VALLEY CITY PUBLIC SCHOOLS

AND

VALLEY CITY EDUCATION ASSOCIATION

NEGOTIATED AGREEMENT

JULY 1, 2026 – JUNE 30, 2027

VALLEY CITY, NORTH DAKOTA

Negotiation Proposals Agreed Upon By
The Valley City Education Association and
The Valley City Public School Board for
The 2026-2027 School Year

Black – original language
Blue – language to change
Red – replacement language

1. Any place that ~~K – 12~~ is listed should now be PK – 12

2. I. RECOGNITION, p. 1

   The School Board of Valley City Public School District No. 2, hereinafter referred to as the Board, recognizes the Valley City Education Association, Chapter No. 38 of North Dakota United, hereinafter referred to as the Association, as representative of all licensed teachers, librarians, and school counselors employed or to be employed by the Board primarily as teachers, librarians, and school counselors. The term teachers used throughout this agreement includes all teachers, librarians, and school counselors.

   The Association recognizes the Board as the elected representative of the people of Valley City Public School District, the State of North Dakota, and as the employer of the above-mentioned personnel of Valley City School District.

   Nothing in the agreement shall be interpreted to deny the right of an individual teacher to appeal to the Board of Education as provided by current written policy.

   The purpose of this recognition is to assure that the parties by mutual agreement will negotiate in good faith with regard to all matters of common concern and will use professional and educational channels for appeal in the event of impasse.

3. Article I. Teacher Rights, Section 1, Rights and Protection in Representation, p. 3

   Pursuant to chapter 15.1-16 of the North Dakota Century Code, the Board hereby agrees that every teacher employed by the Board shall have the right to organize, to join, and to support the Association and its affiliates for the purpose of professional negotiations and other concerted activities for mutual aid and protection. As a duly selected body exercising governmental power under the laws

of North Dakota, the Board agrees that it shall not directly or indirectly discourage, deprive, or coerce any teacher in the enjoyment of any rights conferred by ~~15-38.1~~ 15.1-16, other laws of North Dakota, or the Constitution of North Dakota or the United States; that it shall not discriminate against any other teacher with respect to hours, salary, or any terms of conditions of employment by reason of his/her membership in the Association or its affiliates, professional negotiations with the Board, or his/her institution of grievance, complaint, or proceeding under the provisions of this Agreement or otherwise with respect to any terms or conditions of employment.

4. Article I. Teacher Rights, Section 3. Required Meetings or Hearings, p. 3

   Whenever any teacher is required to appear before a Principal, the Superintendent, or the Board for any reason that could adversely affect the teacher's contractual status, salary, increments, or professional position, the teacher shall be notified in advance of the reasons for the meeting and be entitled to Association representation at such a meeting.

5. Article V. Transfer, Section 2. Voluntary, p. 6

   Teachers desiring a change in grade or subject assignments ~~or who desire to transfer to another building~~, may apply for such change through the Superintendent. The ~~Elementary building Principals or the Junior and Senior High Principals~~
   appropriate Principal, along with the Superintendent, will decide if the transfer is in the best interests of the School District. Seniority will be strongly considered, with the final decision made by the ~~building Principals~~ appropriate Principal and the Superintendent.

6. Article VI. Reduction/Recall Procedure, p. 7 – 12

   Section 1. Reduction Procedure
   A teacher's contract may need to be reduced or terminated because of declining enrollment, program changes, budget, reductions, and other factors. Where attrition through resignation, retirement, or death has not accomplished this purpose, the following guidelines will be used:

   A. In the event of staff reduction, a teacher's contract shall be reduced or terminated pursuant to current statutes, fair dismissal procedures, and other district procedures established herein.

B. As the first determinant, seniority is to be defined as the number of years of continuous District service. For the purpose of staff reductions, seniority shall be established within the following groups:

1. Elementary (Grades ~~K~~ PK-6) throughout the District.
2. Junior/Senior High (Grades 7-12) by program area. The program area or areas for each teacher is determined by the teaching assignments a teacher has or has had in the Valley City School District since September 1981.
3. Special and supportive personnel (~~K~~ PK -12). These include, but are not limited to, Music, Physical Education, ~~K~~ PK -3 Performance Strategist, English Language Learner Instructor, Title I, Gifted and Talented, ~~Guidance~~ School Counseling, and Special Education.

Additional information for determining seniority in the above groups.

a. Leaves of Absence: Teachers on Board-approved leaves of absence from the Valley City School District shall retain all accumulated seniority upon their return to the District, but shall forgo accumulating seniority while on such leave except military leave as outlined in Article IX, Section 12. Military Leave.

b. Initial Contact: The date of initial classroom pupil contact and not the date of first contract shall be the time from which seniority is counted.

c. Proration: Seniority for teachers not completing a contract because of a leave will be prorated according to days of contract completed.

d. Continuous Service: The "Years in District" list ~~is to be used to determine~~ for service awards ~~given by the administration and VCEA~~. ~~This list reflects total years of experience in the District. This list~~ should not be used to determine seniority as some teachers have been in the District, left, and come back. This may have changed his/her standing in seniority.

e. Minimum Threshold: To earn a year of seniority, a contract that would be equal to at least 50% of the total number of required contract days,

which is the equivalent of 92 full-time days for the current school year, would be needed.

f. Reduced Contract: If a teacher's contract is reduced to less than 50%, he/she continues to earn a full year of seniority for each year of employment.

g. Involuntary move: If a person has taught in an area for at least one year and the administration moves them to another area, he/she continues to receive years of seniority each year. This is referred to as an "involuntary" move and marked as "active" on the seniority list.

h. Voluntary move: If a person has taught in an area for at least one year and he/she decides to move to another area, he/she maintains the years of seniority he/she has already earned but ~~do~~ does not continue to earn more in that area. He/she would begin to earn years in their new area. This is referred to as a "voluntary" move and marked as "inactive" on the seniority list.

i. Reclaim Right: In either situation "g" or "h", if there is a staff reduction that results in the person losing their teaching job, and only then, he/she may return to the former teaching area to reclaim seniority over those with less years of experience. Seniority may be claimed only in the categories he/she has taught.

j. Health and Physical Education shall be separated into two different teaching areas.

k. Dual Areas: If a teacher teaches in two different areas, he/she continues to earn one year of experience in both regardless of the number of periods he/she teaches each year.

l. The areas of Art, Physical Education, School Counseling, Library, Music, Special Education, Performance Strategist, English Language Learner Instructor and Title I, are grouped together within disciplines to determine seniority. If there is a reduction of staff, the teacher with the least years of experience is reduced as long as the teachers remaining are qualified to teach at the appropriate grade levels.

m. There is no seniority within grades at the elementary level.

n. A teacher will not lose years of experience or steps on the salary schedule due to being ordered to active military duty.

C. Tie Breakers: When seniority is equal for two (2) or more teachers, the School District shall use the following criteria in the order listed:

1. Deemed qualified by ND DPI and ESPB.
2. Advanced degrees beyond BA-BS.
3. Total number of hours earned beyond the last degree.
4. Judgment based on classroom observation and written evaluation by Administrator.
5. Extra-curricular assignment.
6. Prior teaching experience outside of the district.

Section 2. Recall Procedure

A. Separated personnel shall be placed on a recall list for a period of three (3) years following termination of their contract. All teachers new to the system after May 30, 1987, and hired for less than one-half of a full-time teaching assignment shall not be placed on the recall list if and when non-renewed. Additionally, such a teacher shall not be placed in a vacant position for which they are qualified. Teachers who were employed half-time or greater, but reduced to less than half-time shall be placed on the recall list. The three (3) year period shall consist of the three (3) consecutive school years following the school year during which the teacher was terminated, ending on July 31 of the third year. If the terminated teacher does not serve as a contracted* teacher during any part of those three (3) school years, the teacher will not qualify for recall for the fourth school year following termination or any other school year unless the individual again serves as a teacher in a contracted capacity. *(Contracted for the purpose of this part shall mean providing services to students or providing instruction to students under the classification as a teacher. This does not include a contract for long-term substitute teaching or for filling a position caused by a leave of absence. During that period, the separated teacher must maintain the criteria set by the

Professional Renewal Standard.) The individual shall have reemployment rights based on the following criteria which have been placed in rank order with the first being the most important:

1. Seniority within the group and program area from which the individual was reduced. The groups shall be as noted in Section 1, B of this Article.

2. When seniority is equal for two (2) or more teachers within the group and program area, the School District shall apply criteria in Section 1, C of this Article.

B. A teacher who has been reduced from one area, and who is on the recall list, shall be given consideration for teaching vacancies for which said teacher is qualified for which he/she holds the appropriate certification, providing that the recall list in that area has been exhausted. Additional criteria as listed below shall be utilized in the reemployment process. If two (2) or more teachers qualify for the same position, the following criteria, which has been placed in rank order with the first being more important, shall be utilized in the reemployment process:

1. Total District seniority in any area for which they were qualified at the time they were reduced.

2. When seniority is equal for two (2) or more teachers within the group and program area, the School District shall apply criteria in Section 1, C of this Article.

C. Separated personnel will be notified of any openings for which the certification qualifies them. It is the teacher's responsibility to keep the District informed as to their current address. Separated personnel shall have ten (10) calendar days from postmark of the notice to which to declare their intentions regarding the opening. If the separated teacher is to be away from his/her address for a period exceeding seven (7) days, he/she must notify the Superintendent of an address at which he/she can be reached.

D. Rejections of any offer will forfeit reemployment rights except in the following instances:

1. A teacher on the recall list may reject an offer that is less time in terms of contract load from the one separated without forfeiting reemployment rights.

