Master Agreement

between

MASON COUNTY EASTERN SCHOOLS BOARD OF EDUCATION

and

MASON COUNTY EASTERN EDUCATION ASSOCIATION

2026-2029

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Board Policies

"Staff Discipline" #3139

https://go.boarddocs.com/mi/mced/Board.nsf/goto?open&id=BH2RNQ6DF146

"Professional Staff Evaluation" #3220

https://go.boarddocs.com/mi/mced/Board.nsf/goto?open&id=BKDS2Q709069

"Tenure" #3370

https://go.boarddocs.com/mi/mced/Board.nsf/goto?open&id=BCGJKY4CAA09

"Family & Medical Leaves of Absence (FMLA)" #3430

https://go.boarddocs.com/mi/mced/Board.nsf/goto?open&id=BCGJL54CAA19

AGREEMENT BETWEEN THE MASON COUNTY EASTERN EDUCATION ASSOCIATION AND THE BOARD OF EDUCATION OF THE MASON COUNTY EASTERN SCHOOL DISTRICT

This Agreement is between the Board of Education of the Mason County Eastern School District, Custer, Michigan, (the "Board"), and the Mason County Eastern Education Association, (the "Association"). The term "Board" means the duly elected governing body of the School District, Superintendent, principals, and assistant principals, and will be referred to in this Agreement as the "Administration", which for all purposes shall be considered as the agent of the Board of Education.

If at any time a state or federal court decision reverses current Agreement language, the Board and the Association agree to open the Agreement to examine old language for reinstatement where applicable.

ARTICLE 1 - RECOGNITION

A. The Board recognizes the Association as the exclusive bargaining representative, as defined in Section 11, of the Public Employment Relations Act ("PERA"), MCL 423.211 for all professional personnel, including personnel on tenure, probation, and on per diem appointments (excluding per diem and term substitutes), classroom teachers, GSRP (Great Start Readiness Program) teachers, guidance counselors, librarians, speech and hearing therapists, special education teachers, employed now or in the future by the Board, but excluding supervisory and executive personnel and office and

clerical employees.

B. The term "teacher" shall refer to all employees represented by the Association in the bargaining unit defined above.

C. If this District is combined with one or more districts, the Board will use **its** best efforts to ensure the continued recognition of the Association and the continued employment of its members in the consolidated district.

ARTICLE 2 - AGENCY SHOP

A. All teachers may join the association and pay either membership dues or service fees.

ARTICLE 3 - TEACHER AND ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. Pursuant to PERA, the Board agrees that every teacher employed by the Board shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection.

As a duly-elected body exercising governmental power under Michigan law, the Board agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by PERA, or of other laws of Michigan, or the Constitution of Michigan and the United States; that it will not discriminate against any teacher as to hours, wages, membership in the Association, his/her participation in any activities of the Association or collective professional negotiations with the Board, or his/her agreement or otherwise as to any terms or conditions of employment.

The Association agrees it will not discriminate against any teacher who is not a member of the Association but is being represented by it.

B. The Association may request, from time to time, information related to problems to be discussed. Information will be available in the form of standard school reports.

C. The Association shall have the right, by request, to use school buildings and facilities when said buildings are open and staffed and when classes are not in session. Bulletin boards designated for Association use, as well as the intra-district mail system, shall be available to the Association and the membership as long as the use of these facilities **is** used for official organizational business and correspondence is signed by an officer of the Association.

D. The private and personal life of any teacher is not within the appropriate concern or attention of the Board.

E. No material, including but not limited to, student, parental, or school personnel complaints originating after initial employment will be placed in his/her personnel file unless the teacher has had an opportunity to review the material. The teacher may submit a written notation regarding any material including complaints, and the same shall be attached to the file copy of the material in question. If material to be placed in the file is inappropriate or in error, the material will be corrected or expunged from the file, whichever is appropriate. When a teacher is requested to sign material put in the file, such signature shall be understood to indicate his/her awareness of the material but shall not be interpreted to mean agreement with the content of the material.

A teacher may request a review of his/her permanent personnel file, to be conducted at a time mutually agreeable between the teacher and the Administration. A teacher, upon request, may be accompanied by an Association representative, but responsibility for arranging such representative rests solely with the teacher. The teacher shall not be allowed access to confidential placement information obtained at the time of hiring (ie., letters of recommendation, etc.).

