Bargaining Agreement

RIVERSIDE EDUCATION ASSOCIATION

and

HAGAR TOWNSHIP S/D #6 BOARD of EDUCATION

2025-2028



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ARTICLE I - RECOGNITION

A. The District Board (Hagar Township S/D #6) hereinafter referred to as the "Board" and or “Employer” recognizes the Riverside Education Association, hereinafter referred to as the "Association" as the sole and exclusive bargaining agent as defined in Act 379 of the Michigan Public Acts of 1965, as amended, for all certificated personnel as defined below:

All full-time and regular part-time employees are required to hold a valid teaching certificate as defined by the Michigan Department of Education.

B. The term "teacher” or "employee" or personnel singular or plural, when used hereinafter in this Agreement, shall refer to all personnel represented by the Association in the bargaining unit as defined above, and references to one gender shall include the other gender.

C. It is finally understood that this Agreement is between the Riverside Education Association MEA/NEA and the Riverside School (Hagar Township S/D #6).

ARTICLE II - DEFINITIONS

A. WORK YEAR

The work year for the teaching staff shall be up to 183 days of instructional time or subject to above and beyond pay of the teacher’s prorated salaried rate. The building administrator will schedule teacher days beyond student days at mutually agreeable times. The school calendar is included in Appendix A.

B. WORK HOURS

Full-time teachers are expected to be in the Riverside School building from 7:30am-3:30pm on a full day and 7:30am-11:30am on a half day. Teachers may leave when the carline is done.



C. RECORD DAYS

On days designated as Record Days teachers may leave for the day when the tasks are completed and all students are dismissed.

D. CONFERENCE DAYS

On weeks where evening conferences are scheduled, there shall be a half day dismissal of students on Fridays and the teachers may leave school when the car line is over.

E: SCHOOL CALENDAR AND SCHEDULE

A team of two (2) teachers chosen by the REA and one (1) chosen by the Employer shall determine the school calendar and the daily schedule for the school year by mutual agreement and will determine the work year, hours, days and conferences therein.

ARTICLE III - EMPLOYEE PROTECTION

A. DISCIPLINE OF EMPLOYEES

No employee shall be disciplined (including warnings, reprimands, demotions, discharges, or other actions of a disciplinary nature) without just cause.

At any meeting where discipline may be discussed, the employee shall have the right to a representative of her choice present.
Any discipline shall be subject to the grievance procedure or may be processed through the Michigan Teachers Tenure Act if applicable.

B. ASSAULT UPON EMPLOYEE

Any case of assault upon an employee shall be promptly reported to the Employer. The Employer shall promptly render all reasonable assistance to the employee when possible to prevent injury.



B. TEACHER EVALUATION

1. The parties agree that the administration must evaluate all bargaining unit members. The purpose of the evaluation is to determine the extent to which a bargaining unit member is performing his/her professional duties.

2. The evaluation process must be conducted according to the following expressed procedure to assure the fairest and maximum benefit to the bargaining unit members.

3. Bargaining unit members shall be evaluated only by an appropriate administrator(s). Only those administrators with training in teacher evaluation and who are certified for the position they hold will be eligible to evaluate.

4. The parties agree that neither parents, students or other district employees, nor test scores of any kind will be used to evaluate bargaining unit members.

5. Within twenty (20) days of each school year of employment, each bargaining unit member shall set goals in congruence with the MICIP (school improvement plan) and maintain data that will be discussed with the employee at a conference.

6. An evaluation cycle shall be defined as having: (1) a pre-observation conference, (2) work site observation(s); (3) post-observation conference(s); and (4) a written self-evaluation using The Framework for Teaching Evaluation Instrument by Charlotte Danielson.

7. Each probationary bargaining unit member employee shall be evaluated three times each school year of the probationary period.

8. Each tenure bargaining unit member employee shall be evaluated-once in the First Semester and once in the Second Semester. Tenure bargaining



unit member employees shall be notified for one evaluation and the other evaluation should be scheduled.

9. All observation or monitoring of the work performance of bargaining unit member employees shall be conducted openly and with full knowledge of the employee and followed by an observation conference within 24 hours.

10. No later than twenty (20) days after the final classroom observation of a tenure or probationary employee, the evaluator shall prepare the written evaluation using the appropriate evaluation tool. The completed written evaluation form shall be presented to and reviewed with the bargaining unit member employee in a personal conference called by the evaluator for that purpose. Each rating given by the evaluator on the form shall be supported by the evaluator's observation.

11. There must be no presumption of incompetence about any bargaining unit member employee on the part of the evaluator. Any judgment of incompetence must not be arbitrary or capricious but must be supported by observation or documentation to support the conclusion made by the evaluator. Should the information demonstrate that an employee has any area that needs improvement, the evaluator shall develop a plan of improvement which:
(a) Identifies specifically the area(s) that needs improvement.
(b) Provides the employee with specific, appropriate written recommendations for improvement, which is stated in behavioral terms, measurable and observable.
(c) Develop a fair and workable timeline for such improvement. This timeline shall include follow-up visit(s) to evaluate the area(s) of concern.
(d) Provide a positive program of assistance that may include materials, resources, consultative services and sufficient time during the school day to implement the recommendation(s) of the evaluator.
12. In the event the teacher feels her evaluation was incomplete or unjust, she shall have the right to put her objections in writing and have them attached to the evaluation report in her personnel file.