2. A teacher on the recall list may reject an offer that does not have a majority contract load in the separated program area without forfeiting reemployment rights.

3. A teacher on the recall list who replaces a teacher on leave of absence shall not forfeit further reemployment rights. Employment for said reason shall not count for seniority purposes.

E. Upon return to employment from the recall list, teachers will have their accumulated benefits reinstated and will be placed in the salary position commensurate with their experience and school policy.

F. On February 1st of each year, the Superintendent shall provide each staff member with a seniority list. Any person whose name appears on such list will have until March 1st to supply written documentation, other forms of proof, and a request for change in seniority. The Superintendent shall evaluate any and all such requests and make any necessary changes in the seniority lists by April 1st. Separated personnel still on the recall list shall be included on the list. Present school year will be included for seniority.

7. Article VII. Teacher Work Load, Section 3. School Term p. 13

The length of the school term shall be 184 days, which shall include 175 days of classroom instruction, three (3) holidays, four (4) days of Staff Inservice, and two (2) days for parent-teacher conferences.

A staff member may request to attend a Regional or National Convention or other professional function during the days set aside for Staff Inservice. This request must be approved by the Building Principal and Superintendent.

The district shall establish and implement an annual school calendar that provides, at a minimum, 962.5 hours of instruction for elementary students (K-6) and 1,050 hours

of instruction for middle and high school students (7-12) each school year. The school calendar and calculation of hours of instruction shall be implemented consistent with N.D.C.C. § 15.1-06-04 and North Dakota Department of Public Instruction guidance regarding instructional time calculations.

In the event of any inconsistency between a day-based calendar description and the minimum annual hours of instruction requirements, the minimum annual hours of instruction requirements shall control.

8. Article VIII. Teacher Compensation, Section 2. Salary Base, p. 13, 14

A salary base of ~~$37,600 shall be established for the school year 2023-2024, and $37,600 for the school year 2024-2025 & 2025-2026.~~ $38,100 shall be established for the 2026-2027 school year.

~~In lieu of salary,~~ The Board will assume 8% of the teacher's contribution to the Teacher's Fund for Retirement. The 8% ~~is exempt from Federal Income Tax and under Section 401 (A) of the Internal Revenue Code and~~ is on a tax deferred basis for federal and state income tax purposes under IRC § 414(h)(2) and Section ~~15.35.1-09~~ 15-39.1 of the NDCC.

A. VCEA will commit to working collaboratively next school year on
   1. language updates (including the teachers benefits section) that do not change the meanings of the sections,
   2. to investigate alternative structures and create examples of salary schedules, including transition planning from the current structure to any new structures,
   3. extra-curricular pay, and
   4. teacher workload.

B. The committee shall consist of four (4) Association members, one (1) administrator, Superintendent, and two (2) board members.

C. Timeline and Deadlines:
   a. No later than October 1, 2026: Committee members shall be appointed and hold their first meeting.
   b. By February 1, 2027: The committee shall issue a preliminary progress report to both negotiation parties on salary schedule and extra-curricular work.

c. By May 1, 2027: The committee shall issue a preliminary progress report to both negotiation parties on workload work.
d. By May 1, 2027: The committee shall submit final, mutually agreed-upon recommendations for contractual changes on salary schedule and extra-curricular pay.
e. By January 15, 2028: The committee shall submit final, mutually agreed-upon recommendations for contractual changes for teacher workload.

D. Resolution: The final recommendations shall serve as the baseline framework for negotiating a successor agreement to be implemented no later than the start of the 2027-2028 school year for salary schedule and extra-curricular pay and the 2028-2029 school year for teacher workload. VCEA needs to approve the agreement with its members, and the full School Board must approve the agreement.

9. Article VIII. Teacher Compensation, Section 5. Miscellaneous Compensation, E., I. p. 15

E. Compensation not covered by the point system will be at a rate of twenty-seven dollars and fifty cents ($27.50) for work at football, basketball, wrestling, and chaperoning at school parties and dances. Track meets will be at a minimum rate of twenty-seven dollars and fifty cents ($27.50), or seven dollars and fifty cents ($7.50) per hour, whichever is greater. After each track meet, the head track coach will turn in the hours staff people have worked to the Athletic Director. The Principal, Superintendent, or Athletic Director has the right to assign staff members to fill work schedules for athletic events for which no volunteers are available, after good-faith solicitation of volunteers has been made. This is separate from any teacher contract, and any payment provided under this section is not a continuing contract wage under the teacher's contract.

I. ~~A teacher shall not receive personal leave for the time spent substitute teaching or supervising. In the Junior/Senior High School, any teacher who substitutes during their preparation period will receive substitute pay (one hour = the hourly rate of substitute teacher pay).~~ In the Elementary Schools any teacher who has morning or lunch duty (considered prep time) will receive substitute pay (one hour = the hourly rate of substitute teacher pay.) All pay for substituting, morning/afternoon supervision, and lunch duty will be paid at the end of the school year.

10. Article VIII. Teacher Compensation, Section 7. Deductions, p. 16

    Payroll deductions shall be made for ~~professional dues,~~ state tax, tax-sheltered annuities, and other items mutually agreed upon.

11. Article XII. Miscellaneous Provisions, Section 4. Copies, p. 24

    This Agreement shall be uploaded to the School District website within 30 days after the Agreement is signed. ~~The Board shall also provide 15 (fifteen) copies of these Amendments to the Association for its use. Upon request by either party, the entire Agreement will be printed.~~ The Board shall provide 3 (three) printed copies of the entire Agreement to the Association.

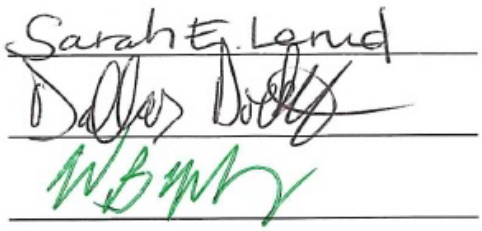
12. Article XIII. Grievance Procedure, Section 5. Adjustment of Grievance, D., p. 27

    In the event the grievance is not resolved in Level III, the Executive Board of the Association requests five (5) days to review the grievance and to vote by secret ballot to determine if said grievance should be supported. The grievant may continue with the grievance even though the Association may elect not to support it, but the grievant will have to pay the cost of arbitration on their own.

13. Article XIV. Duration, p. 30

    The provisions of this Agreement will be effective as of July 1, 2026, and will continue and remain in full force and effect until June 30, ~~2026~~ 2027. Said Agreement will automatically be renewed and continued in full force and effect for additional periods of one year unless either the Board or the Association gives written notice to the other not later than 160 days prior to the expiration date, or any anniversary thereof, as its desire to reopen this Agreement and to negotiate over the terms of a successor Agreement. If an agreement is not reached by July 1, any item not being negotiated will remain as specified in the current Agreement. The Board and the Association may mutually agree to reopen negotiations at any time on any selected articles of this Agreement and to extend the remaining articles without further negotiations. In addition, both parties expressly recognize that negotiations on the terms of a successor Agreement must take place at the request of either party providing proper notice is given. In witness thereof, duly authorized representative of the Board hereunto set his/her hand and Seal this ~~11 day of March, 2025~~ 30 day of June 2026.

VCEA Representative



Board Representative



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AGREEMENT ON PROFESSIONAL NEGOTIATIONS

I. RECOGNITION

The School Board of Valley City Public School District No. 2, hereinafter referred to as the Board, recognizes the Valley City Education Association, Chapter No. 38 of North Dakota United, hereinafter referred to as the Association, as representative of all licensed teachers, librarians, and school counselors employed or to be employed by the Board primarily as teachers, librarians, and school counselors. The term teachers used throughout this agreement includes all teachers, librarians, and school counselors.

The Association recognizes the Board as the elected representative of the people of the Valley City Public School District, the State of North Dakota, and as the employer of the above-mentioned personnel of the Valley City School District.

Nothing in the agreement shall be interpreted to deny the right of an individual teacher to appeal to the Board of Education as provided by current written policy.

The purpose of this recognition is to assure that the parties by mutual agreement will negotiate in good faith with regard to all matters of common concern and will use professional and educational channels for appeal in the event of impasse.

II. PRINCIPLES

Teachers have the right to join or not to join a representative organization. Membership or non-membership shall not be required as a condition of employment.

The Board, the Board and Superintendent, or designated representatives of the Board and/or Administrative Staff will meet with the representatives of the Association for the purpose of discussion on salary, welfare provisions, working conditions, and other problems of mutual concern. The following items are to be considered for Professional Negotiation:

1. Instructional load
2. Reduction/Recall Procedure
3. Leaves of absence
4. Fringe benefit eligibility
5. Salary schedule

6. General duties of teachers
7. Provisions relating to refusal of increment to an individual
8. Basis for pay deduction for absence not covered by leaves of absence
9. Extra duty as part of teacher load
10. Date of salary payment
11. Teacher contract – specific listing of contractual commitments
12. Any other items of mutual concern

III. PROCEDURES

The participants may call upon competent professional and lay representatives to consider matters under discussion and to make suggestions. All participants have the right to utilize the services of consultants in deliberations.

