

PRINCIPAL CONTRACT NEGOTIATIONS
GRAND FORKS SCHOOL BOARD PRINCIPAL CONTRACT BARGAINING COMMITTEE
AND GRAND FORKS PRINCIPALS' ASSOCIATION
MEETING MINUTES
June 18, 2025

The Grand Forks School Board Principal Contract Bargaining Committee (Board Team) and the Grand Forks Principals' Association (Association Team) met on Wednesday, June 18, 2025, at the Mark Sanford Education Center with Board Team Leader Jeff Manley as chairperson.

Committee Members Present: Josh Anderson, Sherry Houdek, Jeff Manley, Brandon Baumbach, Dr. Catherine Gillach, Matt Bakke, Griffin Gillespie.

Board Team Members Absent: Dr. Terry Brenner.

Association Team Members Present: Terry Bohan, Kelli Tannahill, Dr. Gabe Dahl, Jay Hepperle, and Travis Neil.

Association Team Members Absent: None.

Others Present: Cindy Johnson, Executive Secretary.

Call to Order.

The meeting was called to order at 8:03 a.m.

Introduction of Team Members.

Travis Neil was added as an Association Team member.

Approval of Minutes.

It was moved by Anderson and seconded by Dahl to approve the June 17, 2025, minutes as written. Upon voice vote, the motion carried unanimously.

Gillespie joined the meeting at 8:08 a.m.

Exchange of Proposals/Offers / Discussion of and/or Response to Proposals/Offers.

The Association Team reported that they accepted the Board Team's Counteroffer Option 2 regarding salary as follows:

Add Step 14 (Year 1) & Step 15 (Year 2) at 2% increase (Average change in step is 2.02% across current salary schedules).

1.40% to base over 2 years—>0.7% + Steps for Year 1 & 0.7 % + Steps for Year (2.66% overall increase in year 1 and 2.64% overall in year 2).

The Association Team refined its Proposal 7 as follows:

Annual Work Schedules: Principal contracts vary in length from 210-250 days. Annual work schedules for the next year will be provided for all principals by their supervisor(s) no later than June 1. The following days have been negotiated as paid days off for principals. Labor Day NDCEL Conference Day(s) Veterans Day Thanksgiving Day Friday after Thanksgiving December 24 Christmas Day New Years Day 6 January 2 (if not a regular school day) Martin Luther King, Jr. Day (if not a district-wide assigned workday) Good Friday Easter Monday (if not a regular school day) Memorial Day (if not a regular school day) Independence Day (H.S. Principal 250 Days Only) All other legal holidays and parent/teacher conference trade days and other days indicated as both nonschool days for students and non-work days for teachers during the academic year will be non-working days. If the holiday falls on Saturday, the preceding Friday shall be the holiday or if the holiday falls on Sunday, the Monday following shall be the holiday. *In the event that NDCEL day(s) become school day(s) or professional development day(s), the*

principal's contracted days are reduced at the end of the school year by *one or two day(s)*.

The Board Team reported that they accepted the Association Team's refined Proposal 7.

The Association Team reported that they accepted the Board Team's counteroffer to their Proposal 6 as follows:

10. Travel Allowance: *High School Principals will receive \$1,000 per year for travel allowance for in-district business miles. Middle and Elementary School Principals will receive \$600 per year for travel allowance for in-district business miles.*

The Board Team reported that they accepted the Association Team's Counterproposal 5 as follows:

Proposed Language Edit.

a. Clarify weeks

- i. *Principals ~~acting~~ hired as summer school directors will be paid \$2,500 per week as defined by the summer school calendar. If someone other than a principal coordinates/directs summer school, the rate of pay would be different.*
- ii. *1 week is equal to 5 scheduled summer school days*
- iii. *The additional contract for the Summer School Director position overlaps with the existing administrative contract for the Principal or Associate Principal, who is already contracted to work during the summer for administrative duties. This overlap results in a duplication of contract time. Furthermore, the Summer School Director role includes additional time, duties, and responsibilities beyond those outlined in the Principal and Associate Principal's regular duties and contract.*

The Association Team provided a revised Proposal 4 as follows:

General Work Responsibilities:

"The superintendent or designee may assign general work responsibilities. When changes to an administrator's general work responsibilities

are being considered, the superintendent or designee will formally consult with the affected administrator(s) prior to making a final decision. Compensation **could be considered and provided for any newly assigned work responsibilities**. The exception to this would be the reassignment of responsibilities already outlined within the administrator's current contract or job description.

The Board Team responded that they would discuss the Association Team's revised Proposal 4 in caucus (executive session).

The Association Team reported that they accepted the Board Team's counteroffer related to the rate of pay for unused sick leave as follows: C. Benefits, 3. Sick Leave.

Proposed language: Principals will receive ten (10) days of sick leave upon commencement of initial employment in the District. Accumulation of additional sick leave shall be as set forth in the Sick Leave Accumulation Chart below. Each year's accumulation will begin at the start of the contract year. Principals with less than six (6) years experience are participants in the income protection plan; however, a period without coverage would exist in those instances where "60 days of sick leave" had not yet been achieved. Upon becoming retirement eligible according to TFFR requirements and has been employed five (5) or more years cumulatively as an administrator, the principal will be paid all of their unused sick leave at a rate of ~~\$140~~ \$200 per day.

It was moved by Houdek and seconded by Anderson to convene into executive session (caucus) to discuss negotiating strategy or provide negotiating instructions regarding contracts that are currently being negotiated or for which negotiation is reasonably likely to occur in the immediate future as allowed by North Dakota Century Code §§ 15.1-16-22, 44-04-19.1(9), 44-04-19.2. Upon voice vote, the motion carried unanimously.

Following the caucus (executive session), the Board Team returned to the meeting room, and

the contract negotiations open meeting reconvened at 9:24 a.m.

The Board Team reported that they rejected the Association Team's revised Proposal 4 regarding general work responsibilities. They explained that they agreed in spirit and understood where the principals were coming from. Still, the proposal was more about work culture, administrative function, and working together, which is not a negotiated item. Gillach pointed out that reciprocal communication is a pillar in the new strategic plan. It was suggested that the administrative manual could capture a formalized commitment.

Both teams agreed that all other proposals, counterproposals, and offers were withdrawn.

Schedule.

No future meetings were scheduled.

Adjournment.

The meeting adjourned at 9:38 a.m.

APPROVED: _____
(Date)

Signed: _____
Jeff Manley
Board Team

Signed: _____
Terry Bohan
Association Team