EAST JORDAN PUBLIC SCHOOLS

MASTER CONTRACT

Between the

East Jordan Board of Education

and the

Northern Michigan Education Association

2023-2026

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PREAMBLE

This agreement entered into by and between the Board of Education of the East Jordan School District, hereinafter called the "Board" and the Northern Michigan Education Association, hereinafter called the "Association".

Section 1.1 - RECOGNITION

The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Section II of Act 379, Public Act of 1965, as amended, for teachers both on tenure and probation, guidance personnel, counselors, employed by the Board but excluding substitute teachers, supervisors, administrators, executives and any person engaged not less than 1/3 of the time in the administration or supervision of teachers. The term "teacher" when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the bargaining or negotiating unit as above defined. When applicable, pronoun and relative words shall be read as plural, feminine or neuter, respectively.

1.1.1 A person becomes a member of the bargaining unit under this contract as of their first day of actual teaching duties.

Section 1.2 - NEGOTIATION PROCEDURES

1.2.1 It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties may be subject to professional negotiations between them from time to time during the period of this agreement, upon request by either party to the other. The parties undertake to cooperate in arranging meetings within thirty (30) days of receipt of notice, setting forth generally the subject not specifically covered, selecting representatives for such discussions, furnishing necessary information and otherwise constructively considering and resolving any such matters.

1.2.2 Contract negotiations shall commence hereafter by a written notice mailed or delivered by the Association to the Board on or before sixty (60) days of the expiration of this Agreement.

1.2.3 In any negotiations described in this section, neither party shall have any control over the selection of the negotiation or bargaining representatives of the other party. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board of Education and by a majority of the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals and make concessions in the course of negotiations of bargaining, subject only to such ultimate ratification.

1.2.4 If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the Michigan Employment Relations Commission or take other lawful measures it may deem appropriate.

Section 2.1 - ASSOCIATION AND TEACHER RIGHTS

Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every teacher shall have the right freely to organize, join and support an Association for the purpose of engaging in collective bargaining or negotiations and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of Michigan, the board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitution of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of his membership in the Association or collective professional negotiations with the Board, or his institution of any grievance, complaint or proceeding under this agreement or otherwise with respect to any terms or conditions of employment. The Association agrees that it will not discriminate against any teacher with respect to hours, wages or terms and conditions of employment.

2.1.1 The Board agrees that all employees who are either employed or who will become employed by the District to fill positions as defined in Section 1.1, shall have the right to join the Association and freely exercise the rights and benefits provided to them as part of their membership in the Association and the Master Agreement.

2.1.2 The Board agrees to provide to the Association, upon request, the following information: Salary/wages,-employment status (full or part time), including mid-year changes. Also, the Board shall provide the Association with a complete list of certifications for each teacher.

2.1.2.1 INDEMNIFICATION. The Association agrees to indemnify and save the Board, including each individual school board member, harmless from any and all claims, demands, costs, suits or other forms of liability including back pay and all court or administrative agency costs that may arise out of or by reason of, action by the Board for the purpose of complying with this provision.

2.1.3 The Association recognizes the Board's right to assign teachers to particular positions within the District. The parties also recognize the importance of teacher preparation to the education of the District's students. In order to enhance teacher preparation. but without hindering the District's right to assignment, the parties agree that tentative teaching schedules and room assignments will be communicated in writing or digitally before July 1st of every year. When changes in a teacher's schedules are made, the Administration will provide time for the teacher to prepare before commencement of the course. The association shall be notified in each instance.

2.1.4 Any adopted Board policy and procedures that impact teacher working conditions (inclusive of amendments) will be promptly provided to teachers within fifteen (15) working days of the Board approval of meeting minutes where such an action was taken.

Section 2.2 - BUILDING FACILITIES

2.2.1 The Association and its members, upon request, shall have the right to use school buildings and facilities including computers, telephones, audio-visual equipment and copiers for professional purposes and for conducting union business at those times when the buildings are open and staffed, consistent with Board policy regarding public use of school buildings.

2.2.2 The Board shall make available in each building non-student restroom facilities for teachers' use. One room shall be reserved for use as a faculty work room in each building.

Section 2.3 - STATISTICAL INFORMATION

2.3.1 The Board agrees to furnish the Association, in response to reasonable requests, all public information concerning the financial resources of the District, payroll record information of personnel involved in the contract according to classifications and increments, and other such information as will assist the Association. The District may require reimbursement from the Association for the reasonable costs incurred in compiling, copying or preparing such information, as provided under the Freedom of Information Act. The Association agrees to consider the District's reasonable requests for information relevant to contract negotiations and grievance processing. The Association may require reimbursement from the District for the reasonable costs incurred in compiling, copying or preparing such information requested by the District.

2.3.2 On or before the end of the first semester, the Board shall furnish to each teacher a statement putting forth the contract salary, years of experience, accumulated sick leave and number of days of personal leave credit.

2.3.3 It shall be the responsibility of the individual teacher and the Association to call any alleged mistakes or errors in these annual statements (See 2.3.2) to the attention of the Administration within thirty (30) calendar days after issuance of the statement.

2.3.4 Any objection raised after the thirty (30) calendar day period shall be null and void.

Section 2.4 - PERSONAL RIGHTS

2.4.1 Teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with
respect to the professional employment of such teacher. The private and personal life of any teacher is not within the appropriate concern or attention of the Board as long as the conduct of the individual teacher is within reasonable bounds of generally understood good professional conduct.

2.4.2 To ensure safety and security for all members of the school family (students, staff and community) it is understood that no employee shall be mandated to train for the purpose of carrying weapons on school property. If an employee decides to opt out of any training that may be offered, their personal decision will not adversely affect placement, evaluation, or any other aspect of their employment.

Section 2.5 - PERSONNEL FILES AND RECORDS

2.5.1 Each teacher shall have the right to review the contents of his/her personnel file with a second party present. Each teacher's personnel file shall contain the following minimum items of information when available:

- Required medical information – per ADA and FMLA (this will be in a separate file for each employee).
- Teacher evaluation reports
- Copies of annual contracts

- Records of teacher's certificate
- Letter of recommendation
- Disciplinary documents
- Payroll Information

2.5.2 No statement concerning the competence of a teacher may be placed in a personnel file without allowing the teacher an opportunity to file a response thereto, and said response shall become a part of said file.

2.5.3 In the event that a Freedom of Information Act (FOIA) request for information contained in a teacher's personnel file is received, the Administration shall promptly inform the teacher of the request and shall take the maximum time allowed by law to respond to the request. The intent of this provision is to allow the teacher sufficient time as allowed by law to protect his/her interests and privacy through legal action of his/her initiation.

Section 2.6 - BOARD AND ADMINISTRATIVE RIGHTS

The Northern Michigan Education Association recognizes that the Board on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the Constitution and by the statutes of the State of Michigan, particularly the Michigan School Code, and by the Constitution of the United States, including, without limiting the generality of the right to establish policy for the executive management and administration control of the school system, to assign and direct all teaching personnel, to determine the services, supplies and equipment, to determine the size and jobs of management, to determine the qualifications of all employees as well as the methods and means necessary to the proper execution of the foregoing obligations, provided that such rights shall be exercised in conformity with the provisions of this agreement, and subject to the provisions of the law.

2.6.1 Nothing contained herein shall be considered to deny or restrict the board of its rights, responsibilities and authority under the Michigan Revised School Code and The Public Employment Relations Act or any other national, state, county, district or local laws or regulations as they pertain to education.

