

**KILLDEER PUBLIC SCHOOL BOARD
SPECIAL MEETING
BOARD ROOM
FRIDAY, DECEMBER 13, 2024, 9:30 AM**



AGENDA

1. Call to Order
2. Approval of Agenda
3. Release of JH Boys' Basketball Extra-Curricular Agreement

**Extra-Curricular Work Agreement
Killdeer Public School District #16
Killdeer, ND 58640**



To: Clayton Johnsen
677 2nd Ave SE
Dickinson, ND 58601

Date Issued: 5/10/2024

By direction of the Killdeer School Board you are hereby offered employment in the Killdeer Public Schools as a coach/advisor for the 2024-2025 school year upon the terms and conditions of the Master Extra-Curricular Agreement and the terms and conditions outlined below.

Coach/Advisor Position: [JH Boys' Basketball](#)

Your annual salary will be: [\\$4,013.63](#)

Years of Experience: 19

You will be under the assignment and supervision of Activities Director, subject to the rules and regulations of the School Board and the legal statutes applicable to your employment.

School Board policy requires that all requests for release from a signed agreement be tendered in writing. Individuals requesting a release from a signed agreement may be assessed the breach of agreement damages according to agreement and School Board Policy - DKBB.

Employment must be accepted as herein provided and this agreement returned to the Business Manager on or before [June 1, 2024](#) or the offer of employment will be considered declined.

Additional terms:

If the Coach/Advisor is discharged or released by mutual agreement before the completion of the term, the Coach/Advisor shall receive only a pro-rated portion of his or her salary, which shall equal the product of the number of days of service the Coach/devisor provided multiplied by the amount considered as pay for one day of service.

The Coach/Advisor shall attend, outside of regular school hours, such professional meetings as might be called by school authorities for coordinating the work of the Coach/Advisor in the school program.

Failure to comply with Board Policy and proper coaching decorum may result in early termination of this agreement.

This agreement shall be invalid if the Coach/Advisor is under agreement with another Board of Directors in the State of North Dakota to coach covering the same period.

BY ORDER OF THE KILLDEER SCHOOL BOARD:



Business Manager



Board President



Coach/Advisor



Date

RECOMMENDED

DKBB - CONTRACTED STAFF RESIGNATIONS & REQUEST FOR RELEASE FROM CONTRACT

All staff under contract with the District are expected to fulfill the entire term of the contract.

Request for Release from Contract

When a member of the staff requests a release from contract, the Board may exercise one of three options:

1. Grant an unconditional release from contract.
2. Deny temporarily or table the request with the understanding that the administration will be directed to facilitate the granting of the request by seeking an adequately qualified replacement.
3. Deny the request.

No release from contract shall be deemed granted until the Board has unconditionally approved it.

Liquidated Damages and Breaches

Any release from contract or breach of contract is subject to a payment of liquidated damages to the District unless waived by the Board.

Any teacher or administrator who has not been granted a release by the Board and who fails to fulfill a teaching or administrative contract with the District will be reported to the Education Standards and Practices Board.

Resignation

Contracted staff members who decide to leave the employment of the District at the end of their current contract are requested to submit a written resignation to the Superintendent immediately upon making the decision. The resignation shall indicate clearly the date upon which it is intended to be effective. No resignation shall be deemed effective until the Board has approved it except as follows. District staff subject to continuing contract law who fail to return their contracts within the statutory timeframe shall be deemed to have resigned. Board approval of such resignations is unnecessary.

While this policy requests that contracted personnel submit notice of resignation, it in no way requires the Board to renew contracts for positions not covered by continuing contract law (e.g., coaching).

