AGREEMENT

between

VANDERCOOK LAKE PUBLIC SCHOOLS
BOARD OF EDUCATION

and

VANDERCOOK LAKE EDUCATION ASSOCIATION
JCEA/MEA/NEA

February 1, 2026 – December 31, 2027

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PREAMBLE

This Agreement is entered into by and between the Vandercook Lake Public Schools, hereinafter called the "Board" and the Jackson County Education Association, hereinafter called the "JCEA".

WHEREAS, the parties have a mutual obligation, pursuant to the Public Employees Relations Act (PERA), to bargain in good faith with respect to hours, wages, terms and conditions of employment of classroom teachers fully described in Article 1 hereof, and

WHEREAS, the parties, following extended and deliberate negotiations, have reached certain understandings which they desire to confirm, it is hereby agreed as follows:

ARTICLE 1
RECOGNITION

A. The Board hereby recognizes the JCEA as the exclusive bargaining representative for all full-time or regularly scheduled part-time certified instructional personnel excluding supervisors, summer recreational program employees, teacher aides, term substitutes, per diem employees, and instructors of non-credit adult education programs and all other employees.

   1. All full-time instructional personnel includes regularly employed, certified classroom teachers under written contract who instruct elementary and/or secondary students in a classroom setting or who serve as literacy/math coaches, online learning coordinators, librarians, or guidance counselors on a permanent full-time basis.

   2. Regularly scheduled part-time instructional personnel includes certificated classroom teachers under written contract who are employed to work the school day less than full time but at least half-time or three (3) hours, whichever is less, on a permanent basis.

B. The term teacher as used in this Agreement refers to full-time and part-time instructional personnel as herein defined.

C. The term Association when hereafter used in this Agreement shall be defined as members of the JCEA employed by the Vandercook Lake Board of Education as included and described in Section A of this Article.

D. The term Board means the Vandercook Lake Public Schools.

E. Teachers may consult at any convenient time with the Administration or Board on an informal basis.

F. Nothing contained herein shall be construed to deny or restrict to any teacher or the Board, rights they may have under the Michigan Revised School Code.

ARTICLE 2
ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. The Association agrees to abide by PERA and to all applicable laws and statutes pertaining to teachers' rights and responsibilities. The Association also agrees to Board of Education policies and procedures not inconsistent with the terms of this Agreement.

B. The Association agrees that teachers shall have the right to join any teacher organization, but membership in a teacher organization shall not be required as a condition of employment. Nothing herein shall require any teacher to be a member of, or participate in the activities of, any organization.

C. Officers of the Association on the local, state and national level may visit District school buildings at regularly scheduled meetings of the Association and an individual member of the Association during their lunch period, and after designated school hours of duty.

D. The Board will provide lunchroom, restroom, lounge, and lavatory facilities for teachers in each building.

E. Provision for faculty parking shall be made.

F. The Board agrees to maintain an active system for the requesting and scheduling of substitute teachers. If a teacher schedules an absence 60 minutes or more prior to the start of the work day, a phone call is not needed. However, if the absence is entered into the system less than 60 minutes prior to the start of the work day, the teacher must inform the office to notify them that a substitute will be needed as well as entering the absence into the system (unless the absence is caused by an emergency issue).

G. Association teachers may install and maintain vending machines in the teachers' lounge of each building if the majority of the teachers of that building request such machines. Storage of vending supplies in any area outside the teachers' lounge must be approved by the building principal.

H. The Association will not engage in or encourage strike action of any type during the life of this Agreement.

I. Exclusive bulletin board space in the teachers' room of each building and teachers' mail boxes will be made available for the distribution of Association meeting notices.

J. The Board agrees to make available to the Association in response to reasonable written request, information concerning the financial resources of the District if such information is in a form maintained by the Board. If duplication of reports for the Association results in cost to the District, such cost will be billed to and paid by the Association.

K. The Association and its members will be granted permission to use school facilities for Association meetings upon the approval of the Building Principal concerned. Such use after school hours will be without charge on regular school days. Requests for evening or weekend use will be subject to the approval of the Superintendent of Schools when requested in writing in advance and will be subject to regular scheduling procedures. When such meetings result in added costs to the District, these will be billed to and paid for by the Association.

L. With 48 hours advance notice to the building principal, the President of the Association and/or official delegates of the Association shall be entitled to attend official sessions of the Michigan Education Representative Assembly and other local, state or national Association business meetings without loss of pay limited to an aggregate total of 10 days per school year. The school district will pay the cost of the substitute teachers.

M. Subject to administrative approval, the Association may use designated school equipment including computers, copy machines, other duplicating equipment, as well as audio-visual equipment, outside of school hours including teachers' designated lunch period, when such equipment is not otherwise in use. The Association shall be responsible for such equipment and pay for the actual cost of all materials and supplies incidental to such use.

ARTICLE 3
TEACHER RIGHTS

A. The Association agrees that the private life of a teacher is their own affair unless their conduct should adversely affect their relationship with students or the discharge of their teaching and other school related duties.

B. The Board and the JCEA agree that neither shall unlawfully discriminate against any teacher or applicant for employment because of race, color, religion, national origin or ancestry, age, sex, marital status, height, weight or disability.

C. Nothing contained within this contract shall be construed to deny or restrict to any teacher rights they may have under the Michigan Revised School Code or other applicable laws and regulations. The rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.

ARTICLE 4
BOARD RIGHTS

The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan and of the United States, including, but without limiting the generality of the foregoing, the right:

A. To the executive management and administrative control of the school system and its properties and facilities, and the activities of its employees.

B. To hire all employees and subject to the provisions of law, to determine their qualifications, and the conditions for their continued employment or their dismissal or demotion; and to promote, and transfer all such employees.

C. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board.

D. To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature.

E. To determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and non-teaching activities, and the terms and conditions of employment.

F. To make decisions relating to an individual teacher's situation, including proportionately equal distribution of student-oriented related activities when sufficient volunteers are not available.

G. To be solely responsible for the adoption of policy.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of written policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Michigan, and the Constitution and laws of the United States.

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

ARTICLE 5
ASSOCIATION MEMBERSHIP

A. Pursuant to Act 336 of the Public Acts of 1947, as amended, the Employer hereby agrees that every eligible employee shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiations and other concerted activities for mutual aid and protection. The Employer undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by Act 336 or other laws of Michigan or the Constitution of the United States; that it will not discriminate against any employee with respect to any term or condition of employment by reason of their membership in the Association, their participation in any activities of the Association or collective negotiations with the Employer, or their institution of any grievance, complaint or proceeding under this Agreement, or otherwise with respect to any terms or conditions of employment. In accordance with PA 347 of 2012, neither the Association nor the Employer shall coerce, threaten, or otherwise pressure any employee to join or not join the Association.

   The Association agrees to be bound by the same applicable laws.

B. The Board agrees to notify the Association President or their designee of new part-time and full-time employees within 10 days of their employment.

ARTICLE 6
COMPENSATION

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

B. When the daily rate for loss of pay is computed for a teacher, their annual pay rate will be divided by the number of teacher work days specified in the school calendar.

C. Supplementary pay for specific, selected activities out of the normal, contract extracurricular activities shall be as set forth in Schedule B which is attached to and incorporated in this Agreement.

D. Salary disbursements will be divided into 24 pays and will be made to the employee on the 8th and 23rd of each month, less the withholding tax, retirement, and any other lawfully required or permitted deductions selected by the employee. Should a payday fall on a day that banks are closed for business, checks will be deposited on the business day prior to that day.

E. Payroll deductions will be made, when properly authorized by teachers and mutually agreed upon by the Association and the Board for each of the following:

1. Professional dues exclusive of assessments as provided in Appendix C.
2. Insurance Programs
3. Two tax deferred annuity plans per employee through any one of five choices established through employee shown interest in those companies. Employees shall be limited to two changes per year.
4. Any plan agreed to jointly.
   It is the responsibility of the employee to certify any deduction on the appropriate payroll department form to secure this service.

F. Direct deposit of all salary checks will be mandatory.

ARTICLE 7
WORKING HOURS AND WORKING CONDITIONS

A. All teachers shall report to work fifteen (15) minutes before the instructional day and remain fifteen (15) minutes after the instructional day except on Fridays and the last school day preceding a vacation period when teachers may leave as soon as their pupils have left the building.

B. The teacher workday shall be no longer than seven (7) hours and thirty (30) minutes except when attendance is required as follows:
   1. One (1) open house event in the fall.
   2. Parent-teacher conferences will be held for all grades in each school one time each semester as scheduled by the school administration. The schedule for each semester shall include conferences with all parents and shall provide one evening session or equivalent outside the teachers' regular work day. On parent-teacher conference days there shall be a reasonable amount of time between students' dismissal time and the first conference period. Other conferences with parents on an individual basis shall be arranged from time to time as necessity dictates.
   3. Staff meetings. A teacher shall attend all designated professional staff meetings and committee sessions when called by the Superintendent, building principal or committee chairperson. When such meetings extend beyond a teacher's hours of formal responsibility, they shall not be required to remain in excess of sixty (60) minutes beyond the closing of the pupil's school day and on the average not more frequently than twice a month. These meetings may be held prior to regular duty hours by mutual agreement between building administrator and staff.
   4. Committee Meetings: Each teacher shall be required to participate in at least one committee. Attendance and activities for these committees shall not be subject to the time limits of the preceding paragraph but shall be determined by the committee.
   5. Graduation and one (1) additional grade level or departmental activity for elementary.
   6. Graduation and one (1) awards activity for Middle School or High School.