IV. MEDIATION

In the event agreement is not reached, an advisory committee shall be established. This committee will consist of three (3) members. One member will be appointed by the Board. One member will be appointed by the representative organization. These appointees shall select a third member who will act as chairperson. Members of such committee shall not be members of the respective negotiating teams and shall reside within a 150-mile radius of Valley City. The Advisory Committee shall review the subject of disagreement and schedule a mediation hearing within ten (10) days. The mediation hearing procedure will consist of:

1. The portions of the hearing where the parties are in the same room will be recorded.
2. The representative organization and the Board will each present an opening statement outlining their respective positions.
3. The representative organization and the Board will then go into separate rooms.
4. The Advisory Committee will move from room to room in an attempt to mediate the party's differences and facilitate an agreement. Neither the public nor the other party will be allowed into the other party's room during this process.
5. If the parties do come to a tentative agreement during this mediation process, the parties will come back together in the same room to confirm

the tentative agreement. A final negotiations meeting will then be scheduled by the parties to sign any tentative agreements reached.

If no settlement is reached through mediation, either the representative organization or the Board may declare impasse and notify the Education Factfinding Commission as provided in N.D.C.C. ch. 15.1-16.

Any expense incurred by the Advisory Committee shall be shared equally by the Board and the representative organization.

ARTICLE I. TEACHER RIGHTS

Section 1. Rights and Protection in Representation

Pursuant to chapter 15.1-16 of the North Dakota Century Code, the Board hereby agrees that every teacher employed by the Board shall have the right to organize, to join, and to support the Association and its affiliates for the purpose of professional negotiations and other concerted activities for mutual aid and protection. As a duly selected body exercising governmental power under the laws of North Dakota, the Board agrees that it shall not directly or indirectly discourage, deprive, or coerce any teacher in the enjoyment of any rights conferred by 15.1-16, other laws of North Dakota, or the Constitution of North Dakota or the United States; that it shall not discriminate against any other teacher with respect to hours, salary, or any terms of conditions of employment by reason of his/her membership in the Association or its affiliates, professional negotiations with the Board, or his/her institution of grievance, complaint, or proceeding under the provisions of this Agreement or otherwise with respect to any terms or conditions of employment.

Section 2. Statutory Savings Clause

Nothing contained herein shall be construed to deny or restrict the rights afforded any teacher under the laws of North Dakota. The rights granted to teachers hereunder shall be deemed in addition to those provided elsewhere.

Section 3. Required Meeting or Hearings

Whenever any teacher is required to appear before a Principal, the Superintendent or the Board for any reason that could adversely affect the teacher's contractual status, salary, increments, or professional position, the teacher shall be notified in advance of the reasons for such a meeting and be entitled to Association representation at such a meeting.

Section 4. Evaluation of Students

It is the philosophy of this district that students will respond more positively to the opportunity for success than to the threat of failure. It seeks, therefore, through performance objectives in its instructional program to make achievement both recognizable and possible for students. It will emphasize achievement in the process of evaluating student performance.

The issuance of grades on a regular basis serves to promote continuous evaluation of student performance, inform the student, parents, and counselor of the student's progress, and provide a basis for bringing about change in student performance if such change is necessary.

Grading will be based on many factors, such as: text assignments, both oral and written; class participation; special assignments; research; activities of various types and kinds; or special contributions. There needs to be justification for the grades given, and there must be a record that reveals how the teacher arrived at the evaluation.

When grades are given for any course of instruction taught in the School District, the grade given to each student will be the grade determined by the teacher, and in the absence of clerical or mechanical mistake, will be final. If a teacher contemplates, changing a final grade that has been issued to a student, the teacher is asked to visit with their Building Principal about this situation.

Grading is not to be influenced by pressure from parents. It is not to be used as a weapon for disciplinary purposes.

ARTICLE II. ASSOCIATION RIGHTS

Section 1. Transacting Association Business

Duly authorized representatives of the Association or its affiliates shall be permitted to transact official Association business on school property at all times provided that this shall not interfere with or interrupt normal school operations.

Section 2. Association Meetings

The Association may use school buildings for meetings. Meetings involving total District teaching staff shall not be held between 8:00AM and 4:00PM. Individual building meetings may be scheduled with prior approval of the principal.

Section 3. Use of School Equipment

The Association shall have the right to use school facilities and equipment at reasonable times when such equipment is not otherwise in use. The Board may charge the Association a reasonable cost of any materials and supplies incident to such use.

Section 4. Use of School Mail Service

The Association shall have the right to use District mail service and teacher mailboxes for communication to teachers.

Section 5. Orientation Program

The Association will be provided with a one-hour block of time during the fall workshop for a meeting of all its members.

Section 6. Exclusive Rights

The rights and privileges of the Association granted under the provisions of this Agreement shall be granted only to the Association for the duration of this Agreement and to no other organization.

ARTICLE III. TEACHER ASSIGNMENT

Section 1. Notification

All teachers employed by the system shall be given written notice of their salary, class or subject assignments, building assignments, and room assignments for the forthcoming year as soon as possible after the staff has been completed. Such information shall also be provided to the Association. The Association recognizes that the administration has the right to make changes should an emergency arise.

Section 2. Assignment Areas

A. Teachers shall only be assigned to teach in a curriculum area in which they are licensed by North Dakota Education Standards and Practices Board (ESPB) to teach. Study halls may be assigned by mutual agreement between teacher and administrator as an additional period beyond the normal teaching load and shall be compensated according to Article VIII, Section 5.

B. After prior consultation with the teachers involved, the principal may make changes in extra duty assignments when such changes are required for the smooth operation of the school. Extra duties include, but are not limited to,

such duties as class advisors, noon duty, graduation committee, and assembly supervision.

Section 3. Extra-Curricular

Any assignments in addition to the normal teaching schedule during the regular school year and summer school sessions shall not be made without the consent of the teacher involved.

ARTICLE IV. TEACHER EVALUATION/PERSONNEL FILES

Section 1. Teacher Evaluation Document

The Teacher Evaluation Document is the result of a joint committee composed of four (4) teachers, four (4) building principals, Superintendent, and a board member. Upon the recommendation of this committee, changes in the Teacher Evaluation Document shall be made if the recommendation is mutually agreeable to the Board and the Association.

Section 2. Personnel Files

A teacher shall have the right upon request to review the contents of his/her personnel file. The teacher shall be entitled to have a representative of the Association accompany him/her during such a review. All evaluatory materials concerning a teacher or his/her performance shall be kept in his/her personnel file and no such material can be placed in the personnel file without the teacher's previous knowledge. Although the confidentiality of personal references, credentials, and other similar documents may need to be preserved, the Board agrees that commencing with the employment of the teacher, the personnel file established for the teacher shall be open to his/her inspection, and no separate personnel file shall be established.

ARTICLE V. TRANSFER

Section 1. Notice of Position Openings

All staff shall receive notification of position (teaching staff, administrative positions, or extra-curricular assignments) openings, so staff has the opportunity to request a transfer.

Section 2. Voluntary

Teachers desiring a change in grade or subject assignments may apply for such change through the Superintendent. The appropriate Principal, along with the Superintendent, will decide if the transfer is in the best interests of the School District. Seniority will be strongly considered, with the final decision made by the appropriate Principal and the Superintendent.

Section 3. Involuntary

In the event that an involuntary transfer must be made, notice of such transfer or reassignment shall be given to the teacher as soon as practical. Except in the cases of emergency, an involuntary transfer or reassignment shall be made only after a meeting between the teacher involved and the appropriate supervisor, at which time the teacher shall be notified of the reason for such transfer or reassignment. In the event that the teacher objects to such a transfer or reassignment, he/she shall be afforded the right to meet with the Superintendent; at which time he/she may at his/her option have an Association representative present. A teacher who has been involuntarily transferred or reassigned shall have preference over those seeking voluntary transfer or reassignment in regard to choice among those positions which are vacant.

ARTICLE VI. REDUCTION/RECALL PROCEDURE

Section 1. Reduction Procedure

A teacher's contract may need to be reduced or terminated because of declining enrollment, program changes, budget, reductions, and other factors. Where attrition through resignation, retirement, or death has not accomplished this purpose, the following guidelines will be used:

A. In the event of staff reduction, a teacher's contract shall be reduced or terminated pursuant to current statutes, fair dismissal procedures, and other district procedures established herein.
B. As the first determinant, seniority is to be defined as the number of years of continuous District service. For the purpose of staff reductions, seniority shall be established within the following groups:
    1. Elementary (Grades PK-6) throughout the District.
    2. Junior/Senior High (Grades 7-12) by program area. The program area or areas for each teacher is determined by the teaching assignments a teacher has or has had in the Valley City School District since September 1981.

3. Special and supportive personnel (PK-12). These include, but are not limited to, Music, Physical Education, PK-3 Performance Strategist, English Language Learner Instructor, Title I, Gifted and Talented, School Counseling, and Special Education.