Complementary Documents

- DKBB-BR, Granting a Release from Contract

End of Killdeer School District #16 Policy DKBBAdopted: 03/09/16

Killdeer Public School

Extra-Curricular Agreement

2024-2025



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Definitions & Terms

1. The following list of sports have been approved by the Killdeer Public School Board: Football (Varsity, Junior Varsity, Junior High), Girls and Boys Basketball (Varsity, Junior Varsity, Junior High and Elementary), Girls and Boys Track (Varsity, Junior Varsity and Junior High), Boys and Girls Cross Country, Kids on the Run, Boys and Girls Golf, Volleyball (Varsity, Junior Varsity, Junior High and Elementary), Wrestling (Varsity, Junior Varsity, Junior High), and Weightlifting. All of these sports are considered “**Athletics**” and will be referred to as such in this agreement.
2. The following list of extracurricular activities have been approved by the Killdeer Public School Board: High School Music, Elementary Music, FFA (Head and Assistant), FBLA, FCCLA, HOSA, Speech, Drama/High School Musical (Head and Assistant), Close-up (Head and Assistant), SADD, Student Council, Elementary Student Council, Cheerleading (Fall and Winter), Prom (junior class advisor), Senior Class Advisor, High School Newspaper, Yearbook/Annual, Science Olympiad, Robotics, Math Counts, Spelling Bee coordinator, Acalympics (High school and Jr. High), Advanced Ed/Tech/Cognia, English Learner, Science Fair, National Honor Society, and Safety Patrol. All of these extracurricular activities are considered “**Activities**” and will be referred to as such in this agreement.
3. Both Athletics and Activity salaries will be calculated using the teacher master agreement base number for the ensuing year.
4. The Superintendent will have discretion on the following items for **Activities**:
 - a. The Superintendent may split an activity advisor position upon mutual agreement with the advisors involved and the superintendent.
 - b. When splitting an Advisor position, one advisor shall be designated as head Advisor for the purpose decision making when carrying out the groups functions.
 - c. An advisor position can be split any percentage that is mutually agreeable between the advisors. Example: the position could be split 50%/50%, 60%/40%, 80%/20%. Etc.
 - d. For computation of this split, first calculate the pay for each advisor as 100% at their appropriate level of experience, then multiply that amount by the percentage of their split. (Example. Two advisors desire to split a level C activity. Advisor 1 has 3 years of experience, their 100% pay would be their level pay, Advisor 2 has 1 year of experience their level pay. The advisors agree to a 50%/50% split. Then Advisor 1 would be paid 50% of their level pay, Advisor 2 would be paid 50% of their level pay.
5. No experience is transferable between athletics and activities. This applies to both new hires and existing employees.
6. Any additions, deletions, or changes in levels from the list need to be completed through the negotiation process between the Killdeer School Board and the Killdeer Education Association.
7. An **activities** advisor may request a level change through the Killdeer Education Association and the Negotiations process.

Athletic Pay Scale

Extracurricular Base = \$48,650 (N.A. 2024)

YOE	Varsity Head Coach		YOE	High School Assistant		YOE	Junior High/Elementary	
20+	14.50%	\$7,054.25	20+	11.75%	\$5,716.38	20+	9.00%	\$4,378.50
15-19	13.75%	\$6,689.38	15-19	11.00%	\$5,351.50	15-19	8.25%	\$4,013.63
12, 13, 14	13.00%	\$6,324.50	12, 13, 14	10.25%	\$4,986.63	12, 13, 14	7.50%	\$3,648.75
9, 10, 11	12.25%	\$5,959.63	9, 10, 11	9.50%	\$4,621.75	9, 10, 11	6.75%	\$3,283.88
6, 7, 8	11.50%	\$5,594.75	6, 7, 8	8.75%	\$4,256.88	6, 7, 8	6.00%	\$2,919.00
3, 4, 5	10.75%	\$5,229.88	3, 4, 5	8.00%	\$3,892.00	3, 4, 5	5.25%	\$2,554.13
0, 1, 2	10.00%	\$4,865.00	0, 1, 2	7.25%	\$3,527.13	0, 1, 2	4.50%	\$2,189.25

Athletic Coaching Positions

Boys Basketball

Varsity Head Coach
High School Assistant- 2
(Junior Varsity & C Squad)
Junior High-2
Elementary-3

Girls Basketball

Varsity Head Coach
High School Assistant- 2
(Junior Varsity & C Squad)
Junior High-2
Elementary-3

Football

Varsity Head Coach
High School Assistant- 4
Junior High-2

Volleyball

Varsity Head Coach
High School Assistant-2
(Junior Varsity & C Squad)
Junior High-2
Elementary-3

Track & Field

Varsity Head Coach- 2
(Boys HC & Girls HC)
High School Assistant- 3
Junior High-2

Golf

Varsity Head Coach-2 (Boys HC & Girls HC)
High School Assistant-2

Cross Country

Varsity Head Coach
High School Assistant-1
Elementary (Kids on the Run)-2

Wrestling

Varsity Head Coach-2 (Boys HC & Girls HC)
High School Assistant-2
Junior High – 1

Weights Coach

Coach (High School Assistant)

Kildeer Public School District #16
Master Agreement
ATHLETICS

Type of Experience: Coaching experience must be a contracted position in a sport sanctioned by a state or national association under the discretion of administration (Superintendent and Activities Director).