C. The preceding work schedule for teachers under Section A and B may be modified when emergencies or other extreme conditions necessitate.

D. A teacher seeking to leave before the completion of their assigned schedule on any day shall first receive the permission of their immediate supervisor.

E. DUTY FREE LUNCH: All teachers shall be provided with a lunch period which shall be free of all duty. Teachers lunch periods shall be equivalent to that of the students, but no less than 25 minutes.

F. Secondary: The weekly teaching load in the secondary school will be 30 teaching periods (not to exceed more than one (1) course per teaching period) and five (5) unassigned planning or conference periods. Assignment to a supervised study period shall be considered a teaching period.
   1. Should there be a need for a secondary teacher to teach more than one (1) class in a period, there will be a meeting with the affected teacher to discuss the rationale for the assignment. Classes such as these shall not exceed a total of 20 students unless mutually agreed upon. Any teacher having to teach more than one (1) class during any given teaching period will be compensated at their hourly rate divided by the percentage of additional students to that of the class period as a whole. Example: Should a secondary teacher teaching a Biology class have a class of 12 students and have 3 additional students assigned to them for a class other than Biology, that teacher would have 20% (3 divided by 15 total) of their hourly rate added to their pay for the duration of time that they are teaching that additional class.
   2. If a teacher is assigned to supervise additional students for dual enrollment, early college, or similar program while teaching their normal class, they will be compensated an additional $400 per class per semester (as long as a paraprofessional is not assigned), if this assignment causes the number of students in their classroom to be above 25 students.
   3. A teacher agreeing to teach a class on their prep period will be compensated at 1/7 of their annual base salary prorated for the days worked.

G. Elementary:
   Elementary teachers will have preparation/conference time when all students in their classes are receiving instruction from various teaching specialists.

H. Counselors, literacy/math coaches, online coordinators, and others holding similar non-classroom responsibilities do not have a specified preparation time. Also, employees holding these positions do not have a specified duty-free lunch period.

I. Class Load. The parties recognize that class size is an important aspect of an effective educational program and agree that reasonable class sizes are desirable.

Should a teacher feel that their class size is unreasonable, they may submit their concerns in writing to their building administrator. If the administration feels that the class cannot be reduced in size by reasonable means, they will state the reasons in writing.

1. All classes will be balanced as nearly as possible within two weeks after the start of each semester.

2. In classes where work stations are present, there will not be more students assigned to the class than one student per station with the exception of Technology Education, where it is intended for two students to work per station. Exceptions may be necessary and may be implemented through mutual agreement of the Administration and instructor.

J. The parties agree that student-teacher ratio is an important aspect of an effective educational program, and that class size will be reviewed at the request of the Association.

K. The Board recognizes that appropriate texts, workbooks, library reference facilities, maps, globes, laboratory equipment, audiovisual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires, and similar materials are the tools of the teaching profession. The Board and Teachers will confer from time to time for the purpose of improving the selection and use of such educational equipment and supplies.

L. When a student is suspended from a class, the teacher will receive a written notice as to the length of suspension. The conditions under which the student shall be readmitted to class will be discussed with the teacher.

M. A teacher's attendance and/or participation in PTO meetings, concerts, plays, Christmas programs, athletic events and similar school activities is recognized as a professional responsibility. Such attendance will be expected on a reasonable basis. Additional required activities will be compensated for by means of equal time, unless the District decides for that compensation to be financial.

N. Professional Development shall be offered in accordance with State Law.

O. Each teacher must have and maintain a valid teaching certificate at all times. A teacher whose certificate expires or is revoked shall be subject to termination as provided by law.

P. Teachers will not normally be assigned outside the scope of their teaching certificates.

Q. Quality education is not possible in an environment affected by drug or alcohol use. Illness or other problems relating to the use of alcohol or other drugs will be treated as any other illness. The responsibility to correct unsatisfactory job performance or behavior resulting from alcohol or drug use rests with the teacher. The Board shall not permit the manufacture, possession, use, distribution, or dispensing of any controlled substance, including otherwise legalized drugs and alcohol by any teacher at any time while on District property or while

involved in any District-related activity or event. Any staff member who violates this requirement shall be subject to disciplinary action in accordance with District guidelines and the terms of the Collective Bargaining Agreement.

R. Classrooms shall be kept at a reasonable temperature.

S. School Improvement**:** Participation, outside the normal school day, on any School Improvement Committee established as a result of Section 1277 of the Revised School Code shall be voluntary and shall not exceed the time constraints of Article 7.B.4. School Improvement Committee decisions that require deviation from the Collective Bargaining Agreement will be permitted only after a properly executed Letter of Agreement between the JCEA and the Board.

T. Least Restrictive Environment/Medically Fragile**:** The Vandercook Lake Schools shall continue to include the involved teacher in the IEP process in accordance with Special Education Rules and Regulations and provide the needed training provided by the Jackson County Intermediate School District. It is in the interest of both parties to jointly establish and implement procedures, guidelines and working conditions to promote the quality of education for special students enrolled in the Vandercook Lake Public Schools as a result of the Least Restrictive Environment/Medically Fragile initiative. In the event problems arise, both parties agree to work cooperatively and bargain to find a solution to the problem. In no case shall the Vandercook Lake Schools be prevented from fulfilling the requirements of law.

U. All mandatory training for staff directed by administration will be scheduled during professional development time or staff meetings.

V. Employees are expected to attend all scheduled professional development days as a part of their contractual obligations. Sick leave may only be utilized on the PD day if an employee has a qualifying medical condition.

ARTICLE 8
TEACHER EVALUATION

The District shall follow the provisions of the Revised School Code MCL 380.1249, as amended, and Evaluation Procedures in Appendix E regarding the evaluation of teachers. The 5D+ Teacher Evaluation shall be the performance evaluation tool unless the parties mutually agree to a different tool. Student growth and assessment data or student learning objectives metrics will be 20% of the evaluation and the other 80% of the evaluation will be objective criteria as determined by the evaluation tool. The grievance procedure may only be utilized up to Level 3 (Board Level) and only if the evaluation procedures are not followed and the teacher receives a final rating of less than effective on their year-end evaluation. Any changes to the Evaluation Procedures must be mutually agreed upon between the VLEA and the District.

ARTICLE 9
REASSIGNMENTS, TRANSFERS, PROMOTIONS

A. A vacancy shall mean an existing or new position in the bargaining unit not filled by transfer or reassignment. A reassignment shall mean a change in teaching subject or grade level, or to an assignment other than as a classroom teacher, and a transfer shall mean a change in school but not in subject or grade level.

B. Whenever a vacancy in any teaching position in the District shall occur, the Administration will give written notice to the Association, notify employees through email, and post such vacancy simultaneously in the designated areas in each school building. Such notice will be posted at least 10 calendar days before the position is filled unless the superintendent and the Association mutually agree to a necessary shorter posting period due to unique challenges with a certain position.

C. A teacher may apply for a vacant position or request a transfer or reassignment to any teaching position at any time. Transfer requests should be in writing, addressed to the Superintendent with a copy filed by the teacher with the Association. Should a vacancy occur in the area being requested, the transfer request will be acknowledged that it is active and under consideration within two days of the vacancy. Transfer requests must be renewed annually to receive consideration. If an internal candidate is not selected for a vacant position, the administration will make a personal contact with the teacher to discuss the basis for the non-selection.

D Any teacher who will be affected by a change of grade assignment shall be given written notice of their subject or grade assignment for the forthcoming year no later than the close of the preceding school year. If a change in such assignment is necessary, the teacher affected shall be consulted when available and notified promptly in writing. If such change comes within 60 days of the start of the ensuing school year, the teacher may resign from the school district without penalty to their tenure status provided the teacher informs the school superintendent within 10 days of receiving notice.

E. Effort will be made to give teachers a written notice of their schedule for the forthcoming year no later than the last day of the contractual school year. If changes in the schedule are necessary, as determined by the administration, all teachers affected will be notified as soon as possible.

ARTICLE 10
GRIEVANCE PROCEDURE

A. A grievance is a claim by a teacher, a group of teachers of the Association, the Association, or by the Board that there has been a violation, misapplication of a specific provision of this Agreement. All such grievances shall be processed as hereinafter set forth.

B. The termination of the employment of a teacher, the refusal to reemploy any teacher, the refusal of the Board to reassign a teacher to any special assignment set forth in Appendix B, the placing of any non-tenured/probationary teacher on an additional year of probation, or any grievance for which redress is provided under the Tenure Act shall be matters excluded from consideration under the grievance procedure set forth in this Agreement.

C. Any grievance filed by the Board shall begin by serving a written copy thereof upon the Association President within 10 school days of the alleged violation. This filing shall be preceded by an informal discussion between the Superintendent of Schools and the Association President. The procedure thereafter shall proceed directly to Level Three where the Board or committee thereof shall meet with a JCEA representative.

D. Within 10 school days of the occurrence complained of, all complaints must be discussed informally with the building principal or with the Superintendent or their designee if the complaint involves more than one school building.