Additional information for determining seniority in the above groups.

a. Leave of Absence: Teachers on Board-approved leaves of absence from the Valley City School District shall retain all accumulated seniority upon their return to the District, but shall forgo accumulating seniority while on such leave except military leave as outlined in Article IX, Section 12. Military Leave.
b. Initial Contact: The date of initial classroom pupil contact and not the date of first contract shall be the time from which seniority is counted.
c. Proration: Seniority for teachers not completing a contract because of a leave will be prorated according to days of contract completed.
d. Continuous Service: The "Years in District" list for service awards should not be used to determine seniority as some teachers have been in the District, left, and come back. This may have changed his/her standing in seniority.
e. Minimum Threshold: To earn a year of seniority, a contract that would be equal to at least 50% of the total number of required contract days, which is the equivalent of 92 full-time days for the current school year, would be needed.
f. Reduced Contract: If a teacher's contract is reduced to less than 50%, he/she continues to earn a full year of seniority for each year of employment.
g. Involuntary move: If a person has taught in an area for at least one year and the administration moves them to another area, he/she continues to receive years of seniority each year. This is referred to as an "involuntary" move and marked as "active" on the seniority list.
h. Voluntary move: If a person has taught in an area for at least one year and he/she decides to move to another area, he/she maintains the years of seniority he/she has already earned but does not continue to earn more in that area. He/she would begin to earn years in their new area. This is referred to as a "voluntary" move and marked as "inactive" on the seniority list.

i. Reclaim Right: In either situation "g" or "h", if there is a staff reduction that results in the person losing their teaching job, and only then, he/she may return to the former teaching area to reclaim seniority over those with less years of experience. Seniority may be claimed only in the categories he/she has taught.

j. Health and Physical Education shall be separated into two different teaching areas.

k. Dual Areas: If a teacher teaches in two different areas, he/she continues to earn one year of experience in both regardless of the number of periods he/she teaches each year.

l. The areas of Art, Physical Education, School Counseling, Library, Music, Special Education, Performance Strategist, English Language Learner Instructor and Title I, are grouped together within disciplines to determine seniority. If there is a reduction of staff, the teacher with the least years of experience is reduced as long as the teachers remaining are qualified to teach at the appropriate grade levels.

m. There is no seniority within grades at the elementary level.

n. A teacher will not lose years of experience or steps on the salary schedule due to being ordered to active military duty.

C. Tie Breakers: When seniority is equal for two (2) or more teachers, the School District shall use the following criteria in the order listed:

1. Deemed qualified by ND DPI and ESPB.
2. Advanced degrees beyond BA-BS.
3. Total number of hours earned beyond the last degree.
4. Judgment based on classroom observation and written evaluation by Administrator.
5. Extra-curricular assignment.
6. Prior teaching experience outside of the district.

Section 2. Recall Procedure

A. Separated personnel shall be placed on a recall list for a period of three (3) years following termination of their contract. All teachers new to the system after May 30, 1987, and hired for less than one-half of a full-time teaching assignment shall not be placed on the recall list if and when non-renewed. Additionally, such a teacher shall not be placed in a vacant position for which they are qualified. Teachers who were employed half-time or greater, but reduced to less than half-time shall be placed on the recall list.

The three (3) year period shall consist of the three (3) consecutive school years following the school year during which the teacher was terminated, ending on July 31 of the third year. If the terminated teacher does not serve as a contracted* teacher during any part of those three (3) school years, the teacher will not qualify for recall for the fourth school year following termination or any other school year unless the individual again serves as a teacher in a contracted capacity. *(Contracted for the purpose of this part shall mean providing services to students or providing instruction to students under the classification as a teacher. This does not include a contract for long-term substitute teaching or for filling a position caused by a leave of absence. During that period, the separated teacher must maintain the criteria set by the Professional Renewal Standard.) The individual shall have reemployment rights based on the following criteria which have been placed in rank order with the first being the most important:

1. Seniority within the group and program area from which the individual was reduced. The groups shall be as noted in Section 1, B of this Article.
2. When seniority is equal for two (2) or more teachers within the group and program area, the School District shall apply criteria in Section 1, C of this Article.

B. A teacher who has been reduced from one area, and who is on the recall list, shall be given consideration for teaching vacancies for which said teacher is qualified for which he/she holds the appropriate certification, providing that the recall list in that area has been exhausted. Additional criteria as listed below shall be utilized in the reemployment process. If two (2) or more teachers qualify for the same position, the following criteria, which has been placed in rank order with the first being more important, shall be utilized in the reemployment process:

    1. Total District seniority in any area for which they were qualified at the time they were reduced.
    2. When seniority is equal for two (2) or more teachers, the School District shall apply criteria in Section 1, C of this Article.

C. Separated personnel will be notified of any openings for which the certification qualifies them. It is the teacher's responsibility to keep the District informed as to their current address. Separated personnel shall have ten (10) calendar days from postmark of the notice to which to declare their intentions regarding the opening. If the separated teacher is to be away from his/her address for a period exceeding seven (7) days, he/she

must notify the Superintendent of an address at which he/she can be reached.

D. Rejections of any offer will forfeit reemployment rights except in the following instances:
   1. A teacher on the recall list may reject an offer that is less time in terms of contract load from the one separated without forfeiting reemployment rights.
   2. A teacher on the recall list may reject an offer that does not have a majority contract load in the separated program area without forfeiting reemployment rights.
   3. A teacher on the recall list who replaces a teacher on leave of absence shall not forfeit further reemployment rights. Employment for said reason shall not count for seniority purposes.

E. Upon return to employment from the recall list, teachers will have their accumulated benefits reinstated and will be placed in the salary position commensurate with their experience and school policy.

F. On February 1st of each year, the Superintendent shall provide each staff member with a seniority list. Any person whose name appears on such list will have until March 1st to supply written documentation, other forms of proof, and a request for change in seniority. The Superintendent shall evaluate any and all such requests and make any necessary changes in the seniority lists by April 1st. Separated personnel still on the recall list shall be included on the list. Present school year will be included for seniority.

ARTICLE VII. TEACHER WORK LOAD

Section 1. Class Load

Normal teaching load in the Junior and Senior High Schools will be twenty-five (25) teaching periods per week and not to exceed five (5) hours of pupil contact per day. Assignment to a supervised study hall (JH/SH) in lieu of a class period shall be considered a teaching period and paid according to the regular salary schedule.

Elementary teaching staff may also be assigned supervisory duties which could be considered a teaching period and paid according to the regular salary schedule.

The normal teaching load will not exceed 5 ½ hours of pupil contact per day in the primary level and six (6) hours of pupil contact in the intermediate level.

Section 2. Part and Full Time Equivalency

Part-time people will be paid a fractional basis of a full-time equivalency according to the following scale:

Class Assignment	Prep Periods	% of Full-Time Salary
1	½	20%
2	1	40%
3	1	60%
4	2	80%
5	2	100%

For Elementary teaching staff to be considered for a full-time music or physical education teaching contract, there must be a minimum of 1500 minutes per week of direct instruction. Regular classroom teaching time is reviewed when determining the music and physical education teaching assignment.

Section 3. School Term

The length of the school term shall be 184 days, which shall include 175 days of classroom instruction, three (3) holidays, four (4) days of Staff Inservice, and two (2) days for parent-teacher conferences.

A staff member may request to attend a Regional or National Convention or other professional function during the days set aside for Staff Inservice. This request must be approved by the Building Principal and Superintendent.

The district shall establish and implement an annual school calendar that provides, at a minimum, 962.5 hours of instruction for elementary students (K-6) and 1,050 hours of instruction for middle and high school students (7-12) each school year. The school calendar and calculation of hours of instruction shall be implemented consistent with N.D.C.C. § 15.1-06-04 and North Dakota Department of Public Instruction guidance regarding instructional time calculations.

In the event of any inconsistency between a day-based calendar description and the minimum annual hours of instruction requirements, the minimum annual hours of instruction requirements shall control.

Section 4. Lunch Period

The administration will make a concerted effort to arrange noon duty relief for elementary teachers.

Section 5. Deviation

There shall be no deviation from these standards except in the case of an emergency. In the event of such an emergency, no teacher shall be assigned to a load beyond these standards without previous consultation between the teacher and the administrator.

ARTICLE VIII. TEACHER COMPENSATION

Section 1. Salary Schedule

Teachers new to the District shall receive a maximum of ten (10) years of credit for prior teaching experience earned following the completion of a baccalaureate degree. This also applies to extra-curricular activities. A maximum of one step per year movement in the vertical lanes of the salary schedule is allowable. No teacher shall be reduced horizontally on the salary schedule because of an involuntary change in teaching assignment.

A full-time contracted teacher who does not complete full contract period because of illness, parental or other leave, or for any other reason must have completed one-half or more of the contract for credit as a year of experience.

The salary schedule is based on the regular school calendar and a normal teaching assignment as described in Article VIII, Section 3.

Section 2. Salary Base

A salary base of $38,100 shall be established for the 2026-2027 school year.

The Board will assume 8% of the teacher's contribution to the Teacher's Fund for Retirement. The 8% is on a tax deferred basis for federal and state income tax purposes under IRC § 414(h)(2) and Section 15-39.1 of the NDCC.

A. VCEA will commit to working collaboratively next school year on
   1. language updates (including the teachers benefits section) that do not change the meanings of the sections,
   2. to investigate alternative structures and create examples of salary schedules, including transition planning from the current structure to any new structures,
   3. extra-curricular pay, and
   4. teacher workload.

B. The committee shall consist of four (4) Association members, one (1) administrator, Superintendent, and two (2) board members.

C. Timeline and Deadlines:
    a. No later than October 1, 2026: Committee members shall be appointed and hold their first meeting.
    b. By February 1, 2027: The committee shall issue a preliminary progress report to both negotiation parties on salary schedule and extra-curricular work.
    c. By May 1, 2027: The committee shall issue a preliminary progress report to both negotiation parties on workload work.
    d. By May 1, 2027: The committee shall submit final, mutually agreed-upon recommendations for contractual changes on salary schedule and extra-curricular pay.
    e. By January 15, 2028: The committee shall submit final, mutually agreed-upon recommendations for contractual changes for teacher workload.

D. Resolution: The final recommendations shall serve as the baseline framework for negotiating a successor agreement to be implemented no later than the start of the 2027-2028 school year for salary schedule and extra-curricular pay and the 2028-2029 school year for teacher workload. VCEA needs to approve the agreement with its members, and the full School Board must approve the agreement.

Section 3. Fractional Teaching Assignments

Teachers employed on a fractional basis will be entitled to prorated benefits. Three-sevenths (3/7), or greater contract loads will be credited as a full year of service on the salary schedule.