Pay Scale: All incoming and returning coaches will fall within the appropriate pay scale according to their coaching level.

Coaching Clarifications: Junior High and Elementary coaches will be recognized equally on the pay scale. Weights coach will be recognized as a High School Assistant on the pay scale.

Number of Positions: Administration (Superintendent and Activities Director), pending School Board approval, has discretion to increase or decrease coaching positions to a sport if participation numbers require it. Positions will be reevaluated annually, with regards to participation numbers. (N.A. 2016)

Contracts Length: All athletic coaching contracts are 1 year contracts. All contracts must be signed prior to the first practice.

Proportioned Contract Positions: In the event a sport is able to field 3 teams with only 2 coaches available, those 2 coaches may split the salary of the 3rd position. The percentage split of the entry level base salary must be agreed upon by coaches and approved by the Superintendent, pending School Board approval.

Payment Options: All coaches have 2 payment options. Option 1: Full salary after the conclusion of a season. Option 2: ½ salary at midpoint of a season, ½ salary after the conclusion of a season.

Activity Report: All athletic coaches shall submit an end of activity report and evaluation prior to the end of season payment.

Athletic Advancement: If greater than 25% of students involved in varsity athletics advance, \$150 will be paid to the Head Coach and \$100 to the Assistant Coach. If 25% or less of the students involved in varsity athletics advance, \$100 will be paid to the Head Coach and \$75 to the Assistant Coach. (N.A. 2016)

Gender Specific Sports: A coach moving from a girls coaching position to a boys coaching position in the same sport may bring in full years of experience, within the experience schedule and vice versa.

Out of District Experience: A coach new to the Kildeer school district may bring in all prior contracted years of experience in a sport in accordance with our experience schedule. Documentation of prior contracted experience must be in file prior to the end of season evaluation.

Total Years: Any lapse in consecutive years of coaching will not be counted against a coach. Total years of experience will be counted.

Experience Options: A coach has 2 options for experience: 1 – a coach may bring in all years of experience in the sport they plan on coaching, 2 – a coach may bring a total of 5 years of experience in all sports other than the one they plan on coaching. Coaches may not use both same sport experience and different sport experience for their contract, they must use one or the other.

Experience Schedule:

1. An assistant coach at the High School level may bring in all years of experience, as an assistant, to become an assistant coach of the same sport in our district.
2. An assistant coach at the High School level may bring in all years of experience, as an assistant, to become a head coach of the same sport in our district.
3. A Junior High or Elementary coach may bring in half of their years of experience, as a Junior High or Elementary coach, to become a High School assistant or head coach of the same sport in our district. All half numbered years of experience are rounded down.
4. A High School assistant or head coach may bring in all years of experience, as a High School assistant or head coach, to become a Junior High or Elementary coach of the same sport in our district.
5. Any coach with years of experience in a different sport, may bring in a maximum of 5 years of experience to coach a new sport in our district.
6. Returning coaches/activity advisors will retain their 2014-2015 years of experience plus one for the 2015-2016 contract year.

Examples

Athletic Advancement: The initial level of advancement begins when a team or members of the team advance to a contest of the post-season beyond which members of the most local league for that sport automatically qualify. In most sports we offer (football is currently the only exception), to reach the first level of the post-season is guaranteed of every team. Since it is guaranteed, it wouldn't be appropriate to reward that level with additional pay as that point in the season can be factored into regular season pay, even though it is a post-season event.

To earn additional post-season pay successive to the initial level of advancement, the definition of advancement shall be as follows for each respective sport: Football; each round of the state playoffs will be considered one advancement. Boys Basketball, Girls Basketball, Wrestling, and Volleyball; each tournament beyond the initial level of advancement shall be considered one advancement. Cross Country, Golf, and Track and Field; each meet beyond the initial level of advancement will be considered one advancement. (N.A. 2016)

Type of Experience- A coach who has experience as an American Legion baseball coach may bring in those years of experience. A coach who has experience as a Lacrosse coach in Minnesota may bring in those years of experience. A coach that has experience as an optimist basketball coach may not bring in those years of experience. Examples of valid associations include but are not limited to the following- NDHSAA, American Legion, NCAA, NAIA, MSHL.