ARTICLE 4 - BOARD'S RIGHTS

A. The Board, on its own behalf and on behalf of the electors of the District, retains and reserves unto itself, without limitations, 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:

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

2. 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 subject to the provision set forth in this Agreement;

3. 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;

4. To approve the means and the methods of instruction, the selection of textbooks and

other teaching materials, and the use of teaching aids of every kind and nature. The Board will consult with the teacher in affected areas with respect to these matters;

5. To determine class schedules, the hours of instruction, and the duties and responsibilities and assignments of teachers and other employees with respect to administrative and non-teaching activities.

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

ARTICLE 5-COMPENSATION AND CALENDAR

A. The salaries for personnel in the bargaining unit are established in the salary schedule, which is appended to this Agreement.

B. Compensation for extra-curricular activities is established in Appendix C (Schedule B), which is appended to this Agreement. All vacancies in this area shall be posted in the high school conference and elementary conference rooms by the Administration for at least ten (10) days prior to filling the position. A sign-up list will be given to all teachers prior to the end of the school year for the following year's Schedule B activities and to any newly hired teachers as they sign contracts. This list will be recognized as an application for the position. Failure to sign up on the original list does not necessarily eliminate any interested teacher from a position. Individual contracts shall be offered no later than five (5) days following the regular October Board meeting for all known positions.

C. A teacher engaged in contract negotiations on behalf of the Association, or who is required to participate in the grievance procedure hereinafter prescribed, shall do so during his/her conference period or during non-regular school hours.

D. Individual teacher contracts will be offered annually for the term of this Agreement no later than five (5) days following the regular October Board meeting provided:

1. A Master Agreement is ratified and in effect.

2. Each teacher provided the Business Office with the proper verification of hour changes accompanied with a transcript no later than September 30.

E. The employment calendar is contained in Appendix A, which is attached to and

incorporated into this Agreement.

F. Per diem shall be defined as the teacher's annual salary, excluding any extra duty assignment pay (Appendix C), divided by the number of teacher work days set forth in Appendix A (Calendar).

G. The time required by new teachers with mentors and in professional development activities, and the time required by teachers associated with individual development plans, shall not require additional compensation.

If the District requires the teacher in such instances to attend a conference, the District agrees to reimburse the teacher for conference registration fees, lodging if necessary, meals, and mileage.

ARTICLE 6 - TEACHING HOURS

A. All teachers' normal teaching hours shall be 7:50 a.m. to 3:20 p.m.

B. Teachers will assist in student supervision during passing of classes.

C. All teachers shall be entitled to a daily, duty-free, uninterrupted lunch period of at least thirty-five (35) minutes.

D. Teachers will make themselves available for a maximum of Five (5) staff meetings per semester, which may extend outside the normal teaching hours defined above.

Staff meetings will be contiguous to the work day and normally will not exceed one and one-half (1 ½) hours in duration.

E. Teachers are not required to be present when school is closed because of weather conditions and/or mechanical failures. The Board and Association shall mutually set a calendar so that any day lost in the event school is closed, for reasons that do not allow such days to be counted by the State Board of Education rules as days of instruction, will be made up.

F. Any teacher may be assigned a portion of the normal teaching day on a regular basis to work on curriculum study and planning with his/her consent.

ARTICLE 7 - TEACHING CONDITIONS

A. The Administration will set teaching loads consistent with educational practices and sound economic judgment as determined by the Board. Each teacher is entitled to a daily conference preparation period. Both parties agree that teachers shall utilize such preparation periods in pursuit of activities which are directly related to their performance as teachers. Every effort will be made by the Administration to assign teachers within their major or minor field of study.

The duties of any bargaining unit employee, or the responsibilities of any or part of any position in the bargaining unit, will not be transferred to persons not covered by this Agreement without the prior written agreement of the Association.

B. Tentative grade assignment in the elementary school and subject assignments in the middle/high school will be given prior to the closing of the school year. The Administration will notify teachers in writing of any changes in the above assignment by July 1. Any change after that date will occur only as a result of emergency conditions and then only after affected teachers have been notified in writing and consulted by the Administration. The Administration agrees to notify the Association of any such change and the reasons for it.

C. Normal elementary school teaching load consists of the class and hours assigned by the Administration and will include a daily preparation period during (not before the start of) the normal school day, with a minimum of 235 minutes of preparation time per week.