Section 4. Extra -Curricular Pay

The point system of the District shall apply to all extra-curricular activities advisors and is attached to and made part of this article. The base salary for the point system shall be set at 14% of the base salary on the BA-BS lane.

The same experience index used for the BA-BS lane on the regular salary schedule shall be applied to each activity advisor according to his/her number of years of experience in that activity in this school system.

Any proposed changes to the point system must be approved by the Extra-Curricular Salary Committee before being presented at negotiations. The make-up of the Extra-

Curricular Salary Committee shall be the following: Superintendent, Activities Director, two (2) School Board members and four (4) contracted coaches and/or advisors. The VCEA shall ask for volunteers from the teaching staff.

Section 5. Miscellaneous Compensation

A. Teachers required to teach an extra class over and above the normal load will be paid one seventh (1/7) of the regular nine-month salary.

B. Teachers shall be paid the hourly rate of substitute teacher pay per period for substitute teaching done during their preparation periods.

C. Regular classroom teachers whose contracts involve more than the regular contract period of 184 days are to be paid according to the following schedule for the additional time:

1. Ten months: 11% of regular nine-month salary
2. Eleven months: 22% of the regular nine-month salary
3. Twelve months: 33% of the regular nine-month salary

Each additional month shall consist of twenty (20) workdays.

D. Any teacher assigned a study hall beyond the normal teaching load shall be compensated at the hourly rate of substitute teacher pay per the number of student contact days.

E. Compensation not covered by the point system will be at a rate of twenty-seven dollars and fifty cents ($27.50) for work at football, basketball, wrestling, and chaperoning at school parties and dances. Track meets will be at a minimum rate of twenty-seven dollars and fifty cents ($27.50), or seven dollars and fifty cents ($7.50) per hour, whichever is greater. After each track meet, the head track coach will turn in the hours staff people have worked to the Athletic Director. The Principal, Superintendent, or Athletic Director has the right to assign staff members to fill work schedules for athletic events for which no volunteers are available, after good-faith solicitation of volunteers has been made. This is separate from any teacher contract, and any payment provided under this section is not a continuing contract wage under the teacher's contract.

F. The English Language Learner Advisor will be paid for time spent providing services for the implementation of the ELL program as needed. The salary paid would equal the individual's hourly rate based on their teaching contracted salary. Salary paid would be for time spent outside of the contracted teaching day for implementation of this program.

G. Professional Learning Communities (PLC's) are governed by the Board Policy DGGA.

H. Weight Room and Fitness Advisor: Salary is $15.00 per hour. Advisor is to turn in hours to the Activities Director on a monthly basis for payment.

I. In the Elementary Schools any teacher who has morning or lunch duty (considered prep time) will receive substitute pay (one hour = the hourly rate of substitute teacher pay). All pay for substituting, morning/afternoon supervision, and lunch duty will be paid at the end of the school year.

Section 6. Method of Payment

Each teacher has the option of accepting his/her salary on a 12-month basis, a 10-month basis, or a 9-month basis. Normal pay days will be on the 22nd (twenty-second) of each month, except when a pay day falls on or during a school holiday, vacation or weekend, at which time teachers will receive their checks on the last working day preceding such holiday or vacation. The last payroll of the year for the 9-month option will be paid on the last contracted day of school.

All extra-duty pay, including coaching, shall have the following options:

A. One payment to be paid at the end of the season on a separate payroll to be paid by the 30th of the month. Fall activities paid in November, winter activities paid in March, and spring activities paid in May. See list of activities, Appendix C.

B. Divided into number of months corresponding to the length of the activity season and paid during that season. See Appendix D.

Section 7. Deductions

Payroll deductions shall be made for state tax, tax-sheltered annuities, and other items mutually agreed upon.

ARTICLE IX. TEACHER BENEFITS

Section 1. Dental Health Insurance

The Board will provide a single premium dental policy for all licensed classroom teachers, librarians, and counselors. Orthodontia is not included as a covered service. Single- with-Dependent/Family coverage is available on the payroll deduction plan if the member qualifies. Employees will have the opportunity to flex the costs of the Single-with-Dependent/Family coverage.

The Health Insurance Committee (HIC) referenced in Article IX, Section 2 of this Negotiated Agreement will make recommendations to the School Board regarding the dental insurance plan of the School District. The School Board has the authority to make the final decisions regarding the dental insurance plan and can either accept, reject, or modify the HIC recommendations.

Once a subscriber has selected family participation, they may convert to single participation only upon a change in marital status or if the subscriber's spouse obtains other group dental coverage.

If a subscriber cancels dental coverage while still eligible, they may enroll again only after a minimum of two (2) years has passed and then only on the group's anniversary rate renewal date.

Dental coverage while employed can only be cancelled on the group's anniversary rate renewal date.

Section 2. Medical Insurance

The Board will provide a Single, Single-with-Dependent, or Family policy for all licensed classroom teachers, librarians, and counselors subject to the conditions below.

The Health Insurance Committee (HIC) will consist of a total of nine (9) members, and all nine (9) will be voting members:

- Four (4) VCEA members (one (1) each from: Jefferson Elementary, Washington Elementary, Junior High and Senior High;
- Two (2) School Board members;
- One (1) non-certified Valley City Public School District employee;
- One (1) Building Principal; and
- Superintendent.

The Business Manager will serve in an advisory capacity and be responsible for furnishing and storing the data needed by the HIC and will issue monthly reports to all employees who are enrolled in the health plan with itemization of revenue, expenses, and a total balance in the health fund.

The purpose of the HIC is to evaluate the self-funded health insurance program, recommend medical premium rates to the School Board, recommend changes in deductibles and coinsurance amounts to the School Board, and review other plans which will enable the effective usage of health insurance by all employees. At least once in the fall semester and once in the spring semester, the HIC must meet to review the current dental and medical insurance plans and make any

recommendations to the School Board on or before May 1. The School Board has the authority to make the final decisions regarding the health plan and can either accept, reject, or modify the HIC recommendations.

The health fund should at a minimum have a balance sufficient to cover the incurred but not recorded (IBNR) amount that is provided by the insurance carrier's actuary. Starting October 1, 2018 if the fund drops below the 3-month required reserve, the additional funds needed to bring the fund up to the reserve, as determined by the HIC, will be split 20% members of the health insurance and 80% School District. All interest accrued and principal remaining at the end of the fiscal year in the health fund will remain in the health fund.

Section 3. Substitution

A. The School District will provide at least 80% of the cost of premiums for those who participate in the District's health insurance plan.
B. The current plan is Blue Cross Blue Shield of North Dakota Your Blue. The plan is self-funded and non-grandfathered.

Section 4. Life Insurance

Increase to maximum that we can at the present rate, plus allow the Board the flexibility to consider extra protection if obtainable at a minimal cost.

The School Board shall provide $25,000.00 of group life insurance benefits through a group approved by the Board for each staff member employed as a teacher up to the age of 65 (sixty-five). Upon reaching the age of 65 (sixty-five), the benefits of the policy will be reduced according to the provisions of the current policy.

Section 5. Income Protection

Increase to maximum that we can at the present rate, plus allow the Board the flexibility to consider extra protection if obtainable at a minimal cost.

The School District will provide income protection for personnel working at least 15 (fifteen) hours per week or carrying a three-sevenths (3/7) contract load. Income protection shall guarantee 66% of the salary less any amount of income paid or payable under Workmen's Compensation Insurance and all benefits received in Social Security. Maximum monthly benefits shall be limited to a maximum stipulated in the current insurance policy. The elimination period shall be 60 (sixty) consecutive calendar days. Maximum benefits are based on attained age on the date the disability begins.

Section 6. Annual Coverage

The Board shall make payment of insurance premiums for each teacher to provide insurance coverage commencing September 1. When a contract is terminated, the School District will continue with insurance benefits through August 31 if the teacher has completed his/her contract. When a contract is terminated, the employee may continue health insurance coverage according to Sec. 26.1-36-23 NDCC.

Section 7. Insurance Information

The insurance carrier will provide to each teacher a description or copy of all insurance coverage and policies that are attached to and made part of this Article.

Section 8. Sick Leave

Fifteen (15) days of sick leave will be granted to each teacher signing his/her first contract in the Valley City Public Schools. Each succeeding year, ten (10) days will be granted. Sick leave may accumulate to a maximum of 180 days.

In the event a teacher qualifies for Long-Term Disability income during his/her first, second, or third year, the Board will grant a one-time maximum of 30 (thirty) additional sick leave days.

At retirement, a teacher will be paid $50 per unused sick leave days up to a maximum of $5,000.00.

A Sick Leave Bank is available to the members of the Valley City Public Schools faculty. The purpose of the bank shall be for unexpected or catastrophic illness and/or injury and other needs as approved by the committee. Each participating faculty member shall invest one (1) sick leave day in the bank for the first year, and one (1) day each time that it is necessary, up to two (2) days maximum per year, as determined by the Sick Leave Bank Committee. Upon leaving the school district, a teacher will donate their unused sick days to the bank. If a teacher is at 180 sick leave days after receiving some or none of the ten (10) days given at the beginning of each year, the extra sick leave days will be given to the bank.

Qualifications: The offer to join is a one-time offer. All faculty signing the school year contracts shall accept or reject the sick leave bank offer.

Application: Any faculty member having used their total accumulated sick leave may apply. Application must be in writing by completing the Sick Leave Bank Application Form and shall be given to the Sick Leave Bank Committee for consideration.