Section 2.7 - NON-DISCRIMINATION

The provision of this agreement and the wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, sex or marital status, or membership in, or association with the activities of any employee organization.

Section 2.8 - ACADEMIC OBJECTIVITY

2.8.1 The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education and that is the goal of both teacher and the Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach, and that the organization of the school, and the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

2.8.2 When a teacher or group of teachers report conditions that detract from the educational process, or are a safety hazard to students and/or staff, the administration will investigate and correct such conditions, if necessary. Such report will be given in writing to the administrator.

Section 3.1 - STUDENT DISCIPLINE AND TEACHER PROTECTION

3.1.1 The teacher and the Association recognize that classroom control is the responsibility of the teacher and the Board recognizes its responsibility to give reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. When a pupil demonstrates classroom behaviors that the employee cannot address with standard classroom interventions and strategies, the employee will refer the pupil to the principal or his/her designee. This provision is subject to such limitations or restrictions as may be imposed by state or federal statutes or regulations.

3.1.2 Teachers shall exercise reasonable care with respect to the safety of pupils and property.

3.1.3 Time lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher; provided, the Board in its exclusive discretionary determination concludes that said incident is not attributable due to neglect, act or omission of such teacher.

3.1.4 Complaints brought against the teacher shall be brought promptly to the teacher's attention. A record of complaint shall not be placed in the teacher's personnel file unless the complaint has been substantiated and the complainant self identifies.

3.1.5 A written statement by the Board governing procedure for suspension of students shall be distributed to students, teachers, and parents.

3.1.6 A teacher may direct a pupil to report to the building principal's office when the grossness of the offense, the persistence of the misbehavior or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. In such cases, the teacher will furnish the principal, as promptly as his teaching obligations will allow, full written particulars of the incident. The principal or his/her designee will communicate any action taken with regard to the pupil to the teacher as soon as reasonably possible

3.1.7 Any case of use of force by a teacher upon a student shall be promptly reported to the building principal or his/her Association representative so long as this does not impose an undue delay The employee may report the incident to law enforcement and if the employee does so, he/she will notify the principal or the Superintendent’s office of the report.

3.1.8 If a bargaining unit employee, through no fault of his/her own, is assaulted by a student during the course of his/her employment, any resulting loss of work (up to a maximum of ten (10) working days per incident, plus days lost as a result of hospitalization or surgery and resulting recuperative time) shall not be deducted from the member’s sick leave, and shall instead, be fully covered by the District.

3.1.9Pursuant to the authority as set forth in the Michigan Revised School Code, the board will provide liability insurance protection to cover teachers whose actions comply with Board of Education policies and within the underwriting rules and regulations as set forth by the carrier when the actions of the teacher were within the appropriate scope of the teacher's normal job duties and responsibilities

Section 3.2 - INSTRUCTIONAL MATERIALS

The Board recognizes that appropriate texts, library facilities, maps, globes, laboratory equipment, current periodicals, standard tests, questionnaires, duplicating and copy machines, and similar materials are the tools of the teaching profession. Teachers shall be allowed use of these tools for school purposes. The parties will confer from time to time for the purpose of improving the selection and use of such educational tools.

Section 3.3 - TEACHING HOURS

3.3.1 Each teacher shall have a duty-free lunch period of thirty (30) minutes scheduled by the Administration between 11:00 a.m. and 1:30 p.m. These times may only be changed by mutual consent.

Teachers shall be released for a total of at least 225 minutes per week for the purpose of preparation time. Said time will be distributed between no less than three (3) work days. Each day preparation time is assigned to a teacher, the duration should be no less than 45 minutes. Principals should schedule this time to be as concurrent as possible.

Teachers shall report twenty (20) minutes prior to their first scheduled class and shall be on duty fifteen (15) minutes prior to their first scheduled class. Teachers shall remain on duty for ten (10) minutes after their last scheduled class.

3.3.2 Teachers shall be on duty seven (7) hours and nineteen (19) minutes daily, except when modified by other provisions of this agreement.

3.3.3 Thirteen (13) hours per semester may be scheduled with two (2) weeks' notice for professional development, training, meetings, and similar events at the administrator's discretion. Six (6) hours to be held at the conclusion of two (2) half days with students. Such professional development training and meetings may be scheduled before the start of the teacher's regular day, however, professional development training or meeting shall **not** begin prior to 7:00 a.m. unless mutually agreed to by the parties. Scheduling of such meetings will be by mutual agreement between the administration and Association. Emergency meetings may be called at any time if an emergency arises.

A period of time not to exceed two (2) days, unless otherwise agreed to by the parties, for professional development training, meetings, and other similar events may be scheduled in the week prior to the beginning of each school year. Said days shall not extend the teacher work year beyond 185 days.

Any additional professional development training beyond the hours outlined above shall be scheduled during the normal teacher work day unless mutually modified by the parties.

3.3.4 Teachers shall work a total of 185 days per school year per the calendar set forth in Appendix A. The District and EJEA will meet to determine calendars for the 2024-2025 and 2025-2026 school years by March 1 of the prior school year.

Section 3.4 - CLASS SIZE

3.4.1 Because the pupil-teacher ratio is an important aspect of an effective educational program, the parties agree that class size shall be limited to a reasonable number. Such levels shall include:

Recommended

Grades K-3 (17 to 23 students)
Grades 4-5 (20 to 26 students)
Grades 6-8 (22 to 28 students)
Grades 9-12 (25 to 31 students)

These levels do not apply to band, choir, MAP and physical education classes. Laboratory classes (e.g. industrial arts, chemistry, etc.) shall have the additional limitation of the number of lab stations for deciding class size. If, after two (2) weeks after the start of a class each semester, a class size exceeds the aforementioned levels, the teacher of the class shall report this to the building principal. The building principal and the superintendent shall review the situation and make every effort to decrease the class size to maximize the educational opportunities for both the teacher and student.

3.4.2 Any teacher whose professional judgment concludes that the teacher has been or may be assigned a given number of pupils in any given class, the total number or unusual circumstances of which may deter from the goal of providing quality education, may report to the principal and superintendent with copies of such report to be furnished to the Board of Education.

Section 3.5 - PLAYGROUND SUPERVISION

Teachers will not be required to do playground supervision, but they may volunteer their assistance.

Section 3.6 - LEAST RESTRICTIVE ENVIRONMENT

The Board and the Association acknowledge that the policy of least restrictive environment is legally mandated and intended in the best educational interest of the student. Accordingly, the parties also recognize that the extent to which any individual student who would fit legal requirements which would involve the use of an Individual Educational Planning Committee (IEPC) for placement in the regular classroom must be appropriate to the student's unique needs as determined by an IEPC on an individual basis. For the purpose of this section, such students shall be referred to as "students with disabilities."

3.6.1 If any teacher, in writing, advises the administration of a reasonable basis to believe that a student with disabilities assigned to the teacher has a current IEPC report that is not meeting the student's unique needs as required by law, the administration shall promptly call an IEPC. The teacher so advising the administration shall be invited to attend the IEPC.

3.6.2 Recognizing periodic changes in student status and enrollment subsequent to the start of the school year, to the extent possible, students with disabilities will be assigned in equitable numbers across general education grade levels within each elementary location and across sections of the same course within the middle school and senior high school. This section will not apply in the event the teacher volunteers in writing to take additional students with disabilities. In such situations, the administration will reduce class size by an equivalent number of students.

3.6.3 The following conditions shall apply to placement of students with disabilities in general education classrooms:

3.6.3.1 Any teacher who will be providing instructional or other services to a student with disabilities in a regular education classroom setting shall be invited, in writing, to participate in the IEPC which may initially place (or continue the placement of) the student in a regular education classroom.

