

AGREEMENT

BETWEEN

GOODRICH AREA SCHOOL DISTRICT

AND

GOODRICH EDUCATION ASSOCIATION, MEA/NEA

2023-2026

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PREAMBLE

The Collective Bargaining Agreement hereinafter called the "Agreement" is entered into this 1st Day of July, 2023, by and between the Board of Education of the Goodrich Area School District, Goodrich, Michigan, hereinafter referred to as the "Board", and the Goodrich Education Association, MEA/NEA, hereinafter referred to as the "Association."

WITNESSETH

WHEREAS, the Board and the Association recognize that providing a quality education for the children of the Goodrich Area School District is their mutual aim and that the character of such education depends partially upon the quality and morale of the teaching staff; and

WHEREAS, the Board recognizes the educational expertise of the teachers and solicits their concerns and views of educational matters; and

WHEREAS, the Board and the Association have a statutory obligation, pursuant to Act 379 of the Michigan Acts of 1965, to bargain in good faith with each other with respect to hours, wages, and conditions of employment of the teaching staff; and

WHEREAS, the parties, following extensive and deliberate negotiations, have reached certain understandings which they desire to reduce to writing;

NOW THEREFORE, in consideration of the following mutual covenants, the Board and the Association hereby agree as follows

ARTICLE I

RECOGNITION

A. Pursuant to a representation election conducted by the Michigan Employment Relations Commission (MERC) the Goodrich Education Association, MEA/NEA is the exclusive bargaining representative, as defined in Section 11 of Act 379, Public Acts of 1965 for all certified Teachers and Ancillary Staff, employed by the Board (whether or not assigned to a public school building) but excluding supervisory and executive personnel, speech pathologists, social workers, substitutes, adult high school completion or community education personnel, aides, office and clerical, custodial, maintenance, kitchen and transportation personnel and all other employees. The term "Teacher" as used herein shall include certified teachers subject to the Michigan Teachers' Tenure Act and the term "Ancillary Staff" refers to certified professional employees within the bargaining unit who are not subject to the Michigan Teachers' Tenure Act. The term "unit employee" refers to all employees holding a position normally held by a bargaining unit member excluding substitutes.

B. The Board agrees not to negotiate with any union about this bargaining unit other than the Association for the duration of this Agreement.

C. Nothing contained herein shall be construed to deny or restrict to any unit employee rights he/she may have under the Michigan general school laws or other applicable laws and regulations. The rights granted to unit employees hereunder shall be deemed to be in addition to those provided elsewhere.

D. Any individual contract of employment shall be subject to and consistent with the terms and conditions of this Agreement.

ARTICLE II

PAYROLL DEDUCTIONS

A. Upon appropriate written authorization from the unit employee, the Board shall deduct from the salary of any such unit employee and make appropriate remittance for annuities, credit union, United Fund, or any other plans or programs jointly approved by the Association and the Board.

ARTICLE III

NEGOTIATIONS

A. The parties will reasonably communicate about a successor agreement prior to the expiration date of the agreement.

B. If any provisions of the Agreement or any application of this Agreement to any employee shall be found contrary to law, then such provision or application shall be deemed null and void, but all other provisions and applications shall continue in full force and effect. Furthermore, the provisions of such law shall supersede, to the extent of the conflict, the provisions of this Agreement and govern the relations of the parties hereunder.

C. Waiver - The parties acknowledge that during the negotiations which resulted in this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the District and Association, for the life of this Agreement each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

ARTICLE IV

GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A "grievance" is a complaint or allegation that there is a violation, misinterpretation or misapplication of provisions of this Agreement. No grievance exists if another forum is chosen.

    a. The "aggrieved person" is the bargaining unit member(s) or the Association.

    b. The term "unit employee" includes any individual or group who is a member of the bargaining unit covered by this Agreement, or the Association.

    c. A "party of interest" is the person or persons who might be required to take action or against whom action might be taken in order to resolve the problem.

d. The term "days" shall mean school days, except after the end of the school year, in which case it shall mean week days.

B. PURPOSE

1. The primary purpose of this procedure is to secure, at the lowest level possible, solutions to the grievance, as filed. Both parties agree that these proceedings shall be kept as confidential to the extent allowable by law as may be appropriate at each level of the procedure. Nothing contained herein shall be construed as limiting the right of any unit employee with a grievance to discuss the matter informally with any appropriate member of the Administration.

C. PROCEDURE

1. It is the desire of the parties that efforts be made to resolve the problem through direct verbal communication between those involved before entering into the following prescribed procedure. The presence of an Association representative may be requested.

2. The number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits may be extended or reduced by mutual written consent.

3. If the grievance is filed on or after June 1st, the time limits may be reduced by mutual written consent in order to affect a solution prior to the end of the school year.

4. The Board hereby designates the Superintendent as its representative when the grievance involves more than one school building.

D. GRIEVANCE STEPS

1. LEVEL ONE – A unit employee with an alleged grievance will meet with the immediate supervisor within ten (10) days of the alleged violation to resolve the issue. If the grievance is not resolved, it shall be filed in writing within 20 days of the alleged violation. An Association representative may be present at this meeting if so requested by the grievant. A disposition shall be rendered in writing within ten (10) days of said meeting.

2. LEVEL TWO - If a disposition is not rendered within the above time limits, or is not satisfactory to the aggrieved person, the grievance may be filed in writing to Level Two within ten (10) days. The Superintendent shall meet with the aggrieved person within ten (10) days following the filing at this level. The written disposition by the Superintendent shall be rendered to the aggrieved person and the Association within ten (10) days following the

meeting. Association grievances will be initiated at Level Two when the issue involves more than one building.

3. LEVEL THREE - If a disposition is not rendered with the above time limits, or is not satisfactory to the aggrieved person, the grievance may be processed, within ten (10) days, to the Board of Education. The Board or a committee of the Board shall meet with the aggrieved person to discuss the grievance. The Board shall render its decision within ten (10) days following the Level Three meeting.

4. LEVEL FOUR – In the event the grievant is not satisfied with the disposition or if no disposition is agreed upon at Level Three, the Association may file for Arbitration under the rules of the American Arbitration Association within twenty (20) days. The decision of the arbitrator shall be binding on both parties. The Board or the Association shall not be permitted to assert in such arbitration any grounds or to rely on any evidence not previously disclosed to the other party in writing.

5. Before proceeding to arbitration, either party may request a State Mediator in an attempt to resolve the matter. Mediation shall be implemented by mutual agreement of the parties. Should agreement not be achieved through mediation, the grievance may then be moved to the next level.

Unit employees who are parties to an arbitration hearing shall suffer no loss of pay or fringe benefits by virtue of their appearance at such a hearing.

E. LIMITATIONS OF ARBITRATION

The arbitrator shall have no power to add to or subtract from, disregard, alter, or modify any terms of this Agreement. The Arbitrator will have no power to rule on non-renewal of a probationary employee, or any prohibited or illegal subject of bargaining.

F. MISCELLANEOUS

1. A grievance may be withdrawn at any level without prejudice or record. However, if in the judgment of the GEA Representative or the Grievance committee, the grievance affects a group of unit employees, the Grievance Committee may process the grievance to the appropriate level.

2. No reprisals of any kind shall be taken by or against any party of interest or any participant in the grievance procedure by reason of such participation.

3. All documents, communications, and records dealing with a grievance shall be filed separately from the personnel files of the participants.

4. Forms for filing and processing grievances will be found in this Agreement in Appendix C.

5. Access shall be made available to all parties, places, and records for all information necessary to the determination and processing of the grievance.
6. Arbitration costs shall be borne equally by the Board and the Association. In the event a matter submitted by either party is determined not arbitrable, the moving party shall bear the cost of the arbitrator's fee and expenses.
7. The Arbitrator may issue a decision on arbitrability before hearing the substantive merits.

ARTICLE V

ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. Pursuant to Act 379 of the Public Acts of 1965, the parties hereby agree that every employee of the Board shall have the right freely to organize, bargain, or negotiate and engage in other concerted activities for mutual aid and protection, or to elect not to do so. Both parties undertake and agree that they will not directly or indirectly discourage, deprive, or coerce any unit employee in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitution of Michigan or the United States; that they will not discriminate against any unit employee with respect to hours, wages, or any terms or conditions of employment by reason of his/her membership in the Association or collective negotiations with the Board, his/her failure to join the Association or pay dues to same, or his/her institution of a grievance of an alleged violation of any term or condition of employment specified by the Agreement.

B. The Association shall have the right to request the use of the building facilities under District Procedures, for local Bargaining Unit Members, without cost, except that the Association shall assume cost of additional employees, if required by Administrative Regulations. No unit employee shall be prevented from wearing insignia pins, or other identification of membership in the Association either on or off school premises, nor shall any unit employee be discriminated against by any party hereto for failure to engage in such activities. A bulletin board and other established media of communication shall be provided to the Association, and all unit employees.

C. In addition to all publicly available information, the Board agrees to furnish to the Association, in response to reasonable requests, available information concerning the financial resources of the District and such readily available information as will assist the Association in negotiations and information which is necessary for the processing of any grievance. However, nothing contained herein shall be construed to require that the Board provide information not already available to it or to provide such requested information in any form other than that normally provided to the Board for public consideration.

D. The Association shall receive a total of ten (10) professional business days each year to be used at its discretion upon 48 hours notification by the Association President to the Administration. The Association may choose to reimburse the Board for the

cost of the substitutes for any Association days in excess of ten (10), as well as all retirement contribution costs.

ARTICLE VI

BOARD RIGHTS AND RESPONSIBILITIES

A. The Board, on its own behalf and on behalf of the electors of the school district, hereby retains and reserves unto itself, without limitations, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the school code and the laws of the state, the Constitution of the State of Michigan and/or the United States. Such rights, duties, etc., shall include, by the way of illustration and not by way of limitations, the right to:

1. Manage and control its business, its equipment, and its operations and to direct the working forces and affairs of the entire school system, including the reasonable provisions for health, safety and first aid of employees during District operations.
2. Continue its rights, policies and practices of assignment and direction of its personnel, determine the number of personnel, and schedule all the foregoing.
3. Direct the working forces, including the right to establish and/or eliminate positions, to hire, evaluate, promote, discipline and discharge employees, transfer employees, assign work or duties to employees, determine the size of the work force and to lay off employees.
4. Determine the services, supplies, and equipment necessary to continue its operation and to determine all methods and means of distributing the above and establishing standards of operation, the means, methods and processes of carrying on the work including automation or subcontracting thereof of changes therein.
5. Determine at Board expense the mental and/or physical capabilities of a unit employee to continue in his/her assignment.
6. Determine the policy affecting the selection, testing, or training of employees.
7. To decide the course of study and the selection of textbooks.
8. The Board shall continue to have the exclusive right to establish, modify, or change any condition except those covered by provisions of this collective Bargaining Agreement.

B. In meeting such responsibilities, the Board acts through its administrative staff. Such responsibilities include, without being limited to, the establishment of educational policies; the construction, acquisition and maintenance of school buildings and equipment; the evaluation, discipline, promotion and termination of employees; and the establishment and revision of rules and regulations governing and pertaining to work and conduct of its employees. The Board and administrative staff shall be free to exercise all of its managerial rights and authority.

C. The listing of specific management rights in this agreement is not intended to be nor shall be restrictive of or a waiver of any rights of management not listed and specifically surrendered here whether or not such rights have been exercised by the Board in the past.

D. The rights and responsibilities of the Board listed in this Article are limited by the Constitution and laws of Michigan, the Constitution and laws of the United States and the express and specific provisions of the Agreement.

E. Changes in Board Policy shall be provided to the Association President within fifteen (15) days of their adoption.

F. If a need exists for individual building policies, they shall be reduced to writing by the building principal and sent to the Superintendent for approval. Following approval, the written policies shall be distributed, within ten (10) days, to unit employees assigned to that building. Said policies become effective upon completion of distribution to unit employees. Changes or additions to the individual building policies shall be processed as noted above. These policies shall be consistent with the terms of this Agreement.

G. The Board shall apply the terms of this Agreement in a manner which is not arbitrary, capricious, or discriminatory with regard to race, creed, religion, color, national origin, age, gender, marital status, sexual orientation, handicap, or membership or lack thereof in any teacher organization.

ARTICLE VII

EMPLOYEE SENIORITY, LAY-OFF AND RECALL CONDITIONS

A. A seniority list shall be prepared by the Board and verified by the Association. Seniority shall be defined as length of active continuous service within the bargaining unit excluding time spent on approved leave. Seniority date is defined as the month and day of the first year worked. It is the individual employee's responsibility to keep all information related to this section current in the Office of Personnel if said information is to be used in compiling the seniority list and in making assignments from the current seniority list. Changes or anticipated changes will be reported by May 1st.

1. When two (2) or more employees have the same seniority date, they will be ranked in order of their total years of teaching experience in the district.
2. When two (2) or more employees have the same seniority date and the same years of total teaching experience in the district, they shall be ranked in order of the total number of years of teaching experience outside the district.
3. If two (2) or more employees have the same seniority date, the same years of total teaching experience outside the district, they shall be ranked in order of the total number of graduate hours earned beyond a bachelor's degree.

4. When all of the above are equal, the individuals who remain equal shall participate in a drawing to determine placement on the seniority list. The Association and unit employees so affected will be notified in writing of the time and place of the drawing and be allowed to attend.

