with prior written approval of the Superintendent being required for all undergraduate credits.
- d. To advance to combination BS+48 and/or MS lane, 16 of the 48 credits shall be graded graduate credits if a master's degree is not obtained.
- e. The school district shall compensate any teacher frozen in the two lanes (BS+48 and MS+24), the cost of resident tuition (cost of class and/or credit) at a North Dakota college or university, for credit required to keep their North Dakota certification. Prior approval is needed for compensation.

Section 2 – In-service

- a. Teachers will be compensated for GCC required in-service attendance beyond their contractual obligation.
- b. Credits shall be completed and registered by the first day of the school year. A transcript must be turned into the Superintendent or Business Manager before the tenth day of the month of the first pay period of the year.

Section 3 - Career Increments

- a. An annual experience increment will be paid at the bottom of the BS+40, BS+48, MS, MS+8 and the MS+16 and MS+24 lanes. See Appendix A.

ARTICLE 5 – CLASS SIZE

- a. The GCC Board of Education believes that instructional quality and student achievement can be enhanced when learning conditions are supported by smaller class sizes. GCC Board agrees to maintain the lowest pupil-teacher ratio as possible.

ARTICLE 6 – DUTY FREE LUNCH

- a. Every effort will be made to provide teachers with a duty-free lunch period each day.

ARTICLE 7 – PREPARATION TIME

- a. Each teacher will receive a minimum of the equivalent of one high school class period per academic day, plus or minus 25 minutes of the average weekly minutes, for preparation time. The time before first period, lunch, recess and the time after the last class period shall not count as this preparation time.
- b. Teachers' who are asked to substitute for a colleague (only during their preparation time) will be compensated proportionately to the daily substitute rate.

ARTICLE 8 – HOURS AND CONDITIONS OF EMPLOYMENT

Section 1 – Teacher Work Year

- a. The scheduled employment of teachers covered by the salary schedule will be 182 days for each of the 2021-22 and 2022-23 school years. Teachers required to spend additional days shall be compensated at a rate of 1/182 of their teaching salary for said school years.

Section 2 – Teacher Workday

- a. Teachers will begin their workday 30 minutes before the students' school day begins and will continue until 30 minutes after the students' school day ends. On Fridays and days preceding holidays or other non-school days, the teacher's workday will end at the close of the students' school day.

ARTICLE 9 – LEAVES

For the purpose of this section, a family member is an individual with any of the following relationships to the employee:

1. Spouse, and parents thereof.
2. Sons and daughters, and spouses thereof.
3. Parents, and spouses thereof.
4. Brothers and sisters, and spouses thereof.
5. Grandparents and grandchildren, and spouses thereof.
6. Domestic partner and parents thereof; including domestic partners of any individual in 2 through 5 of this definition; and
7. Any individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship (at the discretion of the superintendent).

Section 1 – Leave of Absence for Education

- a. A leave of absence to further a teacher's formal education requires the following:
 1. Teacher must have been teaching in the system four years.
 2. One leave only will be granted during all his/her years in the system.
 3. Leave will be granted without pay.
 4. Leave must be agreed upon by the Superintendent, Principal, Teacher and Board.
 5. Number of leaves to be granted any one school year will be left to the discretion of the Board.

Section 2 – Sick Leave for Staff and Immediate Family

- a. Twelve days of sick leave will be granted each year cumulative to 96 days. After completing 10 years of teaching in Griggs County Central School District, accumulated sick leave will be compensated for at the rate of \$30.00 per day as follows: 10-19 years up to 15 days reimbursed, 20-29 years teaching-up to 30 days reimbursed, 30-39 years teaching-up to 50 days reimbursed and 40+ years teaching up to 84 days reimbursed.
- b. Sick leave for part-time teachers will be pro-rated.

Section 3 – Sick Leave Bank

- a. A sick bank policy may be provided through the Association for extended illness.

