AGREEMENT BETWEEN



HURON INTERMEDIATE SCHOOL DISTRICT

AND

HURON INTERMEDIATE EDUCATION ASSOCIATION
a member of

TRI-COUNTY BARGAINING ASSOCIATION MEA/NEA

July 1, 2025 - June 30, 2028

TABLE OF CONTENTS

ARTICLE I	RECOGNITION	3
ARTICLE II	ASSOCIATION & PROFESSIONAL STAFF RIGHTS	4
ARTICLE III	RIGHTS OF THE BOARD	5
ARTICLE IV	PAYROLL DEDUCTIONS	6
ARTICLE V	PAYDAYS	6
ARTICLE VI	TEACHING HOURS	7
ARTICLE VII	PROFESSIONAL STAFF CONDITIONS	8
ARTICLE VIII	VACANCIES & PROMOTIONS	9
ARTICLE IX	ILLNESS OR PHYSICAL INJURY	9
ARTICLE X	LEAVE OF ABSENCE	10
ARTICLE XI	SEVERANCE & RETIREMENT BENEFIT	14
ARTICLE XII	PROFESSIONAL CONDUCT	14
ARTICLE XIII	ANCILLARY STAFF EVALUATION	15
ARTICLE XIV	TEACHING STAFF EVALUATION, PLACEMENT, LAY-OFF AND RECALL	18
ARTICLE XV	PROFESSIONAL STAFF PROTECTION	26
ARTICLE XVI	MERIT PAY	27
ARTICLE XVII	PROFESSIONAL DEVELOPMENT	27
ARTICLE XVIII	SERVICE CALENDAR	29
ARTICLE XIX	PROFESSIONAL COMPENSATION	29
ARTICLE XX	GRIEVANCE PROCEDURE	32
ARTICLE XXI	NEGOTIATIONS PROCEDURE	34
ARTICLE XXII	MISCELLANEOUS PROVISIONS	34
ARTICLE XXIII	REDUCTION IN PERSONNEL, SENIORITY & RECALL	36
ARTICLE XXIV	INSURANCE PROTECTION	38
ARTICLE XXV	PROGRAM PLANNING	41
ARTICLE XXVI	DURATION OF AGREEMENT	42
ARTICLE XXVII	EMERGENCY FINANCIAL MANAGER	43
APPENDIX A	SCHOOL CALENDARS	44
APPENDIX B	SALARY SCHEDULES	47

ARTICLE I - RECOGNITION

A. The Board hereby recognizes the Association as the exclusive bargaining representative as defined in Section 11 of Act 379, Public Acts of 1965, for a unit consisting of all certified personnel or other professional personnel as approved by the Michigan Employment Relations Commission. Such recognition including: Teachers, Teacher Consultants, Specialists, School Nurses, School Social Workers, School Psychologists, Occupational Therapists, Speech and Language Pathologists, Certified Occupational Therapy Assistant, Physical Therapist Assistant, Audiologist, and Physical Therapists. Other non-supervisory instructional positions added to the staff will be added to this listing. Specially excluded from this unit shall be all administrators, supervisors, substitutes, and enrichment teachers, paraprofessional and custodial staff, and other educational support personnel.

B. Definitions:

1. Board, for purposes of this contract, whenever the term "Board" is used it refers to the Huron Intermediate School District of Huron, Tuscola, and Sanilac Counties, Bad Axe, Michigan.

2. For the purpose of this agreement, "teachers" are defined as those bargaining unit members/professional staff covered by the provisions of the Teachers' Tenure Act. Bargaining unit members/professional staff not covered by the provisions of the Teachers' Tenure Act will be defined as "Ancillary Staff' which includes Teacher Consultants, Specialists, School Nurses, School Social Workers, School Psychologists, Occupational Therapists, Speech and Language Pathologists, Certified Occupational Therapy Assistant, Physical Therapist Assistant, Audiologist and Physical Therapists. "Professional Staff' refers to all HISD employees within the Huron Intermediate Education Association (HIEA) as defined in Section A.

AGREEMENT
2025-2028

This Agreement entered into this 30th day of June, 2025, by and between the HURON INTERMEDIATE SCHOOL DISTRICT of Huron, Tuscola, and Sanilac Counties, Bad Axe, Michigan, hereinafter called the "Board" and Huron Intermediate Education Association a member of the TRI-COUNTY BARGAINING ASSOCIATION, MEA-NEA hereinafter called the "Association. "

WITNESSETH:

WHEREAS, the Board and Association recognize and declare that providing a quality education for the children of the Huron Intermediate School District is their mutual aim and that the character of such education depends predominately upon the quality and morale of the professional staff, and

WHEREAS, the Board has a statutory obligation, pursuant to the Public Employment Relations Act, Act 379 of the Michigan Public Acts of 1965, to bargain with the Association as the representative of its teaching personnel with respect to wages, hours, and other terms and conditions of employment, and

WHEREAS, the parties have reached understandings which they desire to confirm to this Agreement.

ARTICLE II - ASSOCIATION AND PROFESSIONAL STAFF RIGHTS

A. Pursuant to the Michigan Public Employment Relations Act, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiating and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under the laws and Constitution of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage, deprive, or coerce any professional staff person in the enjoyment of any rights conferred by the Act.

B. The Association and its members shall have the same right to request the use of the Intermediate School District Office facilities as any other person or organization and will be required to follow all policies for use of the facilities as established by the Board. In addition, the Association shall have the right to use professional staff mailboxes or email for the purposes of communicating with its members.

C. Duly authorized Association representatives shall be permitted to transact official Association business on Intermediate School District property prior to the beginning of the scheduled workday and after the scheduled workday.

D. The Association shall have the right to request to use Intermediate School District equipment, after working hours, when such equipment is not otherwise in use. The Association shall pay for the cost of all materials and supplies incidental to such use.

E. The Association may erect a bulletin board that meets the administration's criteria with regard to size, appearance, and location.

F. The Board agrees to furnish to the Association in response to written request any public information necessary to process a grievance.

ARTICLE III- RIGHTS OF THE BOARD

A. It is expressly agreed that all rights which ordinarily vest in and have been exercised by the Board, except those which are clearly and expressly relinquished herein by the Board, shall continue to vest exclusively in and be exercised exclusively by the Board without prior negotiations with the Association as to the taking of action during the term of this Agreement. Such rights shall include, by way of illustration and not by way of limitation, the right to:

1. Manage and control its business, its equipment, and its operations, and to direct the working forces and affairs of the school district;

2. Continue its rights, policies, and practices of assignment and direction of its personnel, determine the number of personnel and scheduling of all the foregoing, but not in conflict with the specific provisions of this Agreement;

3. Hire, suspend, and discharge employees, transfer employees, assign work or duties to employees, determine the size of the work force, and to lay off employees, but not in conflict with the provisions of this Agreement;

4. Adopt reasonable rules and regulations;

5. Determine the qualifications of employees;

6. Determine the number and location or relocation of its facilities, including the establishment or relocation of new schools, buildings, departments, divisions, or subdivisions thereof and the relocation or closing of offices, departments, divisions or subdivisions, buildings, or other facilities;

7. Determine the size of the management organization, its functions, authority, amount of supervision, and table of organizations, provided that the Board shall not abridge any rights from employees as specifically provided for in this Agreement;

8. Determine the financial policies, including all accounting procedures and all matters pertaining to public relations;

9. The above are not to be interpreted as abridging or conflicting with any specific provision in this Agreement.

10. The Constitution of the United States and the Constitution of the State of Michigan and all federal statues and state statues enacted that may be in conflict with any provision of this Agreement shall take precedence.

ARTICLE IV - PAYROLL DEDUCTIONS

A. The Board shall make payroll deductions upon proper authorization from a professional staff person for insurance, annuities, financial accounts, or any other plans or programs jointly approved by the Association and the Board.

ARTICLE V – PAYDAYS

A. The Board agrees to dispense salary checks every fourteen (14) days, commencing on the first Friday following the first week of contracted employment. Forty (40) week personnel may elect to receive the aforementioned salary checks on a forty (40) week basis or a fifty-two (52) week basis. The amount payable to the professional staff person, on a fifty-two (52) week basis, for the July and August pay dates may be paid in a lump sum if notification of such desire is given to the Intermediate School District Superintendent prior to the first Monday of June. Such sum shall be payable on the first regular payday of July. The professional staff person shall have a choice between receiving an electronic check or a paper check. Paper checks will be available to the professional staff person by the close of the work day at their ISD mailbox.

B. Any professional staff person contracted for more than forty (40) weeks shall receive salary paychecks every fourteen (14) calendar days, commencing on the first Friday following the first full week of contracted employment.

C. If a regular payday should fall upon a non-service day, according to the service calendar, Appendix A, negotiable checks shall be available to the staff person on the last day of that week.

If a regular payday shall fall during the winter or spring break, negotiable checks shall be mailed or electronically deposited in order to be received on the regular payday.

If a regular payday should fall upon a day the depositor bank will be closed, the check will be deposited the day prior to said day or days.

ARTICLE VI - TEACHING HOURS

A. The normal work day will not exceed seven and one-half (7.5) hours for all employees covered by this Agreement. Each professional staff person shall report for duty in accordance with his/her daily schedule or the needs for his/her specialized service. Every professional staff person shall have a thirty (30) minute duty-free lunch.