13. Any charge concerning the professional competence of a tenured bargaining unit member employee arising out of the evaluation process shall be filed with the Board of Education by April 30.
14. In the event a probationary teacher is not recommended for continuing employment due to professional incompetence, the reasons for non-renewal shall be consistent with the Michigan Teachers' Tenure Act.

C. NON-DISCRIMINATION CLAUSE

The parties hereto recognize and agree that neither shall discriminate in dealing with employees or applicants for employment because of their race, color, creed, religion, gender, sexual orientation, height, weight, age, handicap, marital status, nationality, or political belief, nor shall either party discriminate against any employee because of his/her membership or non-membership in the Association.

ARTICLE IV - REDUCTION IN PERSONNEL

A. Before the Board makes a reduction in personnel, it shall first inform the Association that such a reduction is planned. Layoff notices shall be made in writing to the affected teachers. The Board shall, except in cases of unforeseen circumstances, give teachers prior notice of their layoff of at least thirty (30) calendar days. Examples of unforeseen circumstances include unexpected changes in enrollment, facilities, or funding.

B. The term "seniority" as used herein, shall be defined as the number of consecutively contracted years of experience in the Riverside School System. Seniority shall begin from the day when the person first reported for work and received pay in the Riverside School System. It is understood that a Board granted leave of absence does not constitute a break in the "consecutive" contracted years of experience. It is also understood that a "part-time" teacher's seniority shall be based on the same criteria as that of a "full-time" teacher's seniority.



C. In the event bargaining unit members with seniority must be laid off, layoff will be based on the following criteria in the order indicated.

1. Certification 2. Qualification 3. Seniority as a tenure teacher 4. Seniority as a probationary teacher. Qualifications will be defined as follows: 1. In order to be qualified for grades K-8, a teacher must have certification for that level. 2. For the purpose of this article, certification is defined as the teacher's Michigan Department of Education certification.

D. The use of a teacher's seniority to "bump" a teacher with less seniority shall be as follows:
The teacher whose position has been eliminated may "bump" the least senior teacher whose position the more senior teacher is certified and qualified to assume. It is understood that the "bumping" teacher can only "bump" into one slot, not parts of other teachers' slots. The teacher so "bumped" then uses her/his seniority to "bump" as described above, and this procedure shall continue until the layoff is effectuated.

E. In the event the seniority is equal for any member of the teachers on the reduction list, the following point system shall be used to determine the order of listing:
1. One point per year of teaching experience. 2. One point per year of teaching experience in the Riverside School System. 3. Three points for a Master's Degree. Certification held: two points for a permanent or continuing certificate; one point for a provisional certificate.

F. A teacher shall not accumulate seniority during periods of Board approved unpaid leaves and layoffs. During those periods, the teacher's seniority shall remain frozen at the amount accumulated prior to the leave or the layoff. This shall not constitute a break in service; however, the teacher shall have her seniority date adjusted accordingly.

G. Teachers will not be entitled to any compensation or fringe benefits while on layoff except that the Board will continue to make previously earned



June, July and August benefit payments for a teacher whose layoff is scheduled to begin with the new school year. However, subject to approval and regulations of the carrier, teachers will be allowed to make premium payments towards health insurance under COBRA.

H. The Board agrees when recalling teachers from layoff, to do so in the inverse order of their layoff provided the teacher is certified and qualified for the position being filled. A teacher's right to recall shall terminate after five (5) years. Notice of recall shall be sent by registered letter to the official address of the employee as reflected in the Board's records. If the employee fails to notify the Board of intent to return on the date specified in the notice within ten (10) working days of the delivery of the notice, the employee shall be considered a voluntary quit and shall terminate her/his individual employment contract with the district.

I. A seniority list shall be prepared by the Board by November 30th of each school year. The list shall show the employee's seniority, salary step level, certification and highly qualified status. A copy of this seniority list shall be transmitted to the Association and to each individual teacher. Any errors in the seniority list shall be brought to the attention of the District within twenty (20) school days after it has been distributed. Thereafter, the list shall be final for that school year.

ARTICLE V - VACANCIES

A. vacancy in administration, teaching and/or extracurricular, shall be defined for purposes of this contract as a position presently unfilled, a position currently filled but which will be open in the near future, or a new or changed position currently not in existence.

B. All vacancies, having been signed by designers of the Association and the Board, shall be posted in a conspicuous place in the building of the district for a period of ten (10) working days, exclusive of vacation days and not including summer break. Applications for any administrative vacancies shall be made to the President of the Board of Education. Any teacher may



apply for a vacant position as defined above by writing to the building principal within ten (10) days from the posting period.

Teachers may file written requests with the Board President and Principal's office for changes in assignments or applications for vacancies that may occur during summer months and these will be considered in accordance with this article. During summer months, teachers who have indicated, in writing, a desire for a change will be notified of vacancies as they occur. In filling a vacancy within the bargaining unit or a transfer to administrative positions, the Board agrees to give due weight to the professional background and attainments of all applicants, the length of time each has been in the school system, and other relevant factors, and, where those are substantially equal, to grant preference to the current employee of the District.