Section 4 – Personal Leave

- a. Four days per year. One day can be carried over in lieu of reimbursement for a maximum of 5 days for any given year.
- b. A teacher planning to use personal leave shall notify the Superintendent at least a week in advance except in the case of an emergency.
- c. Personal leave may not be taken during the first 10 or the last 5 days of the school year, or the day before or after a holiday or vacation unless approved by the Superintendent.
- d. The district will buy back the unused days at a rate of substitute pay, per day FTE, at the end of the school year up to a maximum of 4 days.
- e. Any teacher who uses more than the allotted number of personal days, which have been granted by the Superintendent, will be deducted 1/182nd of the teacher's pay. One time during each teacher's lifetime tenure in the Griggs County Central School District #18, a teacher using more than allotted number of days, which have been granted by the Superintendent, will be deducted sub-pay for those days missed. The number of extra days for this purpose shall not exceed six. If more than 6 days is needed, board approval is necessary.

Section 5 – Professional Leave

- a. Four days per year (more at the discretion of the Superintendent) will be allowed for professional leave.

Section 6 – Emergency Leave

- a. Emergency leave will be left to the discretion of the Superintendent.

Section 7 – Jury Duty Leave

- a. Griggs County Central Schools encourages employees to attend jury duty when required. Jury duty pay will be at the discretion of the employee, as either the court awarded fee or the employee's normal pay. If normal pay is chosen, the court awarded fee will be turned over to the school district.

Employees must show the jury duty summons to their supervisor as soon as possible so that the supervisor may make arrangements to accommodate the employee's absence. Of course, the employee is expected to report to work for whenever the court schedule permits. Insurance benefits will remain in effect and unchanged for the full term of the jury duty absence.

Accrual for benefits calculations, such as sick leave, personal leave, etc. will not be affected during jury duty leave.

Section 8-Bereavement Leave

- a. If an employee wishes to take time off due to the death of a family member, the employee should notify the Superintendent immediately.

Up to five days of paid bereavement leave for funerals of family members may be provided to all eligible employees. Additional bereavement days may be granted at the discretion of the superintendent.

Bereavement pay is calculated based on the base pay that an employee would otherwise have earned had he or she worked on the day of absence.

Any employee may, with the superintendent’s approval use any paid leave for additional time off as necessary.

ARTICLE 10 – INSURANCE BENEFITS

Section 1 – Health Insurance

- a. Single coverage health insurance dollars will be provided for all teachers by the District. The district will also provide \$1000.00 towards a Family or SPD school district policy. The health insurance carrier will be mutually agreed upon by the Board and the Association.
- b. Part-time teachers’ insurance benefits shall be prorated.

Section 2 – Life Insurance

- a. The Board will provide term life insurance without cost to teachers in an amount equal to \$50,000.00. The life insurance carrier will be mutually agreed upon by the Board and the Association.

Section 3 – Dental Insurance

- a. The Board will pay 75% of a single dental insurance premium. The dental insurance carrier will be mutually agreed upon by the board and the association.

Section 4 – Workman’s Compensation Insurance

- a. Workman’s Compensation Insurance will be provided to all employees at no cost.

ARTICLE 11 – PAYDAY

- a. Payday will be on the first and sixteenth of each month. If it falls on a holiday or weekend, payday will be on the closest banking day. Teachers will be paid on a 9, 10 or 12-month contract.

ARTICLE 12 – SALARY

Section 1 – Salary Schedule

- a. The Board agrees to the salary schedule as set forth in Appendix A, which is attached to and incorporated into this agreement.
- b. The Association agrees to compensation for ITV and Dual Credit classes as set by the Board and/or consortium policies.

Section 2 – Extra-Curricular Salary

- a. The Board will include two teacher representatives with the GCC Extra-curricular committee regarding Extra-curricular/Co-op salary schedule changes and in any decision to Co-op further activities.
- b. All school staff will be allowed free passes to all extra-curricular activities.
- c. Payment for extra-curricular activities will be paid in a lump sum at the end of the activity when all required responsibilities have been completed.