D. The normal teaching load in the middle/high school consists of not more than six (6) classes in a seven (7) period day, or five (5) classes in a six (6) period day, with up to four (4) preparations as assigned by the administration and will include a preparation period during (not before the start of) the normal school day.

Five (5) preparations may be assigned by written consent of the teacher involved.

Study hall is not considered to be a preparation or a preparation period.

E. Except as set forth below, in the event that a kindergarten through eighth grade class exceeds twenty-eight (28) students and in the event that a ninth through twelfth grade class exceeds thirty (30) students, the Administration will, where administratively feasible, assign:

1. Additional aide time in grades K-6;

2. Aide time in grades 7-12 during the hour(s) in which the limit is exceeded.

The Administration will confer with the teacher in the selection, placement, and assignment of aides. It is also understood that the teacher has the right to waive aide help as he/she chooses.

The Administration understands that whenever feasible, it is beneficial to the learning environment to keep class sizes small. When feasible, the Administration will provide aides or additional sections to meet the small size goal.

1. When Administration is unable to remedy class size overloads through providing additional aide time or adding additional sections or classes, teachers may elect to accumulate additional pay as follows.

   Reimbursement for overloads as listed in Article 7, Teaching Conditions
   X = number of students maximum class size listed in Section E.

   Elementary: Per Student/Per Day
   X + 1 additional student = $4.75
   X + 2 additional students = $5.25
   X + 3 additional students = $5.75
   X + 4 additional students = $6.25
   X + 5 additional students = $ 6.75

   Secondary: Per Student/Per Day
   X +1,2,3 additional student(s) = $2.00
   X +4,5,6 additional student(s) = $4.00
   X +7 additional students = $6:00
   (Classroom limit not applicable for the addition of another section/class.)

   Administration has ten (10) school days from the Fall Count (first semester) and the Spring Count (second semester) to adjust the class size overage. If administration does not decrease the class size overage, the overage pay will start from the beginning of the semester.

   Attendance verification, from a teacher requesting payment for overage, will be checked by administration. Overage is based on the actual number of students in the classroom each day and not the number rostered to the class.

   Payment for overages will occur, twice per year, after the semester has ended.

F. Under no conditions shall a teacher be required to drive a school bus as part of

his/her assignment.

G. Telephone facilities shall continue to be made available to teachers for their reasonable use. Only local calls or school related calls will be made on District telephones.

I. The Board agrees to continue to provide parking facilities for the use of teachers.

J. If the District applies for a class size or case load deviation under the procedures established by the Michigan Department of Education, the Association President will be notified in writing of the request, the disposition of the request, and the plan for implementation.

K. Health and Safety
PPE, Hand Sanitizer and cleaning supplies will be provided by the district for all employees during the school year.

ARTICLE 8 - TEACHER PLACEMENT

A. Notices of all vacancies and new positions shall be posted in each building during the school year as well as provided via e-mail to the Association President. A vacancy is an unfilled position in the bargaining unit which the Board intends to fill after all assignments have been completed.

B. Any teacher may apply for such vacancy. In filling such vacancy, the Board will give due weight to the professional background and attainments of all applicants, the length of time each has been employed in the district as well as in the assignment, and other relevant factors, including but not limited to:

a. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;
b. Credentials needed for District, school, or program accreditation;
c. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the teachers' effectiveness in that assignment and is integrated into instruction;
d. Relevant special training, other than professional development or

continuing education as required by state and federal law, and integration of that training into instruction in a meaningful way;

e. Disciplinary record, if any;
f. Length of service in grade level(s) or subject area(s);
g. Recency of relevant and comparable teaching assignments;
h. Previous effectiveness ratings;
i. Attendance and punctuality;
j. Positive or negative rapport with colleagues, parents, and students;
k. Ability to withstand the strain of teaching;
l. Compliance with state and federal law; or
m. Any other reason that is not arbitrary or capricious.

Length of service within the District may be considered as a tiebreaker if a teacher placement decision involves two (2) or more teachers and all other factors distinguishing those teachers from each other are equal. The Administration will then act on all applications in the District's best interests and will inform all applicants and the Association of their decision in writing. This applies to mid-year placement decisions as well.

C. If a position is filled by transfer, subsequent positions will be posted for a reasonable application period, taking into account whether the posting occurs during the school year or summer months. The District will make every effort to allow at least five (5) days during the summer and three (3) days during the school year, unless operational needs require otherwise. This applies to any subsequent openings until all openings are filled.