E. Any grievant may invoke the formal grievance procedure by delivering a copy of the grievance form to the building principal. If the grievance involves more than one school building, it may be filed directly with the Superintendent or a representative designated by them. A written grievance must be filed with the building principal or Superintendent, as the case may be, within 15 school days after the occurrence or alleged violation. The written grievance form required herein shall contain the following items:

1. The signature of the grievant(s).
2. The signature of the Association representative.
3. A detailed statement of the specific facts giving rise to the alleged violation.
4. The citation of the section or subsections of this contract alleged to have been violated.
5. The date of the alleged violation.
6. The date of filing.
7. The specific relief requested.

Any written grievance which is defective in any of the above particulars, shall be deemed to be dismissed.

F. LEVEL ONE. Within 5 school days of receipt of the written grievance, the Principal shall meet with the Association representative in an effort to resolve the grievance. The Principal shall indicate their disposition of the grievance in writing within 5 school days of such meeting and shall furnish a copy thereof to the Association representative.

LEVEL TWO. If the grievance is not resolved at Level One, the matter may be transmitted to the Superintendent by filing a written notice thereof with their office within 5 school days of receipt of the Principal's written disposition, (or if no written disposition is made, within 12 school days of the filing of the grievance at Level One). The Superintendent or their designee shall meet with the Association and indicate their disposition of the grievance in writing within 7 school days of receipt of the grievance at this level and shall furnish a written copy of the disposition to the Association.

LEVEL THREE. If the grievance is not resolved at Level Two, the grievance may be submitted to the Board of Education within 5 school days of the receipt of the written disposition at Level Two, (or if no written disposition is made, within 12 days of the filing of the grievance at Level Two) by delivering the written grievance form, together with copies of all materials previously filed, to the Board of Education offices, attention Secretary of the Board. The Board may hold a hearing if requested, or if not requested, give such other consideration as it shall deem appropriate. Disposition of the grievance shall be rendered within 20 school days of the delivery of the grievance to the Board of Education offices. A written copy of such disposition shall be furnished to the Association and/or JCEA.

LEVEL FOUR. If the grievance is not resolved at Level Three, the matter may be referred to arbitration by the Board or JCEA provided that notice to refer is given within 20 days of the written decision at Level Three.

If the parties cannot agree as to the arbitrator within 5 school days of the described notice of arbitration, the arbitrator will be selected in accordance with rules and regulations of the American Arbitration Association. Neither party may raise a new defense or ground at Level Four not previously raised or disclosed at other written levels.

It shall be the responsibility of the arbitrator to interpret only this Agreement. They shall have no power to alter, add to, subtract from or disregard the express language of this Agreement, nor shall they have the power to substitute their judgment for that of the Board or Association as to the reasonableness of the provisions of this Agreement.

The Arbitrator shall not substitute their judgment for that of any administrator who has expressed their opinion in the evaluation procedure as to the competency of any teacher.

The Arbitrator shall have no power to establish salaries different from those provided in this Agreement nor shall they award money damages except as reimbursement for lost wage or fringe benefits. No punitive damages or other decision resulting in a financial burden to the District shall be made. The arbitrator shall have no power to interpret state or federal law. Arbitration awards or grievance settlements will not be made retroactive beyond the date of the occurrence or nonoccurrence of the event upon which the grievance is based. In no event, however, shall any award be made retroactive to predate the beginning of the then current teaching school year. A grievance properly referred to the arbitrator for consideration may not be withdrawn except by the mutual written consent of the parties.

The Board may challenge the arbitrability of any grievance referred to arbitration by giving written notice of same to the JCEA within two weeks of the notice of intent to arbitrate. In the event the Board fails to commence a court proceeding for such purpose within 30 days of its notice of challenge, the JCEA shall be entitled to proceed with arbitration as if the question had been decided positively by the court.

If the Board challenges the arbitrability of any grievance, the arbitrator shall have no jurisdiction to act until the matter has been determined by a court of competent jurisdiction as provided above. In the event that a case is appealed to the arbitrator on which they have no power to rule, it shall be referred back to the parties without decision or recommendation on its merits.

G. No more than one grievance may be considered by the arbitrator in the same hearing, except upon expressed written mutual consent and then only if they are of similar nature.

H. The cost of the arbitrator shall be borne equally by the parties except each party shall assume its own cost for representation including any expense of witnesses. Witnesses who are bargaining unit employees shall be released for duty without loss of compensation for the time necessary to participate in the hearing.

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

J. Failure of the moving party to proceed with any grievance within the times hereinbefore provided, shall result in the dismissal of the grievance. Failure of either party to take the required action at any stage of the grievance procedure, shall entitle the other party to proceed to the next step of the grievance procedure.

K. Any grievant may be present at any stage of the grievance procedure if so desires. If any individual teacher has a personal complaint which they desire to discuss with an administrator, they are free to do so without recourse to the grievance procedure.

L. At any stage in the grievance procedure, if the solution to a grievance as proposed by the Board is acceptable to the teacher and/or teachers within a school building who submitted the grievance, the matter shall be terminated and it cannot be pursued further by the Association and/or JCEA.

M. Notwithstanding the expiration of this Agreement, any claim or grievance arising during the term of this Agreement, may be processed through the grievance procedure until resolution.

ARTICLE 11
LEAVES OF ABSENCE – PAID AND UNPAID

The unpaid leave provisions of this Agreement shall be construed consistently with the requirements of the Federal Family and Medical Leave Act.

A. All teachers regularly employed by the District who are absent from duty because of personal illness, including illness or disability due to child birth and complications of pregnancy, shall be allowed sick leave as follows:

1. Ten (10) days shall be credited at the beginning of the school year for each of the first and second years of employment when an employee starts work and will be prorated according to the number of days worked if a teacher does not work a full school year.

2. Twelve (12) days shall be credited at the beginning of the school year each year thereafter when an employee starts work and will be prorated according to the number of days worked if a teacher does not work a full school year.

   The number of unused sick leave days may accumulate to a total of 150 at the completion of a school year. At the beginning of a school year, however, a member could begin with more than 150 days, not to exceed 162.

3. At the end of each school year, any days in excess of 150 will be reimbursed at $70 per day. Payment will be made to the employee no later than July 31 of that year.

4. Medical documentation may be required for absences of three (3) consecutive days.

B. Up to 3 days per occurrence will be allowed for a death in the immediate family (spouse, children, mother, father, brothers, sisters and grandparents of the employee and spouse) with pay not charged against sick leave time. Depending on the individual situation, additional days may be granted without pay.

   Two additional days may be used for deaths or funerals outside a radius of two hundred (200) miles, charged against sick leave time.

C. Up to 5 days per year with pay charged against sick leave time will be allowed for serious illness in the immediate family (spouse, children, and parents of employee and spouse).

D. Up to 3 days a year of the accumulated sick leave allowance may be used for attendance at the funeral services of persons whose relationship to the teacher warrants such attendance.

E. A record of accumulated sick leave days will be provided to teachers with the first pay of each semester.

F. Any teacher who is absent because of an injury or disease compensated under the Michigan Worker's Compensation Law may elect to receive from the Board the difference between the Worker's Compensation payment prescribed by law and their regular salary. This additional compensation shall result in a commiserate, prorated deduction from the employee's accumulated sick leave and may continue until such time as said employee shall have exhausted their accumulated sick leave, provided in Section A.

G. A teacher may use 2 days a year in addition to the sick leave allowance, for personal business, non-cumulative. The purpose of this leave is to relieve teachers of financial hardship in situations over which they have no control. Personal business means an activity that requires

the teacher's presence during the school day and is of such a nature that it cannot be attended to at a time when schools are not in session. A request must be submitted in writing to the Supervisor at least one week in advance (except in the event of an emergency when a shorter notice may be acceptable). The intent/purpose of the day should be noted on the request. It is recognized that there are occasions of personal business which the teacher prefers to keep private. Approval for personal days after Memorial Day must be approved in advance by the Superintendent or designee.

A personal business leave day shall not be granted for the day preceding or the day following holidays or vacations, and the first and last days of the school year unless approved by the Superintendent prior to the leave.

Paid personal business days for the pursuit of outside business interests of a profit-making nature of the teacher or vocational activities of their family shall not be allowed. At the end of the school year, any 2 unused personal business days will be transferred into that teacher's sick leave bank.

H. Sick Day Transfer Plan. Administration of the Plan shall be as follows:

1. Committee of 1 elementary, 1 secondary, and 1 administrator shall meet to establish administrative procedures and present plan to the Superintendent and the Vandercook Lake EA President for approval. Charges of the Committee shall be as follows:

    a. Qualifying Conditions:
        1) All sick days used.
        2) Days of absence can only be used as defined in accordance to Article 11, Sections A and C.
    b. Number of days allotted shall be determined by the Committee.
    c. No employee may transfer more than two (2) sick days in a school year.
    d. Application for transfer days shall only apply to catastrophic conditions including personal illness, personal injury, and emergency situations.
    e. Individuals transferring days must sign a release form indicating their approval.

2. Final approval of each subsequent Committee decision shall be given by the Superintendent and the Vandercook Lake EA President.

I. Jury Duty. A leave of absence may be granted a teacher called for jury service. The Board shall pay an amount equal to the difference between the teacher's daily salary and the daily jury duty fee paid by the court (not including travel allowances or reimbursement of expenses) for each day on which the teacher reports for or performs jury duty and on which they otherwise would have been scheduled to work.