B. The seniority list, including seniority date, tenure status, years of prior service in the district, years of experience outside the district, number of hours of graduate credit earned beyond a bachelor's degree, certification, majors, minors (if highly qualified), current assignments, and leave status shall be published and posted conspicuously in all buildings in the district by November 15th of each school year.

   Individuals and the Association shall have ten (10) school days to respond with challenges to the seniority list. The Board shall respond in writing to the challenge within ten (10) days of receipt of the challenge. Unresolved challenges may be referred to the grievance procedure. Revisions and updates of the seniority list shall be published and posted prior to the date assignments are made for the following school year, but no later than the last day of school. A copy of the seniority list and subsequent revisions and updates shall be forwarded to the Association President and Secretary.

C. All seniority is lost when employment is severed by resignation, retirement, and discharge for cause. However, seniority is retained if severance of employment is due to lay-off. In the cases of lay-off, unit employees so affected shall retain all seniority accumulated as of the effective date of lay-off.

D. Lay-off shall be defined as removal from the payroll with no employment rights other than the retention of seniority status, extra-duty status and recall rights as noted below

E. Any school year bargaining unit employee who collects unemployment compensation during the summer months (MESC's "summer denial period") and who is recalled before the start of his/her normal work year to a position with the same or more hours of work, shall be obligated to reimburse the District the amount of unemployment compensation collected during the summer months. The District is authorized to obtain repayment through a payroll deduction of the appropriate amount in equal payments over the entire year

ARTICLE VIII

PERSONNEL FILE

A. No official disciplinary records concerning a unit employee may be kept elsewhere than in the employee's personnel file in the Personnel Office (except for grievance records).

B. Any disciplinary actions, up to an including written reprimand, shall be removed five (5) years from date of occurrence provided that no subsequent or related infractions have occurred during that time, or as required by law; excluding records of unprofessional conduct as defined within section 380.1230b of the Michigan Revised School Code.

C. Each unit employee shall have the right, upon reasonable request, to review the contents of his/her own personnel file as provided by law (PA 397 of 1978). The unit employee may bring a representative of the Association. Twenty-four (24) hour advance notification is required.

ARTICLE IX

PROTECTION OF UNIT EMPLOYEES

A. Since the unit employee's authority and effectiveness in the classroom may be undermined when there is unreasonable administrative backing and support of the unit employee, the Board recognizes its responsibility to give all reasonable support and assistance to unit employees with respect to the maintenance of control and discipline in the classroom. Whenever it appears that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians or other professional persons, the Board will take reasonable steps, with the cooperation of the unit employee, to see that appropriate services are provided.

B. Any case of assault upon a unit employee which is job-related shall be promptly reported to the Board or its designated representative. The Board will provide legal counsel to advise the unit employee of his/her rights and obligations with respect to such assault and shall render reasonable assistance to the unit employee in connection with handling of the incident by law enforcement and judicial authorities unless it is clear and convincing that the member did not act consistent with Board Policy and the law. If assaulted while on duty for the school district, the Board may appropriately reimburse a unit employee for any losses, damage or destruction of clothing or personal property of the unit employee unless it is clear and convincing that the member did not act consistent with Board Policy and the law. Time lost by a unit employee in connection with any incident mentioned herein will not be charged against the unit employee. However, the Board reserves the right to request documentation from a physician of its choice on the need for lost time at Board expense.

C. If any unit employee acting within the law and District Policy is complained against or sued by reason of disciplinary action, taken by the unit employee against a student, the Board will provide legal representation.

D. A unit employee may use such reasonable physical force allowed by Board Policy and the laws as is necessary on the person of any pupil to protect himself/herself from attack, or to prevent injury to another person or for the purpose of maintaining discipline.

E. The Board agrees to distribute, at the beginning of each school year, specific discipline procedures which unit employees are expected to follow.

F. A unit employee may exclude a pupil from a supervised area when the grossness of the conduct, the persistence of the misbehavior, or the disruptive effect of the violation makes the continued presence of the student in the area intolerable. In such cases the unit employee will furnish to the principal, as promptly as his/her

obligations will allow, the full particulars of the incident using a form provided by the Board. In grades 6-12, the pupil shall not be returned to the area until the principal has consulted with the unit employee and indicated the action to be taken regarding the student. In grades K-5, the student shall not be returned to the area until there has been verbal or written communication to the unit employee from the principal or in his/her absence, from office personnel.

G. Suspension of students from school may be imposed only by a principal or his/her designated representative. School personnel will endeavor to achieve correction of student behavior through counseling and interviews with the child and his/her parents, when warranted.

H. The Board will reimburse a unit employee, who while on duty, suffers loss, damage or destruction of clothing or personal property of the unit employee which is a result of student activity unless it is clear and convincing that the member did not act consistent with Board Policy and the law. It shall be promptly reported in writing to the administrator in charge. The amount of reimbursement, not to exceed $400, shall be limited to the repair or replacement cost of the article, whichever the Board deems appropriate.

I. Personal materials and equipment used in the classroom by unit employees which are damaged or destroyed because of fire, wind, rain, or other physical plant problems will be replaced or paid for by the Board, unless the unit employee was negligent and the personal materials and equipment were appropriate for work. The unit employees shall provide the building principal with a written inventory of said personal materials and equipment being used along with their approximate purchase date and cost at the time that materials and/or equipment are brought into the classroom in order to be eligible for reimbursement or replacement.

ARTICLE X

EMPLOYEE HOURS

A. The unit employee's week shall consist of seven and half (7.50) hours per day, with the day beginning no earlier than 8:00 a.m. for K-5 employees and 7:15 a.m. for 6-12 unit employees.

B. In the elementary schools, two (2) half days per semester may be scheduled for parent-teacher conferences while the middle and high school are in session.

C. Unit employees will remain longer when requested in order to attend to those matters which require attention. Parent conferences, staff meetings, and principal conferences are to be considered sufficient reasons to remain longer. Professional collaboration may also be held after or prior to regular work hours, these sessions will occur up to 13 times per school year, but will last no longer than 60 minutes in length. The dates will be promptly identified to unit members, at least by the first day of school. These sessions will have an agenda for the purpose of professional collaboration. Attendance at these meetings is required unless permission is

granted from the building administrator or the member was not in school. Members who miss a meeting without permission shall have one (1) hour deducted from their paid leave time. Staff members shall not schedule, monitor, or conduct practice sessions for other activities during these meeting times.

Unit employees may also be required to remain for announced meetings, the necessity of which has been created by an immediate need in the building. An example would be to share needed information or training necessary for the protection of students or staff.

On Fridays and the days preceding holidays or vacations, the unit employees are permitted to leave after the school busses have left.

D. All unit employees shall be entitled to a duty free, uninterrupted lunch period of at least thirty (30) minutes.

E. PREPARATION TIME/TEACHING LOAD

1. Each Teacher shall be guaranteed at least two hundred seventy-five (275) minutes of unassigned preparation time per full work week. In grades K-8, said preparation time shall be in no less than fifteen (15) minute blocks.
2. The normal weekly teaching load at the middle school level will be twenty-five (25) teaching or supervision periods and five conference/planning periods, excluding student resource or advisory periods. The normal daily teaching load for Teachers at the high school level will be three (3) teaching or supervision blocks if block scheduling is in place, or a weekly teaching load of twenty-five (25) teaching or supervision periods and five conference/planning periods if a six-period day is in place, excluding student resource or advisory periods. When a Teacher has a block/Gen-Net instructional combination that results in an extended day, he/she will be compensated at a pro-rated per diem rate.
3. Unless the Association and administration otherwise agree, Teachers who are assigned less than a full teaching load shall have prorated unassigned preparation time.
4. Released time while special Teachers are instructing students must be used for preparation by the Teacher, either in his/her respective classroom or in an area mutually agreed upon by the Teacher and principal.
5. For all unit employees who are required to work between buildings and/or travel on their prep time, they will be compensated for mileage and/or lost prep time. See Appendix H.

F. K-5 Teachers will have a one hour block at lunch which will consist of 30 minutes planning and 30 minutes of duty-free lunch. This planning time will count toward the total time in E above.

G. All Teachers of the bargaining unit shall have the same yearly schedule and the equivalent in preparation time.

H. If school is closed due to circumstances beyond the control of the administration, unit employees will not be required to work, and will suffer no loss of pay. If the District is required under state law to make up days missed for this reason, then unit employees will work that required amount of time without additional pay.

   If school is in session and students are sent home due to problems as in H above, unit employees may be required to remain in an unaffected area.

I. Unit employees may participate on a voluntary basis in a shared-time program subject to the following conditions.

   1. The unit employee, in cooperation with the building administrator, must be able to identify another certified, qualified unit Teacher.
   2. Unit employees in this program will receive compensation at one-half (1/2) of their scheduled annual salary according to the salary schedule.
   3. Each unit employee in this program will receive one-half (1/2) the fringe benefits with the option to buy the remaining coverage at the group rate.
   4. Both unit employees shall accrue a full year of seniority.
   5. Each shared-time program is subject to approval by the Board.
   6. Each shared-time program may terminate at the end of the school year.

J. PART-TIME POSITIONS

   1. Unit employees hired on a part-time basis will be paid according to the fractional portion of the day/week they work. Their position on scale will be determined as with all unit employees, according to experience and preparation.
   2. The Board will pay the fractional portion of each fringe benefit chosen according to the amount of time worked, if the unit employee elects to pay for the remaining portion.
   3. Part-time unit employees will receive full seniority credit.
   4. Unit employees will be considered part time by whatever ratio their pay is pro-rated.

K. The mentoring process will include, but not be limited to, the following:

   1. Policies and procedures
   2. Classroom management
   3. Instruction
   4. Communication

Mentors will schedule meetings with mentees as necessary. Mentors will be compensated at a rate of curriculum pay, up to 15 hours. Additional hours may be requested through the building Principal.

The form in Appendix F will be used to document meetings. Mentors shall submit this form by June 1st to building administration to qualify for compensation as a mentor.

ARTICLE XI

TEACHING LOADS

A. For Teachers giving up their planning period to teach an additional class during one semester, an off schedule stipend of $2,500.00 will be paid. Teachers with an additional class during the first semester will be paid on the first paycheck of December. Teachers with an additional class during the second semester will be paid on the first paycheck of May. For Teachers giving up their planning period to teach an additional class both semesters, an off schedule stipend totaling $5,500.00 will be paid. The first of two payments, $2,500.00 with the first paycheck of December. The second payment of $3,000.00 with the first paycheck of May. Such assignment shall be only with the approval of the unit employee and notification to the Association. Teachers whose teaching day extends beyond or starts before the regular teaching day because of teaching an extra load as above, will be paid at that same rate listed above. No additional prep time or benefits will be given, nor are they implied in any way.

B. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard texts and questionnaires, and similar materials are the tools of the education profession. The Board therefore agrees to keep the schools reasonably and properly equipped and maintained.

C. The parties agree that in the class size shown at the end of this Article, Column A represents the point at which most effective learning can take place and that attempts shall be made to reduce class sizes toward these goals. They further agree that class sizes as shown in Column B represent the point above which effective learning is inhibited and that all reasonable efforts shall be made to avoid scheduling classes larger than these figures. Whenever the administration is faced with a choice, the first emphasis at obtaining goals as stated in Column A shall be in the lower elementary grades.

D. Efforts shall be made to assign students to sections of a grade or subject in a manner which provides for an equalized student distribution by number and academic ability among those teachers involved. At the elementary level the class size may be adjusted prior to the end of the 2nd full week of school and at the secondary level the class size may be adjusted within two full weeks after the beginning of each semester or class. Exceptions to this procedure shall be made only by mutual agreement of the Board and the Association. This procedure does not apply to specialized classes or to the extent it violates state or federal law.

E. In the event that a class exceeds the suggested maximum on Column B, the Principal and Superintendent shall meet with the Association and the Teacher(s) of the class(es) involved to find an equitable solution to the problem. If another resolution cannot be reached Teachers will be paid $3.20 per day, per student per semester for Elementary and $0.64 per day, per student per semester for MS/HS. Class overages do not apply to secondary music classes.

F. Assignment of student teachers shall be made only with a Teacher's consent.

G. The daily teaching load of those employees who are employed less than full time shall be in direct proportion to the fraction of time of employment.

H. Teachers assigned to serve as acting principal shall be relieved of regular classroom duties during absence of the principal. If a Teacher is not relieved of their teaching duties and acts as the building principal for a period of time, they shall be compensated for their lost prep time.

I. CLASS SIZE

Class or Grade	***Recommended Class Size*** *(Column A)*	***Suggested Maximum Class Size*** *(Column B)*
Developmental Kindergarten	18	20
Elementary K-2	22	25
Elementary 3	25	27
Elementary 4-5	25	30
Secondary Physical Education	25	50
Special Education	Legal Compliance	
Remaining Education Classes 6-12	25	30

*Class size restrictions do not apply to secondary music and secondary band.