In addition to a 7.5 hour day, and a guaranteed thirty (30) minute duty-free lunch, each employee will be provided a minimum of forty-five (45) minutes of prep time daily. The work day will begin no sooner than 7:45 AM and end no later than 3:45 PM unless mutually agreed to by the employee and supervisor.

B. Each professional staff person, when unable to report for duty, except in the case of an emergency, shall be required to enter the absence in the appropriate system one hour before start time. If the professional staff person is unable to enter his/her absence one hour before start time, the professional staff person will contact his/her direct supervisor.

C. In the event of the closing of schools served for any reason when the HISD is open, a professional staff person shall report for duty at the building housing the professional staff person's supervisor.

D. In the event of inclement weather or an "act of nature" day which results in the closing of schools in the district(s) in which an itinerant staff person serves, and provided that roads are passable, the itinerant staff person shall make all reasonable effort to report to the Intermediate Special Services Office or the Huron Learning Center if this is the professional staff person's assignment or another location agreeable to the Superintendent or designee. Professional staff persons shall not be required to report to work when Harbor Beach, Lakers, Ubly, and North Huron are closed, or, the Superintendent of the ISD cancels services at his/her discretion. In the event the Huron Area Technical Center and/or the Huron Learning Center and/or the Huron Intermediate School District office is closed and scheduled days of student instruction are not held because of conditions not within the control of school authorities such as inclement weather, fires, epidemics, mechanical breakdowns, or health conditions as defined by the city, county, or state health

authorities, those days may be rescheduled by the Board to ensure that there are a minimum number of days for meeting state requirements for student instructional time. Teachers will receive their regular pay for days which are canceled but shall work on any rescheduled days with no additional compensation. The Association and the Board will attempt to reach a mutual agreement by April 1 each year as to when days will be made up. If mutual agreement is not reached by that date, make-up days will be scheduled at the end of the school year.

E. Upon proper notification to the district, one (1) professional staff person engaged during the school day in negotiating on behalf of the Association with any representative of the Huron Intermediate School District Board or participating in any professional grievance negotiations including arbitration of the Huron Intermediate School District shall be released from regular duties without loss of salary. Contractual matters requiring such resolution shall be scheduled after school hours, whenever possible, so as not to impact instruction.

F. One (1) professional staff person shall be released from regular duty, without loss of salary two (2) days per year, for the purpose of participating in area or regional Association meetings. Three (3) additional days may be used for the above reasons but must be made up at the end of the school year. The make-up days are to be scheduled by the Superintendent. If any of the three (3) additional days are used by a classroom teacher, the days shall not be required to be made up, but the Association shall pay any costs of necessary substitutes. The Association will pay the employee's retirement contribution for all days off for these Association meetings.

ARTICLE VII – PROFESSIONAL STAFF CONDITIONS

A. The professional staff will confer with the administration at least once per semester on the needs for materials, tools, and adequate facilities so that professional staff persons can be reasonably equipped to teach.

B. Professional staff shall not be required to work under unsafe or hazardous conditions as provided by law or to perform tasks which endanger their health, safety, or well-being. The parties agree that measures will be taken to responsibly maintain the standards of safety and control in all classroom environments. The administration will immediately work to resolve any situation that could jeopardize staff and student safety.

C. When a professional staff person reports to his/her immediate supervisor the presence of facilities which he/she perceives to be inadequate, the administration shall investigate the circumstances and take action the administrator deems

appropriate regarding the reported deficiency. Said administrator will communicate to the professional staff person actions taken related to the reported deficiency.

D. Union Leadership will arrange a meeting with the Superintendent to share and discuss safety concerns as they arise.

ARTICLE VIII - VACANCIES AND PROMOTIONS

A. If a vacancy arises, the Board will post such vacancy for five (5) days prior to final selection of the candidate.

B. Ancillary staff persons shall be given first opportunity to apply for all vacancies. The Board may accept out of district applications during the period of vacancy is being posted, provided that no interviews shall be conducted nor further consideration of such applications be given until such time as the posting period is ended.

C. Should an ancillary staff person's position(s) become vacant and the Board needs to hire retired personnel to fill the position(s), the position(s) will remain open until the position(s) is/are filled with qualified, non-retired school personnel individual. The hiring of all personnel will be at the discretion of the board.

ARTICLE IX - ILLNESS OR PHYSICAL INJURY

A. The Board will frontload sick leave for professional staff. At the beginning of the school year each full time professional staff person will be credited with seventy-two (72) hours of sick leave. Part time professional staff and persons hired after the start of the school year will have their frontloaded sick leave prorated proportionally and in compliance with state law. Sick leave may be used in no less than fifteen (15) minute increments and only for the purposes listed in, and consistent with, the Earned Sick Time Act (2018 Public Act 338, as may be amended; see MCL 408.964).–The unused portion of said allowance shall accumulate from year to year up to and including two hundred ten (210) days. Days in excess of two hundred (200) will be redeemed at a rate of one hundred dollars ($100) per day (regular hours worked). Payment will be made at the end of the school year. All part-time employees, defined as working less than full time, will have their sick leave pro-rated based on the percentage of time that they work. This is based on an accumulation of hours based on a seven-hour work day.

B. A professional staff person who is unable to work because of illness or physical injury, and who has exhausted all available sick leave days, shall be granted an unpaid leave of absence up to six (6) semesters, (inclusive of the paid sick leave to recover from the illness or disability). Upon return from such leave, an ancillary

staff person shall be assigned to the same position, if available, or to the first vacancy occurring in an equivalent position. Upon assignment of such a returning ancillary staff person, the Board's responsibility to satisfy the ancillary staff person shall be limited to sending a registered letter to the ancillary staff person's last known address. If no reply is received within thirty (30) days, the Board has satisfied its obligation. If the leave is for an FMLA (Family Medical Leave Act) qualifying purpose, it shall count towards the employee's FMLA entitlement.

C. Any professional staff person who is absent because of an injury compensable under the Michigan Worker's Compensation Law, shall receive from the Board the difference between the allowance under the Worker's Compensation law and his/her regular salary for a period of six (6) months or the remaining time of the individual's teacher contract if in excess of six (6) months. All Worker's Compensation coverage shall be subject to offset by any wage continuation protections provided by long-term disability coverage so that the employee does not receive more than his/her regular wages.

D. When sick leave benefits described above are used for childbirth, the professional staff person will file a written notice from her physician stating when she should begin her leave of absence and when she will be able to return to work after childbirth.

E. A doctor's statement may be required if four (4) or more consecutive sick days are used with the doctor certifying that the professional staff person was unable to perform his/her regular work assignment.

F. While on short term disability or FMLA, all sick days and personal days may be frozen, or may be used, based on the professional staff person's wishes.

G. Employees injured on the job directly related to their job duties must be examined by a physician identified by the district within 24-hours. If the employee is unable to work due to the injury, the district shall pay for up to seven (7) workdays (14-days per year) of absence without deduction from sick leave. If the employee subsequently received Worker Compensation benefits for those days, the employee shall reimburse the district for such paid days upon receipt of benefits.

ARTICLE X - LEAVE OF ABSENCE

A. Leaves of absence with pay shall be granted for the following reasons:

1. Each professional staff person shall be credited with four (4) personal business days not to be deducted from sick leave at the beginning of each

school year. Four (4) said days are unquestioned. All part-time employees, defined as working less than full time, will have their personal business days pro-rated based on the percentage of time that they work. This is based on an accumulation of hours based on a seven-hour (7) work day.

2. A Professional Staff member may not take more than three (3) days off in a row without supervisor approval as deemed in the paragraph below.

   Any professional staff person planning to request a personal leave day shall enter the request into the time off system seventy-two (72) hours in advance. The seventy-two (72) hour requirement may be waived at the discretion of the Superintendent or the staff member's Supervisor. Unused personal business days shall be credited as sick leave days toward the professional staff person's sick leave accumulations in addition to the sick leave allowance as provided in Article IX, Section A.

3. A maximum of five (5) days per death will be allowed for a death in the immediate family: i.e., spouse, domestic partner, children, mother, father, mother-in-law, stepmother, father-in-law, or stepfather. Up to five (5) additional days per year may be used from the employee's accrued sick leave. Additional days may be granted by the Superintendent or his/her designee which shall be accessed from employee's paid time off (sick, personal, etc). In the event of a fetus loss, the employee shall be granted up to a five (5)day(s) leave of absence with pay. Fetal loss refers to a dead fetus that has completed at least twenty (20) weeks of gestation and is reported to the state registrar as a fetal death.

4. A maximum of three (3) days per death will be allowed for the death of a: grandparent, grandchild(ren), brother, sister, brother-in-law, and sister-in-law. Up to two (2) additional days per year may be used from the employee's accrued sick leave for other bereavement leave the employee deems necessary. Additional days may be granted by the Superintendent or his/her designee which shall be accessed from employee's paid time off (sick, personal, etc).

5. A maximum of one (1) day per death will be allowed for the death of a student, with Superintendent approval. Additional days may be granted by the Superintendent or his/her designee which shall be accessed from employee's paid time off (sick, personal, etc).

Bereavement leave shall run concurrently with any scheduled breaks, holidays, or non-working days. If a death occurs immediately prior to or during a scheduled break (e.g. spring break, winter break) any portion of the bereavement leave that coincides with such break shall be considered used. Employees shall not be entitled to additional bereavement leave days following the break for days that overlapped with the break period.

Example 1: If an employee is entitled to five (5) days of bereavement leave and a death occurs two (2) days before a scheduled five-day spring break, the two (2) days prior to the break and the three (3) days during the break shall count as bereavement leave. No additional bereavement leave will be granted after the break if the funeral was held during the break.