Proportioned Contract Positions- We have A, B, and C basketball teams; we only have a head coach and assistant coach available. The head coach and assistant coach may split the C squad coaching entry level base salary as approved (example- head coach gets 25%, assistant coach gets 75%).

Gender Specific Sports- A girls' basketball coach may bring in all years of experience to be a boys basketball coach. A boy's track & field coach may bring in all years of experience to be a girls' track & field coach, within our experience schedule. A boy's cross country coach may not bring in same sport experience to be a girls track and field coach.

Out of District Experience- A boys' basketball head coach with 23 years of experience in another district, may bring in all 23 years of experience to coach basketball in our district.

Experience Options- A coach has 10 years of HS FB coaching experience, 8 years HS BB coaching experience, and 6 years HS Golf coaching experience. This coach plans on coaching golf. Coach has the option of taking a total of 5 years of experience in FB & BB or they may take their same sport experience in golf which is 6 years. They may not use both to total 11 years.

Experience Schedule-

- Assistant Coach-Head Coach: full years of experience in that sport
- Assistant Coach-Junior High Coach: full years of experience in that sport
- Junior High Coach-Assistant Coach: ½ years of experience in that sport, rounded down
- Junior High Coach-Head Coach: ½ years of experience in that sport, rounded down
- Junior High Coach-Junior High Coach: full years of experience in that sport
- Head Coach-Head Coach: full years of experience in that sport
- Head Coach-Assistant Coach: full years of experience in that sport
- Head Coach-Junior High Coach: full years of experience in that sport

*If a coach with 7 years of JH FB coaching experience is contracted to be a Head FB coach, they will bring in 3.5 years of experience. Since this is a half number it is rounded down to 3 years.

Activities Pay Scale

Extracurricular Base Number = \$48,650

YOE	Level A		YOE	Level B		YOE	Level C		Level D		Level E	
20+	13.75%	\$6,689.38	20+	11.00%	\$5,351.50	20+	7.00%	\$3,405.50	5.50%	\$2,675.75	1.00%	\$486.50
15-19	13.00%	\$6,324.50	15-19	10.25%	\$4,986.63	15-19	6.50%	\$3,162.25	5.00%	\$2,432.50		
12, 13, 14	12.25%	\$5,959.63	12, 13, 14	9.50%	\$4,621.75	12, 13, 14	6.00%	\$2,919.00	4.50%	\$2,189.25		
9, 10, 11	11.50%	\$5,594.75	9, 10, 11	8.75%	\$4,256.88	9, 10, 11	5.50%	\$2,675.75	4.00%	\$1,946.00		
6, 7, 8	10.75%	\$5,229.88	6, 7, 8	8.00%	\$3,892.00	6, 7, 8	5.00%	\$2,432.50	3.50%	\$1,702.75		
3, 4, 5	10.00%	\$4,865.00	3, 4, 5	7.25%	\$3,527.13	3, 4, 5	4.50%	\$2,189.25	3.00%	\$1,459.50		
0, 1, 2	9.25%	\$4,500.13	0, 1, 2	6.50%	\$3,162.25	0, 1, 2	4.00%	\$1,946.00	2.50%	\$1,216.25		

Activity Positions and Levels

Level A

HS Music
FFA (2 Co-Advisors)

Level B

Junior Class/Prom (Head)
Junior Class/Prom
Junior Class/Prom
English Learner (EL) Coordinator
Advanced Ed/Tech/Cognia

Level C

Cheerleading (Fall)
Cheerleading (Winter)
Drama/Musical
Speech
Yearbook/Annual
Science Olympiad
Robotics
FBLA
FCCLA
HOSA
SADD
Close Up
Lego League (Head)

Level D

Student Council
Elementary Student Council
Elementary Music
Close Up Assistant
Drama/Musical Assistant
Senior Class Advisor
Speech Assistant
Newspaper
Lego League Assistant
Safety Patrol

Level E

Marketplace
Science Fair
Math Counts
Spelling Bee Coordinator
Acalympics
National Honor Society

Killdeer Public School District #16
Master Agreement
Extracurricular Activities

Type of Experience: Extracurricular experience must be in a contracted position under the discretion of administration (Superintendent and Activities Director).