C. The Board may recall laid-off teachers to temporarily fill vacancies during the posting period. Vacancies created by transferring a teacher to an above-mentioned vacancy need not be posted. All applicants within the bargaining unit, as well as the Association president, shall be personally notified, in writing, within five (5) working days of the Board's disposition regarding the filling of a vacancy.

D. The building principal shall interview applicants for vacant and/or new positions and forward her recommendation to the Board of Education.

ARTICLE VI - CLASS SIZE, ROOM ASSIGNMENT

A. REVIEW BOARD/CLASS SIZE An administrative review board composed of the staff and members of the board shall annually sit down and develop the class size for each teacher for the following school year. It shall be the goal of the committee to equalize the student/teacher ratio as much as possible. This committee shall complete its work no later than the end of June. After due consideration, the final decision rests with the Principal, subject to changes in enrollment.



No class shall have more than three (3) grade levels. No class with three (3) grade levels shall exceed a maximum of twenty-four (24) students. If there are two (2) grade levels in a single classroom, the maximum shall be twenty-four (24) students. Should these maximums be exceeded on an official count day, the teacher shall receive $100 for each additional student exceeding the previously stated numbers, up to $200. Paid out after each count day.

ROOM ASSIGNMENT Room assignment for each teacher shall be based on the space needed for said class, the size of the class, and seniority in the district.

B. PLANNING TIME Teachers will have 120 minutes of planning time each week. Classroom teachers will monitor recess.

ARTICLE VII- LEAVES OF ABSENCE

A. SICK LEAVE

Each teacher shall be provided with ten (10) days of paid sick leave per year. Sick leave shall be cumulative from year to year to a maximum of one hundred (100) days. Absences shall be reported to the Principal. At the choice of the teacher, he/she may choose to be paid for each unused sick day at the substitute rate of pay of $140/day or to carry over said unused days into the following year. Usage of sick time shall be taken from the current year in full before deducting time from the overall accrual. If he/she chooses to be paid from the current school year's sick leave accrual, the rate shall be at the regular daily substitute rate. Upon retirement, the teacher shall be paid for any unused and unpaid accrued sick days at the then substitute teacher rate up to a maximum of $5,000.

Sick leave may be used for personal illness, injury, or care for members of the employee's immediate family. Immediate family shall be defined as father, mother, sister, brother, spouse, child, step-child, grandparents, aunt



or uncle, in-laws of the same relationship as defined, and other persons living within the immediate household or for whom the employee is legally responsible.

Upon approval of the building principal, each staff member may voluntarily donate up to five (5) of their accumulated sick leave days to staff who have exhausted all of their accumulated sick leave days.
Employees may get permission to leave before the contracted day or to come in late due to an appointment, provided that they must get permission from the Principal prior. They must make up the time that is missed or count the time up towards a half or full sick day.

Family leave may be taken on an intermittent or reduced schedule basis at the employer's option. The employee shall have the option of first using accrued paid leave credits during the leave. The remainder of any leave time will be unpaid.

B. FUNERAL LEAVE
Five (5) days with pay shall be provided for "immediate family" funerals as defined above. This may be extended upon approval by the Board and said extended days shall be deducted from accumulated sick leave.

C. PERSONAL LEAVE
Each employee shall be provided with two (2) days of personal leave, with pay each year. This leave shall not be cumulative, but unused personal days shall roll into accumulated sick leave. The purpose of this leave is to conduct personal business that cannot be conducted at any other time. The employee shall provide at least three (3) days advance written notification to the principal except in the case of an emergency, at which time the employee shall notify the district as far in advance as possible. The employee may use up to 2 out of the 10 sick days for personal days with approval from the building principal.



D. PARENTAL LEAVE

The board may grant parental leave of absence without pay or Board paid fringe benefits to any teacher for child care upon written request of the teacher. Such leave shall not exceed one (1). year unless extended by the Board, and then only if requested by the teacher. Upon return from said leave, the teacher shall be restored to her same position on the salary schedule as when she left and be entitled to other benefits accrued before said leave. If an extension is requested by the teacher it must be placed in writing at least thirty (30) days before the expiration of the leave.

A teacher shall have the right to use any of her sick leave before going on an unpaid leave of absence. Seniority and salary schedule step placement shall not be granted for such time on leave but the teacher shall not lose the same while on leave.

E. JURY DUTY

Any teacher who is called to sit on a jury, shall not suffer any loss in pay for such time as she may serve the court.

F. EDUCATIONAL LEAVE

Upon written request a teacher may be granted leave of absence without pay or Board paid fringe benefits not to exceed one (1) year, which shall be subject to renewal at the will of the Board.
Written notice to return shall be provided to the Board at least sixty (60) days before the ending date of the leave.

Upon return, the teacher shall be returned to his/her same position and shall be placed on the salary schedule appropriately.
Seniority and salary schedule step placement shall not be granted for such time on leave but the teacher shall not lose the same while on leave.

G. FAMILY AND MEDICAL LEAVE ACT (FMLA)

1. Upon request, the employer shall grant unpaid leave of up to one year for the following reasons:



a) The serious health condition of the employee, or b) The serious health condition of the employee's family, or c) The birth of a child, or d) The placement of a child for adoption or foster.
2. Seniority shall continue to accrue during the leave.
3. For this provision, a child is defined as the biological, adopted, or foster child, or a stepchild, legal ward, or child of a person standing in loco parentis. Family members are defined under Section A, Sick Leave.