J. Court Appearance. Leave of absence with pay not charged against leave time shall be granted for court appearance as witness in any case connected with a teacher's employment or whenever the teacher is subpoenaed to attend any court proceedings relating to their

employment or the school providing there is no criminal act or gross negligence on the part of the teacher and provided further that the court proceeding is not one in which the teacher or the Association is an adverse party to the Board. The teacher shall reimburse the Board any witness fee the teacher receives for testifying.

K. Attendance at Conferences. Teachers may be granted a leave of absence with pay for administration-approved visitation at other schools or attending meetings or conferences of an educational nature. Conference expenses including mileage will be paid according to School Board policy. Estimation of total cost of conference expense shall be included with conference request. Upon return from conference, an itemized expense list shall be presented for reimbursement.

   The number of teachers allowed to leave at any one time will be within the discretion of the Administration.

L. Extended Leaves of Absence. Unless otherwise indicated, the following conditions shall apply to extended leaves of absence:

   1. Requests for leaves shall be in writing.
   2. Eligibility shall be based on a minimum of 2 years continuous employment in the District.
   3. All extended leaves shall be limited to one year.
   4. Salary increments shall not accrue, unless provided otherwise.
   5. Sick leave days shall not accrue; but unused sick leave days held at the start of the leave, shall be reinstated.
   6. The teacher will receive a reply no more than one week following the next regularly scheduled Board meeting. The teacher will provide all necessary information one week prior to the said regularly scheduled Board meeting.
   7. All such leave taken shall run concurrent with any leave granted pursuant to FMLA.

M. Military Leave. A leave of absence without pay shall be granted a teacher who is inducted or enlists for one period of enlistment in any branch of the Armed Forces of the United States. Reinstatement upon completion of such service shall be in accordance with the requirements of the applicable laws of the United States and of Michigan.

N. Extended Illness. Any tenured teacher whose personal illness extends beyond the period compensated will be granted a leave-of-absence without pay or increment for such time as is necessary for complete recovery to a maximum of one year. Further extensions may be granted at the discretion of the Board. Upon return from leave, a teacher may be assigned to the same or similar position, providing a vacancy exists.

O. Child Care Leave. An unpaid leave of up to one year shall be granted to a teacher following the birth or adoption of a child. Child care leave shall terminate at the end of the semester or school year.

P. Return from Leave of Absence. An employee wishing to return to the Vandercook Lake Schools after leave of absence, must request in writing to the Superintendent, such reinstatement not later than March 1 prior to the termination of their leave. Failure to comply with this provision shall be considered as resignation. Upon return from approved leave of absence, the Board will return the teacher to an assignment comparable to that held by the teacher before going on leave, providing there is an opening on the staff for which the teacher is certified and qualified.

Q. Salary Provisions on Return from Leave of Absence. If the salary schedule has changed during an employee's leave of absence, their basic salary shall be changed according to their service record. Except as specified in this Article, no increments on the salary scale shall be allowed for the period of leave. Any sick days maintained at the beginning of the leave shall be reinstated upon return. No days will be added during the period of leave.

R. A leave-of-absence without pay for other reasons may be granted by the School Board upon written request of a teacher. The decision of the Board shall be final.

S. Should a teacher with 15 or more years of teaching experience in the Vandercook Lake Public Schools formally retire from the District, they shall receive an amount equal to $80 for each day of accumulated but unused sick leave.

T Should the district, or individual building be closed on a day that a teacher is off on either a paid sick day, personal day or paid sick leave, that teacher shall have the day(s) returned to their bank of days within two pay periods from the date of absence. A teacher on unpaid leave, including unpaid FMLA, will not have those days returned.

ARTICLE 12
PROTECTION OF TEACHERS

A. The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom.

B. Any case of assault upon a teacher, shall at the teacher's request, be promptly reported to the proper police authorities by the Board or its designated representative. Time lost by a teacher in connection with any such incident shall not be charged against the teacher providing they are not guilty of negligence and has exercised due care.

C. Any complaints directed toward a teacher shall be promptly called to the teacher's attention if such complaint is to be made a part of the teacher's personnel file or a matter of other written record. The teacher may submit a written statement to be attached to and filed with the original complaint. Any complaint not called to the attention of the teacher may not be used as the basis for any reprimand, discipline, or discharge.

D. Teachers shall be expected to exercise reasonable care with respect to the safety of pupils and property.

E. The Board will reimburse a teacher for an uninsured loss resulting in damage or destruction of personal property and/or theft incurred in the immediate performance of their duties providing the teacher is not guilty of negligence and has exercised due care. Such reimbursement shall not exceed $150 per incident.

ARTICLE 13
SENIORITY

A. Teachers hired into the bargaining unit shall be placed on the seniority list on their first day of work in the bargaining unit in the regular school calendar from their most recent date of hire.

B. If there is a "tie" on the seniority list, the tie shall be broken as follows:
   1. Board approval date with the earliest date approved having the highest seniority and proceeding in a similar manner until all persons with the tie are assigned a seniority position.
   2. If there is still a tie, it shall be broken according to the last four digits of the social security number, with the person having the highest number having the greatest seniority and proceeding in a similar manner until all persons with the tie are assigned a seniority position.

C. A seniority list shall be maintained by the district. Teachers shall be ranked in order of seniority. Accompanying the name of each Teacher shall be a listing of the Teacher's certification and endorsements. The District will provide each bargaining unit member with an updated seniority list no later than October 31 of each year. Corrections shall be brought to the attention of the administration within thirty (30) days thereafter. The District will provide the Association President with a seniority list that includes Schedule A step and lane each year by October 31.

D. All seniority shall be lost when a Teacher retires, resigns, transfers to a non-bargaining unit position in the District for more than two (2) years, or is discharged.

E. Seniority shall continue to accrue during periods of layoff and/or leaves of less than one (1) school year and the full duration of a qualified military duty leave. Seniority shall be frozen if a teacher transfers to a non-bargaining unit position in the District. Should a Teacher return to a unit position within the first two (2) years, they shall be entitled to such rights as they may have had under this Agreement at the point that they left the unit.

F. Time on layoff and unpaid leave do not count as service time for Board-paid longevity. Teachers must work 75% of the days of a school year to get credit for the year for longevity.

G. If step advancement is negotiated for the upcoming year, a teacher must work 75% of the days of a school year to advance to the next step for the following year except for new hires to the district who may be hired midyear and will be advanced the following year. Paid leave time counts as work time for both longevity and step advancement.

ARTICLE 14
LAYOFF AND RECALL

It is understood by the parties that determining teacher staffing level and any reduction of staff is within the sole discretion of the Board. The procedures set forth in this Article shall be used in any reduction of staff, laying off and recalling teachers.

A. The district retains the right to determine the teaching schedule. If any current teaching positions are eliminated, the teachers in the positions being eliminated are considered displaced. A displaced teacher shall be transferred within their area of certification prior to any teacher being laid off.

B. If layoffs are necessary, teachers in that area of certification will be laid off in inverse order of seniority provided all other distinguishing factors of qualification of those teachers from each other are equal as follows:

1. Holding appropriate certification for the position.
2. Most recent year-end evaluation score (differential of 0.25 or more).
3. Severity of a teacher's disciplinary record.
4. Excessive absenteeism unrelated to legitimate medical or other leave.
5. Relevant special training in accordance with MCL 380.1248.

C. Certification shall be defined as holding the required certificates, endorsements, licenses, and/or approvals required by law to serve in the position assigned.

D. At least ten (10) calendar days prior to layoff notices being given to teachers, the Association will be notified of a contemplated reduction in personnel with the potential staff affected and rationale. Generally, and If possible, teachers being laid off for the upcoming school year will be notified by the end of the current school year, but in all cases teachers being laid off shall be notified in writing no less than thirty (30) calendar days prior to the effective date of layoff.

E. The certification and distinguishing factors of qualification of a teacher to be laid off shall be the certification and accumulated distinguishing factors of qualification on file with the Board at the time the layoff notification to the Association occurs. The certification and distinguishing factors of qualification of a teacher to be recalled from layoff shall be the certification and distinguishing factors of qualification on file with the Board at the time the

notice of recall from layoff. It is the teacher's responsibility to notify the Board, in writing, of any inaccuracies in Board records and/or any changes to their certificates, as they occur.

F. The Board shall give written notice of layoff or recall by sending a registered or certified letter to the teacher at their last known address. The teacher's address as it appears on the Board's records shall be conclusive when used in connection with layoff, recall, or other notice to the teacher. It shall be the responsibility of the teacher to notify the Board of any change in address.

G. Teachers have a right to recall for two (2) years from the effective date of layoff provided they received an overall average rating of effective on their most recent two (2) year-end evaluations. They will be recalled in each area of certification in seniority order (highest senior teacher first) provided all other factors distinguishing those teachers from each other are equal as stated in section B above.

H. If the teacher fails to indicate intention to report to work within ten (10) calendar days of the date of the recall notice of a position for which the teacher is adequately certified and qualified or does not report to work on the day specified, the teacher shall be deemed a voluntary separation and shall forfeit any further right of recall.