Committee: The committee will consist of three (3) teachers, one (1) from each building, selected by VCEA, two (2) Building Principals, and the Superintendent.

An accounting of the number of accumulated sick leave days shall be given to each teacher at the end of each contract period.

Sick leave may be used in the following instances:

A. Illness of the employee. Absences of five (5) or more consecutive teaching days require a doctor's statement. Dental appointments may be charged to sick leave.

B. Sick leave may be used for medical reasons involving any family member or relative. Sick leave may also be used for emergencies, as determined by Building Principal.

C. Sick leave may also be used for the death of any family member or relative. The Building Principal or the Superintendent (in the absence of the Building Principal) may grant a teacher the use of one day of sick leave to attend the funeral of a friend. With the Superintendent's approval, additional leave may be allowed to attend the funeral of a friend.

D. Maternity or Adoption Leave: Five (5) maternity or adoption leave days will be granted over and above any accumulated sick leave. At the conclusion of the five (5) days, teachers shall use 25 (twenty-five) accumulated sick leave days for a natural birth or adoption and 35 (thirty-five) accumulated sick leave days for a cesarean birth. If the employee has used their maternity or adoption days and all of their personal accumulated sick leave days, any remaining days requested up to 25 (twenty-five) days for a natural birth or 35 (thirty-five) days for a cesarean birth will be taken from the Sick Leave Bank. Maternity or Adoption Leave is subject Family and Medical Leave Act (FMLA).

E. Paternity: Five (5) paternity leave days will be granted over and above any accumulated sick leave. At the conclusion of the five (5) days, teachers shall use ten (10) accumulated sick leave days. If the employee has used their paternity days and all of their personal accumulated sick leave days, any remaining days requested up to ten (10) days will be taken from the Sick Leave Bank. Paternity Leave is subject to Family and Medical Leave Act (FMLA).

Section 9. Parental Leave of Absence

A Parental Leave of Absence up to one year in duration without pay shall be granted a teacher for the purpose of childbearing and/or child rearing as follows:

A. A teacher who is pregnant shall be entitled upon request to a leave to begin at any time between the commencement of her pregnancy and one (1) year after a child is born to her.

The teacher shall notify the Superintendent in writing at least 30 (thirty) days prior to the day she desires to begin her leave.

A teacher who is pregnant may continue with active employment as late into her pregnancy as she desires, provided she is able to properly perform her required functions.

B. A teacher shall be entitled upon request to a leave to begin at any time between the birth of the teacher's child and one year thereafter.

C. A teacher adopting an infant child shall be entitled upon request to a leave to commence at any time during the first year after receiving custody if necessary in order to fulfill the requirements for adoption.

A teacher who is granted parental leave of absence pursuant to Article IX, Section 9, shall have the following re-employment rights:

A. Any teacher qualifying for parental leave described in Article IX, Section 9, shall be assigned to the same position which he/she held at the same time the leave commenced, unless the teacher agrees to accept a different position. If the position is no longer in existence, the teacher shall be assigned to a substantially equivalent position, except that if a teacher gives such notice after April 30, he/she may be placed on involuntary leave until commencement of the following school year.

B. A teacher who resumes active employment shall have restored all benefits to which he/she was entitled at the time the leave commenced, including, without limitation, unused accumulated sick leave and accumulated personal leave.

C. While on parental leave, a teacher may continue with insurance coverage provided: (a) the teacher has secured written approval from the individual carriers and (b) all costs, premiums, deductibles, etc., are borne by the teacher.

D. All teachers on parental leave of absence will be subject to the District's Reduction in Force policy under the same conditions as any other teacher in the system.

Section 10. Personal Leave

Four (4) days personal leave shall be granted each year for the first ten (10) years of employment. Starting with year 11 (eleven) of employment, the teacher will receive five (5) personal days. Starting with year 16 (sixteen) of employment, the teacher will receive six (6) personal days. Personal leave is subject to approval of the Administration.

An accounting of the number of accumulated personal leave days shall be given to each teacher at the end of each contract.

Note: The maximum number of personal days that one may accumulate at any given time is eight (8). Teachers with more than eight (8) days of personal leave will be compensated at the daily rate of pay for a substitute teacher for each day exceeding eight (8) days. For the 2023-2024 school year only, a maximum of nine (9) personal days may be accumulated.

Section 11. Legislative Leave

Any staff member who is elected to the State Legislature will be granted a leave without pay for that period of time. Insurance benefits will be continued during that time as long as North Dakota has the present 90-day session.

When legislative leave is required for meetings other than during a regular session, the teacher-legislator shall be responsible for the organization and coordination of his/her regular school responsibilities and shall receive regular salary payment. He/she shall reimburse the District the salary allowance provided by the state for each day in the attendance of such meetings.

Section 12. Military Leave

Teachers, who are members of the military, shall be granted leave according to N.D.C.C. § 37-01-25 when ordered to active duty. Seniority would continue to accrue, and the member would advance on the salary schedule for experience for time on active duty.

When on inactive military duty (such as weekend, daily, or hourly periods of drill for military training), teachers shall be granted up to five (5) days of leave during each school year and will choose to pay for the cost of the substitute teacher or take a day of unpaid leave.

ARTICLE X. PROFESSIONAL LEAVE

Section 1. Association Leave

The Association shall be granted up to ten (10) days leave, with pay, as needed for the officers and/or delegates of the Association to conduct the business of the Association, such use to be with the approval of the Administration. With Administration approval, additional Association leave may be granted, providing that the Association pays the substitute.

ARTICLE XI. PROFESSIONAL DEVELOPMENT

Section 1. Educational Pay Steps

To qualify for moving from one horizontal lane to another on the salary schedule, credit hours must be obtained in the subject area that the teacher is teaching, unless otherwise agreed upon in advance by the Administration.

Section 2. Professional Educational Renewal Clause

A. Standard: Each licensed classroom teacher, librarian, and counselor shall earn credits in alignment with North Dakota Education Standards and Practices Board requirements. Those with lifetime certificates will earn hours through professional development.

B. Accounting: Each licensed classroom teacher, librarian, and counselor is required to keep their Educational Renewal file current with documented transcripts of college credit earned to verify additional salary earned per the salary schedule. These files are located at the Central Administration Building. The deadline for this accounting each year is August 31. An accounting of the accumulated number of college credits shall be given each teacher at the end of each contract period.

C. Failure to Meet Standard:

1. Licensed classroom teachers, librarians, and counselors not at the top of the experience lane of the salary schedule who fail to complete the continuing education requirements will not advance on the salary schedule. If a contract has been issued for the ensuing school year, it becomes null and void, and a new contract will be issued.
2. The salary of licensed classroom teachers, librarians, and counselors at the top of the experience lane of the salary schedule who fail to complete the continuing education requirements will be reduced to the preceding step on the new salary schedule. If a contract has been issued for the ensuing school year, it becomes null and void, and a new contract will be issued.
3. Under no circumstances shall a teacher advance more than one step on the salary schedule in any one year.

Section 3. Conferences and Workshops

The School Board will assume all costs for agreed-upon in-service training.

Section 4. Leave of Absence

A. Application:
   1. A leave of absence may be granted at the sole discretion of the School Board.
   2. If the leave is granted, written notice of the teacher's intention to return to District employment must be received by the District on or before March 15 of the leave year. Failure to provide such notice shall constitute rejection of the right to return to District employment and a waiver of hearing rights under NDCC 15.1-15-12(3). If the leave is granted, the teacher shall not receive any salary, nor any credit for experience on salary schedule or credit for seniority except military leave as outlined in Article IX Section 12. Military Leave.

B. Limitations:
   1. All teachers on leave of absence will be subject to the District's R.I.F. policy under the same conditions as any other teacher in the system.
   2. Upon returning to the District, the teacher will be placed in an assignment for which he/she is qualified.

C. Upon returning to the District, the teacher shall have restored benefits to which he/she was entitled at the time the leave commenced, including without limitation, unused accumulated sick leave and accumulated personal leave.

D. While on leave, a teacher may continue with insurance coverage provided: (a) the teacher has secured written approval from the individual carriers and (b) all costs, premiums, deductibles, etc. are borne by the teacher.

ARTICLE XII. MISCELLANEOUS PROVISIONS

Section 1. Understanding

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 altered, changed, added to, deleted from, or modified without the mutual consent of the parties in an amendment this is written, attached, and made part of this Agreement.

Section 2. Saving Clause

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, the 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.

In addition, if the Association and the Board agree that an article, section or clause is in direct conflict to the North Dakota Century Code, the article, section, or clause shall be deleted from this Agreement, but remaining articles, sections, or clauses shall remain in full force and effect for the duration of this Agreement.

Section 3. Individual Contracts

Any contract between the Board and a teacher shall be expressly subject to the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement for its duration shall be controlling.

Section 4. Copies

This Agreement shall be uploaded to the School District website within 30 days after the Agreement is signed. The Board shall provide (3) three printed copies of entire Agreement to the Association.

Section 5. Contract Violation

When a teacher signs a contract with the Valley City Public School District, there is a good-faith expectation that the terms and conditions of the teaching contract will be met by the teacher and the school district. If the teacher should request from the school to be released from a signed contract, a payment of $400 would need to accompany the request if the date is after July 31, $300 if from July 1 to July 31, and $200 if from June 1 to June 30. Penalties for contract violations will be prorated according to contract load. The request is subject to the approval of the School Board with the School Board acting upon the request within five (5) working days.

ARTICLE XIII. GRIEVANCE PROCEDURE

The grievance procedure of the Valley City Public School District No. 2 shall be attached to and become part of this Article.