Example 2: if a death occurs during the scheduled spring break, and the funeral or memorial service is not held until after the employee has returned to work, the employee may utilize any remaining bereavement leave days at the time of the service. This option is available only if the funeral services did not take place during the break and the employee has unused bereavement leave available.

B. Leaves of absence without pay may be granted by the Board, for a period of one (1) year, upon written application for the following purposes:

1. Study related to the professional staff person's discipline; to meet eligibility requirements for a discipline other than that held by the professional staff person; or research or special teaching assignments involving probable advantage to the school system.

2. Campaigning for and serving a public office.

3. Appointment to the State and National Association staff.

4. Military leave will be allowed as required by state and federal law.

5. Serious injury or illness in the immediate family.

6. Other leaves approved by the Board.

Upon ninety (90) days advance notice, a professional staff person may return at the beginning of the next school year or the start of the next semester, whichever is closer and shall be put on the appropriate salary step except where the leave is taken under the Family Medical Leave Act (FMLA), in which case the FMLA requirements shall apply.

During the leave, the professional staff person may continue his/her health, dental, and vision insurance benefits to the extent the leave of absence is deemed to be a qualifying event under the Consolidated Omnibus Budget Reconciliation Act (COBRA). To continue benefits, the employee must give such notice as required by law. The Board shall bear no responsibility for failure of the employee to pay

and shall not be responsible for a lapse in coverage provided that the Board follows COBRA requirements.

C. Childcare - Upon written request to the Board, a childcare leave shall be granted up to one (1) year for the purpose of caring for a minor child up to eighteen (18) months old. In the case of an adoption of a child, the age limitation of the child may be waived. Proof of a legal adoption shall be certification from the adoption agency. To the extent that such leave is for an FMLA qualifying purpose, leave taken under this provision shall count towards the employee's FMLA entitlement.

Unless immediately connected to the birth or adoption of a child, and to the extent allowed by law, a childcare leave shall commence and end at a semester break, unless otherwise required by law. Except in cases of emergencies, the professional staff person will give thirty (30) days notice prior to anticipated leave. It shall further be provided that:

1. Upon return from childcare leave, the professional staff person shall be reinstated to a former or substantially equivalent position unless the position has been abolished or, because of a layoff during the leave, a senior qualified professional staff person has been placed in the position. In the event of a layoff situation, the returning professional staff person shall be entitled to the position for which seniority, certification and qualification allow placement.

2. By written request of the professional staff person, and approval by the Board, the leave may be extended.

3. The professional staff person may make written application to the Superintendent and the Board for reinstatement prior to the expiration of said childcare leave. Honoring of the request will be at the discretion of the Board.

4. Failure of a professional staff person to return from childcare leave on the date specified in said leave of application may be considered a resignation.

C. Professional staff persons who have been employed by the Board for seven (7) years may be granted, at the discretion of the Board, an unpaid sabbatical leave for one (1) year. During said sabbatical leave, the professional staff person shall be considered to be in the employment of the Board. Upon return from such leave, the professional staff person shall be restored to his/her former position or to a position of like nature and status, and shall be placed at the same position on the salary schedule as he/she would have been when he/she left their position.

ARTICLE XI - SEVERANCE AND RETIREMENT BENEFIT

A. In recognition of service to the district, a retirement benefit payment of one hundred twenty five dollars ($125) per day for each day of unused sick leave to a maximum of one hundred and thirty (130) days will be paid when the professional staff person retires from the district to enter the state teacher retirement system.

B. Professional staff persons not eligible for the retirement benefit shall, after fifteen (15) years of continuous service to the district be eligible for a severance benefit payment of one hundred twenty-five ($125) for each day of unused sick leave to a maximum of one hundred and twenty-five (125) days which will be paid upon the employee's voluntary termination of services from the district.

C. Professional staff persons shall be eligible for only one (l) of the benefit payments offered.

D. In the event the eligible professional staff person dies, the amount which could have been collected by the professional staff person on his/her date of death, including sick leave payout, will be paid to the professional staff person's estate.

ARTICLE XII - PROFESSIONAL CONDUCT

A. All professional staff shall comply with the rules, regulations, and directions from time to time adopted by the Board or its representatives, provided that such measures are not inconsistent with the provisions of this Agreement.

B. The Board and Association recognize that abuse of sick leave or other leaves, chronic tardiness, willful deficiencies in professional performance, or other violations of professional conduct by a professional staff person reflect adversely upon the teaching profession and create undesirable conditions in carrying out special services. Professional staff may be disciplined for breaches of professional conduct.

C. A Professional staff person shall at all times be entitled to have present a representative of the Association when he/she is being reprimanded, warned, or disciplined for any infraction or rules, or delinquency in professional performance. If the professional staff member requests an Association representative from outside of the local bargaining unit, the district shall not have to wait more than twenty-four (24) hours to discipline an employee. In the case of a serious breach of professional conduct, such as alcohol or drug usage, a local Association representative will be present for the district's initial disciplinary action if representation is requested.

D. No ancillary staff person shall be disciplined without just cause. Any such discipline shall be subject to the professional grievance procedure hereinafter set forth. All information forming the basis for disciplinary action will be made available in writing to the professional staff person and the Association.

E. Both parties recognize the desirability of continuous and uninterrupted operation of the instruction program during the normal school year and the avoidance of disputes which threaten to interfere with such operation. Since the parties have established a comprehensive grievance procedure under which all unresolved disputes may be settled by an impartial third party (Article XIX, Section G and H, Binding Arbitration), the parties have removed the basic cause of work interruptions during the period of this Agreement. The Association accordingly agrees that it will not, during the period of this Agreement, engage in any strike or slowdown against the Huron Intermediate School District, as defined in Section 1 of the Public Employment Relations Act. Any professional staff person engaged in such a strike against the Huron Intermediate School District may be subject to disciplinary action up to and including discharge from employment.

ARTICLE XIII - ANCILLARY STAFF EVALUATION

A. Any formal monitoring or observation of the work of an ancillary staff person shall be conducted openly.

B. Each professional staff person shall have the right, upon request, to review the contents of his/her own personnel file. A representative of the Association may, at the professional staff person's request, accompany the professional staff person in such review. The professional staff person shall affix his/her signature and the date to the record to signify he/she has reviewed his/her file and is aware of the contents. Review of the personnel file shall be as provided by law.

C. An ancillary staff person will be given the opportunity to review and discuss his/her formal evaluation with the reviewing administrator within ten (10) work days of the evaluation. No formal evaluation shall be conducted two (2) working days prior to Thanksgiving, Christmas, or Easter.

D. An ancillary staff person who disagrees with an evaluation may submit a written answer which shall be attached to the file copy of the formal evaluation in question.

E. All professional staff deemed to need a mentor shall be assigned a mentor by the administration as per the district mentorship program. A mentor is a voluntary position.

1. Staff members who are assigned by their supervisor as mentors to staff members will receive a stipend of four hundred ($400) per semester.

F. Ancillary staff members will be evaluated pursuant to a performance evaluation system consistent with the Teacher Evaluation System. This performance evaluation system will include, as appropriate, the following:

1. a year-end evaluation process that meets standards;

2. an evaluation tool that incorporates the ancillary staff's performance.

3. an individualized development plan (IDP) with measurable performance goals developed by the evaluator in consultation with the ancillary staff and recommended training, coaching, professional development, or resources designed to improve the ancillary staff's effectiveness for:

    a. all probationary ancillary staffs;

    b. ancillary staffs rated developing, needs support; or

    c. at the administrator's discretion when performance deficiencies are noted. To the extent allowable by law, the District will notify an ancillary staff of complaints that might lead to discipline.

4. Observations of at least 15 consecutive minutes each with appropriate written feedback and a post-observation meeting between the ancillary staff and the school administrator conducting the observation to discuss those items; No formal evaluation shall be conducted two (2) working days prior to Thanksgiving, Christmas, or Easter.

5. A mid-year progress report which aligns with the ancillary staff's individualized development plan, includes specific performance goals for the remainder of the school year developed by the evaluator, and any recommended training, coaching, professional development, or resources identified by the evaluator; and mid-year evaluations must be completed by March 1 of each school year for ancillary staffs employed since the beginning of the school year.

6. A year-end performance evaluation effectiveness rating, of effective, developing, or needing support;

7. Tenured ancillary staffs rated as highly effective or effective on the 3 most recent consecutive year-end evaluations may be evaluated once every three years, but if the ancillary staff is not rated as effective on one of the year-end evaluations, the ancillary staff must receive year-end evaluations until three effective year end ratings in a row are received. If an ancillary staff on the once every three year track is placed on an IDP or transfers to a new position, the Superintendent may choose to move the

ancillary staff to annual evaluations; year end evaluations for ancillary staffs shall be completed at least five (5) business days before June 30th.

8. A mentor for ancillary staff rated developing or needing support.

9. Opportunity for a tenured ancillary staff rated needing support on a year-end evaluation to request a review aligned with teacher evaluation system.

10. Use of the Danielson 2013 evaluation tool, which has been approved by MDE and is in compliance with the teacher evaluation system and corresponding regulations; In that tool, an Effective rating will be from 75%-100%, Developing rating will be from 60%-74%, and a rating of Needing Support will be from 0%-59%.