In instances where it is not possible to identify in advance of an IEPC, general education teachers who ultimately will have student(s) with disabilities assigned to their classroom(s), meetings will be convened with such general education teachers as soon as possible following the beginning of the school year to explain the conclusion of the IEPC and to provide for the teacher to have input into the process.

3.6.3.2 The district shall make every reasonable effort to support the receiving teacher with necessary classroom materials needed for IEPC compliance.

3.6.3.3 The district shall make every reasonable effort to minimize disruption to the regular education classroom when placing students with an IEPC.

3.6.3.4 The administration shall provide, prior to such placement whenever possible, professional development training to the teacher regarding the instruction and behavioral management of such students with disabilities in the regular education classroom setting, including but not limited to, the differing approaches, problems and techniques to be utilized with varying physical, mental, emotional and behavioral conditions as are likely to be faced in the given situation. Such professional development training shall be at board expense and shall be mutually arranged with the teacher(s) to be involved. If such prior training is not possible, the training will be provided as early as can be arranged after the placement has occurred.

For those students with a history of needing more IEP modifications, teachers will get suitable training to meet the students' needs. The new teacher orientation and mentoring system will be utilized to help teachers support these student needs. Such training shall be at the direction of the Principal in conjunction with the special education teacher. Before school begins in the fall, this training will be held during staff development time and during the school year, this will be the responsibility of the special education teacher.

3.6.3.5 The administration shall provide, prior to such placement whenever possible, awareness information to the affected teachers regarding placement of students with disabilities in the class(es). The activities shall be provided to assure that the school climate is receptive to the placement and to maximize the potential of the student with disabilities while minimizing possible areas of concern. Should prior provision of such information not be possible, the information shall be provided as early as can be arranged after the placement has occurred.

3.6.4 Except in life threatening or extenuating circumstances, no member shall be required to perform medical, hygienic or other non-instructional health procedures for or on students with disabilities such as but not limited to: suctioning, catheterization, diapering, or attending to any personal hygienic or medical need(s) of the student(s). These duties shall be the responsibility of a person other than a teacher, as determined by the District. Any such extenuating circumstances shall be preceded by notification to the teacher(s) who may be affected to meet and discuss the issues involved and how best to meet the needs of the student, the regular classroom, the teacher and the school district.

In such situations it is expressly understood that should the teacher agree to provide such procedures or services, he/she shall be provided with training appropriate to the situation with all expenses paid by the Board.

It is further agreed that in any such event, the Board shall indemnify and hold harmless, any teacher who has agreed to provide such services as described here, from liability for the performance of such service to the extent permitted by law. Toward that end the employer agrees to provide such teacher(s) with legal defense and with liability insurance of at least Two Million Dollars ($2,000,000) which shall be at the disposal of any teacher who has had legal action brought against him/her with respect to the exercise of such duties in conformance with this section.

SECTION 3.7 - SCHOOL IMPROVEMENT PLANNING

It is recognized by the parties that school improvement is best facilitated at the local school building level through the participation and involvement of staff and community. The parties further recognize the following:

3.7.1 Participation or non-participation on a school building SIP team is voluntary and shall not be used as a criterion for evaluation, discipline or discharge.

3.7.2 SIP Teams shall meet during the school day and participating professional staff members shall be given release time to attend SIP Team meetings.

If SIP meetings or activities are scheduled at a time other than an employee's regular work day and/or year, the employee shall be compensated forty dollars ($40.00) per meeting attended, paid in a timely manner. Meetings scheduled by the Committee chairperson must be approved by the Superintendent.

3.7.3 School improvement plans shall not violate the terms and conditions of the Master Agreement.

SECTION 3.8 - SUMMER CONFERENCE ATTENDANCE AND STIPENDS

This section sets forth the understanding of the parties regarding summer conference attendance and stipends. It is agreed:

3.8.1 This section applies only to conferences that occur during the summer months after the last day of school in the preceding year and before the first day of school of the new school year.

3.8.2 Saturday and Sunday conferences during the school year are specifically excluded from this section. The participation of bargaining unit members on those days shall be voluntary and stipends will not be paid by the employer.

3.8.3 As they do during the school year, bargaining unit members shall submit a "Conference Attendance Request Form" prior to attending any summer conference activity. The employer shall certify, with a copy of the form being returned to the teacher, whether or not the "Conference Request" has been approved.

3.8.4 Prior to the conclusion of each school year, the Superintendent shall certify to all bargaining unit members a listing of summer conference topics/opportunities that bargaining unit members may attend with expectation of a stipend. It is specifically understood that all summer conference topics/opportunities that do not appear on the listing described above may be attended on a voluntary basis at the discretion of the bargaining unit member without expectation of a stipend. Exceptions to this may only be granted by agreement between the Superintendent and EJEA President. The listing shall be developed collegially by the two (2) EJEA Presidents and the Superintendent. The Board retains the authority to reject summer conference attendance requests if funds are not available to honor such requests.

3.8.5 The employer, in addition to the terms and provisions of 3.8.4 above, agrees to compensate bargaining unit members with a stipend for any conference that the administration requests bargaining unit members to attend. It is specifically understood that such requests may be attended on a voluntary basis and that attendance or non-attendance shall not be held against the teacher.

3.8.6 If professional development attendance is directed by administration due to minimally effective performance, the employee will be compensated $40.00 per hour for professional development time only.

3.8.7 It is specifically understood that the stipend to be paid to bargaining unit members by the employer, shall be an amount equal to 50% of the teacher's daily rate, which shall be prorated if the summer conference attended is not a full day conference. Proration of time shall be related to a seven (7) hour day. Teachers may elect, at their option, to use compensatory time accumulated at the rate of one (1) day for each seven (7) hours of summer conference attended, subject to the following restrictions:

* Teachers shall also have the option of transferring accumulated compensatory time to their sick leave account, pursuant to the terms outlined in (3.8.6) above.

* The limit to compensatory time that can be earned as a result of summer training. The limits shall be:

Three (3) Days – 21 Hours

Additional hours earned will be paid following the stipend language outlined in (3.8.6) above.

* Teachers earning compensatory time in the summer must elect to use their compensatory time during the next succeeding school year, or elect to transfer unused compensatory time to their sick leave account. Compensatory time shall not accumulate from year-to-year.

* Teachers earning compensatory time in the summer shall not use their compensatory time on the first or last days of the school year, or on parent-teacher conference days. Teachers planning on using compensatory time to extend break or vacation periods shall be limited to utilizing two (2) compensatory days for such purposes. District-wide, up to five (5) teachers shall be allowed to utilize compensatory time for such purposes on the same day(s). Application to use compensatory time for such purposes shall be filed with the Central Office not later than thirty (30) school days prior to the break period. The five (5) slots to be awarded shall be determined, in the event of applications exceeding five (5), by seniority, with the slots being awarded to the most-senior teachers submitting applications.

3.8.7 It is specifically understood that coaching clinics and other non-academic conferences and training opportunities are to be voluntary in nature, and, as a result, not subject to the receipt of a stipend.

SECTION 3.9 - MENTOR TEACHERS

Bargaining unit mentor teacher positions shall be developed to function as an advisor/resource person to probationary teachers, for at least the first three years of their probationary status, by the employer according to the following guidelines:

3.9.1 Such mentor teachers shall be tenure teachers. It is understood and agreed that mentor teachers may also be retired teachers or college professors as allowed by law. By mutual agreement between the Board and the tenured teacher who is re-assigned to teach in a subject area he or she has not taught for a period of ten or more years, the Board will assign a mentor teacher to the re-assigned teacher for a period of time not to exceed one school year.