Section 1. Grievance Definition

A grievance is an allegation by a teacher that there has been a violation, misinterpretation, or misapplication of a specific provision(s) of the applicable Negotiated Agreement between the Valley City School Board and the Valley City Education Association. A grievance must be in writing, give a clear and concise statement as to the specific provision of the Negotiated Agreement involved, and must state the relief being sought.

Section 2. Definition and Interpretations

A. Extension: Time limits specified in this procedure may be extended by mutual agreement.

B. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as any weekday not designated as a holiday by state law.

C. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last days of the period so computed shall be counted, unless it is a Saturday, a Sunday or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday, or a legal holiday.

D. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or it if bears a certified postmark of the United States Postal Service within the time period.

Section 3. Time Limitation and Waiver

Grievances shall not be valid for consideration unless the grievance is submitted in writing to the teacher's immediate superior, setting forth the facts and the specific provisions of the Agreement allegedly violated and the particular relief sought within 20 (twenty) days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.

Section 4. Conduct Pending Disposition of Grievance

It is agreed that any investigation or other handling or processing of any grievance shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grieving teacher or of the teaching staff. Until final disposition of the grievance occurs, the grieving teacher shall conform to the original direction of the teacher's supervisor.

Section 5. Adjustment of Grievance

The Board and the teacher shall attempt to adjust all grievances, which may arise during the course of employment of any teacher within the School District in the following manner:

A. Level I. An attempt shall be made to resolve any grievance in informal, verbal discussion between the grievant and his/her immediate supervisor (typically a building principal). This may be done by:
   1. Expressing his/her complaint directly to his/her principal or immediate supervisor.
   2. Appearing together with his/her education association representative.

B. Level II. If the grievance is not resolved through informal discussion, the teacher's immediate superior shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

C. Level III. In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the Superintendent of Schools provided such appeal is made in writing within five (5) days after receipt of the decision in Level II. If a grievance is properly appealed to the Superintendent, the Superintendent or designee shall set a time to meet regarding the grievance within 15 (fifteen) days after receipt of the appeal. Within ten (10) days after the meeting, the Superintendent or designee shall issue a decision in writing to the parties involved.

D. In the event the grievance is not resolved in Level III, the Executive Board of the Association requests five (5) days to review the grievance and to vote by secret ballot to determine if said grievance should be supported. The grievant may continue with the grievance even though the Association may elect not to support it, but the grievant will have to pay the cost of arbitration on their own.

E. Level IV. If the grievance is not resolved in Level III, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within ten (10) days after receipt of the decision in Level III. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within 20 (twenty) days after the receipt of the appeal. Within 20 (twenty) days after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the Board may be designated by the Board

to hear the appeal at this level, and report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review

The School Board reserves the right to review any decision issued under Level II or Level III of this procedure provided the School Board or its representative notify the parties of its intention to review within ten (10) days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance

Failure by the School Board or its representative to issue a decision within the time periods herein shall constitute a denial of the grievance, and the teacher may appeal it to the next level.

Section 8. Arbitration Procedures

In the event that the teacher and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

A. Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the Office of the Superintendent within ten (10) days following the decision in Level IV of the grievance procedure.

B. Prior Procedure Required: No grievance shall be considered by the arbitration board, which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

C. Selection of Arbitrators: Upon the proper submission of a grievance under the terms of this procedure, and within ten (10) days after the request to arbitrate, the Board shall select one (1) arbitrator, and the teacher shall select one (1) arbitrator. These arbitrators shall be mutual agreement select a third arbitrator to serve as chairperson of the arbitration board. The decision of the arbitration board shall be advisory only and shall not be binding on the parties.

D. Submission of Grievance Information

1. Upon appointment of the arbitration board, the appealing party shall within five (5) days after notice of appointment forward to the arbitration board, with a copy to the Superintendent, the submission of the grievance which shall include the following:

   a. The issues involved.

b. Statement of the facts.
c. Position of the grievant.
d. The written documents relating to Section 5 of the Grievance Procedure policy.

2. The School District may make a similar submission of information relating to the grievance either before or at the time of the hearing.

E. Hearing: The grievance shall be heard by the arbitration board, both parties may be represented by such person or persons as they may choose and designate, and the parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitration board. The proceeding shall be a hearing de novo (i.e., a new hearing).

F. Decision: The written decision by the arbitration board shall be rendered within 30 (thirty) days after the close of the hearing. The decision must be based solely and only upon the interpretation of the meaning or application of the express relevant language of the Negotiated Agreement.

G. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses, which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitration board, the cost of the transcript or recording if requested by both parties, and other expenses, which the parties mutually agree are necessary for the conduct of the arbitration However, a party unilaterally requesting a transcript, recording, or a copy of such transcript shall be solely responsible for the cost thereof.

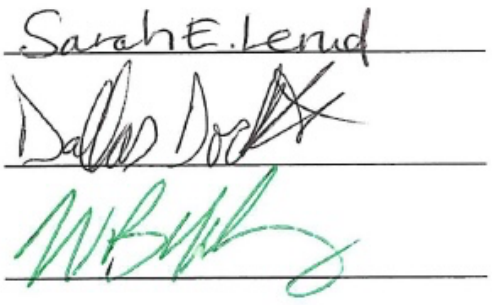
H. Jurisdiction: The arbitration board shall have jurisdiction over disputes or disagreements relating to grievances properly before it pursuant to the terms of this procedure. The jurisdiction of the arbitration board shall not extend to proposed changes in terms and conditions of employment as defined and contained in the applicable Negotiated Agreement; nor shall an arbitration board amend, modify, nullify, ignore, or add to the provisions of the Negotiated Agreement; nor shall an arbitration board have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein. In considering any issue in dispute, in its order the arbitration board shall give due consideration to the statutory rights and obligations of the Public School

District to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

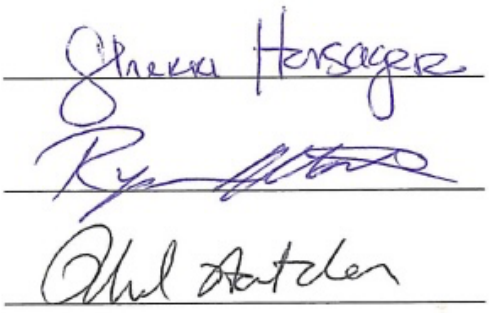
ARTICLE XIV. DURATION

The provisions of this Agreement will be effective as of July 1, 2026, and will continue and remain in full force and effect until June 30, 2027. Said Agreement will automatically be renewed and continued in full force and effect for additional periods of one year unless either the Board or the Association gives written notice to the other not later than 160 (one hundred sixty) days prior to the expiration date, or any anniversary thereof, as its desire to reopen this Agreement and to negotiate over the terms of a successor Agreement. If an agreement is not reached by July 1, any item not being negotiated will remain as specified in the current Agreement. The Board and the Association may mutually agree to reopen negotiations at any time on any selected articles of this Agreement and to extend the remaining articles without further negotiations. In addition, both parties expressly recognize that negotiations on the terms of a successor Agreement must take place at the request of either party providing proper notice is given. In witness thereof, duly authorized representative of the Board hereunto set his/her hand and Seal this 30 day of June, 2026.

VCEA REPRESENTATIVE



BOARD REPRESENTATIVE



VALLEY CITY PUBLIC SCHOOLS
APPENDIX A
Base Salary $38,100
2026-2027 Salary Schedule

			Base Pay:	$38,100.00
Years of Exp	BA-BS Index	Salary	MA-MS Index	Salary
0	1.06	$40,386.00	1.13	$43,053.00
1	1.09	$41,529.00	1.16	$44,196.00
2	1.12	$42,672.00	1.19	$45,339.00
3	1.15	$43,815.00	1.24	$47,244.00
4	1.18	$44,958.00	1.30	$49,530.00
5	1.23	$46,863.00	1.36	$51,816.00
6	1.29	$49,149.00	1.43	$54,483.00
7	1.35	$51,435.00	1.50	$57,150.00
8	1.41	$53,721.00	1.57	$59,817.00
9	1.46	$55,626.00	1.64	$62,484.00
10	1.50	$57,150.00	1.71	$65,151.00
11	1.54	$58,674.00	1.78	$67,818.00
12	1.58	$60,198.00	1.83	$69,723.00
13	1.62	$61,722.00	1.88	$71,628.00
14			1.93	$73,533.00
15	Career Inc.	$4,000.00		$4,000.00

BA + 08 Semester Hours - Add $400.00
BA + 16 Semester Hours - Add $800.00
BA + 24 Semester Hours - Add $1,200.00
BA + 32 Semester Hours - Add $1,600.00
BA + 40 Semester Hours - Add $2,000.00

MA + 08 Semester Hours - Add $400.00
MA + 16 Semester Hours - Add $800.00
MA + 24 Semester Hours - Add $1,200.00
MA + 32 Semester Hours - Add $1,600.00
MA + 40 Semester Hours - Add $2,000.00

APPENDIX B

BASE SALARY FOR ALL EXTRA-CURRICULAR ACTIVITIES 14% OF THE SALARY BASE

$38,100.00

SCHOOL YEAR 2026-2027

Base Rate: $5,334.00

FOOTBALL		
HEAD COACH	100%	$5,334.00
VARSITY ASSIST.	65%	$3,467.10
HEAD 9TH GR	50%	$2,667.00
ASSIST. 9TH GR	40%	$2,133.60
HEAD 8TH GR	40%	$2,133.60
HEAD 7TH GR	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