11. website posting of required information for the Danielson 2013 evaluation tool;

12. training on the Danielson 2013 evaluation tool for ancillary staffs and evaluators as required by law.

13. If a tenured ancillary staff is rated ineffective or needing support on 3 consecutive year-end evaluations the ancillary staff shall be discharged consistent with due process. The District is not precluded from discharging an ancillary staff at other times.

14. If an ancillary staff receives an unevaluated rating, the ancillary staff's rating from the school year immediately before the designation must be used.

15. A probationary ancillary staff cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating.

B. Grievance Procedure.

1. A probationary ancillary staff cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating.

2. A tenured ancillary staff who receives two (2) consecutive ratings of "Needing Support" may utilize the grievance procedure with respect to the ancillary staff's second evaluation rating and evaluation process, up through arbitration.

ARTICLE XIV – TEACHING STAFF EVALUATION, PLACEMENT, LAY-OFF AND RECALL

Decisions about placement, layoff /recall, and evaluation of a "teacher" under Revised School Code Section 1249, or who is assigned to students in any grades K to 12 as a "teacher of record" ("classroom teacher") will be made as stated below. The parties agree that the procedures established in this Appendix constitute clear and transparent procedures as required under Revised School Code Section 1248.

A. Evaluation of Classroom Teachers. Classroom teachers will be evaluated pursuant to a performance evaluation system consistent with Revised School Code Section 1249 and the Teachers' Tenure Act. This performance evaluation system will include, as appropriate, the following:

1. a year-end evaluation process that meets statutory standards;
2. an evaluation tool that incorporates components required by law, including:
    a. locally agreed-on student growth and assessment data or student learning objectives, as defined by Revised School Code Section 1249; and
    b. the teacher's performance.
3. an individualized development plan (IDP) with measurable performance goals developed by the evaluator in consultation with the teacher and recommended training, coaching, professional development or resources designed to improve the teacher's effectiveness for:
    a. all probationary teachers;
    b. teachers rated developing, needs support; or
    c. at the administrator's discretion when performance deficiencies are noted. To the extent allowable by law, the District will notify a classroom teacher of complaints that might lead to discipline.
4. Classroom observations of at least 15 consecutive minutes each which include, at a minimum, a review of the classroom teacher's lesson plan, the state or national curriculum standard used in the lesson, and pupil engagement, with appropriate written feedback and a post-observation meeting between the teacher and the school administrator conducting the observation to discuss those items; No formal evaluation shall be conducted two (2) working days prior to Thanksgiving, Christmas, or Easter.

5. a mid-year progress report, if required by law, which aligns with the classroom teacher's individualized development plan, includes specific performance goals for the remainder of the school year developed by the evaluator, and any recommended training, coaching, professional development, or resources identified by the evaluator; and mid-year evaluations must be completed by March 1 of each school year for classroom teachers employed since the beginning of the school year.

6. a year-end performance evaluation effectiveness rating, of effective, developing, or needing support;

7. tenured classroom teachers rated as highly effective or effective on the 3 most recent consecutive year-end evaluations may be evaluated once every three years, but if the classroom teacher is not rated as effective on one of the year-end evaluations, the classroom teacher must receive year-end evaluations until three effective year end ratings in a row are received. If a classroom teacher on the once every three year track is placed on an IDP or transfers to a new position, the Superintendent may choose to move the classroom teacher to annual evaluations; year end evaluations for classroom teachers shall be completed at least five (5) business days before June 30th.

8. a mentor for classroom teachers rated developing or needing support or for classroom teachers as required by law;

9. opportunity for a tenured classroom teacher rated needing support on a year-end evaluation to request a review consistent with Revised School Code Section 1249;

10. Use of the Danielson 2013 evaluation tool, which has been approved by MDE and is in compliance with Revised School Code Section 1249 and corresponding regulations; In that tool, an Effective rating will be from 75%-100%, Developing rating will be from 60%-74%, and a rating of Needing Support will be from 0%-59%.

11. website posting of required information for the Danielson 2013 evaluation tool;

12. training on the Danielson 2013 evaluation tool for teachers and evaluators as required by law.

13. If a tenured classroom teacher is rated ineffective or needing support on 3 consecutive year-end evaluations, the classroom teacher shall be discharged consistent with due process. The District is not precluded from discharging a classroom teacher at other times as provided by the Teachers' Tenure Act.

14. If a classroom teacher receives an unevaluated rating, the teacher's rating from the school year immediately before the designation must be used.

15. The parties will by September 1 of each year negotiate and reach consensus concerning how to measure student growth and assessment data or student learning objective metrics to be considered for 20% of the evaluation. If a consensus is not reached by September 1 of each year, the District will use the assessment data currently utilized.

16. A probationary classroom teacher cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating.

B. Grievance Procedure.

1. A probationary teacher cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating per paragraph 4(16) above;

2. A tenured teacher who receives two (2) consecutive ratings of "Needing Support" may utilize the grievance procedure with respect to the teacher's second evaluation rating and evaluation process, up through arbitration.

C. Placement of Classroom Teachers. The Superintendent or designee decides placement decisions, when a vacancy exists, and when a posting is made. Consistent with Revised School Code Section 1248, classroom teacher placement decisions will be made by the Superintendent or designee in their discretion based on the following clear and transparent factors:

1. Staffing the curriculum with the most effective, certified, and qualified teachers to instruct the applicable courses, grades, and school schedule.

2. Appropriate certification, approval, or authorization for all aspects of the assignment. The certification, approval, or authorization, as applicable, will be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations.

3. Classroom teacher placement decisions must be made based on teacher effectiveness criteria established in Revised School Code Section 1249.

4. A "vacancy" shall be defined as an unassigned, open position or a newly created position which the district intends to fill. Vacancies shall be posted at least five (5) business days prior to being filled.

5. In addition, classroom teachers must be fully qualified for all aspects of their assignments, as determined by the Board, based on documentation on file with the Superintendent's office, including:

a. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;

b. Credentials needed for District, school, or program accreditation;

c. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the teacher's effectiveness in that assignment and is integrated into instruction.

d. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;

e. Disciplinary record, if any

f. Length of service in a grade level(s) or subject area(s);

g. Recency of relevant and comparable teaching assignments;

h. Previous effectiveness ratings;

i. Attendance and punctuality;

j. Rapport with colleagues, parents, and students;

k. Ability to withstand the strain of teaching;

l. Compliance with state and federal law; or

m. Other non-arbitrary or capricious reasons.

6. Length of service within the District may be considered as a tiebreaker if a classroom teacher placement decision involves 2 or more teachers and all other factors distinguishing those teachers from each other are equal.

7. If a teacher petitions for nullification of the teaching certificate or any endorsement, the teacher must promptly provide written notice of that petition to the Superintendent's office.

8. A "transfer" shall be defined as either a voluntary or involuntary change in a classroom teacher's position to another classroom teacher position. A classroom teacher may, by April 1 of a school year request a transfer for the subsequent school year by submitting written notice to the Human Resources Director or designee.

9. The Superintendent or designee has discretion to involuntarily transfer a teacher into a position for which they are certified or qualified for non-arbitrary or capricious reasons. Notice of an involuntary transfer of a

classroom teacher shall be provided to the teacher and Association President with the reasons for the transfer.

10. The following teachers are not eligible for change of placement to a new position upon the teacher's request or to fill a vacancy, unless the Superintendent or designee determines that the change of placement is in the best interest of the District:

    a. teachers placed on an individualized development plan in the 24 months before the change of placement or voluntary transfer request;

    b. teachers rated minimally effective, ineffective, developing, or needing support in their last three evaluations;

    c. the teacher's credentials, including endorsement or teaching certificate, or training is needed to fill a position that the District cannot otherwise fill; or

    d. the teacher has requested and received a change of placement or voluntary transfer in the previous five (5) school years.

D. Layoff/Recall of Classroom Teachers.

1. Acting within the approved budget, the Superintendent is responsible for establishing the number and nature of teaching assignments to implement the approved curriculum. If the Superintendent determines that insufficient funds are budgeted for the existing classroom teaching staff or that a reduction in classroom teaching staff is necessary due to program, curricular, or other operational considerations, the Superintendent will recommend to the Board the classroom teaching positions to be reduced.

2. Reduction in force and recall decisions must be made based on classroom teacher effectiveness criteria established in Revised School Code Section 1249.

3. Decisions about the reduction and recall of teachers will be guided by the following criteria:

    a. Retaining the most effective classroom teachers who are certified (or otherwise approved or authorized) and qualified to instruct the courses within the curriculum, academic level(s), department(s), and school schedule(s). A probationary classroom teacher rated as "effective" (or highly effective) on the classroom teacher's most recent annual year-end performance evaluation is not subject to displacement by a tenured classroom teacher solely because the other classroom teacher is tenured under the Teachers' Tenure Act.

    b. Classroom teachers must be properly certified, approved, or authorized for all aspects of their assignments. The classroom teacher's certification, authorization, or approval status will

be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations; and based on documentation on file with the Superintendent's office.

c. A classroom teacher must maintain valid certification, approval, or authorization, as applicable, and is responsible for filing a copy of the certificate, approval, or authorization with the Superintendent's office in compliance with Revised School Code Section 1532.

d. If a classroom teacher petitions for nullification of the teaching certificate or any endorsement, the teacher must promptly provide written notice of that petition to the Superintendent's office.