Section 3 – Teachers’ Fund for Retirement

- a. The Board will pay the teachers’ share of teachers’ TFFR up to 11.75%. Any increase in TFFR beyond 11.75% will be the responsibility of the employee.

ARTICLE 13 – PROCEDURES AND GUIDELINES

Section 1 – Board Policies

- a. The board, at the initiative of the Education Association, shall meet by December 1st of each year. These policies would include but are not limited to RIF, Grievance, Professional Growth policies, and safety plan.

Section 2 – Duration Clause

- a. This agreement shall be effective on July 1, 2021 and shall automatically be renewed and will continue in full force and effect for two years unless either party gives notice to the other party, no later than March 1, of its desire to reopen certain provisions of this agreement and begin to negotiate over terms of these provisions within 30 days. In the event a successor agreement is not agreed upon before the anniversary date of this Agreement, all provisions of this agreement shall remain in force. All salaries, benefits and working conditions agreed upon in the successor agreement will be retroactive to the anniversary date of this agreement, unless otherwise agreed to by both parties.

Section 3-Effect of Contract Clause

- a. 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.

Section 4 – Savings Clause

- a. Should any article, section or clause of this agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause shall be automatically deleted from this agreement to the extent that it violates the law, but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of this agreement.
- b. If such provisions exist which are so held, negotiations should immediately commence to alter said section (s) deemed contrary to law. Benefits will be provided according to the intent of the parties.

This agreement is signed this _____ day of _____, 2021.

In witness thereof:

For the Education Association

for the Board of Education

PRESIDENT

PRESIDENT

SECRETARY

BUSINESS MANAGER

26	55,700	56,300	57,400	57,950	58,500	59,050
27	56,200	56,800	57,900	58,450	59,000	59,550
28	56,700	57,300	58,400	58,950	59,500	60,050
29	57,200	57,800	58,900	59,450	60,000	60,550
30	57,700	58,300	59,400	59,950	60,500	61,050
31	58,200	58,800	59,900	60,450	61,000	61,550
32	58,700	59,300	60,400	60,950	61,500	62,050
33	59,200	59,800	60,900	61,450	62,000	62,550
34	59,700	60,300	61,400	61,950	62,500	63,050
35	60,200	60,800	61,900	62,450	63,000	63,550
36	60,700	61,300	62,400	62,950	63,500	64,050
37	61,200	61,800	62,900	63,450	64,000	64,550
38	61,700	62,300	63,400	63,950	64,500	65,050
39	62,200	62,800	63,900	64,450	65,000	65,550
40	62,700	63,300	64,400	64,950	65,500	66,050
41	63,200	63,800	64,900	65,450	66,000	66,550

26	55,100	55,700	56,800	57,350	57,900	58,450
27	55,600	56,200	57,300	57,850	58,400	58,950
28	56,100	56,700	57,800	58,350	58,900	59,450
29	56,600	57,200	58,300	58,850	59,400	59,950
30	57,100	57,700	58,800	59,350	59,900	60,450
31	57,600	58,200	59,300	59,850	60,400	60,950
32	58,100	58,700	59,800	60,350	60,900	61,450
33	58,600	59,200	60,300	60,850	61,400	61,950
34	59,100	59,700	60,800	61,350	61,900	62,450
35	59,600	60,200	61,300	61,850	62,400	62,950
36	60,100	60,700	61,800	62,350	62,900	63,450
37	60,600	61,200	62,300	62,850	63,400	63,950
38	61,100	61,700	62,800	63,350	63,900	64,450
39	61,600	62,200	63,300	63,850	64,400	64,950
40	62,100	62,700	63,800	64,350	64,900	65,450
41	62,600	63,200	64,300	64,850	65,400	65,950