BASKETBALL		
HEAD COACH	100%	$5,334.00
ASSISTANT	65%	$3,467.10
SOPHOMORE	50%	$2,667.00
HEAD 9TH GR	50%	$2,667.00
HEAD 8TH GR	40%	$2,133.60
HEAD 7TH GR	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

WRESTLING		
HEAD COACH	100%	$5,334.00
VARSITY ASSIST.	65%	$3,467.10
HEAD JR. HIGH	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

GIRLS' VOLLEYBALL		
HEAD COACH	100%	$5,334.00
VARSITY ASSIST.	65%	$3,467.10
SOPHOMORE	50%	$2,667.00
HEAD 9TH GR	50%	$2,667.00
HEAD 8TH GR	40%	$2,133.60
HEAD 7TH GR	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

GIRLS' GYMNASTICS		
HEAD COACH	100%	$5,334.00
VARSITY ASSIST.	65%	$3,467.10

CROSS COUNTRY		
HEAD COACH	100%	$5,334.00
VARSITY ASSIST.	65%	$3,467.10
ASSIST. JR. HIGH	30%	$1,600.20

TRACK		
HEAD COACH (BOYS/GIRLS)	150%	$8,001.00
HEAD COACH BOYS	100%	$5,334.00
HEAD COACH GIRLS	100%	$5,334.00
VARSITY ASSISTANT	65%	$3,467.10
HEAD JR. HIGH (BOYS/GIRLS).	60%	$3,200.40
ASSIST. JR. HIGH	30%	$1,600.20
HEAD JR. HIGH BOYS	40%	$2,133.60
HEAD JR. HIGH GIRLS	40%	$2,133.60

BASEBALL		
HEAD COACH	100%	$5,334.00
VARSITY ASSISTANT	65%	$3,467.10
HEAD JR. HIGH	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

SOFTBALL		
HEAD COACH	100%	$5,334.00
VARSITY ASSISTANT	65%	$3,467.10
HEAD JR. HIGH	40%	$2,133.60
ASSIST. JR. HIGH	30%	$1,600.20

GOLF		
HEAD BOYS	50%	$2,667.00
HEAD GIRLS	50%	$2,667.00
ASSISTANT	30%	$1,600.20

TENNIS		
HEAD BOYS	65%	$3,467.10
HEAD GIRLS	65%	$3,467.10
ASSISTANT	40%	$2,133.60
JR. HIGH	30%	$1,600.20

OTHER ACTIVITIES		
OPEN GYM COORD.	12%	$ 640.08
GIRLS INTRAMURAL VOLLEYBALL	20%	$1,066.80
LETTERWINNERS CLUB (BOYS/GIRLS)	25%	$1,333.50
SR. HIGH PEP & CHEERLEADING	40%	$2,133.60
DANCE TEAM	70%	$3,733.80
ASSIST. DANCE	25%	$1,333.50
SPEECH	100%	$5,334.00
ASSIST. SPEECH	65%	$3,467.10
JR. HIGH SPEECH	30%	$1,600.20
DEBATE	65%	$3,467.10
ASSIST. DEBATE	40%	$2,133.60
STUDENT CONGRESS	25%	$1,333.50
ASSIST. STUDENT CONGRESS	15%	$ 800.10
SR. HIGH STUDENT COUNCIL	40%	$2,133.60
JR. HIGH STUDENT COUNCIL	10%	$ 533.40
SCIENCE OLYMPIAD (JR/SR HIGH)	40%	$2,133.60
SCIENCE OLYMPIAD I TEAM	25%	$1,333.50
HEAD PEER FACILITATING	40%	$2,133.60
ASSIST. PEER FACILITATING	30%	$1,600.20
HONOR SOCIETY	15%	$ 800.10
YEARBOOK	70%	$3,733.80
BROADCAST/JOURNALISM	20%	$1,066.80
ART CLUB	20%	$1,066.80
SPANISH CLUB	10%	$ 533.40
SR. HIGH VOCAL MUSIC/DRAMA	25%	$1,333.50
SR. HIGH INST. MUSIC/DRAMA	25%	$1,333.50
SR. HIGH DRAMA	40%	$2,133.60
ASSIST. SR HIGH DRAMA	30%	$1,600.20
JR. HIGH DRAMA	25%	$1,333.50
ASSIST. JR. HIGH DRAMA	15%	$ 800.10
CHOREOGRAPHY (DRAMA)	15%	$ 800.10
VOCAL MUSIC	40%	$2,133.60
EXTRA BAND FB (PEP) PARADE	80%	$4,267.20
MUSIC ASSISTANT	15%	$ 800.10
AUDIO TECHNICIAN	25%	$1,333.50
INTRAMURAL COORDINATOR	20%	$1,066.80
ROBOTICS	40%	$2,133.60
PROM	20%	$1,066.80
ACALYMPICS	8%	$ 426.72

*TEN (10) YEARS OF EXPERIENCE MAY BE BROUGHT INTO OUR SYSTEM FOR EXTRA-CURRICULAR ACTIVITIES
*IF COACHES AND THE AD AGREE IT IS IN THE BEST INTEREST OF A PROGRAM, WE MAY ALLOW FOR CO-COACHES

APPENDIX C

ACTIVITY PAY SCHEDULE

Paid in November
Golf (Girls) – HS Assistant and Head Coaches
Tennis (Boys) – HS Assistant and Head Coaches
Football – Grades 7, 8, 9 and HS Assistant and Head Coaches
Volleyball – Grades 7, 8, 9, 10 and HS Assistant and Head Coaches
Cross Country – Assistant Junior High, HS Assistant and Head Coach
Student Congress – Assistant and Head Coach
Football Cheerleading Advisor
Drama – Senior High Assistant and Head Coach
Music/Drama – Senior High
Paid in March
Drama – Junior High Assistant and Head Coach
Dance Team Coach
Basketball (Girls) – Grades 7, 8, 9, 10 and HS Assistant and Head Coaches
Basketball (Boys) – Grades 7, 8, 9, 10 and HS Assistant and Head Coaches
Wrestling (Girls/Boys) – Grades 7, 8 and HS Assistant and Head Coaches
Gymnastics – Assistant and Head Coaches
Intramural Volleyball Coach
Basketball and Wrestling Cheerleading Advisor
Robotics
Paid in May
Speech – Junior High Assistant and Head Coach
Science Olympiad – Head Coach
Tennis (Girls) – Assistant and Head Coach
Track – Grades 7, 8 and HS Assistant and Head Coach
Golf (Boys)- Assistant and Head Coach
Vocal Music
Extra Band
Letterwinners Club Advisor
Student Council – Junior and Senior High Advisor
Peer Facilitating Advisor
Honor Society Advisor
Yearbook Advisor
Bridges (School Newspaper) Advisor
Art Club Advisor
Intramural Coordinator
Audio Tech
Prom
Baseball - Assistant and Head Coach
Softball - Assistant and Head Coach

APPENDIX D

ACTIVITY PAY CHART

FALL ACTIVITIES	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY
Golf (Girls) – Head Coach & Var Asst.	X	X								
Tennis (Boys) - Head Coach & Var Asst.	X	X	X							
Football - Head Coach & Var Asst.	X	X	X	X						
Football – Gr 7, 8, 9		X	X							
Volleyball – Head Coach & Asst.		X	X	X						
Volleyball – Gr 7, 8, 9	X	X	X	X						
Cross Country – Head Coach, Jr High & Asst.	X	X	X							
Student Congress – Head Coach & Asst.		X	X	X						
Football - Cheerleading Advisor		X	X	X						
Drama – Sr High Head Coach & Asst.		X	X	X						
Music/Drama – Sr High		X	X	X						
WINTER ACTIVITIES	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY
Drama – Jr High Head Coach& Asst.							X	X		
Dance Team Coach				X	X	X	X			
Basketball (Boys/Girls) – Head Coach & Asst.					X	X	X	X		
Basketball (Boys/Girls) – Gr 9					X	X	X			
Basketball (Girls) – Gr 7 & 8				X	X					
Basketball (Boys) – Gr 7 & 8						X	X			
Wrestling (Boys/Girls) – Head Coach, Asst. & Gr 7 & 8				X	X	X	X			
Gymnastics – Head & Asst.				X	X	X	X			
Volleyball - Intramural						X	X	X		
Basketball Cheerleading Advisor					X	X	X	X		
Wrestling Cheerleading Advisor					X	X	X	X		
Robotics					X	X	X	X		
SPRING ACTIVITIES	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY
Speech – Head & Jr High Asst.						X	X	X	X	
Science Olympiad – Head						X	X	X	X	X
Tennis (Girls) – Head & Asst.								X	X	X
Track – Head Coach, Asst. & Gr 7 & 8								X	X	X
Golf (Boys) – Head Coach & Asst.									X	X
Intramural Coordinator								X	X	X
Vocal Music		X	X	X	X	X	X	X	X	X
Extra Band		X	X	X	X	X	X	X	X	X
Letterwinners Club Advisor						X	X	X	X	X
Student Council (Jr/Sr High) Advisor		X	X	X	X	X	X	X	X	X
Peer Facilitating Advisor		X	X	X	X	X	X	X	X	X
Honor Society Advisor		X	X	X	X	X	X	X	X	X
Yearbook Advisor		X	X	X	X	X	X	X	X	X
Bridges (School Newspaper) Advisor		X	X	X	X	X	X	X	X	X
Art Club Advisor		X	X	X	X	X	X	X	X	X
Audio Tech		X	X	X	X	X	X	X	X	X
Prom							X	X	X	X
Baseball - Head Coach & Asst.							X	X	X	X
Softball - Head Coach & Asst.							X	X	X	X