3.9.2 A bargaining unit mentor teacher shall serve on a voluntary basis and shall work with probationary teachers from a related area of expertise, responsibility or experience.

3.9.3 A bargaining unit mentor teacher may have released time as approved by his/her principal to use to observe or otherwise be available to the probationary teacher assigned.

3.9.4 The mentor teacher shall not be expected to act in an evaluative, disciplinary or supervisory capacity over a probationary teacher, nor shall the mentor teacher be required to provide information for use in such administrative functions regarding the probationary teacher assigned. The function of mentoring shall not be included, on the mentor teacher's request, in the mentor teacher's performance evaluation.

3.9.5 The mentor teacher shall assist the probationary teacher in planning with the administration the fifteen (15) days of professional development within the first three (3) years of employment of the probationary teacher.

3.9.6 It is understood and agreed that a mentor teacher may not continue in that position from year-to-year unless requested to do so by the principal. The probationary teacher involved shall have input into this process.

3.9.7 Mentor teachers shall be paid $400.00 per year per mentee.

3.9.8 Mentors are expected to perform the following duties:

3.9.8.1 Spend approximately forty-five (45) minutes of planned time with the assigned probationary teacher twice a month. This time includes weekly in-person or telephone contacts and, if the teacher is having difficulty, impromptu contacts.

3.9.8.2 Document all dates of conferences, personal contacts and classroom visits with the assigned teacher in a conference log which is to be provided to the principal at the end of the school year.

3.9.8.3 Suggest current research, provide insight and suggestions for improving instruction in both the probationary teacher’s subject area and in classroom management strategies.

3.9.8.4 At least one planned classroom visit conducted during the year.

3.9.8.5 Help the probationary teacher select appropriate professional development days that meet the State guidelines (currently fifteen days in a three-year period).

Section 4.1 - PAID LEAVE

Leave of absence with pay not chargeable against the teacher's sick leave allowance shall be granted for the following reasons:

4.1.1 Bereavement: A maximum of five (5) days per death in the immediate family of the teacher or the teacher's spouse. Additional days taken with the Superintendent's approval shall be counted as sick leave. (The immediate family is considered to be the spouse, children, parents, or brothers and sisters, grandparents, grandchildren, aunts, uncles, step parents or step children). A death of other persons living in the teacher's household, or a person of significance in the teacher's life, may be considered by the Superintendent. Additional approved days may be used as sick days providing all accumulated Personal Business days are used and/or have already been pre-approved.

4.1.2 Absence when a teacher is called for jury service or is subpoenaed as a witness in court. The teacher will be paid the difference between the daily salary and the court-paid fee. The teacher must present the court payment voucher to qualify for payment under this section.

4.1.3 Time necessary to take a physical examination for purposes of military enlistment.

4.1.4 Personal Business Days: At the beginning of each school year, each bargaining unit member shall be credited with three (3) days to be used for personal business. Cognizant of community relationships, each teacher is encouraged to use sound judgment in the use of such days. A request (which does not require a reason) must be made in writing to the principal at least 48 hours prior to the day requested. Unused personal days may accumulate up to a maximum of three (3) days for future use. The remaining unused personal days may be rolled over into the bargaining unit members personal sick day allowance. Exceptions to this provision may be made at the discretion of the principal. Personal business days may not be used for the following purposes:

1. Association or Union Business (except under Section 4.1.7)
2. Monetary Gain (money-making activities)

4.1.5 No more than two (2) teachers from each school building (elementary, middle school or high school) shall be granted a personal leave day for any one day. However, the superintendent shall have the discretionary right to permit more than two (2) teachers from each building to take personal business days. The decision shall be final and binding. It shall not be subject to the grievance procedure.

4.1.6 Personal business days may not be taken the day before or the day after a holiday, a school vacation, or the first day of the school year or the last day of the school year, unless approved by the Superintendent.

4.1.7 If it is necessary for a member of the Association to be absent for a full school day to attend an Association meeting outside of the District, he shall obtain permission for such absence from the Superintendent 48 hours in advance of the absence. The absence shall be first charged against an eight (8) day credit allowed the Association each year and then thereafter such leave shall be charged against the absent teacher as provided in Section 4.1.4.

4.1.8 The teaching staff agrees that the last two weeks of the school year should be as free from interruption of the normal routine as is possible. Recognizing this, the staff shall avoid scheduling personal business days during this period absent extenuating circumstances.

4.1.9 Personal business days defined in 4.1.4 that are unused at the conclusion of a school year shall be transferred to the teacher's sick leave accumulation. Teachers who have already reached the 120-day sick leave accumulation limit shall be allowed to increase their sick leave accumulation limit, and receive all related benefits thereto, with the addition of unused personal leave days.

Section 4.2 - SABBATICAL LEAVE

4.2.1 Teachers who have been employed for seven (7) consecutive years by the Board may be granted a sabbatical leave without pay for professional improvement for up to one (1) year. It is agreed that professional improvement includes, but is not limited to: attending a college, university or other educational institution, travel which will improve the teacher's ability to teach.

4.2.2 A teacher returning from a sabbatical leave shall be restored to his teaching position or to a position of like nature. The teacher shall be placed on the same salary step with the same years of experience and with the same status as when the leave began provided written notice of intent to return to teaching duties is filed with the Board no less than sixty (60) instructional days prior to the last day of school in that particular year.

4.2.3 Any teacher granted sabbatical leave will receive his full insurance benefits during the sabbatical leave provided said teacher accepts no gainful employment during the contract year other than fellowships, graduate assistantships, scholarships, and stipends.

Section 4.3 - UNPAID LEAVE

4.3.1 A teacher may request and the Board retains the right to grant an unpaid leave of absence beyond the leaves specified in this contract. The duration of, requirements for return from, and placement upon return from such leave, shall be by mutual agreement of the parties. Such leave shall be unpaid and no benefits shall be provided during the period of such leave. An employee may, if they elect, choose to remain on the District's insurance plan during such leave provided that the employee makes appropriate arrangements to pay the entire cost of such coverage for the duration of the leave.

A teacher on such leave shall not accrue sick leave days for the period of the leave nor be allowed to use the sick bank for such days.

During the period of the leave, the teacher's insurance premium shall not be paid by the District, except to the extent covered by the Family Medical Leave Act provisions.

4.3.2 Child care leave is available to teachers. A leave of one year will be granted, without pay or increment, or accumulation of a year’s worth of experience, when one of the following criteria is met:
1. The child is a newborn.
2. Is newly adopted.
3. Is critically ill.

Leaves under this section may be renewed upon request for one year. Renewal leaves shall be limited to one year and written application for such a renewal must be submitted prior to May 1st preceding the school year during which the renewal has its effect. In cases of extenuating circumstances, the Board will consider renewal applications after May 1st.

4.3.3 FAMILY MEDICAL LEAVE ACT (FMLA)

Unpaid leaves of up to twelve (12) weeks under the terms of the Family and Medical Leave Act (FMLA) shall also be granted. The Board shall continue premium payments for health care benefits for up to twelve (12) weeks for teachers who have been granted an FMLA leave.

Requests for such leave shall be made in accordance with the Family Medical Leave Act and the Board and the Teachers agree to abide by the requirements and rights set forth in the Act, including those concerning benefits while on approved leave and return to work following such leave. For purposes of determining the one-year period in which the twelve weeks of leave may be taken, the one-year period shall be measured from the date on when an employee's first FMLA leave begins.