Mid-Year Transfers:

1. Mid-Year transfers shall occur only for fair and substantiated reasons which may include but are not limited to:

    - Performance concerns or documented instructional issues,
    - Programmatic changes, enrollment shifts, or scheduling adjustments,
    - Necessary reductions in force or other operational needs, as determined consistent with this Agreement to maintain the most qualified staff possible district-wide.

2. The District will communicate all transfers with the full knowledge of the teacher(s) involved and the Association President. A verbal explanation of the

rationale for the transfer will be provided to the teacher(s) with an Association representative present.

3. Any transfer related to staff reduction shall follow the Layoff and Recall provisions of this Agreement.

ARTICLE 9 - ADMINISTRATIVE SENIORITY

A. Any teacher who shall be transferred to a supervisory or administrative position shall have his or her bargaining unit seniority frozen at the date of transfer and shall begin to re-accumulate seniority from that point should he or she later return to teacher status. This paragraph refers only to seniority in the bargaining unit and not to the step on the pay scale.

B. Any administrator who has not been a bargaining unit employee in the District, and who is transferred to teaching status, shall not be credited with accrual of seniority in the bargaining unit which would reflect the period spent in the supervisory or administrative status.

ARTICLE 10-LEAVES WITH PAY

A. At the beginning of each school year, each teacher shall be granted a total of twelve (12) days of paid time off (PTO) Should the teacher leave the employ of the Board during the school year, the PTO allowance shall be pro-rated and appropriate adjustment made.

Each teacher's unused days of paid time off (excluding sick leave bank days as provided in Article 18) will accrue from year to year up to a maximum of one hundred twenty (120) accumulated days.

B. The Board may request a doctor's verification of any illness, injury, or disability covering the absence for which the teacher is to be paid for 5 consecutive days. Any employee who has 90 days of continuous paid time off must file for FMLA, Short or Long Term disability (whichever is most appropriate for the situation).

C. Leaves of absence with pay, chargeable against the teacher's PTO allowance, shall be granted for the following reasons (renewable at the discretion of the Board):

1. A maximum of three (3) days per school year for a critical illness *in* the immediate family which requires a doctor's care. In cases of dispute, a doctor's verification may be

requested by the Board.

2. Three (3) days when emergency illness in the immediate family requires a teacher to make arrangements for necessary medical or nursing care.

3. One (1) day for attendance at the school graduation of someone in the immediate family.

4. Time necessary for attendance at the funeral services of a person whose relationship to the teacher warrants such attendance. Two (2) days maximum under this provision are chargeable against the PTO allowance. Other days necessary to attend such funeral services shall be without pay and are not chargeable against the sick leave allowance.

5. A teacher who is disabled because of pregnancy will be able to use PTO benefits on those days that she is physically unable to perform her duties. For extended periods of leave, the Board may request periodic certification of her inability to continue work and perform her regular duties as verified by her physician. Sick leave benefits under this provision will be terminated when she is physically able to perform her duties as certified by her physician.

6. Teachers who are absent on a compensable leave under the Workers' Compensation Law who have accumulated PTO available, will have a pro rata portion of sick leave deducted on each day of absence to assure the continuation of the teacher's regular daily salary. Upon exhausting the PTO accumulation, the teacher will only receive those amounts afforded under the law.

D. PTO days will be scheduled through Munis and Red Rover. Only illness or emergency time off shall be granted for same day leave requests. Multiple day requests must be made not later than two (2) days prior to the days requested, unless extenuating circumstances prevent such notice.

Absent an exception being made by the Superintendent, PTO days will not be authorized to extend vacations (defined to also include holiday breaks), on exam days, on parent-teacher conference days, the first and last day of student instruction, and on professional development days; If a PTO day is requested for one of these days, an additional PTO day will also be deducted for a total of two (2) PTO days being used for this day. Furthermore, no more than two (2) teachers District-wide will be authorized PTO leave on a given day (third teacher at the discretion of the Superintendent).

The Superintendent's decision shall be final. The request need not contain a statement identifying the reason for the request, however it is understood that the use of such

days for business which could be conducted outside of the normal school hours is prohibited.

E. Leaves of absence with pay not chargeable against the teacher's PTO allowance shall be granted for the following reasons:

1. For a death in the immediate family, the first two (2) days of a total of five (5) days are not chargeable against the PTO allowance. The last three (3) days of the total of five (5) are chargeable against the allowance.