ARTICLE XII

LEAVE

A. SICK LEAVE – Twelve (12) days each school year, four (4) of which shall be Personal days, will be allowed each unit employee for sick leave or other leave. Sick leave days may be used for personal illness, disease or injury, or to care for a parent, spouse or child with an illness, disease or injury. Sick days may be used for physical or mental conditions resulting from an accident. No more than three (3) consecutive days of Personal may be used without approval of the Superintendent. Personal may not be used on the day prior to or following any scheduled recess, vacation or the first or last day of a semester. Twenty-four (24) hours of notice must be provided the district for the use of Personal time. This provision can be waived for extraordinary circumstances with approval of the Superintendent. Such requests will be answered within ten (10) work days. Any unused Personal days will be converted to sick days the following year, however, a unit employee must use Personal days before requesting an unpaid leave.

1. Unit employees will be informed by the first day of school of the procedure they are to follow to report unavailability for work. Notice of absence will be given as soon as possible but at least by 6:00 a.m. for middle and high school and by 7:00 a.m. for elementary. Unit employees will not be penalized if, in cases of emergency, they are unable to follow the procedure. Once a unit employee has reported unavailability, it shall be the responsibility of the Board to arrange for a substitute without further contact with the unit employee involved.

2. If the administration needs medical information for FMLA verification, or ADA accommodation purposes, or feels that the unit employee is abusing the use of sick leave days, a unit employee may be required to provide medical verification according to the following procedure: If the unit employee has a pattern of absences, the Board shall provide written notification of suspected abuse, including the reason for such, and the unit employee may be asked to submit verification of future illnesses which seem to follow the same pattern. If a unit employee is absent five (5) or more consecutive days, verification of illness may be requested.

3. Verification shall mean a written statement from a physician or other licensed practitioner that supports the unit employee's inability to report for work. Verification need not contain private medical information.

4. Five non-deduct bereavement days may be used per school year for deaths in the immediate family including grandparents, parents, spouse, brothers, sisters, children, grand-children, mother-in-law or father-in-law. Three (3) additional non-deduct bereavement days may be used for subsequent deaths, in the same school year, for additional immediate family. Bereavement days must be used within thirty (30) days from the time of death. One (1) of these bereavement days may be used outside of the thirty (30) days for a funeral/memorial service.

Verification of death and funeral/memorial may be requested. The use of bereavement days may be adjusted with the permission of the superintendent. Up to five (5) days of accumulated sick leave may be used for the death of the extended family and/or other relatives. Up to three (3) of those leave days may be used for the death/funeral of a close friend. Verification may be required.

5. The Board of Education shall, at the beginning of each school year, provide in writing, to each unit employee, a statement stating the total number of illness and disability hours he/she has accumulated.
6. The Board of Education shall pay to such unit employee the difference between his/her salary and benefits received under the Michigan Worker's Compensation for a period of time not to exceed one (1) year. Absences during the period shall not be charged against the unit employee's illness and disability leave.
7. Definition of one-half (1/2) day for purposes of attendance accounting will be the midpoint of the unit employee's day, realizing that someone sick who leaves school will only have to take one-half (1/2) sick day.
8. Unit employees who are assigned to less than a full load shall receive leave days in direct proportion to the fraction of the time of employment, i.e., half time employees shall receive twelve (12) half days of illness and disability leave per year.
9. Unit employees returning from surgery or prolonged illness may be required to provide medical verification at Board expense that they are able to return to work.
10. Bargaining unit employees who leave mid school year, but use more than the pro-rata amount of leave earned for that school year, shall be required to reimburse the District for excess leave used.

B. SICK BANK

1. Purpose – to provide added sick leave days for members of the sick bank, up to the maximum number of days required to satisfy the waiting period for long term disability.
2. Membership – to qualify said unit employee must have donated the prescribed amount of his/her allotted sick days to the sick bank (see bank donations).
3. Bank donation – Each unit employee who desires to participate will donate two (2) days the first year of participation. A member may not withdraw his/her contributed days.
4. The initial number of sick bank days was approximately on a 3:1 basis (3 days in the bank for each member). This ratio shall be maintained from year to year.

5. When the total number of sick bank days drops from 3:1 ratio to a 2:1 ratio, then each participating staff member will be assessed one (1) day of his/her allotted sick day time.
6. An employee's participation in the sick bank shall be made by applying for membership within thirty (30) days after the beginning of the school year or within thirty (30) calendar days of employment.
7. An employee's participation in the sick bank shall be formalized by signing an authorization form donating two (2) sick days from his/her personal sick leave to the sick bank. Thereafter, membership will be on a continuing basis except when a unit employee chooses to terminate his/her membership from the sick bank by written notice to the Personnel Office during the month of September. A person withdrawing from the sick bank will not be able to withdraw the contributed days.
8. If an employee wishes to reapply for membership in the Sick Bank, he/she may do so during the first thirty (30) calendar days of the school year. However, another initiation fee of two (2) days will be deducted from his/her personal sick leave and added to the Sick Bank.

C. APPLICATION FOR USE

1. A member will qualify for sick bank days after the member's accumulated sick time has been depleted, and after two additional days of absence due to illness or injury which is due to a serious health condition of the member as defined by the Family Medical Leave Act. The two (2) additional days of absence will be required each time the sick bank is used. The request for sick bank days shall be presented in writing to the Personnel Office along with a certification by health care provider (the FMLA form) regarding the nature of the illness. A copy of the request (excluding the certification form) shall be forwarded to the Association Vice President by the member applying for the days.
2. A list of sick bank members shall be sent to the local Vice President within thirty (30) calendar days after the beginning of the second semester.
3. Use of the sick bank is intended for a serious health condition of the employee.
4. A member granted days from and obligated to the bank shall repay the bank a minimum of four (4) days, or the number of days used if less than four (4) of the following year's sick time allotment. Members who have used more than 10 days of sick bank will be required to repay days remaining at the end of subsequent year(s). Payment shall continue to be deducted each year until the complete debt is repaid for the first year of the sick bank use. If the

bank is used a second time, the member will repay five (5) days of the following year's sick time allotment. (If a member shall leave the district or retire before the complete debt is repaid, he/she will be required to pay the amount received for each day not repaid and the application will reflect this obligation). Individual unit employees may donate from their own days to another unit employee who is retiring with a balance of days owed to the sick bank. (See Appendix F)

The Association Vice President shall meet with the Personnel Office employee designated to administer the sick bank three times a year to review sick bank usage: by October 31, January 31 and June 30. Any concerns will be reported to the Superintendent and Association President.

D. ALTERNATIVE CAREER LEAVES

The term "qualified" in this section shall refer to the highly qualified standards as recognized by the State of Michigan.

1. The Board may grant a voluntary leave of absence upon request to a unit employee without pay or fringe benefits for a purpose(s) not enumerated in this Agreement. Unit employees may take a one (1) year leave under this provision provided a certified and qualified replacement can be obtained. Such leaves will not be granted for the purpose of performing similar work for another school district. Leaves requested after August 1st may be denied.
2. The unit employee who has requested an alternative leave may continue all fringe benefits by reimbursing the district at the group rate provided this is permitted by the carrier and as provided by COBRA.
3. Any unit employee who has been granted two (2) consecutive years leave under this provision shall return to employment status or be terminated. No more than one such leave will be granted to any individual unit employee.
4. These provisions shall apply to any unit employee on employment status. Unit employees on lay-off may apply for such leaves within thirty (30) days of the effective date of lay-off.

E. FAMILY MEDICAL ACT LEAVE

1. A leave of absence of up to twelve (12) weeks (or twenty-six (26) weeks for military caregiving) during any rolling backward twelve (12) month period shall be granted to eligible unit employees in accordance with the Family and Medical Leave Act ("FMLA") for the purposes permitted by the FMLA. Such purposes include:
    a. The birth or placement for adoption or foster care of a child (up to one year from the date of birth or placement);
    b. Because of a serious health condition of a unit employee's spouse, child or parent;

c. Because of a unit employee's own serious health condition.

d. A qualified employee who is the spouse, son, daughter, parent, or next of kin to a member of the Armed Forces, including a member of the National Guard or Reserves who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on a temporary disability retired list for a serious injury or illness, may also take up to 26 weeks of leave to care for that member of the Armed Forces.

e. A qualified employee may take FMLA leave up to 12 weeks in response to a covered family member's "qualifying exigency," that arises out of a call to active duty service in support of a contingency operation.

2. For FMLA leave purposes, the terms "child" and "parent" shall be as defined in the FMLA and/or its applicable regulations. As currently defined, the term "child" means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a unit employee standing *in loco parentis*, who is under 18 years of age or 18 years of age or older and incapable of self-care because of a mental or physical disability; and the term "parent" means a biological parent or an individual who stood *in loco parentis* to the unit employee when the unit employee was a child. ("Parent" does not include "in-laws.").

3. To be eligible for a FMLA leave, a unit employee must have worked for the District: (1) for at least twelve (12) months, and (2) for at least 1250 hours during the past twelve (12) month period.

4. Unit employees seeking to use FMLA leave shall provide 30-day advance notice of the need to take FMLA leave when the need is foreseeable.

5. Unit employees seeking to use (and/or using) FMLA leave may be required to provide:

   a. Medical certifications supporting the need for leave due to a serious health condition affecting the unit employee or an immediate family member;

   b. Periodic reports during FMLA leave on the unit employee's status and intent to return to work; and/or

   c. Such further medical opinions and/or fitness certification as may be permitted by the FMLA (in accordance with the FMLA).

6. An FMLA leave may be taken on an intermittent or reduced schedule basis, to the extent permitted and in the manner prescribed by the FMLA, when medically necessary.

7. Paid sick leave time shall be counted as part of the FMLA leave time when the FMLA leave is used for purposes for which paid sick leave is available and applicable. All other FMLA leave time shall, however, be unpaid.

8. Limitations found under Section 108 of the FMLA (pertaining to "special rules concerning employees of local educational agencies") shall apply; and the Board reserves all rights conferred upon school districts under the FMLA.
9. All FMLA leaves shall be subject to and administered in accordance with the FMLA and its applicable regulations; and, in the event of conflict between the provisions of the FMLA and its regulations and the provisions of this Agreement, the provisions of the FMLA and its regulations shall control.

F. GENERAL LEAVE

1. A leave of absence for up to one (1) year (except as provided in B 1) may be granted to any non-probationary unit employee, upon application for family responsibilities, education leave, election to public office and/or association position, and for other reasons which are approved by the Board. Provision for one (1) year extension may be requested and approved by the Board. Increment credit for the remainder of the semester shall be allowed if one-half or more of the semester has expired. Salary shall be determined by placing the reinstated unit employee on the salary schedule step held when leave was granted.
2. Leave of absence with pay, not chargeable against the illness and disability leave allowance, shall be granted when a unit employee is called for jury service, or before any court of competent jurisdiction. All jury duty pay and witness fees shall be turned over to the school district. It is understood that said unit employee shall be at his/her work or teaching station when court is not in session. This leave is not to be used for self-initiated cases, or for cases not pertaining to Goodrich Area Schools.

G. RETURN PROCEDURE

1. Unit employees on approved leaves of absence shall retain all credit towards leave, seniority and salary increments accrued prior to the beginning of the leave. Whenever possible, leaves of absence shall coincide with the semesters of the school year.
2. All unit employees returning from medical leave may be required to present a Fitness for Duty to return and shall be offered vacant positions for which they are certified and qualified before any new unit employee is assigned. A unit employee not accepting a full time position for which he/she is certified will be deemed to have severed the employment relationship with the district.
3. A unit employee on leave shall notify the Board, in writing, not less than forty-five (45) calendar days prior to the expiration of leave but in no case shall notification be later than April 1st whether he/she desires to return to employment, extend the leave or terminate employment. Unit employees not conforming to this requirement may have their employment terminated. The Board shall notify the Association President of non-conformance of the above requirement by any unit employee. Action to terminate employment shall

not be taken for a period of five (5) days after notice to the Association President.

4. If a unit employee has been employed for at least 46 working days of a semester, experience and salary credit for the semester will be allowed.
5. No leave of absence shall be granted for a period of more than one (1) school year. The Board may grant an extension of the leave for an additional one (1) year at the request of the unit employee.

ARTICLE XIII

COMPENSATION AND BENEFITS

A. Salary schedules are printed in this agreement under Appendix A and reflect a total of 188 days for the term of this contract. These totals will include the equivalent of five (5) professional development days, one (1) workday and two (2) days compensated for open house and parent teacher conferences.

B. The calendar(s) for the term of this contract, will be set forth in Appendix I.

C. Teachers who travel between buildings during work hours will be reimbursed for their mileage at the current IRS rate upon submission of the appropriate mileage forms within 15 calendar days of the end of each semester.

D. Credits must be taken after provisional certification has been received and they must coincide with the teachers' major and minor or related fields or other program which relates to their teaching assignment. Teachers shall provide temporary verification of additional hours during the first week of school. Verification will follow within thirty (30) days with presentation of official transcripts.

E. Longevity will be paid as follows:

At the beginning of	12th year	$1,650
	15th year	$1,900
	20th year	$2,150
	25th year	$2,450

Such payments shall continue until retirement or termination.

F. New unit employees entering the systems may be given full credit for experience in any system, discretionary with the Superintendent or designee. This may include previous work experience in public and parochial schools, and military service. Regardless of past experience, the Superintendent or designee may award up to three (3) steps to an individual new to the system.

Credit for not less than one full year and not more than two years active military service will be given. A unit employee must have completed all requirements for a certificate prior to his/her entry into the service.