4. In addition, classroom teachers must be fully qualified for all aspects of their assignments, as determined by the Board, based on documentation on file with the Superintendent's office, including:

a. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;

b. Credentials needed for District, school, or program accreditation;

c. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the classroom teacher's effectiveness in that assignment and is integrated into instruction;

d. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;

e. Disciplinary record, if any;

f. Length of service in a grade level(s) or subject area(s);

g. Recency of relevant and comparable teaching assignments;

h. Previous effectiveness ratings;

i. Attendance and punctuality;

j. Rapport with colleagues, parents, and students;

k. Ability to withstand the strain of teaching;

l. Compliance with state and federal law.

5. Classroom Teachers must provide the District with current information and documentation supporting the teacher's certification and qualifications.

a. Reduction and recall decisions will be based on the classroom teacher's certification and qualifications in the District's records at the time of the decision.

b. A laid off classroom teacher must maintain current contact information (address, phone, and email address) with the Superintendent's office.

c. Failure to maintain current contact information may negatively impact the teacher's recall.

6. Length of service within the District will be used as a tiebreaker for layoff decisions if a classroom teacher layoff decision involves two or more equally qualified classroom teachers. Classroom teacher reductions and recalls are by formal Board action.

7. Before the Board authorizes a classroom teacher reduction, the Superintendent or designee will notify, in writing, the affected classroom teacher of an opportunity to respond, either in person or in writing, to the proposed reduction.

8. The Superintendent or designee will provide written notice of reduction in force or recall decisions to each affected classroom teacher and Association.

9. A classroom teacher's length of service with the District as a classroom teacher or tenure under the Teachers' Tenure Act will not be the sole factor in reduction in force and recall decisions.

10. Classroom teacher reduction in force decisions will be implemented by the following:

a. If 1 or more classroom teaching positions are to be reduced, the Superintendent will first identify the academic level(s) or department(s) affected by the reduction. Among those classroom teachers who are certified, approved, or authorized and qualified to instruct the remaining curriculum within the affected academic level(s) or department(s), selection of a classroom teacher(s) for reduction in force will be based on the factors set forth in this Appendix.

b. Classroom teachers within the affected academic level(s) or department(s) who are certified and qualified for the

remaining positions will be retained consistent with the factors set forth in this Appendix.

c. When a classroom teaching position is identified for reduction and there exists a concurrently vacant classroom teaching position for which the classroom teacher in the position to be reduced is both certified and qualified, and the classroom teacher has received an overall rating of at least effective on that teacher's most recent year-end performance evaluation, that classroom teacher may be assigned to the vacant position consistent with this Appendix unless the Superintendent or designee determines (based on non-arbitrary or capricious reasons) that the District's educational interests would not be furthered by that assignment.

d. If more than 1 classroom teacher whose position has been identified for reduction is certified and qualified for a concurrently vacant classroom teaching assignment, the Superintendent or designee will fill the vacancy consistent with this Appendix, unless the Superintendent determines (based on non-arbitrary or capricious reasons) that the District's educational interests would not be furthered by that assignment.

e. If the reduction or recall decision involves more than 1 classroom teacher and all other factors distinguishing those teachers from each other are equal, seniority (as established by the most recent seniority list for the bargaining unit to which the teachers belong or, if none exists, the District's records) will determine preference for reduction or recall.

f. At least 30 calendar days notice of reduction in force will be provided to the classroom teacher and Association, absent extenuating circumstances.

11. Classroom Teacher Recall Process

a. A classroom teacher is eligible for recall for 36 months from the date the District implemented the reduction in force.

b. The Superintendent will first identify the academic level(s) or department(s) where a teaching vacancy exists.

c. Before or in lieu of initiating the recall of a laid-off classroom teacher, the Superintendent may reassign teachers to fill vacancies in accordance with this Appendix.

d. After or in lieu of any reassignment of existing teaching staff, the Superintendent may take the following action to fill a

vacancy: Recall the laid-off classroom teacher who is certified and qualified for the vacancy, provided the classroom teacher was rated at least effective. If more than 1 laid-off classroom teacher is certified and qualified for recall to a vacant teaching assignment, the Superintendent or designee will fill the vacancy consistent with the Master Agreement.

e. The Superintendent or designee will provide written notice of the Board's recall decision to any recalled classroom teachers and will establish the time within which a classroom teacher must accept recall to preserve the teacher's employment rights.

f. A laid-off classroom teacher who is recalled and fails to accept recall by the time designated in the recall notice, or who does not report for work by the deadline specified in the recall notice after filing a written acceptance of recall with the Superintendent, will forfeit all rights to recall and continued employment unless the Superintendent, in the Superintendent's sole discretion, has extended the time limit in writing.

ARTICLE XV – PROFESSIONAL STAFF PROTECTION

A. Any work related case of assault upon a professional staff person shall be promptly reported to the Board or its designated representative. The immediate supervisor shall initiate an investigation. Law enforcement, medical personnel and other agencies shall be involved as necessary. The Board, or its designee, will provide legal counsel to advise the professional staff person of his/her rights and obligations with respect to such assault and shall render all reasonable assistance to the professional staff person in connection with handling of the incident by law enforcement and judicial authorities.

B. Should any professional staff person be the subject of a lawsuit resulting from actions that the professional staff person undertook while acting within the scope of his/her employment, the Board shall provide legal counsel and render all necessary assistance to the professional staff person in his/her defense to the extent allowed by law.

C. No action shall be taken upon any complaint by a parent or guardian of a student against a professional staff person, nor shall any notice thereof be included in said professional staff person's personnel file unless such matter is promptly reported in writing to the individual concerned, prior to consideration by the Board. If any question of breach of professional ethics is involved, the Association shall be notified.

D. The Board will reimburse, up to $200, a professional staff person for any loss, damage, or destruction of personal property belonging to the professional staff person while pursuing duties in the schools or on school premises, provided that such property is not covered by other insurance and was reasonably cared for by the professional staff person.

E. Professional staff shall be expected to exercise reasonable care with respect to the safety of pupils and property but shall not be individually liable, except in the case of gross negligence or gross neglect of duty, for any damage or loss to person or property.

F. Time lost by a professional staff person in connection with any incident mentioned in this Article shall not be charged against the professional staff person if the professional staff person is cleared of the infraction by a court of competent jurisdiction.

G. When administration has knowledge or deems a department to be short staffed, they will meet with said department to receive input on a solution.

ARTICLE XVI - MERIT PAY

Merit Pay of $200 will be awarded to each professional staff person who is rated as Effective on the current year's evaluation. This will be paid at the end of the school year.

ARTICLE XVII - PROFESSIONAL DEVELOPMENT

A. The Board and the Association support the principle of continuing the training of professional staff, participation by professional staff in professional organizations in the areas of their specialization, leaves of absence for work on advanced degrees or special studies, and participation in community educational affairs or projects.

B. At the request of the Association, or on the Board's initiative, arrangements may be made for after-school courses, workshops, conferences, and programs designed to improve the quality of instruction. An effort will be made to obtain qualified persons to participate in the presentations of such programs. All professional staff desiring to instruct, provided that they are properly qualified and that vacancies exist, or wanting to attend may be permitted to do so.

C. The Board agrees to cover the costs for professional staff members for membership dues to recognized professional education organizations, extra licenses, and any

additional required professional fees beyond the standard license, with prior approval from the Superintendent, or designee. An expense report will be required for verification of the expenses.

D. Upon recommendation of the Superintendent or his/her designee, and subject to the approval of the Board, professional staff in specific discipline areas shall have the privilege of attending appropriate local, state, or national conferences, conventions, workshops, or visitations. The District shall pay necessary expenses for fees, transportation, and accommodations. The District agrees to prepay estimated necessary expenses, with any appropriate adjustments to be made in the professional staff person's subsequent expense voucher.

E. The District shall pay necessary expenses for professional development including fees, transportation, and accommodations for each professional staff person with prior approval from the Supervisor. When travel outside the HISD is required for professional development a hotel room may be approved by the Supervisor depending on distance, conference start time, weather conditions, or other factors. An expense report will be required for verification of the expenses.

F. Each professional staff person will be required to take two (2) days of self-selected professional development with supervisory approval. These self-selected days can be taken either during the regular school year or during the course of the summer. Stipends for self-selected professional development taken in the summer or during non-work time will be paid at one hundred fifty ($150) per days attended to meet the requirement of this Article. Visitations to related programs will be acceptable professional development activities for the purpose of this Article.

G. HISD Professional Staff Providing Professional Development (PD) on a non work time will be compensated at the per diem rate with Superintendent or designee prior approval at the following terms:

1. New/complex PD = 1:1 flex/per diem time for prep (6 hours PD = 6 hours flex/per diem)

2. Existing/less complex PD = 0.5:1 for prep time (6 hours PD = 3 hours flex/per diem)

3. “Canned PD” = 0.25:1 flex/per diem for prep (6 hours PD = 1.5 hours flex/per diem)

ARTICLE XVIII - SERVICE CALENDAR

A. For the term of this Agreement, the service calendar shall be set forth in Appendix A. There shall be no deviation from or change in the service calendar except by mutual agreement of the Board and the Association.

B. Each professional staff person shall give service according to his/her particular length of contracted employment and in accordance with Appendix A.

C. Each professional staff person shall report to his/her designated duty site (Huron Intermediate Board of Education Office, Huron Area Technical Center, or the Huron Learning Center) on the day his/her service year ends.

D. If a special program design requires a flexible calendar, the working days of an individual professional staff person may, by mutual agreement, be adjusted outside of the service calendar set forth in Appendix A. A flexible calendar will not be a condition of employment.