4.3.3.1 Only teachers who have been employed at East Jordan Public Schools for a minimum of one (1) year shall be eligible for such leaves.

4.3.3.2 Teachers shall provide 30-day advance notice except in cases of emergency.

4.3.3.3 The Board and the teacher agree to cooperate in scheduling a return from leave so the return minimizes disruption to the continuity of educational programming and delivery.

4.3.4 A teacher returning from an unpaid leave under this section shall be restored to his/her teaching position or to a position of like nature. The teacher shall be placed on the same salary step with the same years of experience and with the same status as when the leave began provided written notice of intent to return to teaching duties is filed with the Board no less than thirty (30) calendar days prior to the anticipated date of return, except by mutual agreement of the parties.

4.3.5 Teachers using FMLA shall be required to use any accumulated sick leave prior to the FMLA window of time beginning. Teachers may be allowed to withhold up to five (5) personal illness days.

Section 4.4 - EDUCATION STUDY LEAVE

An educational leave for one (1) year without pay or accumulation of a year's worth of experience but with increment shall be granted upon application and approval for the following purposes:

4.4.1 Study related to the teacher's licensed field.
4.4.2 Study, research or special teaching assignment involving identifiable advantage to the school system.

Failure to use the leave as requested will result in loss of increment.

Section 4.5 - PERSONAL ILLNESS AND DISABILITY PAY

4.5.1 All teachers absent from duty on account of personal illness or other approved reasons as defined in this section shall be allowed full pay for a total of twelve (12) days absence in any school year.

4.5.2 Any teacher who is absent because of injury or disease compensable under the Michigan Worker's Disability Compensation Act, shall receive from the Board the difference between the allowance under the Worker's Compensation Law and his regular salary for nineteen (19) weeks following the disability

with fifty percent (50% of that amount) chargeable to the teacher's accumulated sick leave.

4.5.3 Each teacher shall be entitled to accumulate a maximum of 120 sick days which shall be available in future years. Use of accumulated time for sick leave will be allowed only when supported by medical exams taken locally at least semi-monthly. Such examinations are to be requested when the employee is not hospital confined and for any leave in excess of five (5) consecutive days.

4.5.4 To qualify for sick leave allowance, teachers must:

4.5.4.1 Report their illness to their principal one (1) hour and fifteen (15) minutes before the school day begins in normal situations. This does not apply in emergencies, sudden illnesses which occur immediately prior to the start of school, or when illnesses occur during the school day.

4.5.4.2 Lesson plans, class roll, and description of operating routines must be written, up-to-date and available as per building handbook.

4.5.5 The Board reserves the right, at its expense, to have its designated physician verify the findings or certification of the teacher's doctor. Teachers shall present themselves at reasonable times and places when requested by the Superintendent for purposes of such evaluation by the Board's physician.
4.5.6 Leaves of absence with pay chargeable against the teacher's sick leave allowance in addition to personal illness or disability may be granted for serious illness in the immediate family. –For this section only, immediate family shall be spouse, children or step children, parents and siblings; or a minor child the teacher is a legal guardian to.

Section 4.6 – SICK LEAVE BANK

At the request of the Association, the Board may, on a case-by-case basis, allow a sick leave bank to be created for the benefit of a bargaining unit member who has a serious illness or disability, or the serious illness, disability or death of an immediate family member, and has, as a result of the serious illness, disability or death, depleted their personal sick leave accumulation. The bank will be funded by voluntary contributions from members of the bargaining unit. No member of the bargaining unit shall be allowed to contribute more than two (2) days to the bank. The number of days that may be withdrawn from the bank shall be limited to thirty (30) days, or the number of days remaining on the waiting period for receipt of LTD benefits, whichever is less.

4.6.1 Each sick leave bank created under the terms of this section shall be bargaining unit member specific, and shall cease to exist following the withdrawal of the thirty (30) days, or the number of days remaining on the waiting period for receipt of LTD benefits, whichever is less, as noted above.

4.6.2 Upon the establishment of a bargaining unit member specific sick leave bank, the Association shall be responsible for contacting all bargaining unit members to seek voluntary contributions to the bank. The Association shall certify to the Board, in writing, the name of each bargaining unit member who has voluntarily contributed a sick leave day(s) to the bank, up to a total of thirty (30) days. All such voluntary contributions shall be non-refundable, in the event that the entire sick leave bank is unused.

4.6.3 When donating days to the teacher sick bank, Association members do not forfeit their Sick Leave Incentive Pay.

Section 5.1 - TEACHER'S SALARIES

The salaries of teachers covered by this Agreement are set forth in Schedule A which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect for the term of this contract.

5.1.1 Salaries shall be paid in twenty-six (26) or twenty-seven (27) equal payments every other Friday. Bargaining unit members electing to choose a twenty-one (21) payment option must do so in writing to the administrative office at least seven (7) days prior to the initial payroll period in the teacher work year. Such option will remain in effect during the contractual year.

5.1.2 Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittance for any MEA Financial Services Programs, MESSA programs not fully employer-paid and other Board-approved plans or programs.

5.1.3 The Board shall implement and maintain a method of compensation for its teachers that includes job performance and job accomplishments as a significant factor in determining compensation. The assessment of job performance shall incorporate a rigorous, transparent and fair evaluation system that evaluates a teacher's performance at least in part based upon data on student growth as measured by assessments and other objective criteria. Additionally, and in accordance with Board Policy 3220.01, teachers may receive additional compensation for achieving either Highly Effective or Effective status based on their year-end evaluation.

Section 5.2 - EXTRA-CURRICULAR COMPENSATION & ADDITIONAL COMPENSATION

Teacher compensation for extra-curricular activities covered by this Agreement are set forth in Schedule B, which is attached to and incorporated in this agreement, and shall remain in effect for the term of this contract. The Association recognizes the importance of extra-curricular activities, and shall, therefore, make a concerted effort to assist the Board in the filling of said positions.

Section 5.3 - FRINGE BENEFITS

Pursuant to the authority, as set forth in the Michigan Revised School Code and the Public Employee Health Benefits Act, the Board agrees to provide the following subsidy for hospital, medical, and insurance programs. Part time teachers will receive benefits pro-rated to their contractual time.

Upon submission of a written application and acceptance for enrollment by an insurance carrier, the Board shall pay health insurance plan premiums (including any pro-rated payments for reimbursement of co-pays, deductibles, or payments into health savings accounts, flexible spending accounts, or any similar accounts used for health care costs) for all eligible Bargaining Unit Members and their eligible dependents in an amount not to exceed those amounts specified in Public Act 152 of 2011, inclusive of annual increases as required by Public Act 152 of 2011

In addition to health insurance, the Board shall provide vision, dental, life, AD&D and LTD insurance plans as follows:

Dental – Delta Dental 100/100/100, $3000 annual/max; Ortho 75%, $4,000 lifetime max.
Vision – VSP III Plus 250CL
Life – $50,000 AD&D

LTD –70%, 60 calendar day modified fill, $6,000 monthly maximum on benefits.