Credit will also be given for work experience garnered while on lay-off from the Goodrich Schools with the total credit given not to be more than six (6) years.

Staff members who are eligible for advancement to the BA, BA+18, BA+30, MA, MA+18, MA+30 columns will be, upon proof of credits earned, placed on this column if proof is submitted within two (2) weeks after the start of the school year. Courses taken for advancement toward the BA+30 column shall be credits toward a counseling or administrative degree, other school related degrees or graduate credits in the discipline of the individuals major or minor and be acceptable to the State of Michigan for professional continuing certification.

Staff members who become eligible at the start of the second semester will be advanced to the next column upon proof of credits earned two weeks after the start of the second semester. Salary will be prorated from the beginning of the second semester.

G. Unit employees may opt, in writing, at the beginning of each year to receive their pay in 22 or 26 pays. Disbursements will occur in either 22 or 26 pays according to the members' payroll allocation.

H. The Board shall pay registration fees and mileage according to current Board Policy.

I. Upon retirement or severance, and with ten (10) years of service in Goodrich Area Schools, the Board shall pay to the unit employee thirty-five dollars ($35) for each accumulated sick day.

J. Early Notification of Retirement Payment. The Board agrees to provide a $750 payment to any unit employee, whether active or on leave, who submits to the Board his/her written notice of retirement effective at the conclusion of the current school year. This payment shall be prorated for part-time unit employees and shall be made dependent upon written notice being submitted no later than February 1.

ARTICLE XIV

EXTRA DUTY ASSIGNMENTS AND SALARIES

EXTRA DUTY COMPENSATIONS

Extra duty shall be defined as professional work beyond the school year or school day, or as hourly substituting.

	Pay Rate
Student Supervision	$15.06
Lunch Supervision ½ hour	$14.00
Curriculum Development Summer School	$27.00 $30.00
Assignments at Athletic Events	$10.03
Elementary Music Concert Supervision	Flat rate $20.00
Hourly Substituting	$43/hour

Extra Duty – Hourly

The following rates shall apply for hourly substituting and other hourly positions:

Extra Duty – Athletic and Non-Athletic

The following procedure shall apply for all extra duty positions, except above-listed hourly work:

1. The Board, in its sole discretion, will determine which positions will be available and what activities will be offered. Assignment to the following positions will not be subject to the grievance procedure, provided the posting process was followed.
2. The Board will post all available positions within the bargaining unit for a period of ten (10) days. Said posting shall contain the qualifications for the position and the application procedure.
3. Should more than one unit employee apply for the position and qualifications are equal, the Board shall select the applicant with the most bargaining unit seniority, excluding non-athletic positions which require a teaching certificate.
4. If no unit employee who applies meets the posted qualifications, the Board will post the position(s) outside of the bargaining unit.
5. The Board shall inform all unit employees who are not selected for a particular position within ten (10) work days of filling the position.
6. Assignments will be for one year, though the Board may choose not to post any position that is not vacant.
7. All extra duty personnel will be reviewed annually in order to identify areas of strengths and areas in need of improvement. This review shall be discussed with the employee to assist in strengthening skills. The Review form will be found in Appendix C.

Athletic

Placement on this schedule shall be determined by:

1. All past experience in the same sport shall be counted.
2. If more than one person is approved by the Board, then each person shall receive the amount indicated. If persons choose to share the position, then those persons shall share the stipend listed.
3. Amounts listed will be based on percent of the first step of the salary scale (base).
4. Unless otherwise indicated all positions are for one (1) person.

GROUP 1: FOOTBALL, BASKETBALL

Years Experience	**0**	**1**	**2**	**3**	**4**
Varsity Head	**13**	**14**	**15**	**16**	**17**
Varsity Assistant	**10**	**11**	**12**	**13**	**14**
JV Head	**7.5**	**8.5**	**9.5**	**10.5**	**11.5**
JV Assistant/9th Head	**4**	**5**	**6**	**7**	**8**
MS Head	**2**	**3**	**4**	**5**	**6**
MS Assistant	**1**	**2**	**3**	**4**	**5**

GROUP 2: VOLLEYBALL, WRESTLING, HOCKEY, TRACK, SOFTBALL, BASEBALL, SOCCER

Years Experience	**0**	**1**	**2**	**3**	**4**
Varsity Head	**10**	**11**	**12**	**13**	**14**
JV Head/Varsity Assistant/9th Grade	**4**	**5**	**6**	**7**	**8**
MS Head	**2**	**3**	**4**	**5**	**6**
MS Assistant	**1**	**2**	**3**	**4**	**5**

GROUP 3: CROSS COUNTRY, GOLF, TENNIS, BOWLING

Years Experience	**0**	**1**	**2**	**3**	**4**
Varsity Head	**4**	**5**	**6**	**7**	**8**
Varsity Assistant/JV	**2**	**3**	**4**	**5**	**6**
MS Cross Country	**2**	**3**	**4**	**5**	**6**

GROUP 4: CHEERLEADING, POM POM

Years Experience	**0**	**1**	**2**	**3**	**4**
Varsity Head	**2**	**3**	**4**	**5**	**6**
JV Head	**2**	**3**	**4**	**5**	**6**
MS Head	**1.5**	**2**	**2.5**	**3**	**3.5**
Pom Pom	**1.5**	**2**	**2.5**	**3**	**3.5**

Non-Athletic / Academic

If more than one position is approved by the Board, then each person shall receive the amount indicated. If persons choose to share the position, then those persons will share the stipend listed.

Amounts listed will be based on percent of the first step of the salary scale (base).

Stipends will be divided and paid within a timeframe consistent with state and federal law.

Members may request Board approval for a new club. New clubs will be on temporary two (2) year basis at 1% and one (1) sponsor for year one, 2% and one (1) sponsor for year two. At the end of the 1st year, the Board may choose to continue or terminate the club. At the end of the second year, the club will be added to the contract at 3% and one (1) sponsor.

Positions listed will be offered yearly at Board discretion.

Class Sponsors:

6th Grade	2%
7th Grade	2% or 3% with trip
8th Grade	4% or 5% with trip
9th and 10th Grades	4%
11th Grade	5%
12th Grade	4%

Play Director

If after four (4) weeks, the principal determines that the play will not be produced, the event will be canceled. The payment for services will be prorated from the stated percentage.

15%	HS Band Director
7%	MS Band Director
6%	MS Newspaper Student Council (2 persons at 3% each; if one person performs these duties, they earn 6%)
5%	HS Yearbook HS Quiz Bowl MS Quiz Bowl HS Play / Musical Director per production HS Vocal Music Director MS Vocal Music Director HS Store NHS (2 persons at 2.5% each; if one person performs these duties, they earn 5%)
4%	MS Yearbook (not if a class)
3%	High School Chess Club French Club Spanish Club DECA Reid Running Club School Store (Oaktree) Science Club Literary Magazine Literature Club 3rd Grade Robotics 4th and 5th Grade Robotics
2%	Assistant HS Play/Musical – per production Elementary Music; 2% per concert, limit of 6% total
1%	2nd Grade Robotics Celebration of Writing (COW)

Continuous Improvement Building Chair Annual Stipend: $1,300	Reid Elementary Continuous Improvement Building Chair Oaktree Elementary Continuous Improvement Building Chair Middle School Continuous Improvement Building Chair High School Continuous Improvement Building Chair
Department or Grade Level Chair Annual Stipend: $550	Reid Elementary: Chairs for Grades K and 1 Oaktree Elementary: Chairs for Grades 2-5 Middle School: ELA, Science, Math, Social Studies, Electives High School: ELA, Science, Math, Social Studies, Electives

Counselors will work a maximum of four (4) days above and beyond the teacher work year. Actual dates of work will be determined by the building principal. If a date is chosen in the month of July, then the days must be agreed to in writing by the counselors and the principal. If the building principal deems additional days necessary, and those days have been approved by the superintendent, additional days may be added outside the month of July. Counselors will receive their daily rate for each day worked outside the teacher calendar.

ARTICLE XV

FRINGE BENEFITS

The Board shall provide the following insurance protection for July 1, 2023 through June 30, 2026:

A. HEALTH INSURANCE: Existing insurance shall continue through June 30, 2023. Employees electing medical insurance may elect from the following plans:

- MESSA ABC Plan 1 and HSA, ABC Rx, deductibles determined each contract year by IRS guidelines for deductible minimums for high deductible plans
- MESSA ABC Plan 2 and HSA, ABC Rx, $2,000/$4,000 deductible
- MESSA ABC Plan 1 and HSA, ABC Mail, with 20% co-insurance, deductibles determined each contract year by IRS guidelines for deductible minimums for high deductible plans

Effective as of August 1, 2017, the Board shall pay not more than the statutorily-mandated hard cap. In calculating the hard cap, the District should, annually, use the prior hard cap increase as reported by the State or the current hard cap increase, whichever is less, in calculating the hard cap under PA 152.

EXCEPTIONS:

1. No dual coverage will be permitted.
2. The Board shall provide each employee not taking health insurance $4,000 annually paid in equal disbursements according to employee's pay schedule.

B. DENTAL INSURANCE: The Board agrees to provide without cost to each bargaining unit member, MESSA Delta Dental Care Program for each member of the bargaining unit and his/her eligible dependents according to the following:

1. Employees who are covered as a dependent under an employer paid dental insurance plan shall have Class I/II/III at 50%/50%/50% with seven hundred dollar ($700) yearly maximum with internal and external coordination of benefits to one hundred percent (100%).
2. All other employees shall be covered for Class I/II/III by 80%/80%/80% with thirteen hundred dollars ($1,300) yearly maximum.
3. For all employees: Class IV (orthodontics) at 80%, thirteen hundred dollars ($1300) lifetime maximum

C. LIFE INSURANCE: Term life insurance in the amount of forty thousand dollars ($40,000), will be provided to the unit employee with benefits payable to a designated beneficiary. Said policies shall include AD & D and waiver of premium coverage. Those employees not electing health insurance under provisions of this Agreement shall receive an additional $5,000 life insurance protection.

D. LONG TERM DISABILITY INSURANCE: The Board shall provide LTD insurance that includes benefits payable upon the 90th calendar day (straight wait) disability at

sixty-six and two-thirds percent (66 2/3%) of annual contractual salary with a maximum monthly payment of five thousand dollars ($5,000). When a unit employee is eligible for LTD, he/she must go on LTD.

Offsets - Any amounts of income paid or payable to the insured employee under Workers' Compensation, Teacher Retirement Program, or any other disability retirement plan provided by governmental agencies, including any payments for which the dependent may qualify as a result of any other group disability income plan.

E. VISION INSURANCE: The Board shall provide without cost to the employee MESSA VSP III including internal and external coordination of benefits (COB) for all employees and their eligible dependents as defined by MESSA. This coverage will continue in force for the duration of this Agreement.

F. The above listed insurances (Health, Dental, LTD, Life and Vision) may be provided through MESSA as a PAK. The Board reserves the right to provide the same products individually without placing said products in a PAK.

G. GENERAL:

1. There shall be an open enrollment period each year from November 1 through November 30. The Board shall provide insurance forms and applications to each employee upon employment. It shall be the employee's responsibility to return completed forms to the Central Office in compliance with designated deadlines for insurance to become effective.

2. In the event an employee is terminated, goes on an unpaid leave, or resigns, the Board's share of the insurance shall be continued until the employee has received the pro-rata portion of the twelve (12) month insurance year earned at the time of the termination or resignation or for a minimum of thirty (30) days after one of the named events occurs, whichever is a longer time period. When a unit employee qualifies for LTD, the District will pay for the Board's share of the insurance coverage for thirty (30) days or until the MESSA waiver of premium starts, whichever comes first.

   Coverage for Life, Dental and Vision shall extend for at least ninety (90) days after the beginning of LTD. All coverage shall terminate upon the death or retirement of the employee, except that a newly retired employee may receive insurance benefits until he/she has exhausted the earned year.

3. An employee who completes his/her contractual obligation for the school year shall be entitled to full twelve (12) months coverage. Employees who retire are expected to enroll with the MPSERS or another health insurance coverage within 30 days of the retirement date.

4. A unit employee may elect to continue fringe benefit coverage at the group rate to the extent allowable by the carrier (COBRA).

ARTICLE XVI

MISCELLANEOUS

A. No Strike - No Lock Out - Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year and the avoidance of disputes which threaten to interfere with such operations. Since the parties are establishing a comprehensive grievance procedure under which unresolved disputes can be settled by an impartial third party, the parties have resolved the basic cause of work interruptions during the period of the Agreement.

   1. Therefore, the Association agrees that it will not, during the period of this Agreement, directly or indirectly engage in or assist in any strike against the Board unless the Board fails to implement an arbitration award.
   2. Therefore, the Board agreed that it will not, during the period of this Agreement, directly or indirectly lock out any employees.

B. Unit employees will also be provided with a direct link to its location on the school's website.

C. The Board and the Association agree to the importance of the Concept of School Improvement. They further agree that District and Buildings Plans must not violate the terms and conditions of the agreement and both parties agree to work improving the schools to that end.

D. Any reference to the "Board" or the "Board of Education" herein shall mean, to the extent applicable under Board policy, the Superintendent or his designee.

E. If an emergency financial manager is appointed by the State, the emergency manager may reject, modify or terminate this collective bargaining agreement in his/her sole discretion.