4. A pregnant bargaining unit member may commence the family leave before or after the birth of her child, at her option. The family leave is available to the bargaining unit member at the termination of her disability benefits, at the option of the bargaining unit member. The bargaining unit member may terminate the leave anytime after the birth of the child or in the event of the death of the child.

5. Upon return from the leave, the employee shall be returned to the position held immediately before the leave began: If the position no longer exists, the employee shall be returned to a position equivalent in pay, benefits, hours, and other terms and conditions of employment.

ARTICLE VIII - MISCELLANEOUS

A. NO STRIKE CLAUSE

During the term of this Agreement neither the Association nor any person acting in its behalf will cause, authorize, or support, or will any members or any teachers take part in any strike including the concerted failure to report for duty, or will willful absence from her position, or stoppage of work, or abstinence, in whole or in part, from the full responsibility of the teachers' duties of employment with the Riverside School District.

B. NO CHILD LEFT BEHIND

The District and the Association agree that when the "No Child Left Behind" Act and/or its regulations directly impact the terms and conditions of

employment, these provisions will be subject to negotiations between the parties.

C. JOB DESCRIPTIONS

The Principal shall consult with the Association when creating or revising job descriptions of bargaining unit members.

ARTICLE IX-SALARY, MERIT PAY AND BENEFITS

A. SALARY SCALES - SEE APPENDIX B

B. EXPERIENCE CREDIT

The district may provide for up to five years of experience credit when placing a newly employed teacher onto the salary schedule. The previous experience must be in a publicly recognized school district.

C. MERIT PAY - create spreadsheet to post in Staff Handbook

Merit Pay is above and beyond pay. It is paid out in June for all staff members who work outside of contracted hours to impact student or staff learning.

Examples: attendance (0-2 days missed), attending approved additional PD and teaching staff, teaching an after-school program, planning staff climate/culture activities, after contracted hours staff meeting, attend a board meeting or Community Club meeting, showing up for school related activities (graduation, lock-in, and family fun nights).

Staff will keep a log of events shared by the principal for the year to turn in by June 1. The principal will monitor participation and the BOE will approve stipends. Scale: 2 points = .25%, 4 points = .50%, 6 points = .75% and 8 points = 1% of your salary

Points	Date	Activity	Principal Approval as activities are completed
1.			



D. BENEFITS

The District shall provide each full-time employee with the following MESSA PAK insurance programs. Single medical insurance is offered. The teacher pays 20% toward the cost of health insurance PAK A (for those employees electing health insurance). $5,000 in Basic Term Life w/med. All full time employees will get dental and vision insurance - Dental Dent100/90/90 - Vision VSP 3 Plus P.

D. TUITION REIMBURSEMENT

The District shall pay the cost for teachers to attend necessary conferences as it pertains to his/her job with advanced Board approval. The District shall reimburse tuition for classes completed at a C or better and taken during employment. Reimbursement shall be limited to a flat rate of $500 per school year.

E. REIMBURSEMENT FOR STATE-REQUIRED RECERTIFICATION

The district will reimburse teachers for the cost of state-required recertification upon documentation verifying the expenditure and upon their return the following school year.

F. DIRECT DEPOSIT

Direct deposit of paychecks shall be made available to each teacher upon signed authorization to deposit his/her salary in a district-designated financial institution, subject to the rules and regulations of such institution.

G. COMPLIANCE WITH STATE OR FEDERAL MANDATES

Costs for fingerprinting and criminal background checks associated with state or federal mandates for bargaining unit employees will be covered by the employer.

H. PROFESSIONAL DEVELOPMENT

If student instructional days are used for professional development but counted as student instructional days, and if teachers are given 30 days'



notice, teachers may be required to attend specific out-of-district professional development. The district shall pay registration fees, lodging, meals, and mileage at the IRS rate for such activities.

If unable to attend the out-of-district professional development, teachers may be allowed to attend alternative Professional Development approved by the Principal. (It is understood that the hours in credit-bearing college/university courses shall not qualify as an alternative.) The Professional Development must be completed within the current school year and attended when school is not in session. The Professional Development hours must be equivalent to hours spent in session for the out-of-district Professional Development. The district shall pay registration fees, lodging, meals, and mileage at the IRS rate for such activities. Should the hours not be made up, the district will deduct,
from the final pay for that school year, an amount equivalent to the teacher's hourly rate for the number of hours missed.

ARTICLE X - MENTOR TEACHERS

1. A Mentor Teacher shall be defined as a Master Teacher as identified in section 1526 of the School Code and shall perform the duties of a Master Teacher as specified in the code. The Mentor Teacher shall be a member of the bargaining unit. Mentors will be assigned no later than September 1 of each school year.
2. Each bargaining unit member in his/her first three (3) years in the district shall be assigned a Mentor Teacher. The Mentor Teacher shall be available to provide professional support, instruction, and guidance. The purpose of the mentor assignment is to provide a peer who can offer assistance, resources, and information in a non-threatening collegial fashion.