I. The Board's obligation to pay salary and all other benefits under this collective bargaining agreement is suspended for the duration of any layoff. All insurance benefits will continue in effect until the end of the month of the effective date of layoff. Thereafter, upon carrier approval, a laid off teacher may continue insurance coverage under COBRA at no expense to the employer.

J. A bargaining unit member who is laid off and is paid unemployment compensation benefits (associated with their regular assignment) during the summer immediately following the layoff and who is subsequently recalled to a position at the beginning of the next school year will be paid according to an annual salary rate such that their unemployment compensation plus that annual salary rate will be equal to the rate of salary they would have earned for the school year had they not been laid off or given notice of layoff.

ARTICLE 15
PROFESSIONAL BEHAVIOR AND DISCIPLINE

A. A bargaining unit member may only be discharged, demoted, or otherwise disciplined for a reason that is not arbitrary or capricious. Discipline for the purpose of this Agreement includes warnings, reprimands, and suspensions up to fifteen (15) days. For verbal or written reprimands, the grievance procedure may be utilized up to one (1) level above where the discipline was administered. For any discipline that results in loss of pay up to two (2) days, the grievance procedure may be utilized up to Level 3 only. For any discipline that results in loss of pay of more than two (2) days, the full grievance procedure may be utilized.

B. Disciplinary action that includes suspensions over fifteen (15) days or discharge shall occur in accordance with the statutory requirements under the Michigan Tenure Act.

C. Discipline may include but is not limited to:
   1. Verbal warning or verbal reprimand
   2. Written reprimand
   3. Suspension (may be without pay)
   4. Discharge

D. The District does not have to apply discipline in a progressive manner, but rather, may impose discipline consistent with the seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this Article limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during an investigation or issuing a counseling memorandum, which is considered instructional, not disciplinary.

E. Any teacher shall, upon request, be entitled to Association representation during investigative interviews that could lead to disciplinary action against the teacher or any meeting that the teacher is being reprimanded, warned, or disciplined for any infraction or delinquency or inadequacy in professional performance.

F. No materials resulting from any complaint or discipline will be placed in a teacher's personnel file unless the teacher has had an opportunity to review the material.

G. Each teacher shall have the right to review their personnel file in the presence of an administrator or central office personnel. A representative of the Association may be requested by either party to accompany the Teacher to such review.

H. Association recognizes that abuses of sick leave or other leaves, chronic tardiness or absence, willful deficiencies in professional performance, or other violations of discipline by a teacher reflect adversely upon the teaching profession and creates undesirable conditions in the school building. If this occurs, discipline will be imposed according to progressive procedures listed above, as appropriate.

ARTICLE 16
MENTOR TEACHERS

A. Pursuant to Section 1526 of the Michigan Revised School Code, for the first 3 years of employment as a classroom teacher, a new teacher will be assigned 1 or more mentors.

B. The right of selection of mentors will be reserved to the Board. Preference will be given to qualified members of the bargaining unit. The Association will be notified of the mentor assignments.

C. Mentor teaching assignments are voluntary. If there is no volunteer for a particular mentor teacher position the administration will seek teacher input on selecting a non-bargaining unit person. Tenured teachers within the bargaining unit who are at least 2 years beyond the probationary period provided by law, who have record of successful teaching, may request consideration for assignment as a mentor through the office of the Superintendent.

D. In making appointments, the Board will take into consideration by way of example, degrees earned, areas of certification, participation in professional development activities and the performance record of internal and external applicants.

E. Mentor assignments will normally be for the three year period. The assignment may be discontinued for good cause shown by the probationary teacher, the mentor or administration.

F. The full annual honorarium for mentor teachers shall be as set forth in Schedule B. Teachers will be paid the stipend per mentee.

G. Where the mentor is a teacher within the bargaining unit, consideration will be given to the building assignment and schedule of both teachers.

H. The responsibility of the mentor will be determined by the administration and reviewed with the Association prior to the start of each school year. In general, the responsibilities will include by way of illustration, assisting the teacher in fulfilling the objectives of the teacher's Individualized Development Plan and guidance in such areas as classroom management and instructional delivery.

I. The parties agree that mentor (internal or external to the bargaining unit) will not be involved in the evaluation of the probationary teacher. The parties further agree that absent being subpoenaed, mentors will not be called as a witness in administrative hearings, court proceedings or grievance hearings.

ARTICLE 17
MISCELLANEOUS PROVISIONS

A. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher's contract. All future individual teacher's contracts shall be made expressly subject to the terms of this Agreement.

B. If any provision of this Agreement or any application of the Agreement to any teacher or group of teachers shall be found contrary to law, then such provision or application shall not be deemed valid, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. If the School Code or other law or regulation mandates a change that conflicts with a provision of this Agreement, the parties agree to work cooperatively and bargain to resolve the conflict.

C. In contract negotiations, neither party shall have any control over the selection of the negotiating or bargaining representative of the other party. It is recognized that all agreements are tentative until the final agreement is completed. It is also recognized that no final agreement between the parties may be executed without ratification by the Board of Education and by the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiating or bargaining, subject to such ultimate ratification.

1. Either party may caucus at any time.
2. If the parties fail to reach agreement in any such negotiations, either party may invoke the mediation machinery and/or fact-finding machinery of the Michigan Employment Relations Commission.

D. The Board may, after one week prior notice, or in case of clear emergency, require a teacher to have a physical or mental exam by a licensed physician designated by the Board. The Board shall not be arbitrary or capricious in requiring a teacher to have an examination. The cost of any such examination required by the Board shall be borne by the Board. During the term of this Agreement, the Board and the Association shall work cooperatively to develop and implement an employee assistance plan to address the problems posed by alcohol, drug abuse, and other illnesses that may affect the work performance of bargaining unit employees.

E. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in written and signed amendment.

F. For purposes of this Agreement the end of the school year shall be defined as June 30 and sixty days before the end of the school year shall be May 1.

ARTICLE 18
DURATION OF AGREEMENT

This Agreement shall become effective upon ratification and shall continue in effect through December 31, 2027. This Agreement shall not be extended orally and it is expressly understood it shall expire on the date indicated. No other organization will be granted bargaining rights during the fixed duration of this Agreement.

Vandercook Lake Public Schools Board	**Jackson County Education Association**
_____	_____
Melissa Bradfield, Superintendent	Lyman Robertson, President, VLEA
_____	_____
Delinda Woods, Board President	Lori Guilfoil, President, JCEA
_____	_____
Date	Milt Rehberg, MEA Uniserv Director

SCHEDULE A
SALARY SCHEDULE FOR TEACHERS

2025-28		
STEP	BA	MA
1	$44,097	$47,020
2	$46,291	$49,551
3	$48,480	$52,086
4	$50,671	$54,618
5	$52,863	$57,146
6	$55,055	$59,674
7	$57,247	$62,211
8	$59,427	$64,740
9	$61,749	$67,119
10	$64,063	$69,802
11	$66,375	$72,335
12	$68,771	$74,946
13	$71,253	$77,652
14	$74,638	$81,340

Employees on MA step 14 in 2025-26 are grandfathered at $83,258 if continuously employed.

LONGEVITY		
STEP	YEARS OF SERVICE	AMOUNT
L1	Years 16-19	$1,250
L2	Years 20-22	$1,600
L3	Years 23+	$2,000

LONGEVITY

Years of service are counted as of June 30 each year and a teacher must work 75% of the year to get credit for the year.

1. Members will remain at Step 14 until the beginning of their 16th year of service.
2. Those hired following the start of the 2018-19 school year will need to work 15 years with the Vandercook Lake Public Schools in order to receive longevity. Years awarded for prior experience will not count towards those 15 years.

L1 At the beginning of the 16th year of service (14 years within this bargaining unit) and continuing through the end of the 19th year of service, $1,250 shall be added to Step 14.

L2 At the beginning of the 20th year of service (18 years within this bargaining unit) and continuing through the end of the 19th year of service, $1,600 shall be added to Step 14.

L3 At the beginning of the 23rd year of service (21 years within this bargaining unit) $2,000 shall be added to Step 14.

Upon expiration of this Agreement, the bargaining unit shall not receive lane, step, or longevity advancement, or increased benefits, unless expressly ratified by both parties (this clause stays in effect as long as the expiration of the agreement is December 31 of any year).

2026-27 – Continue salary scale with adjusted step 14. Lanes granted. Full step granted to eligible teachers but paid as detailed below beginning with the January 8, 2027 payroll. Off Schedule stipend to be paid on January 8, 2027 payroll as detailed below (each contingency is exclusive).

For any new step cost to be paid, the audited fund balance June 30, 2026 must be no less than	
5.5% of Expenditures	New Step Value Paid 25%
5.5% of Expenditures	$350 non-pensionable bonus to those on step 14 in 2025-26
7.0% of Expenditures	New Step Value Paid 50%
7.0% of Expenditures	$500 non-pensionable bonus to those on step 14 in 2025-26

2027-28 - Continue salary scale with adjusted step 14. Lanes granted. Further full step granted to eligible teachers but paid as detailed below beginning with the January 8, 2028 payroll. Off Schedule stipend to be paid on January 8, 2028 payroll as detailed below (each contingency is exclusive).