ARTICLE XVII

ANCILLARY STAFF

ANCILLARY STAFF VACANCIES AND TRANSFERS

A. Ancillary Staff Vacancies:

1. A vacancy in the bargaining unit shall be defined as an additional full-time or part-time position, or a full-time or part-time continuing position vacated by a unit employee, or when a professional position is created which fulfills the definition of a bargaining unit member under PERA, or an assignment which has been filled by a substitute for a complete semester. When training is required for new programs, it shall be made available to ancillary staff members, if necessary to do their jobs.

2. Whenever any vacancies occur, notice of said vacancy shall be sent to all unit ancillary staff employees by district e-mail. No attempts shall be made to fill the vacancy from outside the bargaining unit, except in case of emergency and on a temporary basis, until such vacancy shall have been posted for at least four (4) calendar days. Vacancies occurring during the first semester will be filled by the beginning of the second semester. Vacancies occurring during the second semester will be filled by the beginning of the school year.

B. Any unit employee who is qualified under state guidelines may apply.

C. Extra-curricular postings (vacancies) are addressed under Extra Duty Assignments and Salaries.

D. The Board recognizes that it is desirable in making assignments to consider the interests and aspirations of its unit employees as well as the educational needs of the building. Request by a unit employee for transfer to a different position shall be made in writing and shall be filed with the Superintendent with one (1) copy to the Association. The application shall set forth the reasons for transfer, the school, or position sought. Such requests shall be renewed annually to assure active consideration.

E. ANCILLARY STAFF INVOLUNTARY TRANSFER:

1. An involuntary transfer is defined as a reassignment of an ancillary staff member from one building in the district to another. When it appears that an involuntary transfer of ancillary staff may be necessary, volunteers from among those ancillary staff qualified and licensed will be sought. If no volunteers of ancillary staff are identified within ten (10) days of such request, the involuntary transfer will be made on the basis of seniority, certification and qualifications using the seniority list in reverse order.

2. Any ancillary staff reassigned involuntarily may request voluntary lay-off and the Board agrees to accept such layoff at any time he/she is so reassigned.

ANCILLARY STAFF PROCEDURES

A. If it becomes necessary to reduce ancillary staff, the following lay-off and recall procedures shall apply:

    1. Ancillary staff may be laid off with fifteen (15) business day notice.
    2. When determining the above list, factors to be considered will include retirements, resignations, leaves, return from leaves, and others.
    3. The lowest senior ancillary staff will be laid off first, unless there is no more-senior ancillary staff who is certified and qualified under state guidelines to hold the position. No transfer, voluntary or involuntary, shall be made which would result in the layoff of a higher senior ancillary staff unless agreed to by the higher senior ancillary staff. Probationary ancillary staff may be retained if no ancillary staff are certified and qualified for the available position(s).
    4. Ancillary staff to be laid off shall be notified by their respective building principal, privately, pending Board action, by May 1st. Once Board action has been taken, ancillary staff will be so notified in writing.

B. When a vacancy occurs, the following procedures shall apply:

    1. The most senior ancillary staff who is certified and qualified to hold the position shall be recalled first. The process shall be handled in such a manner as to leave on layoff status only those ancillary staff who are less senior or are not certified and qualified for the positions which are being filled.
    2. The Board shall notify each ancillary staff who is being recalled in writing, with a copy going to the Association President on the same day. When school is not in session for the summer, notice will be sent by "return receipt requested" to the last known address on file in the Superintendent's office.
    3. Refusal of an offer for a full time position for which the ancillary staff is certified and qualified or failure to accept the recall notice in writing with ten (10) calendar days of postmark shall be just cause for termination. Bargaining unit employees who anticipate being unavailable for a period of time may leave written notice with the District, prior to departure, indicating their intent to accept a recall notice if so offered.
    4. At the time of recall and if an ancillary staff is under contract to another Michigan Public School District, the ancillary staff may reject the recall notice and remain on the layoff list for one additional school year or the remainder thereof (whichever is less). At that time, refusal of a position for which the ancillary staff is certified and qualified would terminate the ancillary staff's employment with the district.

ANCILLARY STAFF DISCIPLINE

A. A written complaint made against a unit employee by any parent, student, or other person, shall be discussed with the unit employee within three (3) school days of receipt. Under no circumstances will an unsubstantiated complaint of any kind be

assumed to be a matter for discipline of the unit employee simply because a complaint is received. It shall be the responsibility of the administrator to bring the concern and the name of the person who lodged the complaint, to the extent allowable by law, to the attention of the unit employee. As much as possible, it shall be the intent of the parties to resolve conflicts and misunderstandings by having the persons closest to the situation attempt to resolve the matter.

B. Unit employees shall comply with reasonable written rules, regulations and directives from the Board or its representatives which are consistent with the provisions of this Agreement, provided that a unit employee may refuse to carry out an order which threatens his/her physical safety, the safety of his/her peers, is professionally demeaning or is illegal.

C. Both parties recognize willful deficiencies in professional performance or other violations of discipline by a unit employee reflect adversely upon the profession and create undesirable conditions in the school building. Alleged breaches of conduct or performance shall be promptly reported to the offending unit employee.

D. No ancillary staff shall be disciplined, reprimanded, or reduced in rank or compensation without just cause. Any such discipline, reprimand, or reduction in rank or compensation asserted by the Board or its representative(s) shall be subject to the professional grievance procedure. All information forming the basis for disciplinary action will be made available to that ancillary staff and the Association, to the extent allowable by law.

E. Severe breaches of professional behavior may result in discipline which may not follow progressive discipline; however, the penalty shall be appropriate to the misconduct.

   All reprimanding and disciplining of ancillary staff shall be done in person. If an ancillary staff is to be reprimanded or suspended by an administrator, he/she shall be informed in advance of the purpose.

F. An ancillary staff employee shall receive, at the time of the disciplinary action, a copy of any written material that is to be placed in his/her personnel file. The ancillary staff may respond, in writing, within ten (10) school days from receipt of such materials within the limits set by Michigan law. Such responses shall be placed in the ancillary staff member's personnel file. All written warnings and reprimands shall contain notice that each shall be placed in the ancillary staff's personnel file. Distribution of copies shall be noted on the original.

G. The parties recognize that not all concerns and matters of misunderstandings get resolved and, should additional procedures be necessary to explore, the following procedure shall take place:

   1. The administrator shall approach the complaining party and indicate that a meeting will be scheduled with the unit employee, the administrator, and said party to further explore the matter and attempt to reach resolution.
   2. The complaining party must reduce the concerns to writing prior to the meeting and submit said document to the administrator and the unit

employee. The unit employee shall also submit a written report to the Association and to the Board or designee describing the matter.

3. If the complaining party refuses to participate at this level the matter is considered dropped as to the unit employee unless there is a preponderance of evidence that a law has been violated or Board Policy has been breached. It shall be the responsibility of the administrator to carry out any necessary investigation should there be evidence of the foregoing having occurred. Any investigation shall be conducted within the guidelines of procedural due process and just cause. Rumor, innuendo, and hasty generalizations lodged by members of the public do not constitute a formal complaint.

ANCILLARY STAFF EVALUATION

The purpose of evaluation shall be to assist the ancillary staff in improving professional status and ancillary staff effectiveness. All ancillary staff observations shall be done with full knowledge of the ancillary staff, and performance expectations will be clearly articulated to the ancillary staff in advance.

A. PROBATIONARY ANCILLARY STAFF

1. Each probationary ancillary staff shall be provided with an Individualized Development Plan (I.D.P.) developed by appropriate administrative personnel in consultation with the ancillary staff and mentor using the format developed by the evaluation committee.
2. Probationary ancillary staff will be assigned a mentor, if one agrees, by the Principal by September 30th or within one month of their hire date. The Principal will take into consideration the wishes of both mentor and probationary ancillary staff in making this assignment. Mentoring is voluntary.
3. Mentors will not have input into the content of an ancillary staff's evaluation. All comments made about an ancillary staff's performance or other factors relative to his/her employment will be confidential and for the private use of the mentee.
4. A personal interview to discuss the evaluation will be held, where possible, on the school day immediately following the ancillary staff's receipt of the written evaluation to review the total performance to date.
5. The ancillary staff will be provided with a year-end performance evaluation during each year of the probationary period, with the evaluation process to be completed by May 15. The evaluation shall include at least an assessment of the ancillary staff's progress in meeting the goals of his/her I.D.P.
6. These notice provisions do not apply when probationary ancillary staff are laid off due to economic reasons.

7. The approved evaluation forms shall be used unless an ancillary staff member has received a less than effective performance evaluation, in which case:
    a. The ancillary staff shall be provided with an I.D.P. developed by appropriate administrative personnel in consultation with the ancillary staff.
    b. A subsequent evaluation for the ancillary staff shall include at least an assessment of the ancillary staff's progress in meeting the goals of his/her I.D.P.
    c. When an ancillary staff member has a concern regarding the evaluation, he/she may, within ten (10) days of receiving the written evaluation, request that a second administrator formal assessment.

B. The ancillary staff evaluation form to be used is found on the District's website. The evaluator will clearly indicate whether the performance is highly effective, effective, minimally effective or ineffective on the evaluation form. The content of the evaluation is not subject to the grievance procedure unless the ancillary staff member feels that comments included have no foundation in fact. If there are areas of concern that might result in an unsatisfactory evaluation, the ancillary staff will be notified and given an opportunity to improve prior to the final evaluation.

ANCILLARY STAFF LOADS

A. Ancillary staff will be assigned to positions for which they are qualified according to state guidelines, except in cases of emergency or as provided by law, not to exceed one semester. The Association shall be notified in each instance and shall be provided with a written statement of reason for such ancillary staff assignment.

B. All ancillary staff members shall be given notice of their tentative assignments for the forthcoming school year no later than June 1st of that year. In cases where the necessity to make changes arises after the date, the ancillary staff members affected will be notified by mail of the change as early as possible.

ARTICLE XVIII

ENTIRE AGREEMENT - DURATION OF AGREEMENT

A. Entire Agreement - This agreement constitutes the sole and entire existing agreement between the parties and supersedes all prior practices, whether oral or written, and expresses all obligations of, and restrictions imposed upon, the Board and the Association. This agreement is subject to amendment, alternation or additions, only by a subsequent written agreement between and executed by, the Board and the Association. The waiver of any breach, term of condition of the agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.

B. This agreement shall be effective as of July 1, 2023 and shall continue in effect through June 30, 2026. This agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

Goodrich Education Association, MEA/NEA	**Goodrich Board of Education**
_____	_____
By:	By:
_____	_____
By:	By:

Dated this _____ day of _____ , 2023

Negotiators for the GEA	**Negotiators for the Board**

APPENDIX A

2023-24 SALARY SCHEDULE

All teachers move one step. 2.5% increase - all steps

	BA		BA18		BA30/MA		MA18		MA30	
1.0	42,349		44,614		47,001		49,516		52,165	
1.5	43,482	1.0267	45,807	1.0267	48,258	1.0267	50,840	1.0267	53,559	1.0267
2.0	44,614	1.0260	47,001	1.0261	49,516	1.0261	52,165	1.0261	54,955	1.0261
2.5	45,807	1.0267	48,258	1.0267	50,840	1.0267	53,559	1.0267	56,425	1.0267
3.0	47,001	1.0261	49,516	1.0261	52,165	1.0261	54,955	1.0261	57,895	1.0260
3.5	48,258	1.0267	50,840	1.0267	53,559	1.0267	56,425	1.0267	59,444	1.0268
4.0	49,516	1.0261	52,165	1.0261	54,955	1.0261	57,895	1.0260	60,994	1.0261
4.5	50,840	1.0267	53,559	1.0267	56,425	1.0267	59,444	1.0268	62,625	1.0268
5.0	52,165	1.0261	54,955	1.0261	57,895	1.0260	60,994	1.0261	64,256	1.0260
5.5	53,559	1.0267	56,425	1.0267	59,444	1.0268	62,625	1.0268	65,975	1.0268
6.0	54,955	1.0261	57,895	1.0260	60,994	1.0261	64,256	1.0260	67,695	1.0261
6.5	56,425	1.0267	59,444	1.0268	62,625	1.0268	65,975	1.0268	69,504	1.0267
7.0	57,895	1.0260	60,994	1.0261	64,256	1.0260	67,695	1.0261	71,315	1.0261
7.5	59,444	1.0268	62,625	1.0268	65,975	1.0268	69,504	1.0267	73,223	1.0267
8.0	60,994	1.0261	64,256	1.0260	67,695	1.0261	71,315	1.0261	75,131	1.0261
8.5	62,625	1.0268	65,975	1.0268	69,504	1.0267	73,223	1.0267	77,140	1.0267
9.0	64,259	1.0261	67,696	1.0261	71,317	1.0261	75,134	1.0261	79,154	1.0261
9.5	65,974	1.0267	69,506	1.0267	73,221	1.0267	77,139	1.0267	81,266	1.0267
10.0	67,695	1.0261	71,324	1.0261	75,131	1.0261	79,153	1.0261	83,387	1.0261
10.5	69,502	1.0267	73,228	1.0267	77,137	1.0267	81,266	1.0267	85,613	1.0267
11.0	69,880	1.0054	73,621	1.0054	77,558	1.0054	81,707	1.0054	86,080	1.0054