3. Mentor Teachers shall be assigned by the following:
A. The Mentor Teacher shall be a tenured member of the bargaining unit.
B. Participation as a Mentor Teacher shall be voluntary. C. Mentee shall only be assigned to one (1) Mentor Teacher at a time, unless more

mentees per mentor are approved by the Mentor and the District. D. The Mentor Teacher assignment shall be for one (1) school year subject to review by the Mentor Teacher and Mentee after four (4) months. The appointment may be renewed in succeeding years.

4. Because the purpose of the Mentor/Mentee match is to acclimate the bargaining unit member and to provide necessary assistance toward the end of quality instruction, the Board and the Association agree the relationship shall be confidential and shall not, in any fashion, be a matter included in the evaluation of the Mentor Teacher or Mentee. Neither the Mentor Teacher nor the Mentee shall be permitted to participate in any matter related to the evaluation of the other. Further, the Mentor Teacher shall not be called as a witness in any grievance or administrative hearing involving the Mentee nor shall the Mentee be called as a witness in any grievance or administrative hearing involving the Mentor Teacher.

5. Upon request, the Administration shall make available reasonable release time so the Mentor Teacher may work with the Mentee in his/her assignment during the regular work day. Where possible, the Mentor Teacher and Mentee shall be assigned common non-student contact time.

6. Mentees shall be provided with a minimum of fifteen (15) days of professional development instruction during their first three (3) years of classroom teaching. Professional development shall be scheduled within the parameters of the regular work day and work year.

ARTICLE XI: GRIEVANCE PROCEDURE

A. DEFINITIONS:
1. The grievant is a person or persons claiming a grievance. 2. The term teacher includes individuals or groups who are members of the bargaining team. 3. A grievance shall be defined as an alleged violation, misinterpretation or misapplication of any
provisions of this Agreement.



The grievance procedure may be used as an alternative to the Tenure Act to deal with issues that would normally be covered by said Act. If the teacher should select this alternative, said teacher shall notify the Board President within thirty (30) days following the notice of intent by the District as provided for in the Tenure Act.

B. An alleged grievance by a teacher or the Association shall be based on misapplication, misinterpretation, and/or violation of the negotiated Agreement.

C. PROCEDURE:

1. Any teacher shall present an oral grievance to his/her Principal within thirty (30) days from the knowledge of the occurrence and have the oral grievance considered with or without the intervention of the Association. Any adjustment shall be consistent with the terms of this agreement. The Association representative shall be allowed to be present at this adjustment.

2. If the grievance is not resolved at the oral level, the grievance must be submitted in writing on a grievance form to the building principal within ten (10) days after the presentation of the oral grievance. The form shall be signed by the grievant and the Association Representative.

3. Within five (5) school days after the receipt of the written grievance, the administrator shall meet with the teacher and Association Representative to resolve the grievance. The administrator shall indicate his/her disposition of the grievance in writing to the Association Representative within five (5) school days of the meeting.

4. If the Association Representative is not satisfied with the disposition of the grievance, the grievance shall be transmitted to the Board of Education within five (5) school days.

5. Within five (5) school days after receipt of the written grievance, the Board of Education shall meet with the Association representative and the grievant. The Board of Education shall indicate its disposition of the grievance in writing within five (5) school days after such meeting.

D. DEMAND FOR ARBITRATION:
The Association shall make a demand for arbitration and shall provide the District with a copy of said demand as filed with the American Arbitration Association. The decision of the Arbitrator shall be final and binding upon both parties. The expense and fees of the Arbitrator and the American Arbitration Association shall be borne by the loser of the Arbitration decision.
The powers of the Arbitrator are subject to the voluntary rules and regulations of the American Arbitration Association. More than one grievance may not be considered by the Arbitrator at the same time except upon expressed written mutual consent.
Should a teacher fail to institute a grievance within the time limits specified, the grievance will not be processed. Should a teacher fail to appeal a decision within the limits specified, or leave the employ of the Board, (except a claim involving a remedy directly benefiting the grievance regardless of his employment), all further proceedings on a previously instituted grievance shall be barred.

E. The sole remedy available to any teacher for any alleged breach of this agreement or any alleged violation of his/her rights hereunder shall be under the grievance procedure: provided, however, that nothing contained herein will deprive any teacher of his right to pursue any legal statutory remedy.

F. In the event a grievance is filed after May 15 of any year and strict adherence to the time limits may result in hardship to any party, the Board shall exert its best efforts to process such grievance before the end of the school term or as soon thereafter as possible.

G. The time limits at any level of the grievance procedure may be extended by written mutual agreement.

H. Grievance material or reference thereto shall not be placed in any personnel office.

ARTICLE XII - DURATION

This agreement shall be in full force and effect from, August 22, 2025 June 30, 2028.

SCHEDULE B

EXTRA DUTY ASSIGNMENTS
The Board of Education shall determine the need for Schedule B positions on an annual basis. Tenure may not be earned in these positions.