Contract Length: All extracurricular activity contracts are 1 year contracts. All contracts must be signed prior to the first practice/meeting.

Activity Report: All activity advisors shall submit an end of activity report and evaluation prior to receiving compensation for activity.

Experience Schedule:

1. High School Music experience shall transfer all years of experience to Elementary Music and vice versa.
2. Student Council experience shall transfer all years of experience to Elementary Student Council and vice versa.
3. Transfer of experience between activities cannot exceed 5 years.
4. Returning coaches/activity advisors will retain their 2014-2015 years of experience plus one for the 2015-2016 contract year.

Out of District Experience:

1. All years of experience shall transfer into the Killdeer Public School system if in the exact same activity. (i.e. FFA to FFA, Cheerleading to Cheerleading, Music to Music)
2. Transfer of experience to a different activity can be brought in to the Killdeer Public School system but cannot exceed 5 years.
3. All transferred in experience must be within another school system and must be verified by the administration (Superintendent or Activities Director).

Total Years: Any lapse in consecutive years of advising an activity will not be counted against an advisor. Total years of experience will be counted.

Head of Activity: In the case of multiple Junior class /prom advisor positions filled or if an advisor contract is split, one of the advisors must be designated as "head" for purposes of final decision making.

Experience Options: An advisor has 2 options for experience: 1 – an advisor may bring in all years of experience in an activity within the same activity, 2 - an advisor may bring a total of 5 years of experience in from a different activity. Advisors may not use both same activity experience and different activity experience for their contract, they must use one or the other.



Nick Walker, Athletic Director



Jeff Simmons, Superintendent

End of Contract

REGULATION

DKBB-BR - GRANTING A RELEASE FROM CONTRACT

The Board may grant a release from contract for the following reasons:

1. Reasons of personal health where a physician's statement supports the request.
2. Serious illness or death in the immediate family that requires the teacher's absence for an extended period of time.
3. The Board may, in its sole discretion, grant release from contract for other reasons.

Liquidated Damages

Liquidated damage are addressed in the negotiated agreement.

End of Killdeer School District #16 Board Reg. DKBB-BR.....Amended: 12/19/16

4. Approval of JH Boys' Basketball Extra-Curricular Agreement

**Extra-Curricular Work Agreement
Killdeer Public School District #16
Killdeer, ND 58640**



To: Andy Murphy
1041 Empire Road
Dickinson, ND 58601

Date Issued: 12/13/2024

By direction of the Killdeer School Board you are hereby offered employment in the Killdeer Public Schools as a coach/advisor for the 2024-2025 school year upon the terms and conditions of the Master Extra-Curricular Agreement and the terms and conditions outlined below.

Coach/Advisor Position: [JH Boys' Basketball](#)

Your annual salary will be: [\\$3,648.75](#)

Years of Experience: [12](#)

You will be under the assignment and supervision of Activities Director, subject to the rules and regulations of the School Board and the legal statutes applicable to your employment.

School Board policy requires that all requests for release from a signed agreement be tendered in writing. Individuals requesting a release from a signed agreement may be assessed the breach of agreement damages according to agreement and School Board Policy - DKBB.

Employment must be accepted as herein provided and this agreement returned to the Business Manager on or before [December 16, 2024](#) or the offer of employment will be considered declined.

Additional terms:

If the Coach/Advisor is discharged or released by mutual agreement before the completion of the term, the Coach/Advisor shall receive only a pro-rated portion of his or her salary, which shall equal the product of the number of days of service the Coach/Advisor provided multiplied by the amount considered as pay for one day of service.

The Coach/Advisor shall attend, outside of regular school hours, such professional meetings as might be called by school authorities for coordinating the work of the Coach/Advisor in the school program.

Failure to comply with Board Policy and proper coaching decorum may result in early termination of this agreement.

This agreement shall be invalid if the Coach/Advisor is under agreement with another Board of Directors in the State of North Dakota to coach covering the same period.

BY ORDER OF THE KILLDEER SCHOOL BOARD:

Business Manager

Board President

Coach/Advisor

Date

5. Adjourn