2. Absence when a teacher is called for *jury* duty or is subpoenaed to appear as a witness in a court of proper jurisdiction. The teacher shall be paid regular salary less the court-paid jury or witness fee. The teacher must present the court payment voucher to receive reimbursement.

3. Administration approved visitation at other schools for attending educational conferences or in-service workshops, but expressly excluding any functions for the purpose of labor relations (e.g., collective bargaining, negotiations, grievance training, etc.). Teachers involved under this provision shall, upon request by the Administration, submit a written report concerning the program attended.

F. At the beginning of each school year, the Association shall be credited with five (5) days with pay to be used by elected officers and/or representatives of the Association. The President of the Association agrees to notify the Superintendent not later than forty-eight (48) hours in advance of any Association officer and/or representative taking such leave. No more than two (2) teachers shall use this leave on the same day. No more than three (3) days in succession may be used by one (1) teacher. A limit of five (5) days may be used by any one (1) teacher in one (1) year.

G. For the purpose of this Article, the term "immediate family" is defined to include the teacher's spouse/partner and the children, step-children, parents, stepparents, grandparents, grandchildren, son-in-law, daughter-in-law, sponsored dependents and siblings of the teacher or his/her spouse/partner.

H. Unused PTO credited at the beginning of the current school year may either be rolled over into the teacher's accumulated sick day balance or may be paid in full at fifty (50) dollars per day on the last pay in June. Any days above 120 cannot be rolled over and will be paid at fifty (50) dollars per day.

ARTICLE 11 - UNPAID LEAVES OF ABSENCE

A. Consistent with its responsibility under the Family and Medical Leave Act ("FMLA"), the Board has adopted a leave policy that conforms to that law for certain leaves of absence. An eligible teacher may apply for FMLA leave as permitted by law and Board policy. Pursuant to the FMLA, only the eligible teacher may exercise the right to return to the position that the teacher occupied immediately before the beginning of the FMLA leave. (Mason County Eastern Board of Education Policy 3430)

B. The Board reserves the right to require written doctor's reports to confirm the ability of the teacher to return from an unpaid leave of absence and to resume full teaching responsibilities.

C. Leaves of absence without pay may be granted, upon approval of the Board, for the following purposes:

1. Study related to the teacher's licensed field.

2. Study to meet eligibility requirements for a certificate other than that held by a teacher.

3. Study, research, or special teaching assignment involving probable advantage to the District.

4. The Board reserves the right to approve or deny all requests for leave under the provision of C. above.

D. In no case shall a leave of absence last more than two (2) years.

E. Failure to return from a leave of absence shall be construed to mean that the teacher has voluntarily terminated employment with the District.

F. Written request for an extension of leave must be received by the Superintendent not later than ninety (90) days prior to the expiration of the leave.

G. Unpaid leaves up to five (5) days may be granted by the Superintendent. Any additional days must be approved by the Board.

H. Personal leaves not provided for above may be considered on a case by case basis.

I. Except as otherwise required by the FMLA, teachers who desire to maintain their medical Insurance during the period of unpaid leave may do so by paying the cost of the

premium to the school district on a monthly basis. Mason County Eastern Board of Education Policy 3430. (FMLA)

J. Teachers who are elected to office in the Michigan Education Association or the National Education Association or are appointed to its staff will, upon proper application, be given a leave of absence without pay for the purpose of performing duties for the Association. Such leave will be without pay or seniority accrual or advancement on the salary schedule.

K. The date of return from any leave of absence under this Article shall be established in advance by mutual agreement of the Board and the teacher.

ARTICLE 12 - TEACHER EVALUATION

The purpose of the teacher evaluation process is to promote instructional effectiveness, support continuous professional growth, and ensure improved student outcomes. The process shall be conducted in a fair, transparent, and consistent manner and in full compliance with the Michigan Revised School Code, including but not limited to Section 1249 and the Teachers' Tenure Act. This performance evaluation system will include, as appropriate, the following:

A. a year-end evaluation process that meets statutory standards;
   1. The classroom teacher will be evaluated pursuant to the [5D(+)] performance evaluation system consistent with Revised School Code Section 1249 and the Teachers' Tenure Act.