EXTRA POSITION STIPENDS (to be paid by July 1)

Mentor
$700 for 1st year probationary teacher (per mentee)
$600 for 2nd year probationary teacher (per mentee)
$500 for 3rd year probationary teacher (per mentee)

Testing Coordinator	$1,000

FOR THE BOARD:

Board President

FOR THE ASSOCIATION:

Union Representative

Joseph Brookshire



APPENDIX A

Riverside School Calendar 2025-2026

Hours: Full Day 8:00 am - 3:10 pm, Half Day 8:00 am - 11:30 am, & Early Release 8:00-1:00 pm

Date	Event
August 4-6 August 19 August 21	New Teacher Trainings (UFLI/MyView) Epi Pen Training Para Bootcamp IEP training
Monday, August 18	All Staff PD (8:00-12:00) - Handbook/PBIS Expectations then lunch at El Asadero Pool Party at Kathy's house after lunch
Tuesday, August 19	Professional Development - Literacy 8:00-12:00 All Staff and Paraprofessionals -Kathy/Jo 12:30-1:30 Math PD -New Teacher - math PD 1:30-3:30 and Epi pen training at BRESA -Megan - set up Learning.com 8:30-10:30 and tech 1:00-2:00
Wednesday, August 20	7:30-3:30 Classroom Set Up Time 1:00-3:30 Joe/Jo - Ambassadors BRESA
Thursday, August 21	Paraprofessional bootcamp 8:00-3:45 at BRESA Open House 5:00-7:00 (All Staff Attend)
Friday, August 22	Annie/Jo - FBA with Emily Burton BRESA Teachers do not have to report
Monday, August 25	Half Day - First Day of School
Friday, August 29	No School
Monday, September 1, 2025	No School (Labor Day)
Monday, September 15, 2025	**Q1 Pacing Guide Due for Q1 (Sept. 15-Oct. 17)**
Wednesday, September 3	Picture Day 8:00 am
Friday, September 5, 12, 19, and and 26 1:30-3:30	Early Release Days for Students/PD days for staff 5th- Math Amanda Pacing/Assessments 12th- Math Interventions/Data Kathy, Amanda, Jo *30 minutes with each teacher 19th- ELA Tracey 26th- Book Study Tracey



Wednesday, October 1st	Fall Count Day - Celebration Lunch
Friday, October 3, 17, 31 1:30-3:30	Early Release Days 3rd- Math 17th- ELA 31st- MTSS Math *30 minutes with each teacher
Friday, October 10	Teacher Professional Development Day No school for students
Thursday, October 16	Teacher Professional Development Day No school for students
Friday, October 17th	End of Marking Period 1, K-3 Update IRIPS Unit 1 Assessment- Input Reading Data **Q2 Pacing Guide Due for 10/24/25 -1/5/26**
Wednesday, October 22 (AM Schedule) and Thursday, October 23 (PM Schedule)	Conferences, Report Cards, Displayed Unit Projects (families invited) - Half Days
Friday, October 24	Half Day - Teachers may leave at after carline
Friday, October 31st	Halloween Party
Friday, November 7, 14, 21	Early Release Days 7th- Book Study 14th- MTSS Math 21st- ELA
Tuesday, November 11th	Veteran's Day Pancake Breakfast 7:30-8:30 AM
Wednesday, November 19th Thursday, November 20th	Literacy Walk -K-8 Classrooms Math Walk -K-8 Classrooms
Tuesday, November 25th	Thanksgiving Celebration Unit 2 Assessment- Input Reading Data
Wed.-Fri., November 26, 27, 28	No School - Thanksgiving Break
Friday, December 5, 12,19	Early Release Days 5th -book study 12th- MTSS Math 19th- TBD
Tues. Dec. 9 and Wed. Dec. 10	Professional Development Days - No school for students



Friday, December 19	End of Marking Period 2 (Semester 1)- Display Unit Projects Day (Families Invited/sign in sheet), Music Program and Awards
Monday, December 22- January 2	Christmas/Holiday Break Return to school on January 5 **Q3 Pacing Guide Due 1/12/26 - 3/27/26**
January	Benchmark Testing (DIBELS, NWEA, IRIPS & Phonics Screener)
Friday, January 9, 16, 23, 30	Early Release Days 9th -Math 16th -ELA 23rd -MTSS Math 30th -TBD
Monday, January 19	No School - MLK Day
Wednesday, February 4th	Literacy Walk - K-8 Classrooms
Wednesday, February 11	Spring Count Day/Lunch Celebration
Friday, February 6, 20	Early Release Days for Students/PD for Teachers Unit 3 Assessment- Input Reading Data by the 6th 6th- TBD 20th -ELA
Friday, February 13 Monday, February 16	No School - Mid-Winter Break Return to School Tuesday, February 18th
Tuesday, February 24 and Wednesday, February 25	Display Unit Projects for families/Conferences - half days
Thursday, February 26	No School for Students - Teacher PD Day
Friday, February 27	Half Day
March	Reading Month
Friday, March 6, 13, 20	Early Release Days for Students/PD for Teachers Unit 4 Assessment- Input Reading Data by the 20th 6th- MTSS Math 13th- TBD 20th- ELA
Monday, March 16th	Math Walk - K-8 Classrooms
Friday, March 20	End of 3rd Marking Period/Unit Project Display Day/Report Card Pick-Up 12:30-1:30 PM