PAY SCALE BASED ON 188 DAYS

LONGEVITY - TEACHER	
BEGIN W/12TH YEA	$1,650
BEGIN W/15TH YEA	$1,900
BEGIN W/20TH YEA	$2,150
BEGIN W/25TH YEA	$2,450

CURRICULUM RAT	$27.00

APPENDIX A

2024-25 SALARY SCHEDULE

All teachers move one step. 2.5% increase - all steps

	BA		BA18		BA30/MA		MA18		MA30	
1.0	43,408		45,730		48,176		50,754		53,469	
1.5	44,569	1.0267	46,952	1.0267	49,464	1.0267	52,111	1.0267	54,898	1.0267
2.0	45,730	1.0260	48,176	1.0261	50,754	1.0261	53,469	1.0261	56,329	1.0261
2.5	46,952	1.0267	49,464	1.0267	52,111	1.0267	54,898	1.0267	57,836	1.0267
3.0	48,176	1.0261	50,754	1.0261	53,469	1.0261	56,329	1.0261	59,342	1.0260
3.5	49,464	1.0267	52,111	1.0267	54,898	1.0267	57,836	1.0267	60,930	1.0268
4.0	50,754	1.0261	53,469	1.0261	56,329	1.0261	59,342	1.0260	62,518	1.0261
4.5	52,111	1.0267	54,898	1.0267	57,836	1.0267	60,930	1.0268	64,191	1.0268
5.0	53,469	1.0261	56,329	1.0261	59,342	1.0260	62,518	1.0261	65,863	1.0260
5.5	54,898	1.0267	57,836	1.0267	60,930	1.0268	64,191	1.0268	67,625	1.0268
6.0	56,329	1.0261	59,342	1.0260	62,518	1.0261	65,863	1.0260	69,387	1.0261
6.5	57,836	1.0267	60,930	1.0268	64,191	1.0268	67,625	1.0268	71,242	1.0267
7.0	59,342	1.0260	62,518	1.0261	65,863	1.0260	69,387	1.0261	73,098	1.0261
7.5	60,930	1.0268	64,191	1.0268	67,625	1.0268	71,242	1.0267	75,053	1.0267
8.0	62,518	1.0261	65,863	1.0260	69,387	1.0261	73,098	1.0261	77,010	1.0261
8.5	64,191	1.0268	67,625	1.0268	71,242	1.0267	75,053	1.0267	79,069	1.0267
9.0	65,866	1.0261	69,389	1.0261	73,100	1.0261	77,012	1.0261	81,132	1.0261
9.5	67,623	1.0267	71,244	1.0267	75,051	1.0267	79,068	1.0267	83,298	1.0267
10.0	69,387	1.0261	73,107	1.0261	77,010	1.0261	81,131	1.0261	85,471	1.0261
10.5	71,240	1.0267	75,059	1.0267	79,066	1.0267	83,298	1.0267	87,753	1.0267
11.0	71,627	1.0054	75,461	1.0054	79,497	1.0054	83,750	1.0054	88,231	1.0054

PAY SCALE BASED ON 188 DAYS

LONGEVITY - TEACHER	
BEGIN W/12TH YEA	$1,650
BEGIN W/15TH YEA	$1,900
BEGIN W/20TH YEA	$2,150
BEGIN W/25TH YEA	$2,450

CURRICULUM RAT	$27.00

APPENDIX A

2025-26 SALARY SCHEDULE

All teachers move one step. 2.5% increase - all steps

	BA		BA18		BA30/MA		MA18		MA30	
1.0	44,493		46,873		49,381		52,022		54,806	
1.5	45,683	1.0267	48,126	1.0267	50,701	1.0267	53,414	1.0267	56,271	1.0267
2.0	46,873	1.0260	49,381	1.0261	52,022	1.0261	54,806	1.0261	57,737	1.0261
2.5	48,126	1.0267	50,701	1.0267	53,414	1.0267	56,271	1.0267	59,282	1.0267
3.0	49,381	1.0261	52,022	1.0261	54,806	1.0261	57,737	1.0261	60,826	1.0260
3.5	50,701	1.0267	53,414	1.0267	56,271	1.0267	59,282	1.0267	62,453	1.0268
4.0	52,022	1.0261	54,806	1.0261	57,737	1.0261	60,826	1.0260	64,081	1.0261
4.5	53,414	1.0267	56,271	1.0267	59,282	1.0267	62,453	1.0268	65,796	1.0268
5.0	54,806	1.0261	57,737	1.0261	60,826	1.0260	64,081	1.0261	67,509	1.0260
5.5	56,271	1.0267	59,282	1.0267	62,453	1.0268	65,796	1.0268	69,315	1.0268
6.0	57,737	1.0261	60,826	1.0260	64,081	1.0261	67,509	1.0260	71,122	1.0261
6.5	59,282	1.0267	62,453	1.0268	65,796	1.0268	69,315	1.0268	73,023	1.0267
7.0	60,826	1.0260	64,081	1.0261	67,509	1.0260	71,122	1.0261	74,926	1.0261
7.5	62,453	1.0268	65,796	1.0268	69,315	1.0268	73,023	1.0267	76,930	1.0267
8.0	64,081	1.0261	67,509	1.0260	71,122	1.0261	74,926	1.0261	78,935	1.0261
8.5	65,796	1.0268	69,315	1.0268	73,023	1.0267	76,930	1.0267	81,046	1.0267
9.0	67,512	1.0261	71,123	1.0261	74,928	1.0261	78,937	1.0261	83,161	1.0261
9.5	69,314	1.0267	73,025	1.0267	76,928	1.0267	81,045	1.0267	85,380	1.0267
10.0	71,122	1.0261	74,934	1.0261	78,935	1.0261	83,160	1.0261	87,608	1.0261
10.5	73,021	1.0267	76,935	1.0267	81,042	1.0267	85,380	1.0267	89,947	1.0267
11.0	73,418	1.0054	77,348	1.0054	81,484	1.0054	85,843	1.0054	90,437	1.0054

PAY SCALE BASED ON 188 DAYS

LONGEVITY - TEACHER	
BEGIN W/12TH YEA	$1,650
BEGIN W/15TH YEA	$1,900
BEGIN W/20TH YEA	$2,150
BEGIN W/25TH YEA	$2,450

CURRICULUM RAT	$27.00

APPENDIX B

GOODRICH AREA SCHOOLS AND GOODRICH EDUCATION ASSOCIATION, MEA/NEA

Grievance Form

Association ___ or Individual ___ Unit Employee (if individual) _____

Building _____ Assignment _____

Date of alleged occurrence _____ Date of informal meeting _____

LEVEL I

Statement of Grievance: _____

_____

_____

_____

_____

_____

Contract or other citation: _____
(May need identifying quote)

Written grievance filed by: _____on _____
(Grievant or Association Representative) (Date)

Received by _____on _____
(Building Principal or Representative) (Date)

Disposition: (Attach paper if needed) _____

Signed by _____(Retain copy)
(Building Principal)

Received by _____ on _____
(Grievant/Association Representative)

LEVEL II

Association accepts disposition ____ or Moves Grievance to Level II _____

Filed by _____ on _____
(Grievant or Association representative)

Received by _____on _____
(Superintendent or representative)

Superintendent's Disposition to be attached.

LEVEL III
Association accepts disposition ___ or Moves to Level III ____

Filed by _____ on _____
(Association Representative)

Received by _____ on _____
(Administrator or representative)

Board Disposition to be attached

Received by _____ on _____
(Association representative)

LEVEL IV

Association accepts disposition ____ or Moves to Level IV _____

Filed by _____on _____
(Association representative)

Attach copies of Arbitration filing forms

APPENDIX C

GOODRICH EXTRA DUTY POSITION REVIEW FORM

Name _____ Position _____

Reviewed by _____ Date _____

Strengths _____

_____

_____

_____

Weaknesses _____

_____

_____

_____

Recommendations _____

_____

_____

_____

_____ _____

Reviewer Member

APPENDIX D

GOODRICH AREA SCHOOLS

PAYROLL SCHEDULE

2023-2024 SCHOOL YEAR





PAY #	PAY DATE Friday		TEACHER PAYROLL	PAY PERIOD (MON-SUN) (Hourly Pay Only)			TURN IN TO PAYROLL (Monday after payday)	
1	July 7, 2023		23	6/12/2023	to	6/25/2023	6/26/2023	
2	July 21, 2023	CASH IN LIEU	24	6/26/2023	to	7/9/2023	7/10/2023	
3	August 4, 2023		25	7/10/2023	to	7/23/2023	7/24/2023	3rd QUARTER
4	August 18, 2023	CASH IN LIEU	26	7/24/2023	to	8/6/2023	8/7/2023	
5	September 1, 2023		1	8/7/2023	to	8/20/2023	8/21/2023	
6	September 15, 2023	CASH IN LIEU	2	8/21/2023	to	9/3/2023	9/4/2023	
7	September 29, 2023		3	9/4/2023	to	9/17/2023	9/18/2023	
8	October 13, 2023	CASH IN LIEU	4	9/18/2023	to	10/1/2023	10/2/2023	
9	October 27, 2023		5	10/2/2023	to	10/15/2023	10/16/2023	4th QUARTER
10	November 10, 2023	CASH IN LIEU	6	10/16/2023	to	10/29/2023	10/30/2023	
11	November 24, 2023		7	10/30/2023	to	11/12/2023	11/13/2023	
12	December 8, 2023		8	11/13/2023	to	11/26/2023	11/27/2023	
13	December 22, 2023	CASH IN LIEU	9	11/27/2023	to	12/10/2023	12/11/2023	
14	January 5, 2024		10	12/11/2023	to	12/24/2023	12/21/2023***	
15	January 19, 2024	CASH IN LIEU	11	12/25/2023	to	1/7/2024	1/8/2024	
16	February 2, 2024	OVERAGE	12	1/8/2024	to	1/21/2024	1/22/2024	1st QUARTER
17	February 16, 2024	CASH IN LIEU	13	1/22/2024	to	2/4/2024	2/5/2024	
18	March 1, 2024		14	2/5/2024	to	2/18/2024	2/19/2024	
19	March 15, 2024	CASH IN LIEU	15	2/19/2024	to	3/3/2024	3/4/2024	
20	March 29, 2024		16	3/4/2024	to	3/17/2024	3/18/2024	
21	April 12, 2024	CASH IN LIEU	17	3/18/2024	to	3/31/2024	4/1/2024	
22	April 26, 2024		18	4/1/2024	to	4/14/2024	4/15/2024	2nd QUARTER
23	May 10, 2024	CASH IN LIEU	19	4/15/2024	to	4/28/2024	4/29/2024	
24	May 24, 2024		20	4/29/2024	to	5/12/2024	5/13/2024	
25	June 7, 2024	OVERAGE , EXTRACURRICULAR	21	5/13/2024	to	5/26/2024	5/27/2024	
26	June 21, 2024	LONGEVITY	22	5/27/2024	to	6/9/2024	6/10/2024	
1	July 5, 2024		23	6/10/2024	to	6/23/2024	6/24/2024	
2	July 19, 2024	TEACHER	24	6/24/2024	to	7/7/2024	7/8/2024	
3	August 2, 2024	SUMMER PAY	25	7/8/2024	to	7/21/2024	7/22/2024	
4	August 16, 2024		26	7/22/2024	to	8/4/2024	8/5/2024	
5	August 30, 2024	(2023-2024)	1	8/5/2024	to	8/18/2024	8/19/2024	