For any new step cost to be paid, the audited fund balance June 30, 2027 must be no less than	
5.5% of Expenditures	New Further Step Value Paid 25%
5.5% of Expenditures	$350 non-pensionable bonus to those on step 14 in 2025-26
7.0% of Expenditures	New Further Step Value Paid 50%
7.0% of Expenditures	$750 non-pensionable bonus to those on step 14 in 2025-26
9.0% of Expenditures	New Further Step Value Paid 75%
9.0% of Expenditures	$830 non-pensionable bonus to those on step 14 in 2025-26
10.0% of Expenditures	New Step Value 100% and salary scale increased 1.0% retro to 1st day
10.0% of Expenditures	$1000 non-pensionable bonus to those on step 14 in 2025-26

If the audited fund balance June 30, 2026 is lower than 2.5% of expenditures, the parties agree to re-open negotiations in December 2026 for the 2027-28 school year only.

STAFF UNDER EMERGENCY CERTIFICATION AND ADVANCE DEGREE PAY

Staff under emergency certification and seeking to earn their own teacher or counselor certification may be offered a temporary contract on the beginning step of the salary schedule. They will not be allowed any step advancement until completion of their own certificate. Upon completion of their certificate

1. Seniority date will revert back to their first day of work in the bargaining unit in this position.
2. Service credit will be granted according to the seniority date.
3. Step placement on the Salary Scale will be according to their service and granted upon documentation of their completed certification.

No teacher newly hired shall automatically receive credit for teaching experience in another school system. Nevertheless, the superintendent may negotiate with such a teacher a salary adjustment they consider equitable. Such an agreement shall not be subject to the grievance procedure of this contract.

Master's Degree. To qualify for a change to the Master's Lane, a teacher must provide a transcript of the completed Master's degree (post marked or District date stamped) by October 1 to receive the salary increase for the school year. Teachers currently on the MA lane without an MA degree will be grandfathered to stay on the MA lane.

SCHEDULE B

The listing of any activity under Schedule B shall not be interpreted as requiring that the activity will be provided. The Board may eliminate and/or combine any positions listed in Schedule B. Salaries not listed in Schedule B shall be negotiated. Changes to responsibilities and duties for Schedule B assignments will be reviewed with the Association prior to implementation. Coaches who volunteer to drive their students in a school van to a scheduled event will be paid $20 per event to be paid in lump sum at end of season.

Coaching Salaries. Off staff coaches hired after the start of the 2008-2009 school year will be paid through an outside agency. Bargaining unit members hired after this date will continue to be paid by the school district.

The percentages listed are applicable to steps 1, 2, 3, 4, and 5 of the BA schedule. 1 means no experience in the sport; 2 means 1 year experience in the sport at Vandercook Lake, and so on. Persons hired for a coaching position may be granted a maximum of 4 years outside experience by the Superintendent.

FALL SEASON				
Position	**Coach**	**Assistant**	**Assistant**	**Auxiliary**
Varsity Football	15.0%	10.0%	9.0%	
JV Football	10.0%	9.0%		
8th Grade Football	5.0%	3.0%		3.0%*
7th Grade Football	5.0%	Share with 8th		Share with 8th
Boys' Cross Country	7.0%			
Girls' Cross Country	7.0%			
MS Cross Country	5.0%			
Varsity Volleyball	12.5%			
JV Volleyball	9.0%			
8th Grade Volleyball	5.0%			
7th Grade Volleyball	5.0%			
Varsity Sideline Cheerleading	7.0%			
MS Sideline Cheerleading	5.0%			
Girls' Golf	6.0%			

WINTER SEASON				
Position	**Coach**	**Assistant**	**Auxiliary**	
Boys' Varsity Basketball	15.0%		3%*	
Girls' Varsity Basketball	15.0%		3%*	
Boys' JV Basketball	9.0%			
Girls' JV Basketball	9.0%			
Boys' MS Basketball	5.0%	5.0%		
Girls' MS Basketball	5.0%	5.0%		

High School Wrestling	12.5%		7%*	
MS Wrestling	5.0%		Shared with HS	
Boys' Bowling	5.0%			
Girls' Bowling	5.0%			
HS Competitive Cheer	6.0%			
MS Competitive Cheer	5.0%			

SPRING SEASON				
Position	**Coach**	**Assistant**	**Auxiliary**	
Varsity Baseball	10.0%		3%*	
Varsity Softball	10.0%		3%*	
JV Baseball	7.0%			
JV Softball	7.0%			
Boys' Track	10.0%	7.0%	5.0%*	
Girls' Track	10.0%	7.0%	Share w boys	
Boys' MS Track	5.0%		3.0%*	
Girls' MS Track	5.0%		Share w boys	
Boys' Golf	6.0%			

* Percentage to be paid if the need for an Auxiliary Coach is determined by the Athletic Director

As determined by the Athletic Director, If the remainder of the season contests are canceled, the coach may continue practicing with the team or work with another level in the same sport and earn the full amount of the Schedule B stipend. If the coach is not needed to continue working with the teams as determined by the Athletic Director, the pay will be prorated according to the season schedule that has been worked.

If one person is the Coach for both Boys and Girls Cross Country, that person shall receive 12.5%. Assistant coaches and Middle School coaches shall receive a minimum of 5.0%. Auxiliary coaches shall receive a minimum of 3.0%

Any coach assigned a position listed under Schedule B cannot be reassigned or reclassified without Board approval. If no team is fielded in a given sport classification, the position shall be considered vacant and anyone so assigned will not be paid. Example: If there is no 8th grade team in football, said coach cannot move to another position without Board approval, and any contract issued for such a position shall be voided.

When no qualified teacher (as determined by the administration) applies for a coaching position as listed in Schedule B, the Board shall have the right to hire someone to fill the position from outside the bargaining unit at a salary amount not to exceed the amount listed in Schedule B.

If a teacher from within the bargaining unit applies for a coaching position and is rejected in favor of a person outside the unit, the reason for the rejection shall be provided in writing to the teacher, within 2 weeks.

The salary designated by the Board for any new position in Schedule B shall be equal in amount for a comparable position in Schedule B and shall be applicable until a new or revised agreement is negotiated with the Association.

SUPERVISORY SALARIES

The following Supervisory percentages will be applied to the Step 1 of the BA Schedule A

Position	Grade	Percent
Elementary Class Advisor	K-5	0.50% per grade
MS Class Advisor	6-8	1.0% per grade
HS Class Advisor	9-10	1.5% per grade
HS Class Advisor	11	3.0% per grade
HS Class Advisor	12	2.5% per grade
School Improvement/Dept Chair	Elementary (4)	2.0% each
English Department Head	MS/HS	2.0%
Math Department Head	MS/HS	2.0%
Science Department Head	MS/HS	2.0%
Social Studies Department Head	MS/HS	2.0%
Special Education Department Head	MS/HS	2.0%
Mentor Year 1	ALL	1.0%
Mentor Year 2	ALL	1.0%
Mentor Year 3	ALL	0.5%
Mentor Year 4	ALL	0.5%
Quiz Bowl	HS	2.0%
E Sports	HS	2.0%
Envirothon	HS	2.0%
Robotics	MS	1.5%
MTD/STAND		2.0%
SADD		3.0%
NHS		3.0%
EL Student Council		1.0%
MS Student Council		2.0%
HS Student Council		3.0%
Yearbook		3.0%
Vocal Music	EL	2.0%
Vocal (Extended Duties) Music	MS if 2nd teacher only	4.0%
Vocal (Extended Duties) Music	HS if 2nd teacher only	6.0%
Drama/Musicals	HS	5.0%
Instrumental Music	MS	4.0%
Instrumental Music	HS	6.0%
Marching Band and Pep Band	HS	6.0%
Spanish	HS	3.0%
Virtual Academy Coordinator	HS	8.0%

SUBSTITUTE TEACHING. Bargaining unit members accepting substitute work during their planning period shall be credited with an equivalent amount of time to be utilized at the bargaining unit member's discretion, subject to the following limitations:

A. A bargaining unit member who substitutes on 6 occasions will be entitled to one (1) day off per semester. A maximum of one (1) compensatory day will be afforded to a teacher each semester and will be used in a whole day increment. Those not wishing to use compensatory time shall be paid $40 per period.

B. Utilization of a day off under these provisions is subject to the bargaining unit member's accumulation of sufficient credit to provide for same and providing at least 1 weeks' notice.

C. Not more than 1 bargaining unit member may be absent under those provisions on a given day except with administrative authorization.

D. Any unused credit shall be paid at the end of the school year in the bargaining unit member's last check at the rate set forth in Appendix A, Substitute Teaching, A.

E. Such days may not be used to extend a vacation period except at the Superintendent's discretion.

AFTER SCHOOL TUTORING

A. Bargaining unit members accepting Administration approved after school tutoring duties, shall be credited with an equivalent amount of time to that of a teacher substituting during their planning period. Such times will be no less than 30 minutes and will be calculated by rounding to the nearest increment thereof.

B. A bargaining unit member who tutors students on long term suspensions, or expulsions, will be paid at their hourly rate.

SUMMER INITIATIVE. Salaries for summer school will be paid at the teacher's hourly rate or $40 per hour whichever is higher. PD day in the summer will be no less than $95 per day.

Any teacher requested by the Superintendent of schools to work before the official opening of the school in the fall or after the official close of school at the end of the school year, for inventory or preparation, will be paid at the daily rate as defined in Article 6, Section B. This does not apply to members of the coaching staff or days of orientation for new staff members.