Any premium amounts beyond the Employer's contributions, as specified above, which are required to maintain the selected coverage(s) are the responsibility of the Bargaining Unit Member and shall be payroll deducted. To the extent allowable by law, a Bargaining Unit Member may sign an agreement authorizing that any such premium amounts be payroll deducted through the Employer's Section 125 Plan. Where a Bargaining Unit Member is paid through less than 26 pays, the Bargain Unit Member shall have prorated deductions removed from their pay sufficient to cover the Bargaining Unit Member's insurance premium contribution for the summer period. Where a Bargaining Unit Member is paid through less than 26 pays and becomes responsible for the premium payments under this provision during the summer, payroll deduction of those premium amounts shall be made from the Bargaining Unit Member's salary in the ensuing year, or the Board may request that the Bargaining Unit Member present payment directly at its discretion. Failure of a Bargaining Unit Member to pay their portion of the costs shall alleviate the Employer of any duty to pay insurance contributions.

Bargaining Unit Members opting out of health insurance coverage shall be provided with cash in lieu. The cash-in-lieu option shall be equal to the single subscriber medical insurance premium.

The Bargaining Unit Member may direct all or a portion of the above amount to a 403(b) tax-sheltered annuity approved by the Employer through a separate written voluntary and elective contribution, as allowed by law.

Unless otherwise noted within this Agreement, or as required by law, Bargaining Unit Members on unpaid leave status or who have exhausted leave allowed under this Agreement are financially responsible for the Employer's portion of insurance premium for those days. This clause shall not be used to penalize Bargaining Unit Members who are on leave due to injury or disability.
If the Association chooses a group life insurance policy, Bargaining Unit Members are hereby advised that they may have a right pursuant to Section 4438 of the Insurance Code of 1956, MCL 500.4438, to convert their life insurance policy, and that the Bargaining Unit Member must make application to the life insurance carrier within 31 days of any termination of their employment status.

The Bargaining Unit Member shall be responsible for the completion of all forms/documents required by the insurance provider.

Changes in family status shall be reported by the Bargaining Unit Member to the Employer within thirty (30) days of such change.

Additionally, the parties agree that in the event that new products/plans or development of a consortium become available mid-contract, the Association shall have the right to make adjustments to their plan product choice. In the event of this request, the Association and Board will meet to determine a mutually agreeable health insurance plan. The parties further agree that they will review and give full consideration to the possibility of joining a consortium should one be developed.

5.3.1 In addition, each teacher shall receive an annual family sports pass.

Section 5.4 - PERSONAL AUTOMOBILES
Bargaining unit members, when required in the course of their work to drive personal automobiles shall receive a car allowance equal to the current IRS-approved rate per mile.

Section 5.5 - TRAVEL BETWEEN BUILDINGS

Travel between the two East Jordan school buildings for teachers shall be based upon the following:
$60 per school year, one trip per day ~ $110 per school year, two trips per day

Section 6.1 - EXCLUSIVE AGREEMENT

This agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this agreement. Copies of this agreement and any amendments shall be presented to all teachers now employed or hereafter employed by the Board.

Section 6.2 - SEVERABILITY

This Agreement is declared to be severable and if any section hereof is declared or found to be contrary to law, then that section which may be found to be illegal, void, or unconstitutional, shall not invalidate the remainder of this Agreement. In such cases the parties agree to meet and negotiate replacement language, if possible, for such section or sections.

Section 6.3 - FURTHERING COMPETENCE

6.3.1 Reimbursements shall be made to teachers for tuition for each course taken beyond the hours required for provisional, professional or continuing certification provided, however, such courses shall be approved by the Superintendent. Maximum reimbursement shall be six (6) semester hours per fiscal year.

6.3.2 Teachers may participate in Board-approved conferences with reimbursement for such approved conference expenses as determined by the Superintendent. Reimbursement, however, shall at least cover registration fees, IRS mileage, actual lodging costs and a reasonable meal allotment. The Superintendent's decision shall be final and binding.

Section 6.4 - ACT OF GOD TIME

The parties agree to continue their practice of compensating teachers on days/hours when school is closed due to inclement weather, severe storms, fires, epidemics, or other conditions beyond the control of school authorities. However, if the foregoing cancelled days/hours may not be counted by the school district for purposes of receiving state aid and for meeting the number of state mandated days/hours, then any and all such days and hours shall be rescheduled between the parties and teachers will be required to work on those rescheduled days with no additional salary paid to the teachers. The school district shall give the Association at least two (2) weeks written notice of any rescheduled instruction days/hours.

Section 6.5 - SEVERANCE PAY

Employees retiring or resigning with at least ten (10) years in the District shall receive a payment of Thirty Dollars ($30) for each of their unused sick leave days up to their maximum accumulation, which may not exceed One Hundred fifty (150) days if personal leave days have not been used and have been added to the accumulation. This one-time payment will be calculated upon the number of days in the employee's individual sick leave account at the time of termination of employment. Members who had in excess of

150 days when the cap was initiated shall be paid for their total accumulation.

Section 6.6 - SICK LEAVE INCENTIVE

Teachers not using more than two (2) sick leave days per school year (days used for bereavement shall not be counted in the two days) will be compensated in a lump sum payment according to the following schedule:

Days Used	Bonus
0	$ 200
1	$ 150
2	$ 100
3 or more	0

The lump sum payment shall be made after the close of the school year and before July 1st. In the event that a teacher uses a portion of a sick day (1/2, 1/3, etc.), the level of compensation shall be pro-rated. Any payment shall in no way affect the number of sick days accumulated by the teacher.

Section 7.1 - GRIEVANCE PROCEDURE

7.1.1 A grievance shall mean an allegation by an identified teacher, the Association, or group of teachers, of a violation of express terms of this Agreement.

7.1.2 A grievance shall not include any of the following:

7.1.2.1 The termination of services or of failure to re-employ any probationary teacher;

7.1.2.2 The termination of services or failure to re-employ any teacher to a position on the extra-curricular schedule;
7.1.2.3 Any matter involving the content of teacher evaluation;

7.1.2.4 Provided, however, the matters referred to in 7.1.2.1, 7.1.2.2, and 7.1.2.3, above may be referred as a grievance up to and including Level Three as set forth below but shall not be submitted to Level Four.

7.1.2.5 It is expressly understood that the grievance procedure shall not apply to those areas in which the Tenure Act prescribes a procedure or authorizes a remedy (discharge and/or demotion).

7.1.3 Level One - A teacher alleging a violation of the expressed provisions of the contract shall within ten (10) days of the alleged violation, misrepresentation, or misapplication or within ten (10) days after the aggrieved teacher or group of teachers has knowledge thereof discuss it orally with the building principal. The principal will respond to the complaint in writing. If the principal denies the grievance or if no resolution is obtained within three (3) days of the discussion, the teacher shall reduce the grievance to writing and proceed within five (5) days of said discussion to Level Two.

7.1.4 Level Two - A copy of the written grievance shall be filed with the Superintendent or his designated agent as specified in Level One with the endorsement thereon of the approval or disapproval of the Association. Within five (5) days of receipt of the grievance, the Superintendent or his designated

agent shall arrange a meeting with the grievant and/or the designated Association representative, at the option of the grievant, to discuss the grievance. Within five (5) days of the discussion, the Superintendent or his designated agent shall render his decision in writing, transmitting a copy of the same to the grievant, the Association secretary, the building principal in which the grievance arose, and place a copy of same in a permanent file in his office.

If no decision is rendered within five (5) days of the discussion, or the decision is unsatisfactory to the grievant and the Association, the grievant shall within five (5) days appeal same to the Board of Education by filing such written grievance along with the decision of the Superintendent, with the officer of the Board in charge of drawing up the agenda for the Board's next regularly scheduled Board meeting.