Friday, March 27th	Easter and Reading Month Celebration (Half Day)
April/May	Benchmark Testing (DIBELS, NWEA, UPDATE IRIPS Phonics Screener, and State Testing)
March 6, 13, 20	Early Release for Students/PD for Teachers
March 27	Half Day
March 30 - April 3	Spring Break Students return on April 6 **Q4 Pacing Guide Due 4/13/26 - 4/4/26**
Friday, April 10, 17, 24	Early Release Days for Students/PD for Teachers 10th- MTSS Math 17th- TBD 24th- ELA
May/June	Field Day, End of the Year Field Trips, Kinder and 8th Grade Graduation, 6-8th Lock-In, Academic/Field Day Awards
Friday, May 1, 8, 15, 22, 29	Early Release Days for Students/PD for Teachers Unit 5 Assessment- Input Reading Data by May 29 1st- TBD 8th- TBD 15th- ELA 22nd- TBD 29th- MTSS Math
Wednesday, May 6	Literacy Walk - K-8 Classrooms
Monday, May 25	No School - Memorial Day
Wednesday, June 3	Half Day
Thursday, June 4	End of 2nd Semester 6/4/25 - 4th Marking Period/Half Day - Report Cards and Summer School Packets go home
Friday, June 5th	Staff Professional Development Day
Monday, June 8	Last Teacher Day

APPENDIX B - SALARY SCALES 2025/2026, 2026/2027, 2027/2028

Hagar Township S/D #6
Riverside School

ARTI LE IX - SALARY, MERIT PAY AND BENEFITS
A. SALARY SCHEDULE

2025-2026 School Year

Experience	A	B
	BA	MA
0	$43,258	$47,681
1	$44,377	$48,865
2	$45,497	$50,049
3	$46,616	$51,233
4	$47,736	$52,417
5	$48,855	$53,602
6	$49,974	$54,786
7	$51,094	$55,970
8	$52,213	$57,154
9	$53,333	$58,338
10	$54,452	$59,522
11	$55,571	$60,706
12	$56,691	$61,890
13	$57,810	$63,074
14	$58,930	$64,259
15	$60,049	$65,443
16	$61,168	$66,627
17	$62,288	$67,811
18	$63,407	$68,995
19	$64,527	$73,179
20	$68,754	$74,363

Longevity Pay:

Longevity pay will be added to the top of the scheduled for those with a minimum of 5 consecutive years, full-time FTE with the District. Any break in employment, including retirement or resignation, constitute a break in service.

5 Years	$1,000.00
10 Years	$1,500.00
15 Years	$2,000.00
20 Years	$2,500.00

SECTION C: The salary schedule set forth in this agreement shall be the basic remuneration for the 183 scheduled working days which compose the contractual work year. The contractual work year shall begin on the first scheduled working day for staff at the start of the regular school year as established in the school calendar. The salary schedule shall remain in effect through the day prior to the first scheduled working day of the succeeding regular school year. Employees contracted individually to work beyond or less than the 183 days of the contractual work year shall be paid on a prorated amount based upon their daily rate under the salary schedule then in effect.

SECTION D: All Floating Teacher employees shall be paid in accordance with the following provisions:

1. Each new Floating Teacher employee hired may be initially placed on the BA column with up to a maximum of 5 years of experience.
2. Floating Teacher employees shall remain on the 1st column (BA) and shall not gain college credit or degree enhancement as a Floating Teacher.

SECTION E: Certified teaching staff who hold valid and appropriate special education endorsements on their teaching certificate and are appointed by the District to provide special education duties and responsibilties shall be compensated at an hourly rate of $41.50. This rate shall be applied in lieu of the regular salary schedule for such work.

SECTION F: District appointed Therapeutic Crisis Intervention (TCI) trainers will receive $1,000.00 per year. Distribution of the stipend will take place the second payroll of July following the conclusion of the school year.

Hagar Township S/D #6
Riverside School

ARTI LE IX - SALARY, MERIT PAY AND BENEFITS

A. SALARY SCHEDULE

2026-2027 School Year

Experience	A	B
	BA	MA
0	$43,907	$51,441
1	$45,218	$52,643
2	$46,529	$53,845
3	$47,840	$55,047
4	$49,151	$56,249
5	$50,463	$57,450
6	$51,774	$58,652
7	$53,085	$59,854
8	$54,396	$61,056
9	$55,707	$62,258
10	$57,018	$63,460
11	$58,329	$64,662
12	$59,640	$65,863
13	$60,951	$67,065
14	$62,262	$68,267
15	$63,574	$69,469
16	$64,885	$70,671
17	$66,196	$71,873
18	$67,507	$73,075
19	$68,818	$74,276
20	$70,129	$75,478

Longevity Pay:

Longevity pay will be added to the top of the scheduled for those with a minimum of 5 consecutive years, full-time FTE with the District. Any break in employment, including retirement or resignation, constitute a break in service.

5 Years	$1,000.00
10 Years	$1,500.00
15 Years	$2,000.00
20 Years	$2,500.00

SECTION C: The salary schedule set forth in this agreement shall be the basic remuneration for the 183 scheduled working days which compose the contractual work year. The contractual work year shall begin on the first scheduled working day for staff at the start of the regular school year as established in the school calendar. The salary schedule shall remain in effect through the day prior to the first scheduled working day of the succeeding regular school year. Employees contracted individually to work beyond or less than the 183 days of the contractual work year shall be paid on a prorated amount based upon their daily rate under the salary schedule then in effect.