Payments: Any monies earned under Schedule B, will be paid in two installments. Half to be paid at the middle of the duration and half at the end of the duration.

Examples: The duration for a coach would be that of the initial practices through the end of the season. This would include any playoff games and equipment collection. Class advisors, NHS, and Student Council or other positions of a similar capacity would be considered a year long duration.

APPENDIX C
HEALTH INSURANCE AND OTHER BENEFITS

Insurance. The Board shall provide insurance under either Plan A or Plan B as selected by the employee but subject to the prohibition in subparagraph 1. Health, dental and vision insurance may cover the employee and their spouse and dependents, when appropriately selected. The Board and the Association have agreed to all plans under the Jackson County Health Care Consortium. For the length of this contract term, the board agrees to pay 100% of the hard cap established by the Michigan Treasury under PA 152. Insurance protection shall be for a full 12 month period for the employee and their entire family. If PA 152 Hard Cap law is changed, the Association and District agree to negotiate regarding the impact of the changes within 30 days of the law change.

PLAN A: FOR THOSE EMPLOYEES ELECTING MEDICAL INSURANCE UNDER JCC, CHOICE OF ONE:
MESSA Choices $1000/$2000 with 5 Tier Rx
MESSA ABC Plan 2 $2000/$4000 with 3 Tier Rx
MESSA ABC Plan 2 $2000/$4000 with 5 Tier Rx
MESSA ABC Plan 2 $2000/$4000 with 5 Tier Rx and 20% Co-Insurance

Ancillary benefits under PLAN A
Dental – 80/80/80/80 $1500 Annual Max; $1500 Ortho Lifetime Max
Vision – VSP 2
Negotiated Life Insurance $35,000 with AD & D
Long Term Disability – 66 2/3% up to $4500/month, 90 Calendar Day Waiting Period

For those employees electing an HSA Plan, the district will fully fund half of the employee's deductible on January 1st and the second half on July 1st in the first year of their electing that option, to be reimbursed through payroll deduction. If a member who has chosen an HSA Plan does not finish their contractual year, at either their request or the District's, any remaining monies not reimbursed through payroll deduction will be deducted from their final paycheck unless alternate arrangements have been made with the Superintendent or their designee.

A Section 125 Plan shall be available for bargaining unit members.

PLAN B: FOR EMPLOYEES NOT ELECTING MEDICAL INSURANCE THROUGH JCC:
This Plan does not include Health Insurance but does include Vision and Dental insurance, Life and Long Term Disability coverage.
Dental – 80/80/80/80 $1500 Annual Max; $1500 Ortho Lifetime Max
Vision – VSP 2
Negotiated Life Insurance $35,000 with AD & D
Long Term Disability – 66 2/3% up to $4500/month, 90 Calendar Day Waiting Period

Staff hired prior to March 1, 2026 will receive cash in lieu in an amount based off their qualified coverage as follows:

Qualified Coverage, but not elected	Stipend
Full Family Coverage	$833.33 monthly
Two Person Coverage	$670.83 monthly
Single Person Coverage	$500.00 monthly

Staff hired March 1, 2026 or after will receive $500 per month cash in lieu.

Teachers that experience a qualifying event that would change their coverage should notify the district of that change, and should they continue to opt out of Plan A, they will receive the correct cash in lieu amount based upon their new coverage effective the next month.

Any teacher who for any reason retains group health insurance coverage, with coordination of benefits, from any source other than the health insurance provided by virtue of this Agreement and their employment with the Board, shall be ineligible and shall otherwise not receive the health provided the teacher's spouse through the spouse's employment requires said coverage. The teacher may select Plan A if not taking health insurance elsewhere, and shall otherwise be eligible for Plan B. Every teacher shall annually verify in writing the existence or non-existence of any such outside group health insurance coverage. The following form shall be distributed to all teachers during the open enrollment period.

Part-Time Teacher Insurance. Part-time teachers shall receive pro-rated fringe benefits based on time they work.

Plan B Declaration

I hereby declare that the health insurance that I receive pursuant to the Master Agreement between the Board and the Jackson County Education Association is the only group health insurance, with coordination of benefits that I retain or from which I am otherwise eligible to receive benefits.

_____ _____

Date Signature of Teacher

APPENDIX D
GREIVANCE REPORT FORM

Distribution of Form
Superintendent, Principal (in duplicate), Association, Teacher Grievance #_____

Name of Grievant_____ Building/Assignment _____

LEVEL 1

A. Date Grievance Filed: _____ Date Cause of Grievance Occurred: _____

B. Statement of Grievance (including contract provisions applicable):

_____

_____

_____

C. Relief Sought:

_____

_____

_____

_____ _____

Assn. Representative Signature *Grievant Signature* *Date*

C. Disposition by Principal:

_____

_____

_____

Signature *Date*

D. Position of Grievant and/or Association:

_____

_____

_____

Signature *Date*

LEVEL 2

A. Date received by Superintendent or Designee: _____

B. Disposition of Superintendent or Designee:

_____

_____

_____

_____
Signature *Date*

C. Position of Grievant and/or Association:

_____

_____

_____

_____
Signature *Date*

LEVEL 3

A. Date submitted to the Board: _____

B. Disposition of the Board: _____

_____

_____
Signature *Date*

C. Disposition of the Association:_____

_____

_____
Signature *Date*

LEVEL 4

A. Date submitted to arbitration: _____

B. Disposition and award of Arbitrator: _____

_____
Signature *Date*

APPENDIX E
EVALUATION PROCEDURES

The District shall follow the provisions of the Revised School Code MCL 380.1249, as amended, and Evaluation Procedures in Appendix E regarding the evaluation of teachers. The 5D+ Teacher Evaluation shall be the performance evaluation tool unless the parties mutually agree to a different tool. Student growth and assessment data or student learning objectives metrics will be 20% of the evaluation and the other 80% of the evaluation will be objective criteria as determined by the evaluation tool. The grievance procedure may only be utilized up to Level 3 (Board Level) and only if the evaluation procedures are not followed and the teacher receives a final rating of less than effective on their year-end evaluation. Any changes to the Evaluation Procedures must be mutually agreed upon between the VLEA and the District.

A. EVALUATION FREQUENCY

1. Any teacher who is probationary or on an Individualized Development Plan will be evaluated annually.

2. Any teacher who has received at least an effective rating on three consecutive year-end evaluations will be evaluated biennially. The biennial rotation will begin in the 2025-26 school year. The principal of each building will determine the group of teachers who will be evaluated in the 2025-26 school year, with the remaining group being evaluated in the 2026-27 school year.

3. A teacher scheduled for evaluation will be notified generally by the end of the second week of school, but not later than September 15 that they are on the rotation for evaluation and who their primary evaluator is for that year.

4. If concerns arise in teacher performance in a non-evaluation year, the teacher will be notified of those concerns. If improvements are not made, the administration may place the teacher on an IDP or complete a full evaluation. In this case, the teacher and VLEA will be notified before the development of the IDP or the evaluation process.

B. TEACHER TRAINING

The district shall provide training on the evaluation system to all teachers scheduled for evaluation by the end of September each year.

C. TEACHER EVALUATION PROCESS

1. Self-Assessment:
   Each teacher will complete their self-assessment of each rubric element of the evaluation tool and submit their self-assessment in PIVOT.

2. Goals:
   The teacher and their primary evaluator will meet to discuss the self-evaluation, focus areas and student growth goals. They will collaboratively determine what evidence will

be collected. The teacher will enter the focus areas and student growth goals into PIVOT, which will be finalized in PIVOT with administrator approval.

3. Individual Development Plans:
   Any probationary teacher or any teacher who has been rated less than effective on a majority of rubric elements of a dimension may be provided with an Individualized Development Plan (IDP) developed by the administrator in collaboration with the individual teacher. This will be completed by the last Friday in September, within four weeks of the teacher being hired, or within four weeks notification of being placed on an Individualized Development Plan.

4. Observations and Documentation:
   A minimum of two observations will be conducted as a part of each teacher's evaluation. One will be collaboratively scheduled in advance and one may be unannounced. Generally, the second observation will be at least 15-30 school days after receipt of final feedback from the first observation. Additional observations are permitted and may be announced or unannounced. Observations that will be a part of the year-end evaluation will last a minimum of 15 minutes but will generally last 20-40 minutes. The teacher shall provide a lesson plan 24 hours prior to the scheduled observation.

5. Post-Observation Meeting and Feedback:
   a. The administrator will provide feedback on the observation via Pivot under Notices and Wonderings on the lesson plan, state standard, and pupil engagement within five (5) school days of the observation.
   b. The post-observation meeting can be in person or electronic via Pivot. The teacher shall notify the administrator of their choice of meeting at the time of the observation. Should a teacher choose the electronic meeting option, teachers must respond to the Notices and Wonderings in PIVOT within five (5) school days.
   c. The administrator will provide the final feedback within thirty (30) calendar days of the original observation.

6. Mid-Year Progress Reporting:
   a. Teachers who are in their first year of their probationary period or are on an IDP shall receive a midyear progress report. The midyear progress report must be used as a supplemental tool to gauge a teacher's improvement from the preceding school year and to assist a teacher to improve.
   b. The school administrator shall develop a written improvement plan, in consultation and mutual agreement with the teacher (determined by the administrator if agreement cannot be reached). It must include performance goals and any training needed and is designed to assist the teacher to improve the teacher's rating.
   c. The midyear progress report must not take the place of a year-end evaluation. The written improvement plan will be located in PIVOT under meeting/PD generally completed by January 15, but not later than the last day of January.