APPENDIX D

GOODRICH AREA SCHOOLS

PAYROLL SCHEDULE

2024-2025 SCHOOL YEAR





PAY #	PAY DATE Friday		TEACHER PAYROLL	PAY PERIOD (MON-SUN) (Hourly Pay Only)			TURN IN TO PAYROLL (Monday after payday)	
1	July 5, 2024		23	6/10/2024	to	6/23/2024	6/24/2024	3rd QUARTER
2	July 19, 2024	CASH IN LIEU	24	6/24/2024	to	7/7/2024	7/8/2024	
3	August 2, 2024		25	7/8/2024	to	7/21/2024	7/22/2024	
4	August 16, 2024	CASH IN LIEU	26	7/22/2024	to	8/4/2024	8/5/2024	
5	August 30, 2024		1	8/5/2024	to	8/18/2024	8/19/2024	
6	September 13, 2024	CASH IN LIEU	2	8/19/2024	to	9/1/2024	9/2/2024	
7	September 27, 2024		3	9/2/2024	to	9/15/2024	9/16/2024	
8	October 11, 2024	CASH IN LIEU	4	9/16/2024	to	9/29/2024	9/30/2024	4th QUARTER
9	October 25, 2024		5	9/30/2024	to	10/13/2024	10/14/2024	
10	November 8, 2024	CASH IN LIEU	6	10/14/2024	to	10/27/2024	10/28/2024	
11	November 22, 2024		7	10/28/2024	to	11/10/2024	11/11/2024	
12	December 6, 2024	LONGEVITY	8	11/11/2024	to	11/24/2024	11/25/2024	
13	December 20, 2024	CASH IN LIEU	9	11/25/2024	to	12/8/2024	12/9/2024	
14	January 3, 2025		10	12/9/2024	to	12/22/2024	12/21/2023***	1st QUARTER
15	January 17, 2025	CASH IN LIEU	11	12/23/2024	to	1/5/2025	1/8/2024	
16	January 31, 2025	OVERAGE	12	1/6/2025	to	1/19/2025	1/20/2025	
17	February 14, 2025	CASH IN LIEU	13	1/20/2025	to	2/2/2025	2/3/2025	
18	February 28, 2025		14	2/3/2025	to	2/16/2025	2/17/2025	
19	March 14, 2025	CASH IN LIEU	15	2/17/2025	to	3/2/2025	3/3/2025	
20	March 28, 2025		16	3/3/2025	to	3/16/2025	3/17/2025	
21	April 11, 2025	CASH IN LIEU	17	3/17/2025	to	3/30/2025	3/31/2025	2nd QUARTER
22	April 25, 2025		18	3/31/2025	to	4/13/2025	4/14/2025	
23	May 9, 2025	CASH IN LIEU	19	4/14/2025	to	4/27/2025	4/28/2025	
24	May 23, 2025		20	4/28/2025	to	5/11/2025	5/12/2025	
25	June 6, 2025	OVERAGE , EXTRACURRICULAR	21	5/12/2025	to	5/25/2025	5/26/2025	
26	June 20, 2025	LONGEVITY	22	5/26/2025	to	6/8/2025	6/9/2025	
1	July 3, 2025		23	6/9/2025	to	6/22/2025	6/23/2025	
2	July 18, 2025	TEACHER	24	6/23/2025	to	7/6/2025	7/7/2025	
3	August 1, 2025	SUMMER PAY	25	7/7/2025	to	7/20/2025	7/21/2025	
4	August 15, 2025		26	7/21/2025	to	8/3/2025	8/4/2025	
5	August 29, 2025	(2025-26)	1	8/4/2025	to	8/17/2025	8/18/2025	

APPENDIX D

GOODRICH AREA SCHOOLS

PAYROLL SCHEDULE

2025-2026 SCHOOL YEAR





PAY #	PAY DATE Friday		TEACHER PAYROLL	PAY PERIOD (MON-SUN) (Hourly Pay Only)			TURN IN TO PAYROLL (Monday after payday)	
1	July 3, 2025		23	6/9/2025	to	6/22/2025	6/23/2025	3rd QUARTER
2	July 18, 2025	CASH IN LIEU	24	6/23/2025	to	7/6/2025	7/7/2025	
3	August 1, 2025		25	7/7/2025	to	7/20/2025	7/21/2025	
4	August 15, 2025	CASH IN LIEU	26	7/21/2025	to	8/3/2025	8/4/2025	
5	August 29, 2025		1	8/4/2025	to	8/17/2025	8/18/2025	
6	September 12, 2025	CASH IN LIEU	2	8/18/2025	to	8/31/2025	9/1/2025	
7	September 26, 2025		3	9/1/2025	to	9/14/2025	9/15/2025	
8	October 10, 2025	CASH IN LIEU	4	9/15/2025	to	9/28/2025	9/29/2025	4th QUARTER
9	October 24, 2025		5	9/29/2025	to	10/12/2025	10/13/2025	
10	November 7, 2025	CASH IN LIEU	6	10/13/2025	to	10/26/2025	10/27/2025	
11	November 21, 2025		7	10/27/2025	to	11/9/2025	11/10/2025	
12	December 5, 2025	LONGEVITY	8	11/10/2025	to	11/23/2025	11/24/2025	
13	December 19, 2025	CASH IN LIEU	9	11/24/2025	to	12/7/2025	12/8/2025	
14	January 2, 2026		10	12/8/2025	to	12/21/2025	12/21/2023***	1st QUARTER
15	January 16, 2026	CASH IN LIEU	11	12/22/2025	to	1/4/2026	1/8/2024	
16	January 30, 2026	OVERAGE	12	1/5/2026	to	1/18/2026	1/19/2026	
17	February 13, 2026	CASH IN LIEU	13	1/19/2026	to	2/1/2026	2/2/2026	
18	February 27, 2026		14	2/2/2026	to	2/15/2026	2/16/2026	
19	March 13, 2026	CASH IN LIEU	15	2/16/2026	to	3/1/2026	3/2/2026	
20	March 27, 2026		16	3/2/2026	to	3/15/2026	3/16/2026	
21	April 10, 2026	CASH IN LIEU	17	3/16/2026	to	3/29/2026	3/30/2026	2nd QUARTER
22	April 24, 2026		18	3/30/2026	to	4/12/2026	4/13/2026	
23	May 8, 2026	CASH IN LIEU	19	4/13/2026	to	4/26/2026	4/27/2026	
24	May 22, 2026		20	4/27/2026	to	5/10/2026	5/11/2026	
25	June 5, 2026	OVERAGE , EXTRACURRICULAR	21	5/11/2026	to	5/24/2026	5/25/2026	
26	June 19, 2026	LONGEVITY	22	5/25/2026	to	6/7/2026	6/8/2026	
1	July 3, 2026		23	6/8/2026	to	6/21/2026	6/22/2026	
2	July 17, 2026	TEACHER	24	6/22/2026	to	7/5/2026	7/6/2026	
3	July 31, 2026	SUMMER PAY	25	7/6/2026	to	7/19/2026	7/20/2026	
4	August 14, 2026		26	7/20/2026	to	8/2/2026	8/3/2026	
5	August 28, 2026	(2026-27)	1	8/3/2026	to	8/16/2026	8/17/2026	

APPENDIX E1: SICK BANK FORMS

Election to Participate

As a teacher for Goodrich Area Schools, you have the option of becoming a member of the sick bank. Please see the Agreement between Goodrich Area School District and Goodrich Education Association, MEA/NEA which will explain the sick bank. After reading the contractual terms and conditions of the sick bank, please place a check mark by your choice (to participate or not participate in the sick bank) on the bottom portion of this page and return it to Central Office within 30 days. Thank you!

If you elect to participate, you must also agree to the repayment terms specified in the contract, by placing a check mark next to the appropriate paragraph at the bottom of this page and on the application form.

_____ I choose TO participate in the sick bank. *As* per the Agreement between Goodrich Area School District and **t**he Goodrich Education Association, MEA/NEA, I am electing to donate two (2) of my sick days to the sick bank in order that I may participate in the sick bank. I understand that the Board of Education will also donate two (2) days to the sick bank.

_____ I also understand that if I participate in the sick bank, I am obligated to repay the bank for days used in accordance with the Agreement between the Goodrich Area School District and the Goodrich Education Association, MEA/NEA. I agree, as a condition of participation, to comply with the repayment provision

_____ I choose NOT TO participate in the sick bank.

_____ _____

Employee Signature Date

APPENDIX E2: SICK BANK FORMS

APPLICATION TO USE SICK BANK DAYS

Name _____ Phone _____

Email Address _____

Please complete the following sections and provide all information described in this form. Failure to complete or provide the necessary information will result in denial or delay of the requested days.

I am applying for up to _____ sick bank days.

I certify that:

1. I have a serious health condition as defined by the family medical leave act. I attach the certification of health care provider form, verifying the serious health condition.
2. I have exhausted all sick days.
3. I understand that there will be two unpaid days before sick bank days are available. Those two days will be: _____ and _____
4. I understand and agree to repay the sick bank days as specified within the agreement between the district and the GEA.
5. I further understand and agree that if I resign or retire before my sick bank days are repaid, that the district may withhold from my final paycheck and any other funds due and owing to me at resignation or retirement, in order to recover the cost of the borrowed but unreimbursed sick days. If a balance still remains, I promise to repay the sick bank for the remaining balance within thirty (30) days and if I fail to do so in a timely manner, as determined by the district and the GEA, I consent to a judgment being entered against me in a court of appropriate jurisdiction authorizing wage garnishment or other appropriate withdrawals from my personal or joint bank or credit union accounts until the balance is paid in full.
6. I have read and understood the above conditions for my use of sick bank days. I agree to comply with the contractual terms and conditions and the conditions outlined above.

_____ _____

Employee Signature Date

_____ _____

Superintendent Signature Date

APPENDIX F

Mentoring Document
(From Appendix G GEA Teacher Contract)

Please use this form to log the time spent (minimum1 time per month and minimum of 30 minutes per meeting) in Mentor/Mentee meetings. Submit this form to the building principal by the last day of school of the current school year.

Building: _____
Mentor: _____ Mentee: _____

Date	Length of Meeting Ex: 1.5 hours	Subject/topics Discussed
		See Mentee meeting reflection logs for all meetings.
Total Hours (Not to exceed 15)		

APPENDIX G1

MILEAGE AND LOSS OF PREP REIMBURSEMENT
(Teachers working at more than 1 school)

If a teacher is assigned to multiple buildings, he or she will be compensated for both mileage and loss of prep (planning) time. This document is meant to explain a fair and equitable process for this. A teacher will turn in both mileage and prep loss calculations once per semester (twice per year) for reimbursement.

Mileage Reimbursement for teachers assigned to multiple buildings:

Middle School and High School Assignment
Total Trips Between Schools in Semester * 0.6 miles * Federal Mileage Reimbursement

Oaktree and Reid Elementary Assignment
Total Trips Between Schools in Semester * 2.0 miles * Federal Mileage Reimbursement

---

Loss of Prep Time for any teacher traveling between buildings: $750 per semester total, pro rata for days with lost prep time.

APPENDIX G2

MILEAGE AND LOSS OF PREP REIMBURSEMENT

(Teachers working at more than 1 school)

Teacher Name _____

Date _____ School Year _____

Semester 1 2

Teaching at: High School Middle School Oaktree Elementary Reid Elementary

Mileage Calculation

Middle School and High School Assignment
Total Trips Between Schools in Semester * 0.6 miles * Federal Mileage Reimbursement

_____ * 0.6 * _____ = _____
Total 1 Way Trips Miles Fed Rate Total Mileage Reimbursement

Oaktree and Reid Elementary Assignment
Total Trips Between Schools in Semester * 2.0 miles * Federal Mileage Reimbursement

_____ * 2.0 * _____ = _____
Total 1 Way Trips Miles Fed Rate Total Mileage Reimbursement

Loss of Prep Time

I am eligible for teacher Prep Time Loss Compensation of $750.00 ____ Yes ____ No

_____ _____
Teacher Signature Date

_____ _____
Principal Signature Date

_____ _____
Superintendent Signature Date

APPENDIX H
CLASSROOM OVERAGE FORMS

GOODRICH EDUCATION ASSOCIATION
Class Overages - 1st Semester
As per contract, Article XIII, Sections D, E & F

	Class or Grade	Recommended Class Size	Suggested Maximum	# students over maximum	x $3.20	Number of actual days you had the student(s)	Grand Total for Semester
REID/OAKTREE ELEMENTARY	DK	18	20		$ -		$ -
	K – 2nd	22	25		$ -		$ -
	3rd-5th	25	27		$ -		$ -
Total for Semester							$ -

	List Class by Hour	Recommended Class Size	Suggested Maximum	# students over maximum	x$.64	Number of actual days you had the student(s)	Grand Total for Semester
MIDDLE/HIGH SCHOOL		25 students per class	30 students per class		$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
Total for Semester							$ -

	List Class by Hour	Recommended Class Size	Suggested Maximum	# students over maximum	x$.64	Number of actual days you had the student(s)	Grand Total for Semester
MIDDLE/HIGH SCHOOL PE		25 students per class	50 students per class		$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
					$ -		$ -
Total for Semester							$ -
Teaching on Planning Period		$2,000/semester, additional $500 for second semester for teaching an additional class both semesters					$ -

Print Name | **Building**

Teacher Signature | **Date**

Building Principal Signature | **Date**

Superintendent Signature | **Date**

APPENDIX I

GOODRICH AREA SCHOOLS
2023-2024
ELEMENTARY SCHOOL STAFF CALENDAR

SCHOOL BEGINS
August 28, 2023

SCHOOL ENDS
June 7, 2024

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	W	PD	PD	PD	N	26
27	F	29	30	31		
					4	8

September						
S	M	T	W	T	F	S
					N	2
3	N	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	PLC	27	28	29	30
					19	19

October						
S	M	T	W	T	F	S
1	2	3	4	5	HR	7
8	9	PLC	11	12	13	14
15	16	17	18	19	20	21
22	23	CT	25	26	27	28
29	30	HR				
					22	22

November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	PD	8	9	10	11
12	13	14	15	16	17	18
19	20	PLC	22	N	N	25
26	27	28	29	30		
					19	20

December						
S	M	T	W	T	F	S
					1	2
3	4	PLC	6	7	8	9
10	11	CT	13	14	15	16
17	18	19	N	N	N	23
24	N	N	N	N	N	30
31					13	13

HALF DAYS (Highlighted Yellow):

- October 6, 2023
- October 31, 2023
- January 19, 2024
- April 5, 2024
- June 6 & 7, 2024

CALENDAR KEY
W=Teacher Work Day/No Students
F/L=Student First/Last Day
N=No School
R=Records Day/No Students
PD=Staff Professional Development Day
PLC=Professional Learning Communities
CT= Collaborate Building Time
C=Comp Day/No Students

BUILDING SCHEDULES	
Reid Elementary	
Full Day	8:30 - 3:50 p.m.
Half Day	8:30 - 12:10 p.m.
Oaktree Elementary	
Full Day	8:20 - 3:40 p.m.
Half Day	8:20 - 12:00 p.m.