E. The regular school calendar will stay at one-hundred eighty-five (185) days throughout the life of the contract; with the number of days for student instruction based upon minimum state requirements.

ARTICLE XIX - PROFESSIONAL COMPENSATION

A. The salaries of professional staff covered by this Agreement are set forth in the salary schedule, Appendix B, which is attached to and incorporated into this Agreement. Such salary schedule shall remain in effect during the term of this Agreement.

B. All future professional staff hired with professional experience in their field shall be given one (1) year credit for each year of experience for the first five (5) years of experience on the salary schedule as set forth in Appendix B for professional experience prior to employment by the Board. For the sixth year of experience onward, the professional staff person shall be given one (1) year of credit for each two (2) years of experience. The Superintendent has the right to exceed these guidelines for hard to fill positions.

The Board may grant exceptions for temporary one (1) year employees from any public school district in Huron County. These employees may be granted up to full (unlimited) credit on the salary schedule as set forth in Appendix B.

Professional staff hired with experience which does not include professional education with children will be given in one (1) year of experience credit on the salary schedule for every two (2) years of experience on a field for which the instructor is certified or annually authorized. For the sixth year of experience onward, the professional staff person shall be given one (1) year of credit for each two (2) years of experience.

C. Every professional staff person hired with the intent of a calendar year's service or as a result of program expansion shall be placed on the salary schedule.

D. Professional staff contracted for additional days beyond those listed in Appendix A, or requested by administration to perform summer work, shall be compensated at their current per diem rate. The per diem rate is calculated by dividing the staff member's annual salary, including longevity if applicable, by 185 days.

E. Credit shall be granted toward the salary schedule to a maximum of two (2) years to any professional staff person with prior active military service provided that such full credit has not been granted by a previous school district.

F. Professional staff will be reimbursed work-related miles driven using their personal vehicle. Reimbursement will be paid at the IRS determined standard mileage rate in effect at the time the miles were driven. Reimbursement will be made only for mileage driven in EXCESS of the number of round trip miles an employee would drive to/from the HISD, figured on a daily basis. For example, if the HISD is twenty (20) miles for their home, reimbursement will be made only for mileage exceeding forty (40) miles daily. The District has the option of providing an automobile.

G. A professional staff person called for jury duty, or to give testimony before any judicial or administrative tribunal, shall be compensated for the difference between the teaching pay and the pay received for the performance of such obligation. If the employee is released early, the employee shall contact their supervisor about whether to return to work.

H. The professional staff person accumulating additional graduate credit will be granted lateral movement for placement on the salary schedule at the beginning of the school year or the beginning of the second semester providing official transcripts of such accumulation is provided to the Superintendent no later than July 1 for the beginning of the school year except for the professional staff person completing additional credit between June 15 and September 1 shall submit official transcripts of such training within fifteen (15) days of the completion of the course work. Official transcripts must be provided to the Superintendent or designee by February 1 for second semester consideration for lateral movement.

I. Special Services Professional staff are offered the option of working an extra twenty (20) hours per semester at the employee's current hourly per diem rate. Special

Services Professional staff submit documentation of time worked to the supervisor at the conclusion of each semester. Payment will not be made until proper documentation is approved. Special Services is defined as special education professional staff.

J. When administration request staff to perform summer work they will be paid at a per-diem rate.

K. Staff members who are pre-approved by their supervisor to host a student teacher or intern for a semester will receive a stipend of three hundred ($300).

L. Professional staff who teaches college courses as part of their teaching hours will receive five (5) hours per semester at their per diem for the extra work involved in teaching college courses with documentation.

M. In recognition of additional time demands and expectations of Career and Technical Education teachers participating in Career & Technical Student Organizations, compensation will be available for:

1. Teacher attendance in the overnight state CTSO skills compensation. Teacher attendance = $500.

2. Teacher attendance in the regional daytime CTSO skills compensation. Teacher attendance = $250.

3. Teacher attendance in the National CTSO skills compensation. Daily stipend of $150 per teacher in attendance.

4. Career & Technical Student Organization (CTSO) Lead Advisor. Up to (5) hours per school year for each lead adviser (HOSA, DECA, Skills USA), per diem rate, completed outside normal school hours for recruitment, organizational management, preparation, and registrations for competitions. The staff member requesting this compensation for the work must submit a timesheet with the date, time, and duties/services performed documented.

   The above compensation will be paid out the first pay following the event, with approval and documentation from the CTE Director, submitted to the payroll accountant.

N. Flex time Earning:

1. Professional staff will be able to earn a maximum of ten (10) days of flex time during the fiscal year. Flex time earned in a fiscal year cannot carry over to the following year.

2. If utilizing flex time for time off, the time off must be scheduled and approved in Skyward prior to May 30th of each year.

3. All additional time worked must be pre-approved by the staff member's immediate supervisor.

4. Any flex time earned beyond ten (10) days will be compensated at a per diem rate.

5. Any un-used flex time earned prior to May 30th will be paid out by the second payroll in June.

6. Any additional approved time worked between May 31st and June 30th will be paid out at the per diem rate on the first payroll in July.

ARTICLE XX - GRIEVANCE PROCEDURE

A. A grievance shall be defined as an alleged violation, misapplication, or misinterpretation of contract language by the Board. The professional staff person shall discuss the grievance with his/her immediate supervisor either personally or accompanied by an Association representative within ten (10) working days of the alleged violation. An Association grievance shall be discussed with the appropriate Director within ten (10) working days of the alleged violation. During summer months when school is not in session, the grievance must be filed within ten (10) business days.

B. If, as a result of the informal discussion with the immediate supervisor or Director, a grievance still exists, the professional staff person or Association shall, within ten (10) working days of the discussion, file a formal grievance on the form set forth in Appendix C, signed by the grievant and a representative of the Association. The form shall be available from the Association. The grievance shall be filed with the appropriate Director.

C. Within five (5) working days of receipt of the grievance, the Director shall indicate his/her disposition of the grievance in writing and shall furnish a copy thereof to the Association.

D. If the Association is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) working days of such filing, the grievance shall be transmitted to the Intermediate School Superintendent within thirty (30) calendar days. Within ten (10) working days, the Superintendent shall meet with the Association on the grievance and shall indicate his/her disposition of the grievance in writing within five (5) working days of such meeting and shall furnish a copy thereof to the Association.

E. If the Association is not satisfied with the disposition of the grievance by the Superintendent, or if no disposition has been made within five (5) working days of such meeting (or ten (10) working days from the date of filing, whichever shall be later), the grievance shall be transmitted to the Board by filing a written copy thereof with the Secretary of the Board. The Board, no later than its next regular meeting, may hold a hearing on the grievance, review the grievance in either open session or closed session (if the subject of the grievance allows for a closed session review), or give such other consideration as it shall deem appropriate. Disposition of the grievance in writing by the Board shall be made no later than ten (10) calendar days thereafter. A copy of such disposition shall then be furnished to the Association.

F. If the Association is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made within the ten (10) calendar days provided, the Association may submit the grievance for arbitration via a demand to the American Arbitration Association no later than thirty (30) calendar days from the Board's response.

G. If the parties cannot reach agreement as to the arbitrator, he/she shall be selected by the American Arbitration Association in accordance with its rules which shall likewise govern the arbitration proceedings. The Board and the Association shall not be permitted to assert in such arbitration proceedings any ground or to rely on any evidence not previously disclosed to the other party. The arbitrator shall have no power to alter, add to, or subtract from the terms of the Agreement. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereof may be entered in any court of competent jurisdiction.

H. The fees and expenses of the arbitrator shall be shared equally by the Board and the Association.

I. The time limit provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15th of any year, and strict adherence to the time limits may result in hardship

to any party, the Board shall use its best efforts to process such grievance prior to the end of the professional staff person's individual contract term of employment or as soon as possible thereafter. If the grievance is not timely processed by the Association, it shall be considered withdrawn.

J. If an individual professional staff person has a personal complaint which he/she desires to discuss with a HISD administrator, he/she is free to do so without recourse to the grievance procedure. However, no grievance shall be adjusted without prior notification to the Association and without opportunity for an Association representative to be present, nor shall any adjustment of a grievance be inconsistent with the terms of the Agreement. In the administration of the grievance procedure, the interests of the teachers shall be the sole responsibility of the Association.

ARTICLE XXI - NEGOTIATIONS PROCEDURE

A. It is contemplated that terms and conditions of employment provided in this Agreement shall remain in effect until altered by mutual agreement in writing between the Board and the Association.

B. A reasonable time prior to expiration of this Agreement (should consider at least sixty (60) calendar days prior to its termination day), upon request of either the Board or the Association, negotiations will be undertaken for an Agreement covering the immediate forthcoming school year(s).

C. Neither party in any negotiations shall have control over the selection of the negotiation or bargaining representatives of the other party, and each party may select its representatives from within or outside the district. While no final Agreement may be executed without ratification by the Association and a majority of the Board, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, and make concessions in the course of negotiations.

D. If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the Michigan Employment Relations Commission.

ARTICLE XXII - MISCELLANEOUS PROVISIONS

A. This Agreement shall constitute the full and complete commitment between the Board and the Association and may be altered, changed, added to, deleted from, or

modified only through the voluntary, mutual consent of the parties in a written and signed amendment to this Agreement.