7. Student Growth: 20% of the total evaluation will use student growth factors. (For math, reading and science - 10% classroom NWEA data and 10% District NWEA data. For specialized, elective, and social studies teachers - 20% District NWEA data).

8. Final Evaluation Rating:
   Student growth data shall be submitted to the administrator one week prior to the year-end evaluation meeting. A year-end evaluation will be provided to the teacher prior to the Friday before Memorial Day. The final designation will be given based on the scores.

FINAL EFFECTIVENESS RATING SCALE	
0-1.99	Needing Support
2-2.79	Developing
2.8-4.0	Effective

APPENDIX F
SCHOOL CALENDAR

The school calendar shall be in accordance with county-wide calendar with mutual agreement by the parties for deviation. A current District Calendar can be found here. However, if the school year does not begin as so designated or if students are not in attendance on regularly scheduled school days during the school year, including when school is closed due to inclement weather, student attendance hours shall be made up through an extension of the school calendar as designated by the school board to accommodate the minimum number of hours of student instruction as required by state law. New teachers must attend the ISD new teacher training for two days and a district orientation day (new teachers work calendar is 186 days).

APPENDIX F
2026-27 CALENDAR

AUG	12	Registration Day (Orientation Day for New Teachers will be scheduled)
	20	PD/Block Party/Open House (August 20, 24, 25 days are flexible TBD)
	24	Professional Development (0.5 TWD prior to open house)
	25	Professional Development (2.5 days PD, 0.5 TWD)
	26	Student First Day (Half day for Students, TWD in pm)
SEPTEMBER	4-7	NO SCHOOL for Students and Staff Labor Day Break
OCTOBER	13-14	Parent Teacher Conferences
	15	Half Day for Students and Staff
	16	NO SCHOOL for Students and Staff
	19	NO SCHOOL for Students; County-Wide or District PD for Staff
NOVEMBER	25-27	NO SCHOOL for Students and Staff – Thanksgiving Break
DECEMBER	17-18	Half Day for Students (TWD in pm)
	21	NO SCHOOL for Students and Staff – Holiday Break Begins
JANUARY	4	School Resumes
	18	NO SCHOOL for Students and Staff (MLK Day)
FEBRUARY	12-15	NO SCHOOL for Students and Staff (Mid-Winter Break)
MARCH	10-11	Townsend Teacher Conferences (TBD during this week)
	11	MS/HS Parent Teacher Conferences
	12	Half Day for Students and Staff
	26	Spring Break Begins (Friday, March 26 – Friday, April 2)
APRIL	5	School Resumes
	26	NO SCHOOL for Students; County-Wide or District PD for Staff
MAY	21	Seniors Last Day
	26	Senior Night
	27	Graduation
	31	NO SCHOOL for Students and Staff (Memorial Day)
JUNE	3	MS/HS Awards
	8-9	Half Day for Students (TWD in pm)

Total Student Days: 180 (two PD days counted as student days) Total Teacher Work Days - 183

Each Wednesday will be Early Release for Students (PD for Teachers) except August 26, 2026.
The parties agree to review the county-wide PD in May 2026 for utilization for 2027-28.

2027-28 CALENDAR

AUG	11	Registration Day (Orientation Day for New Teachers will be scheduled)
	19	PD/Block Party/Open House (August 19, 23, 24 days are flexible TBD)
	23	Professional Development (0.5 TWD prior to open house)
	24	Professional Development (2.5 days PD, 0.5 TWD)
	25	Student First Day (Half day for Students, TWD in pm)
SEPTEMBER	3-6	NO SCHOOL for Students and Staff Labor Day Break
OCTOBER	12-13	Parent Teacher Conferences
	14	Half Day for Students and Staff
	15	NO SCHOOL for Students and Staff
	18	NO SCHOOL for Students; County-Wide or District PD for Staff
NOVEMBER	24-26	NO SCHOOL for Students and Staff – Thanksgiving Break
DECEMBER	16-17	Half Day for Students (TWD in pm)
	20	NO SCHOOL for Students and Staff – Holiday Break Begins
JANUARY	3	School Resumes
	17	NO SCHOOL for Students and Staff (MLK Day)
FEBRUARY	18-21	NO SCHOOL for Students and Staff (Mid-Winter Break)
MARCH	8-9	Townsend Teacher Conferences (TBD during this week)
	9	MS/HS Parent Teacher Conferences
	10	Half Day for Students and Staff
	24	Spring Break Begins (Friday, March 24 – Friday, March 31)
APRIL	3	School Resumes
	14	NO SCHOOL for Students and Staff (Good Friday)
	24	NO SCHOOL for Students; County-Wide or District PD for Staff
MAY	19	Seniors Last Day
	24	Senior Night
	25	Graduation
	29	NO SCHOOL for Students and Staff (Memorial Day)
JUNE	5	MS/HS Awards
	7-8	Half Day for Students (TWD in pm)

Total Student Days: 180 (two PD days counted as student days) Total Teacher Work Days - 183
Each Wednesday will be Early Release for Students (PD for Teachers) except August 25, 2027.

APPENDIX G

LETTER OF AGREEMENT
BETWEEN
VANDERCOOK LAKE PUBLIC SCHOOLS
AND
VANDERCOOK LAKE EDUCATION ASSOCIATION
February 19, 2026

This Letter of Agreement is made by and between the Vandercook Lake Public Schools and the Vandercook Lake Educational Association.

The State of Michigan budget section 27l(2) has allocated funds to the District to increase compensation for educators in the district. "Educator" includes, but is not limited to, teachers, librarians, speech therapists, language therapists, physical therapists, occupational therapists, school counselors, school social workers, school psychologists, school nurses, paraprofessionals aids, food service workers, custodians, bus drivers, and literacy coaches. Educator also includes any other school employee covered under a collective bargaining agreement. All payments to educators made by the district with funds allocated under 27l(2) shall be in addition to any existing compensation negotiated in a collective bargaining agreement.

DISTRIBUTION OF THE FUNDS:

a. The allocation will be divided equally between all regular employees of VLPS.
b. To be eligible, an employee must be considered an active employee as of February 19, 2026. To receive the payment, the employee must still be actively employed at the time of distribution or have finished their work year or retire.
c. The payment shall be made to eligible employees in the June 23, 2027 payroll process in a separate check as a one-time off schedule payment unless the eligible employee retires prior to this date and the payment will be made in their final payment.
d. Employees hired after February 19, 2026 will not be eligible. Casual or temporary employees such as coaches or substitute teachers, not otherwise employed by the district on a regular basis, school year schedule shall be excluded.
e. Employees who separate from service (except for retirement) at any time before distribution on June 23, 2027, voluntary or not, will not be eligible.
f. The total allocation of 27l(2) funds will be divided by the total number of regular employees (including all employees of VLPS) as of February 19, 2026 as determined by the District, to determine the monetary value to be allocated to each employee, less any taxes and MPSERS retirement contributions by the District. This amount will be calculated again as of June 1, 2027 to account for staff who will not be receiving the distribution on June 23, 2027 (and calculating the previous payments to retirees).

This Agreement is non-precedent setting and contains the entire understanding between the parties and cannot be added to, changed, deleted from, and/or, in any other way, modified without further written agreement between the parties.

VANDERCOOK LAKE PUBLIC SCHOOLS	VANDERCOOK LAKE EDUCATION ASSOCIATION
_____	_____
Melissa Bradfield, Superintendent	Lyman Robertson, VLEA President
_____	_____
Date	Date

APPENDIX G

LETTER OF AGREEMENT
BETWEEN
VANDERCOOK LAKE PUBLIC SCHOOLS
AND
VANDERCOOK LAKE EDUCATION ASSOCIATION
February 19, 2026

This Letter of Agreement is made by and between the Vandercook Lake Public Schools and the Vandercook Lake Educational Association.

1. The parties agree to follow the Master Agreement regarding elementary prep time as follows:

   ARTICLE 7.G. Elementary:
   Elementary teachers will have preparation/conference time when all students in their classes are receiving instruction from various teaching specialists.

2. By April 1, 2026, the administration will develop a draft schedule for the elementary school for the 2026-27 school year. The parties agree to discuss the draft schedule and the implications of the schedule on elementary recess coverage, amount of minutes of prep time for teachers, and any other duties for teachers under the schedule in conjunction with the contractual work day in Article 7A and 7B.

   ARTICLE 7.A. All teachers shall report to work fifteen (15) minutes before the instructional day and remain fifteen (15) minutes after the instructional day except on Fridays and the last school day preceding a vacation period when teachers may leave as soon as their pupils have left the building.

   Article 7.B. The teacher workday shall be no longer than seven (7) hours and thirty (30) minutes except when attendance is required as follows: . . . . .

This Agreement is non-precedent setting and contains the entire understanding between the parties and cannot be added to, changed, deleted from, and/or, in any other way, modified without further written agreement between the parties.

VANDERCOOK LAKE PUBLIC SCHOOLS	VANDERCOOK LAKE EDUCATION ASSOCIATION
_____	_____
Melissa Bradfield, Superintendent	Lyman Robertson, VLEA President
_____	_____
Date	Date