7.1.5 Level Three - Upon proper application as specified in Level Two, the Board shall allow the teacher or his Association Representative an opportunity to be heard at the meeting for which the grievance was scheduled. Within ten (10) days from the hearing of the grievance, the Board shall render its decision in writing.

7.1.6 Level Four - Individual teachers shall not have the right to process a grievance at Level Four.

7.1.6.1 If the Association is not satisfied with the disposition of the grievance at Level Three, it may within ten (10) days after the decision of the Board, serve a written demand on the Board to arbitrate. If the parties cannot agree upon an arbitrator within five (5) days, the Association may file a petition with the American Arbitration Association, serving a copy of the same on the School District.

7.1.6.2 Neither party may raise a new defense or ground at Level Four not previously raised or disclosed at other written levels.

7.1.6.3 The decision of the arbitrator shall be final and binding on the parties.

7.1.7 Powers of the arbitrator are subject to the following limitations:

7.1.7.1 He shall have no power to add to, subtract from, disregard, alter, or modify any of the terms of this agreement.

7.1.7.2 He shall have no power to establish salary scales.

7.1.7.3 He shall have no power to change any practice, policy or rule of the Board nor substitute his judgment for that of the Board as to the reasonableness of any such practice, policy, rule or any action taken by the Board as long as said practice, policy or rule is not in violation of any provision of this agreement.

7.17.4 He shall have no power to decide any question which, under this agreement, is within the responsibility of the management to decide.

7.1.7.5 He shall have no power to interpret state or federal law.

7.1.7.6 He shall not hear any grievance previously barred from the scope of the Grievance Procedure.

7.1.7.7 In the event that a case is appealed to the arbitrator on which he has no power to rule, it shall be referred back to the parties without decision or recommendation on its merits.

7.1.7.8 More than one grievance may not be considered by the arbitrator at the same time except upon expressed written mutual consent and then only if they are of similar nature.

7.1.7.9 Where no wage loss has been caused by the action of the Board complained of, the Board shall be under no obligation to make monetary adjustments and the arbitrator shall have no power to order one.

7.1.7.10 Arbitration awards or grievance settlements will not be made retroactive beyond the date of the occurrence or non-occurrence of the event upon which the grievance is based.

7.1.7.11 The arbitrator shall have no power to review any matter which is proceeding with the Civil Rights Commissions, the Michigan State Tenure Commission or the state or federal courts.

7.1.8 The fees and expenses of the arbitrator shall be shared at the rate of 50% for the Association and 50% for the Board.

7.1.9 Should a teacher fail to institute a grievance with 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 former employee grievant regardless of his employment, all further proceedings on a previously instituted grievance shall be barred.

7.1.10 All preparation, filing, presentation, or consideration of grievances shall be held at times other than when a teacher or a participating Association representative are to be at their assigned duty stations.

7.1.11 The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15 of any year, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.

7.1.12 Notwithstanding the expiration of this Agreement, any claim or grievance arising hereunder may be processed through the Grievance Procedure until resolution.

7.1.13 If the grievance is satisfactorily resolved at any level, action on the grievance shall terminate.

7.1.14 The term "days" when used in this Article shall mean work days from September 1 to June 1. During summer recess, "days" shall be defined as days the Superintendent's office is open.

SALARY SCHEDULE

2023-2024
6.0% increase on step over the 2022-2023 salary schedule

2024-2025
3.0% increase on step over the 2023-2024 salary schedule

2025-2026
3.0% increase on step over the 2024-2025 salary schedule

SCHEDULE A

1. Any teachers that are evaluated as Highly Effective in their year-end evaluations, shall receive a $250 (Two Hundred and Fifty Dollar) off schedule payment.

2. Any teachers that are evaluated as Effective in their year-end evaluations, shall receive a $150 (One Hundred Fifty Dollar) off schedule payment.

SALARY SCHEDULE
2023-2024

STEP	BA	BA+20	MA	MA+15
1	44327	45657	48760	50976
2	46543	47873	50976	53192
3	48760	50090	53192	55409
4	50976	52306	55409	57625
5	53636	54965	58068	60285
6	56295	57625	60728	62944
7	58955	60285	63388	65604
8	61615	62944	66047	68264
9	64274	65604	68707	70923
10	66934	68264	71366	73583
11	69593	70923	74026	76242
12	72696	74026	77129	79345
16	74913	76242	79345	81562
21	77147	78470	81572	83786
26	79391	80714	83815	86022

SALARY SCHEDULE
2024-2025

STEP	BA	BA+20	MA	MA+15
1	45657	47027	50223	52506
2	47940	49310	52506	54788
3	50223	51592	54788	57071
4	52506	53875	57071	59354
5	55245	56615	59811	62094
6	57984	59354	62550	64833
7	60724	62094	65290	67572
8	63463	64833	68029	70312
9	66203	67572	70768	73051
10	68942	70312	73508	75791
11	71681	73051	76247	78530
12	74877	76247	79443	81726
16	77160	78530	81726	84009
21	79462	80824	84020	86299
26	81774	83135	86330	88603

SALARY SCHEDULE
2025-2026

STEP	BA	BA+20	MA	MA+20
1	47027	48438	51730	54081
2	49378	50789	54081	56432
3	51730	53141	56432	58784
4	54081	55492	58784	61135
5	56903	58313	61605	63957
6	59724	61135	64427	66778
7	62546	63957	67249	69600
8	65368	66778	70070	72422
9	68189	69600	72892	75243
10	71011	72422	75713	78065
11	73832	75243	78535	80886
12	77124	78535	81827	84178
16	79476	80886	84178	86530
21	81846	83250	86541	88889
26	84227	85630	88920	91262

SCHEDULE B

Advisors		
Junior Class Sponsor	3.5%	No experience
Senior Class Sponsor	3.5%	No experience
Elementary Student Council	2.0%	¼% - 3 yrs. exp.
H.S. Student Council	3.0%	¼% - 3 yrs. exp.
School Play	3.0%	¼% - 5 yrs. exp.
School Musical Director	5.0%	
School Musical - Vocal/Pit Director	3.0%	
H.S. Yearbook Advisor (in class)	2.0%	¼% - 3 yrs. exp.
H.S. Yearbook Advisor (out of class)	4.0%	¼% - 3 yrs. exp.
N.H.S. Advisor	3.0%	
Business Professional of America	2.0%	
High School Store	2.0%	
Washington D.C. Trip advisor (when teacher is primary coordinator)	0.5%	
Color Guard	1.0%	
Band	12.0%	¼% - 11 yrs. exp.
Pre-Season	.5%	
Cheerleading		
Varsity Cheerleading Coach (per Fall/Winter)	6.0% each	¼% - 3 yrs. exp.
J.V. Cheerleading Coach (per Fall/Winter)	4.0%	¼% - 3 yrs. exp.
M.S. Cheerleading Coach	1.0%	¼% - 3 yrs. exp.
Basketball		
Varsity Basketball Coach	13.0%	¼% - 11 yrs. exp.
Post-Season	1.0%	
Varsity Basketball Assistant	6.5%	
J.V. Basketball Coach	11.0%	¼% - 11 yrs. exp.
Post-Season	1.0%	
Freshman Basketball Coach	7.0%	¼% - 11 yrs. exp.
M.S. Basketball Coach	5.0%	¼% - 11 yrs. exp.
Football		
Varsity Football Coach	12.0%	¼% - 11 yrs. exp.
Pre-Season	1.0%	
Asst. Varsity Football Coach	6.0%	¼% - 11 yrs. exp.
Pre-Season	1.0%	
J.V. Football Coach	10.0%	¼% - 11 yrs. exp.
Pre-Season	1.0%	
Asst. J.V. Football Coach	5.0%	¼% - 11 yrs. exp.
Pre-Season	1.0%	
M.S. Tackle Football	4.0%	¼% - 11 yrs. Exp