OPEN HOUSES		
Reid Elementary	August 23, 2023	4:30 - 6:30 p.m.
Oaktree Elementary	August 23, 2023	4:30 - 6:30 p.m.

PARENT/TEACHER CONFERENCES		
Reid Elementary		
Fall	November 9 & 14, 2023	4:30 - 8:00 p.m.
Spring	April 11, 2024	4:30 - 7:30 p.m.
Oaktree Elementary		
Fall	November 9 & 14, 2023	4:30 - 8:00 p.m.
Spring	April 11, 2024	4:30 - 7:30 p.m.

SEMESTER END DATES	
January 19, 2024	June 7, 2024

Teacher Days	188
Student Days	180
Student Half Days	6
Staff Half Days	0
PD Days	5
Nonwork Days	22
Comp Days	2

6/12/2023

January						
S	M	T	W	T	F	S
	N	N	3	4	5	6
7	8	9	10	11	12	13
14	N	16	17	18	HR	20
21	22	23	24	25	26	27
28	29	PLC	31			
					20	20

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	PLC	14	15	C	17
18	C	20	21	22	23	24
25	26	PD	28	29		
					18	21

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	PLC	13	14	15	16
17	18	19	20	21	22	23
24	N	N	N	N	N	30
31					16	16

April						
S	M	T	W	T	F	S
	1	CT	3	4	HR	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	PLC	24	25	26	27
28	29	30				
					22	22

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	N	PLC	29	30	31	
					22	22

June						
S	M	T	W	T	F	S
						1
2	3	CT	5	HR	HRL	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30					5	5

GOODRICH AREA SCHOOLS
2023-2024
MIDDLE/HIGH SCHOOL STAFF CALENDAR

SCHOOL BEGINS
August 28, 2023

SCHOOL ENDS
June 7, 2024

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	W	PD	PD	PD	N	26
27	F	29	30	31		
					4	8

September						
S	M	T	W	T	F	S
					N	2
3	N	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	PLC	27	28	29	30
					19	19

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	PLC	11	12	13	14
15	16	17	18	19	20	21
22	23	CT	25	26	27	28
29	30	31				
					22	22

November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	PD	8	9	10	11
12	13	14	15	16	17	18
19	20	PLC	22	N	N	25
26	27	28	29	30		
					19	20

December						
S	M	T	W	T	F	S
					1	2
3	4	PLC	6	7	8	9
10	11	CT	13	14	15	16
17	18	19	N	N	N	23
24	N	N	N	N	N	30
31					13	13

HALF DAYS (Highlighted Yellow):
January 17, 2024
January 18, 2024
January 19, 2024
June 5, 2024
June 6, 2024
June 7, 2024

CALENDAR KEY
W=Teacher Work Day/No Students
F/L=Student First/Last Day
N=No School
R=Records Day/No Students
PD=Staff Professional Development Day
PLC=Professional Learning Communities
CT=Collaborate Building Time
C=Comp Day/No Students

BUILDING SCHEDULES	
Goodrich Middle School	
Full Day	7:23 - 2:25 pm
Half Day	7:23 - 10:53 am
Goodrich High School	
Full Day	7:30 - 2:32 pm
Half Day	7:30 - 11:00 am

OPEN HOUSES		
Goodrich Middle School	August 22, 2023	4:00-6:00 pm
Goodrich High School	August 22, 2023	4:00-6:00 pm

PARENT/TEACHER CONFERENCES		
GOODRICH MIDDLE SCHOOL:		
Fall	October 18 & 19, 2023	3:30 - 7:00 pm
Spring	March 7, 2024	3:30 - 6:30 pm
GOODRICH HIGH SCHOOL:		
Fall	October 18 & 19, 2023	3:00-6:30 pm
Spring	March 7, 2024	3:00-6:00 pm

SEMESTER END DATES	
January 19, 2024	June 7, 2024

Teacher Days	188
Student Days	180
Student Half Days	6
Staff Half Days	0
PD Days	5
Nonwork Days	22
Comp Days	2

6/12/2023

January						
S	M	T	W	T	F	S
	N	N	3	4	5	6
7	8	9	10	11	12	13
14	N	16	HR	HR	HR	20
21	22	23	24	25	26	27
28	29	PLC	31			
					20	20

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	PLC	14	15	C	17
18	C	20	21	22	23	24
25	26	PD	28	29		
					18	21

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	PLC	13	14	15	16
17	18	19	20	21	22	23
24	N	N	N	N	N	30
31					16	16

April						
S	M	T	W	T	F	S
	1	CT	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	PLC	24	25	26	27
28	29	30				
					22	22

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	N	PLC	29	30	31	
					22	22

June						
S	M	T	W	T	F	S
						1
2	3	CT	HR	HR	HRL	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30					5	5

GOODRICH AREA SCHOOLS
HOME OF THE MARTIANS

8029 Gale Road, Goodrich, MI 48438
Phone (810) 591-2250 Fax (810) 591-2550
www.goodrichschools.org

Section 27l Letter of Agreement – GEA and Goodrich Area Schools

In consideration of the mutual covenants below, this Letter of Agreement (LOA) is entered into by and between the Goodrich Education Association (Association) and Goodrich Area Schools (District) Board of Education (Board), concerning State funding available under State School Aid Act Section 27l, MCL 388.1627l (section 27l). This LOA is an amendment to the current collective bargaining agreement between the Association and the District, if any (CBA).

Background:

1. Section 27l allocates one-time funding to districts to increase educator compensation.

2. The parties agree that all current district staff members are "educators."

3. The parties have collectively bargained section 27l compensation and desire to distribute section 27l funds to all current district staff members. The parties agree that, by entering into this LOA, the District has satisfied its obligation to bargain section 27l funds.

The Parties Agree:

1. Qualifying Criteria. The District will make a one-time payment from section 27l funds received by the District to each current district staff members by May 1st, 2026 (Payment Date). They are eligible for payment if the current district staff member: (1) is employed by the District during the payroll period that immediately precedes the Payment Date, and (2) reported for duty for the District during the 2025-26 school year.

2. Payment Allocation. Each current district staff member who is full-time will receive a one-time payment, less customary withholdings (including taxes and retirement contributions). Each current district staff member who is less than full-time will receive a prorated one-time payment based on full-time equivalency.

3. Liability Limitation. Grievances related to section 27l funds shall be limited to non-payment of section 27l funds under this LOA, as is consistent with the terms of this LOA. The Association shall not file or assist in any other claim (including an unfair labor practice charge or a court complaint) related to section 27l funds.

Board of Education

Greg Main, *President*
Ginny Yuschak, *Secretary*
Mike Baszler, *Superintendent*
Jeff Brown, *Vice President*
Matt Bohlen, *Trustee*
Ashley Herriman, *Trustee*
Scott VanSumeren, *Treasurer*
Kurt J. Schulte, *Trustee*

4. Recoupment. In the event of a verified overpayment of funds under this LOA, the district staff member shall make prompt repayment to the District. In the event the district staff member fails to make prompt repayment, then the District may payroll deduct the overpayment pursuant to the authority set forth in MCL 408.477.

5. Effective Date and Expiration. This LOA will be effective upon signature by both parties below. This LOA shall expire on September 30, 2026.

6. Effect. This LOA shall not set a precedent and shall not be used as evidence of a policy or practice.

For the Board	For the Association
Signature	Signature
Mike Butler	Kelly Alford
Printed Name	Printed Name
Superintendent	GEA President
Position	Position
3/23/26	3/20/2026
Date	Date

Letter of Agreement
between the
Goodrich Area Schools Board of Education
and the
Goodrich Education Association

Addition of Special Education Chair Positions to Collective Bargaining Agreement

The Goodrich Area Schools (the "District") Board of Education (the "Board") and the Goodrich Education Association (the "Association" or "GEA") (collectively, the "Parties") enter this Letter of Agreement ("Agreement") as set forth below.

1. **Purpose.** The Parties recognize that their current collective bargaining agreement ("CBA") does not include language that provides for elementary special education and secondary special education teacher chair positions. Accordingly, the Parties enter this Agreement to add elementary school and secondary special education teacher chair positions to the CBA.

2. **CBA Article XIV Amendment.** The Parties agree to add "Elementary Special Education Chair" and "Secondary Special Education Chair" to the "Department or Grade Level Chair" table section of CBA Article XIV (Extra Duty Assignments and Salaries) with an Annual Stipend of Five Hundred Fifty Dollars ($550.00). Accordingly, the table will now be amended to include:

Departmentor Grade Level Chair Annual Stipend: $550	Reid Elementary: Chairs for Grades K and 1 Oaktree Elementary: Chairs for Grades 2-5 Middle School: ELA, Science, Math, Social Studies, Electives High School: ELA, Science, Math, Social Studies, Electives **Elementary Special Education** **Secondary Special Education**

3. **Conformity to Collective Bargaining Agreement.** This Agreement was developed through the collective bargaining process between the Board and the Association. Nothing in this Agreement will be regarded as inconsistent with or contrary to the terms of the Parties' current CBA. To the extent that there is a conflict or inconsistency between the terms of this Agreement and the Parties' CBA, the terms of this Agreement shall control.

4. **Conformity to Law.** If any provision or application of this Agreement is determined to be invalid or contrary to law by a court or administrative agency, that provision shall be severed (to the extent required by law) but the remaining Agreement provisions of this Agreement will not be affected unless the severance results in a material change in the benefits or rights of any party under this Agreement. In the latter event, the party claiming to be adversely affected shall give prompt written notice to the other party and shall confer with that party about an appropriate resolution of the matter.

5. **Governing Law.** This Agreement shall be governed Michigan law.

6. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties pertaining to this matter, and supersedes any prior or concurrent agreements, written or oral, regarding its subject matter.

7. **Non-Precedential.** The creation and implementation of this Agreement shall not be precedent-setting and shall not bind the Board or Association (or their respective successors) to continue or perpetuate its conditions beyond its expiration date.

8. **No Waiver.** By entering into this Agreement, neither party waives any other rights or protections afforded them by the current CBA, previous memorandums of understanding, or previous letters of agreement now in effect, except as otherwise specifically waived, modified, or relinquished.

9. **Expiration.** This Agreement expires on June 30, 2026, or when the Parties' successor CBA is ratified, whichever is sooner.

Goodrich Area Schools
Board of Education

By: _____
Greg Main, Board President

Date: 4/24/26

Goodrich Area Schools

By: _____
Mike Baszler, Superintendent

Date: 4/23/26

Goodrich Education Association

By: _____
Kelly Alford, President

Date: 4/23/26

Letter of Agreement
between the
Goodrich Area Schools Board of Education
and the
Goodrich Education Association

Adjustment of 2026-2027 District Calendar Agreement

The Goodrich Area Schools (the "District") Board of Education (the "Board") and the Goodrich Education Association (the "Association" or "GEA") (collectively, the "Parties") enter this Letter of Agreement ("Agreement") as set forth below.

Purpose. Purpose: This Letter of Agreement ("LOA") is entered into for the purpose of modifying the previously agreed-upon 2026–2027 District calendar.

Amendment. Upon further review, the parties recognize that the ratified and adopted 2026–2027 school calendar included a full five (5) day instructional week immediately following summer recess. In the best interest of both students and staff, the parties agree to revise the calendar as follows:

Friday, August 28, 2026 will be designated as a no school day ("N").
Monday, November 2, 2026, previously designated as a no school day ("N"), will become a regular instructional day for students and staff.

An updated version of the 2026–2027 school calendar reflecting these changes is attached.

1. **Conformity to Collective Bargaining Agreement.** This Agreement was developed through the collective bargaining process between the Board and the Association. Nothing in this Agreement will be regarded as inconsistent with or contrary to the terms of the Parties' current CBA. To the extent that there is a conflict or inconsistency between the terms of this Agreement and the Parties' CBA, the terms of this Agreement shall control.

2. **Conformity to Law.** If any provision or application of this Agreement is determined to be invalid or contrary to law by a court or administrative agency, that provision shall be severed (to the extent required by law) but the remaining Agreement provisions of this Agreement will not be affected unless the severance results in a material change in the benefits or rights of any party under this Agreement. In the latter event, the party claiming to be adversely affected shall give prompt written notice to the other party and shall confer with that party about an appropriate resolution of the matter.

3. **Governing Law.** This Agreement shall be governed Michigan law.

4. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties pertaining to this matter, and supersedes any prior or concurrent agreements, written or oral, regarding its subject matter.

5. **Non-Precedential.** The creation and implementation of this Agreement shall not be precedent-setting and shall not bind the Board or Association (or their respective successors) to continue or perpetuate its conditions beyond its expiration date.

6. **No Waiver.** By entering into this Agreement, neither party waives any other rights or protections afforded them by the current CBA, previous memorandums of understanding, or previous letters of agreement now in effect, except as otherwise specifically waived, modified, or relinquished.

7. **Expiration.** This Agreement expires on June 30, 2027.

Goodrich Area Schools
Board of Education

By: _____
Greg Main, Board President

Date: 4/24/26

Goodrich Area Schools

By: _____
Mike Baszler, Superintendent

Date: 4/24/26

Goodrich Education Association

By: _____
Kelly Alford, President

Date: 4/23/26