B. Any individual contract between the Board and the individual professional staff person executed shall be subject to, and consistent with, the terms and conditions of this Agreement. Any individual contract shall be expressly made subject to, and consistent with, the terms of this or subsequent Agreements to be executed by the parties. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

C. This Agreement shall supersede any rules, regulations, or practices of the Board which shall be contrary to, or inconsistent with, its terms.

D. If any provision of this Agreement, or any application of the Agreement to any employee or group of employees, shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

E. Copies of this Agreement entitled "Professional Agreement between the Huron Intermediate School District and Huron Intermediate Education Association a member of the Tri-County Bargaining Association, MEA-NEA," shall be printed at equal expense of the Board and the Association and presented to all professional staff now employed and hereinafter employed.

G. Whenever a professional staff person is employed in a bargaining unit position for more than one (1) semester or its equivalent, he/she shall become a part of the bargaining unit. Only the salary and seniority provisions of the contract will be retroactively applied to the initial date of employment. Whenever it can be reasonably determined that a position will be vacant for up to two (2) semesters, due to an approved or required FMLA leave, medical leave of absence or military leave, the position may be filled with a substitute. In all other cases, the position will be posted, and a permanent ancillary staff person will be hired for that position and issued a regular contract. This means that this position will be filled by an ancillary staff person not a permanent substitute. In the event a position is posted as required herein and the district cannot find a qualified candidate to fill the position, the district may continue to use a substitute until a suitable candidate can be found.

H. Appendices shall not be changed without mutual agreement between the Board of Education and HIEA Executive Board. Both parties will strive to make any necessary changes once a year and will notify all professional staff members whenever changes are made.

The following appendices are located on pages 44 to 50 of this contract.

- Appendix A — Tentative School Calendars
- Appendix B — Salary Schedules

ARTICLE XXIII - REDUCTION IN PERSONNEL, SENIORITY, AND RECALL

A. Not later than thirty (30) days following the ratification of this Agreement and by every September thereafter, a seniority list shall be prepared, and a copy distributed to the Union President. For purposes of this Article, all professional staff shall be ranked on the list in order of the employee's most recent date of hire in the district. However, seniority shall be lost if professional staff person refuses recall or terminates employment unless otherwise required by the Teachers' Tenure Act.

B. No ancillary staff person shall be laid off pursuant to a necessary reduction in personnel unless there is a substantial decrease in the students enrolled in the program, reduced need for program, changes in ISD staffing requirements, a substantial decrease in the revenues of the school district, or unless there are other substantial budgetary considerations which shall have a detrimental effect on the district.

C. Ancillary staff persons not covered by the Teachers' Tenure Act shall be given a reasonable assurance of employment for the following school year by June 1.

D. In the event that a reduction of ancillary staff, as heretofore defined, shall become necessary, the following method shall be used to determine the order of retention:

1. Those ancillary staff persons with the least seniority in the classification which is to be cut shall be laid off first. The Board shall determine which classifications are to be cut. Any corrections to the seniority list must be brought to the district's attention within sixty (60) calendar days of the date of the posting of the seniority list or they are considered waived and the seniority list shall stand.

2. If two (2) or more ancillary staff persons are found to have equal seniority in Subsection I above, the most qualified ancillary staff person shall be retained. Qualified shall be determined in this order: education, experience, evaluations, discipline, and attendance.

3. If two (2) or more ancillary staff persons are found to have equal qualifications the ancillary staff person possessing a Master's Degree shall be retained over an ancillary staff person who possesses a Bachelor's Degree.

4. If two (2) or more ancillary staff persons are found to have equal qualifications in Subsection l, 2, and 3 above, the ancillary staff person possessing the greatest number of hours beyond his/her degree shall be retained. If the staff member is evaluated as effective, they are qualified but the employer may consider the overall rating.

E. In the event of lay-off, the Board will institute a recall procedure which, when implemented, will insure ancillary staff that they will be recalled in the reverse order of lay-off, provided that the certification requirements of Paragraph D-1 are maintained and the ancillary staff person being recalled is certified and qualified to fill the position which is open for recall.

In the event of recall, the Board shall notify an ancillary staff person of recall by a registered letter at his/her last known address. An ancillary staff person shall have fifteen (15) calendar days from receipt of the letter to notify the Board of his/her intent to return and must be able to within thirty (30) calendar days of said receipt. It is understood that failure of the ancillary staff person to meet the time limits above shall be considered the resignation of said ancillary staff person.

In the event that no receipt signed by the ancillary staff person is returned to the Board within fifteen (15) calendar days, the Board shall notify the Association. The Association and the Board shall make all reasonable efforts to contact the ancillary staff person. If the ancillary staff person is not located within an additional fifteen (15) calendar days (thirty (30) days from the date of the registered letter), the position shall be filled by the next senior ancillary staff who is certified and qualified for the position from the lay-off list. If the position cannot be filled from the lay-off list, the position shall be declared vacant and shall be filled in accordance with the provisions of the Agreement.

F. Developing or Needing Support employees are not subject to recall. No new ancillary staff shall be employed by the Board while there are ancillary staff in the district who are laid off unless there is no laid off ancillary staff person with the proper certification and qualifications to fill a vacancy which is created by attrition, or by addition of a new position.

G. Lay-off period shall be defined as the length of time which the Board is obligated to notify and recall any ancillary staff person who has been laid off due to a necessary reduction in personnel, as defined in this Article.

The lay-off period for a probationary ancillary staff person shall be one (1) year. The lay-off period for an ancillary staff person shall be three (3) years. It is understood that the lay-off period shall begin the first day of September following the notification of the lay-off.

A laid off professional staff person may, upon written request, have his/her accrued sick days frozen and held by the district until return to employment.

H. A laid off professional staff person may apply to continue his/her health, dental, and vision insurance benefits as provided by COBRA. The Board shall bear no responsibility for failure of the employee to pay and shall not be responsible for a lapse in coverage provided that the Board forwards payment promptly within carrier guidelines.

I. During the period of impending lay-off, the Board will consider to granting requests for voluntary leaves of absence for up to one (1) year providing a person expecting to be laid off is certified and qualified to fill the position vacated by the voluntary leave. The Board, at its discretion, may grant an additional year's leave if necessary.

ARTICLE XXIV - INSURANCE PROTECTION

A. The Board agrees to pay the cost of the premiums for Vision, Dental, Long Term Disability, and Life insurance coverage each year of this agreement. Less than full-time employees shall have the ancillary insurance premiums paid on a prorated basis.

The Board agrees to pay the Mandatory Hard Cap: (as defined by the State of Michigan) amount towards premiums, HSA deductibles, and taxes for medical insurance coverage each year of this agreement. The hard cap amounts will be adjusted January 1 each year to reflect the state hard cap increases. Full-time employees will receive an insurance protection package with the following specifications. Less than full-time employees who apply for coverage shall have the hard cap amount paid on a prorated basis. If the annualized premium and taxes fall below the hard cap, the Board will pay the difference into eligible employees H.S.A. accounts on a monthly basis. No prefunding of the H.S.A. will occur.

Plan A	Plan B
MESSA Choices 11 5-Tier prescription plan Deductible $500/$1000 Office Visit $20 Adult Immunization Rider OR MESSA/ABC Plan II Federally Mandated Deductible with 3-Tier prescription plan OR MESSA/ABC Plan II Federally mandated deductible with 5-Tier prescription plan	Dependent Life: $2,000 Spouse $1000 Child(ren)
Long Term Disability 66 2/3% $4,000 Maximum $6,000 Maximum-Mo. Salary 5% Minimum Payout Pre-existing limits waived Family Social Security offset No survivor income No education supplement 90 Calendar Days - Modified Fill Freeze on Offsets Alcohol/Drug - same as any other illness Mental/Nervous - same as any other illness COLA Plan A:	Long Term Disability Same as Plan A Plan B:
Delta Dental Plan: 80/80/80: $1,500 Annual maximum, $2,000 Ortho	Delta Dental Plan: 90/90/90: $1,500 Annual maximum, $2,000 Ortho
Life: $40,000 AD&D	Life: $50,000 AD&D
Vision: VSP-3 Plus P 250 CL	Vision: VSP-3 Plus P 250 CL

B. An annual cash option shall be paid to a full time professional staff person that opts not to receive health care coverage at the single subscriber hard cap rate for the current year. All part-time employees, defined as working less than full time, will have the applicable amount pro-rated based on the percentage of time

that they work. This is based on an accumulation of hours based on a seven (7) hour work day. This cash option will be paid bi-weekly.

Each year the HIEA shall have the sole right to review available health plan options and determine whether to switch plans. All professional staff covered under the HIEA agreement will be informed of this process by the Union President; however, only union members may vote, with the decisions determined by a majority vote. All professional staff, covered by this agreement, will be informed of the decision by the Union President. The results of the vote will be reviewed with the Superintendent for his/her approval.

Each professional staff person of the HIEA may switch between available plans during the designated open enrollment period. Any changes must be submitted to the business office during this period, with the new plan becoming effective on January I st

In the event that a teacher is disabled through an injury or illness covered by Worker's Disability Compensation, sick leave shall not be reduced and all fringe benefits shall continue for the duration of the individual's contract.

All Worker's Compensation coverage shall be subject to offset by any wage continuation protection provided by long term disability coverage so that the employee does not receive more than his/her regular wages.