SCHEDULE B - Continued

Cross Country Coach	8.0%	¼% - 11 yrs. exp.
Pre-Season	1.0%	
Track		
H.S. Track Coach	8.0%	¼% - 11 yrs. exp.
Asst. H.S. Track Coach	4.0%	¼% - 11 yrs. exp.
M.S. Track Coach	2.5%	¼% - 5 yrs. exp.
Baseball		
Varsity Baseball/Softball Coach	8.0%	¼% - 11 yrs. exp.
Varsity Baseball/Softball Assistant	4.0%	¼% - 11 yrs. exp.
J.V. Baseball/Softball Coach	6.0%	¼% - 11 yrs. exp.
Volleyball		
Volleyball Coach	9.0%	¼% - 11 yrs. exp.
J.V. Volleyball Coach	7.0%	¼% - 11 yrs. exp.
Freshmen Volleyball	3.0%	
Middle School Volleyball	2.0%	
Ski Team		
Ski Team Coach (Varsity)	8.0%	¼% - 11 yrs. exp.
Ski Team Coach (Middle School)	4.0%	¼% - 11 yrs. exp.
Golf Coach (Varsity)	6.0%	¼% - 11 yrs. exp.
Soccer Coach (Varsity)	6.0%	¼% - 11 yrs. exp.

A. To qualify for pre-season and post-season compensation, the coach must receive prior approval from the Superintendent of Schools.

B. Payment shall be made in a lump sum at the conclusion of each respective season of competition or activity. Payment will not be made until equipment (uniforms, etc.) is accounted for and inventoried with the Athletic Director.

C. The rate of compensation for any activity which is not listed in Schedule B but occurs after the ratification of this Agreement, shall be bargained with the Association.

D. Within sixty (60) calendar days following completion of duties, employee will be notified in writing of the board's intent to rehire, not rehire, or post position and consider all candidates for the next season. If the employee is to be rehired to their position, then the position is not considered to be open and will not be posted. Employees offered continued employment in position must accept continued employment with ten (10) calendar days of the offer to rehire or the position shall be considered open and shall be posted.

E. For purposes of clarification, experience factors in Schedule B shall accumulate based on seasons, not years, of experience in each sport. Seasons coaching football, for example, shall not count for experience in the basketball category, etc.

SCHEDULE B-1

SALARY SCHEDULE FOR ADDITIONAL DUTIES

A. In case of emergency, when one teacher is called upon to substitute for another, or in the event a teacher shall volunteer to substitute for an absent teacher, reimbursement shall be at the following rate:

2023-2026	**$40.00** per class period

B. In the event that a teacher shall be assigned a regularly scheduled class that constitutes an average, the compensation shall be based on one-seventh (1/7) of the teacher's applicable step.

C. Game Workers

Bargaining Unit members who work at home athletic events as scorers, timers, ticket-takers or crowd-control personnel:

2023-2026	**$30.00**

D. This rate will apply whenever the Administration is not able to obtain a substitute teacher and assigns the absent teachers' students to another teacher. This clause will not apply if the number of students moved into another classroom is 10 or less.

E. Bargaining unit members accompanying student groups in which an overnight stay is required will receive $100 per night.

Appendix A - School Calendars

East Jordan Public Schools
2023-2024 School Calendar

August 2023	Mon	Tues	Wed	Thur	Fri	
	21	22	23	24	25	
	28	29	30	31	1	*3*
	4	5	6	7	8	4
September	11	12	13	14	15	5
2023	18	19	20	21	22	5
	25	26	27	28	29	*5*
						22

October 2023	Mon	Tues	Wed	Thur	Fri	
	2	3	4	5	6	5
	9	10	11	12	13	5
	16	17	18	19	20	5
	23	24	25	26	27	5
	30	31				*2*
						22

November 2023	Mon	Tues	Wed	Thur	Fri	
			1	2	3	2
	6	7	8	9	10	5
	13	14	15	16	17	5
	20	21	22	23	24	2
	27	28	29	30		4
						18

December 2023	Mon	Tues	Wed	Thur	Fri	
					1	1
	4	5	6	7	8	5
	11	12	13	14	15	5
	18	19	20	21	22	4
	25	26	27	28	29	0
						15

January 2024	Mon	Tues	Wed	Thur	Fri	
	1	2	3	4	5	4
	8	9	10	11	12	5
	15	16	17	18	19	5
	22	23	24	25	26	5
	29	30	31			3
						22

February 2024	Mon	Tues	Wed	Thur	Fri	
				1	2	2
	5	6	7	8	9	5
	12	13	14	15	16	5
	19	20	21	22	23	4
	26	27	28	29		4
						20

March 2024	Mon	Tues	Wed	Thur	Fri	
					1	1
	4	5	6	7	8	5
	11	12	13	14	15	5
	18	19	20	21	22	4
	25	26	27	28	29	
						15

April 2024	Mon	Tues	Wed	Thur	Fri	
	1	2	3	4	5	4
	8	9	10	11	12	5
	15	16	17	18	19	5
	22	23	24	25	26	5
	29	30				2
						21

May 2024	Mon	Tues	Wed	Thur	Fri	
			1	2	3	3
	6	7	8	9	10	5
	13	14	15	16	17	5
	20	21	22	23	24	4
	27	28	29	30	31	4
						21

June 2024	Mon	Tues	Wed	Thur	Fri	
	3	4	5	6	7	4
	10	11	12	13	14	
						4

Total Days
180

Aug 22, 23, 24 - All Staff PD
Aug 28 Open House - All Buildings
Aug 29 - First Day - 1/2 Day Students & Staff
Sep 1 & 4 - No School - Labor Day
Oct 6 - 1/2 Day for Students & 1/2 Staff PD
Oct 24 & 26 - PT Conferences
Oct 27 - 1/2 Day Students & Staff - end Q1
Nov 1 - No School - Staff PD
Nov 22 - No School for Students & Staff
Nov 23 & 24 - No School - Thanksgiving Break
Dec 21 - Half Day - Students and Staff
Dec 22 - Jan 1 - No School Christmas Break
Jan 19 - 1/2 Day for Students - 1/2 Staff work - end S1
Feb 19 - No School Mid Winter Break
Mar 12 & 14 - PT Conferences
Mar 1 - 1/2 Day for Students & Staff
Mar 15 - 1/2 Day for Students & Staff
Mar 22 - Apr 1 - Spring Break
April 26 - 1/2 day students - 1/2 Staff PD
May 24 - No School Students, Full Staff PD
May 27 - No School - Memorial Day
Jun 5 - 1/2 Day Students - 1/2 Day Staff PD
Jun 6 - Last Day - 1/2 Day Students - 1/2 Staff work

Updated 6/7/2023

DURATION OF AGREEMENT

The Agreement shall be effective as of September 1, 2023 and shall continue in effect until the 31st day of August, 2026. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

Dated: 6-26-23

NORTHERN MICHIGAN EDUCATION ASSOCIATION

Deb Larson
NMEA Staff Liaison

Nathan Fleshman
EJEA Co-President

Mary Anderson
EJEA Co-President

Mike Zimmerman
NMEA President

EAST JORDAN BOARD OF EDUCATION

Ted Sherman
President

Charlotte Diller
Secretary

Matt Stevenson
Superintendent