SECTION D: All Floating Teacher employees shall be paid in accordance with the following provisions:

1. Each new Floating Teacher employee hired may be initially placed on the BA column with up to a maximum of 5 years of experience.
2. Floating Teacher employees shall remain on the 1st column (BA) and shall not gain college credit or degree enhancement as a Floating Teacher.

SECTION E: Certified teaching staff who hold valid and appropriate special education endorsements on their teaching certificate and are appointed by the District to provide special education duties and responsibilties shall be compensated at an hourly rate of $42.00. This rate shall be applied in lieu of the regular salary schedule for such work.

SECTION F: District appointed Therapeutic Crisis Intervention (TCI) trainers will receive $1,000.00 per year. Distribution of the stipend will take place the second payroll of July following the conclusion of the school year.

Hagar Township S/D #6
Riverside School

ARTI LE IX - SALARY, MERIT PAY AND BENEFITS
A. SALARY SCHEDULE

2027-2028 School Year

Experience	A	B
	BA	MA
0	$44,566	$52,213
1	$45,879	$53,432
2	$47,192	$54,652
3	$48,506	$55,872
4	$49,819	$57,092
5	$51,132	$58,312
6	$52,445	$59,532
7	$53,759	$60,752
8	$55,072	$61,971
9	$56,385	$63,191
10	$57,699	$64,411
11	$59,012	$65,631
12	$60,325	$66,851
13	$61,639	$68,071
14	$62,952	$69,291
15	$64,265	$70,510
16	$65,578	$71,730
17	$66,892	$72,950
18	$68,205	$74,170
19	$69,518	$75,390
20	$71,532	$76,610

Longevity Pay:

Longevity pay will be added to the top of the scheduled for those with a minimum of 5 consecutive years, full-time FTE with the District. Any break in employment, including retirement or resignation, constitute a break in service.

5 Years	$1,000.00
10 Years	$1,500.00
15 Years	$2,000.00
20 Years	$2,500.00

SECTION C: The salary schedule set forth in this agreement shall be the basic remuneration for the 183 scheduled working days which compose the contractual work year. The contractual work year shall begin on the first scheduled working day for staff at the start of the regular school year as established in the school calendar. The salary schedule shall remain in effect through the day prior to the first scheduled working day of the succeeding regular school year. Employees contracted individually to work beyond or less than the 183 days of the contractual work year shall be paid on a prorated amount based upon their daily rate under the salary schedule then in effect.

SECTION D: All Floating Teacher employees shall be paid in accordance with the following provisions:

1. Each new Floating Teacher employee hired may be initially placed on the BA column with up to a maximum of 5 years of experience.
2. Floating Teacher employees shall remain on the 1st column (BA) and shall not gain college credit or degree enhancement as a Floating Teacher.

SECTION E: Certified teaching staff who hold valid and appropriate special education endorsements on their teaching certificate and are appointed by the District to provide special education duties and responsibilties shall be compensated at an hourly rate of $42.60. This rate shall be applied in lieu of the regular salary schedule for such work.

SECTION F: District appointed Therapeutic Crisis Intervention (TCI) trainers will receive $1,000.00 per year. Distribution of the stipend will take place the second payroll of July following the conclusion of the school year.

MICHIGAN CODE OF Educational Ethics

MICHIGAN Department of Education

The Michigan Code of Educational Ethics provides principles for best practice, mindfulness, self-reflection, and decision-making – setting the groundwork for self-regulation and self-accountability. The establishment of this Code honors the public trust and upholds the dignity of education across the state.

THE PRINCIPLES

1. **Responsibility to the Profession**
Trust in the educational system depends upon a level of professional conduct and responsibility that may be higher than required by law. This entails holding one another to the same ethical standards.

2. **Responsibility for Professional Competence**
Commitment to the highest levels of professional and ethical practice, including demonstration of the knowledge, skills, and dispositions required for professional competence.

3. **Responsibility to Students**
A primary obligation to treat students with dignity and respect, including promoting the health, safety and well-being of students by establishing and maintaining appropriate verbal, physical, emotional, and social boundaries.

4. **Responsibility to the School Community**
Promotion of positive relationships and effective interactions with all members of the school community, while maintaining professional boundaries.

5. **Responsible and Ethical Use of Technology**
Consideration of the impact of consuming, creating, distributing and communicating information through all technologies. Vigilance to ensure that appropriate boundaries of time, place, and role are maintained when using electronic communication.

Full *Michigan Code of Educational Ethics* with indicators: bit.ly/MIEducatorEthics

Adapted from the Model Code of Ethics for Educators (MCEE), which was developed under the leadership of the National Association of State Directors of Teacher Education and Certification (NASDTEC) and supported by a number of national education organizations. Additional resources and information available at: nasdtec.net.

MCEE MODEL CODE OF ETHICS FOR EDUCATORS

National Council for the Advancement of Educator Ethics

NASDTEC National Association of State Directors of Teacher Education Certification

The Michigan Code of Educational Ethics articulates the standards to which members of the state's education workforce are expected to adhere in their job performance.

2019-4-23_ V1