C. The Board shall make payment of the PAK rate of insurance premiums for Vision, Dental, Long Term Disability, and Life and pay the Mandatory Hard Cap amount (as defined by the State of Michigan) for the medical portion of the premiums for all persons who complete their contractual obligation to assure insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31 or July 1 through June 30 if the teacher commences employment in July, even though the teacher may not be returning the next school year. The open enrollment period shall be jointly established by the Board, the Association, and insurance company representative, including opportunities for summer pre-enrollment and fall open enrollment. The School Board will be responsible for providing insurance information including application, claim materials, and enrollment meetings for the above-mentioned programs.

D. The above insurance is subject to the rules and regulations of the underwriting carrier(s). It is specifically understood that insurance coverage shall not serve to provide double or overlapping coverage for both husbands and wives who are employees of the Intermediate School District.

ARTICLE XXV - PROGRAM PLANNING

Professional staff persons are encouraged to discuss with the administration current Intermediate School District services provided and the anticipated need for changes in services for the coming academic year.

It is understood by both parties that operating a school district has certain financial accountabilities to the public it serves. In an effort to provide the best possible program for the school district and at the same time being cognizant of financial responsibilities, both parties agree to meet at least once a year to discuss revenues, expenditures, and programming.

ARTICLE XXVI - DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 2025 and shall continue in effect through June 30, 2028. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

Huron Intermediate Education Association
A Member of The
Tri-County Bargaining Association
MEA/NEA Representatives

Huron Intermediate School District
Board of Education Representatives

_____
TCBA Representative

_____
Superintendent

_____
Local Team

_____
Board Member

_____
Local Team

_____
Board Member

_____
Local Team

_____
Board Member

_____
Local Team

_____
Board Member

_____
Board Member

_____
Date

_____
Date

ARTICLE XXVII—EMERGENCY FINANCIAL MANAGER

The parties recognize the requirements of Public Act 4 whereby if conditions are present an Emergency Manager can be assigned to the school district to eradicate and correct any financial emergency. As part of Public Act 4 all collective bargaining agreements can be negated by the Emergency Manager in accordance with provisions of the law. Further Public Act 4e defines procedures governing the actions of the Emergency Manager. The parties to this agreement are cognizant of these provisions and recognize the powers vested in the Emergency Manager assigned by the State of Michigan. The State of Michigan shall provide assistance to the district in the form of a consent agreement if such actions are deemed appropriate prior to the assignment of an Emergency Manager.

APPENDIX A - TENTATIVE SCHOOL CALENDARS

Tentative School Calendar

2025-2026

August 18, 19, 20, 21	HISD Professional Development Days
August 26	First Day of Student Instruction
August 29	No School
September 1	No School-Labor Day
September 2	School Resumes
October 31	End of First Marking Period
November 27 & 28	No School-Thanksgiving Break
December 1	School Resumes
December 22 – January 2	No School-Winter Break
January 5	School Resumes
January 16	End of First Semester
January 19	No School – Martin Luther King Day
February 13	No School
February 16	No School-President's Day
February 17	School Resumes
March 27	End of Third Marking Period
March 30 – April 3	No School-Spring Break
April 6	School Resumes
May 25	No School-Memorial Day
June 4	Last Day for Students
June 5	Last Day for Staff

Tentative School Calendar

2026-2027

August 17, 18, 19, 20	HISD Professional Development Days
August 25	First Day of Student Instruction
September 4	No School
September 7	No School-Labor Day
September 8	School Resumes
November 6	End of First Marking Period
November 26 & 27	No School-Thanksgiving Break
November 30	School Resumes
December 21 – January 1	No School-Winter Break
January 4	School Resumes
January 18	No School-Martin Luther King Day
January 22	End of First Semester
February 12	No School
February 15	No School-President's Day
February 16	School Resumes
March 25	End of Third Marking Period
March 26	No School – Good Friday
March 29 – April 2	No School-Spring Break
April 5	School Resumes
May 31	No School-Memorial Day
June 4	Last Day for Students
June 7	Last Day for Staff

Tentative School Calendar

2027-2028

August 23, 24, 25, 26, 30	HISD Professional Development Days
August 31	First Day of Student Instruction
September 3	No School
September 6	No School-Labor Day
September 7	School Resumes
November 5	End of First Marking Period
November 15	No School
November 25 & 26	No School-Thanksgiving Break
November 29	School Resumes
December 20 – December 31	No School-Winter Break
January 3	School Resumes
January 17	No School-Martin Luther King Day
January 21	End of First Semester
February 21	No School-President's Day
February 22	School Resumes
March 24	End of Third Marking Period
March 27 – March 31	No School-Spring Break
April 3	School Resumes
April 14	No School- Good Friday
May 29	No School-Memorial Day
June 9	Last Day for Staff and Students

APPENDIX B - SALARY SCHEDULES

Professionals not required by law to hold a teaching certificate for their position, or CTE instructors with a teaching certificate, shall be paid stipend of $500 per semester for each semester they hold a valid teaching certificate.

2025-2026 SALARY SCHEDULE
Steps and 5%

STEP	**BA 80%**	**BA**	**BA+18**	**BA+30 or MA**	**BA+48 or MA+18**	**MA+30 SSW, SLP, OT**	**PhD or Ed Spec**
1	40,354	50,443	52,170	53,894	55,616	57,342	59,064
2	42,557	53,196	54,927	56,645	58,371	60,100	61,821
3	44,764	55,956	57,682	59,403	61,127	62,853	64,575
4	46,969	58,712	60,433	62,158	63,886	65,608	67,330
5	49,172	61,465	63,188	64,915	66,640	68,364	70,086
6	51,375	64,219	65,947	67,669	69,395	71,118	72,845
7	53,581	66,976	68,703	70,429	72,151	73,873	75,598
8	55,786	69,733	71,459	73,182	74,905	76,629	78,352
9	55,786	69,733	74,211	75,935	77,660	79,387	81,110
10	55,786	69,733	76,969	78,689	80,415	82,142	83,864
11	55,786	69,733	76,969	81,449	83,167	84,897	86,617
12	57,302	71,628	78,866	86,415	88,134	89,864	91,585

2026-2027 SALARY SCHEDULE
Steps and 5%

STEP	BA 80%	BA	BA+18	BA+30 or MA	BA+48 or MA+18	MA+30 SSW, SLP, OT	PhD or Ed Spec
1	42,372	52,965	54,779	56,589	58,397	60,209	62,017
2	44,685	55,856	57,673	59,478	61,289	63,105	64,912
3	47,003	58,753	60,566	62,373	64,183	65,996	67,804
4	49,318	61,647	63,454	65,266	67,081	68,889	70,697
5	51,631	64,538	66,347	68,161	69,972	71,783	73,591
6	53,944	67,430	69,245	71,053	72,864	74,673	76,487
7	56,260	70,325	72,138	73,950	75,758	77,566	79,378
8	58,575	73,219	75,032	76,841	78,650	80,460	82,270
9	58,575	73,219	77,921	79,732	81,543	83,357	85,166
10	58,575	73,219	80,818	82,624	84,436	86,249	88,057
11	58,575	73,219	80,818	85,521	87,326	89,142	90,947
12	60,167	75,209	82,809	90,736	92,541	94,357	96,164

2027-2028 SALARY SCHEDULE
Steps and 5%

STEP	**BA 80%**	**BA**	**BA+18**	**BA+30 or MA**	**BA+48 or MA+18**	**MA+30 SSW, SLP, OT**	**PhD or Ed Spec**
1	44,491	55,613	57,518	59,419	61,317	63,219	65,118
2	46,919	58,649	60,557	62,452	64,354	66,260	68,157
3	49,353	61,691	63,594	65,491	67,392	69,295	71,194
4	51,784	64,730	66,627	68,529	70,435	72,333	74,232
5	54,212	67,765	69,665	71,569	73,471	75,372	77,270
6	56,641	70,802	72,707	74,605	76,507	78,407	80,311
7	59,073	73,841	75,745	77,648	79,546	81,445	83,347
8	61,504	76,880	78,783	80,683	82,583	84,483	86,383
9	61,504	76,880	81,817	83,718	85,620	87,525	89,424
10	61,504	76,880	84,859	86,755	88,658	90,561	92,460
11	61,504	76,880	84,859	89,797	91,692	93,599	95,495
12	63,176	78,970	86,949	95,273	97,168	99,075	100,973

In addition to the above salary schedule the following additional steps will be made for years of service in schools within the Huron Intermediate School District. A year of service is equal to a year of service credit as determined by the Michigan Public School Employees Retirement System guidelines.

Additional steps begin after completion of the twelfth (12th) year of service. Additional steps will be calculated by adding his/her step 12 amount to the amount in the chart below. All years of service with Huron Intermediate School District shall count toward the additional steps regardless of the position held.

Additional Steps	
13 Years	$1600
14 Years	$1700
15 Years	$1800
16 Years	$1900
17-21 Years	$2200
22-26 Years	$2600
27 + Years	$3200

A professional staff person that is contracted to work the equivalent of one-hundred fifty (150) full days or more in a position shall move one step on the pay scale. Working less than the equivalent of one-hundred fifty (150) full days will require two years in a similar position to move a step on the pay scale.

Employees who hold the required licensure and/or credentials and are working in the following classifications:

- School Social Worker (SSW)
- Speech-Language Pathologist (SLP)
- Occupational Therapist (OT)

shall be placed in the Master Degree plus 30 credits (MA+30) regardless of the number of bachelor's or master's credit hours earned. Professional staff that have a PhD or Ed Specialists degree shall remain in that salary lane.