B. Student Growth Component

1. Student growth shall constitute 20% of a classroom teacher's annual evaluation. The score shall be based on pre/post subject area tests, NWEA growth, and any other assessments as determined annually by the grade-level/department level teachers with cooperation of the administration. Standardized tests such as M-STEP, ACT, PSAT, or SAT will not be used to determine student growth unless mutually agreed upon by both parties, which will be determined at the beginning of the evaluation cycle.

2. Teachers may request that individual student growth scores be excluded from the 20% calculation based on defined, objective criteria (e.g. excessive absences, late enrollment, or IEP-related exclusions). These criteria shall be mutually

developed and agreed upon by the District and the Association.

C. Observation Requirements

1. All formal observations shall be a minimum of fifteen (15) minutes in duration.

2. Each teacher shall receive at least two (2) formal observations per evaluation cycle, unless otherwise required by law.

4. Informal observations may supplement but shall not replace formal observations unless agreed upon by the teacher.

D. Timelines and Feedback

1. Written feedback from each observation shall be provided within five (5) school days.

2. A follow-up meeting between the evaluator and teacher shall occur within ten (10) school days, unless mutually agreed otherwise.

3. A final evaluation conference shall be held before June 1 of the school year.

E. Mentoring and Support

1. First -year probationary teachers and any teacher with an individualized development plan (IDP) shall be provided the following:

a. A mentor who will focus on collaborative, non-evaluative support, including modeling, instruction, planning, support, and professional development.

b. Specific performance goals to assist in improving effectiveness for the next school year, developed in consultation with the teacher

c. Training to be provided by the District to assist the teacher in meeting the goals of the IDP.

d. A mid-year progress report within two weeks of the end of the first semester.

F. Rights of Tenured Teachers

1. If a tenured teacher has been rated at least "effective"on the three (3) most recent consecutive year-end evaluations, the teacher may be evaluated biennially or triennially.

F. Time lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher unless the Board implements the provisions of the Teachers' Tenure Act relating to a criminal charge, or the teacher is finally adjudged guilty of a crime in connection with said incident by a court of proper jurisdiction.

G. All complaints concerning a teacher's performance shall be promptly brought to the teacher's attention.

H. Teachers shall be expected to exercise reasonable care in the performance of teaching assignments with respect to the safety of students and property.

ARTICLE 14 - LAYOFF AND RECALL

1. Determination of Staffing Needs

a. The Superintendent, acting within the approved budget, shall determine the number and type of teaching positions required to implement the curriculum.
b. When budgetary constraints, program changes, or other operational needs necessitate a reduction in staff, the Superintendent shall recommend the positions to be eliminated to the Board.

2. Decision Criteria

a. Reduction and recall decisions shall be based on teacher effectiveness and documented qualifications on record with the District, including:

- Compliance with all applicable state and federal requirements and funding conditions;
- Credentials required for school or program accreditation;
- District-provided professional development or specialized training relevant to instructional effectiveness;
- Disciplinary history, length of service, recent comparable teaching experience, prior effectiveness ratings, attendance, punctuality, rapport with colleagues, parents, and students, capacity to meet job demands, and compliance with law;
- Any other factor that is not arbitrary or capricious.

3. Teacher Obligations

a. Teachers must maintain current documentation of certification and qualifications in District records.

b. Laid-off teachers must keep current contact information (address, phone, and email) with the Superintendent's office or risk forfeiture of recall rights.

4. Tie-Breaking Rule

a. If two or more teachers are equally qualified, length of District service shall determine priority.

5. Board Action and Notice

a. All reduction and recall decisions shall be made by formal action of the Board.
b. Written notice of such decisions shall be provided to affected teachers and the Association.

6. Recall Procedures

a. A laid-off teacher remains eligible for recall for twelve (12) months following the effective date of the reduction.
b. The Superintendent may reassign existing staff prior to initiating recall.
c. Vacancies shall be filled by:
- Recalling the most qualified laid-off teacher with a rating of "effective" or higher; or
- Posting the vacancy if no laid-off teacher meets the certification and qualification requirements or if the District's educational needs so require.
d. Written recall notices shall specify deadlines for acceptance and reporting.
e. Failure to attend an interview, accept recall, or report as directed shall result in forfeiture of all recall rights, unless extended in writing by the Superintendent.

7. Additional Provisions

a. Teachers shall receive layoff notice at least thirty (30) days prior to the effective date.
b. A teacher recalled by September 1 following a year-end layoff shall receive the annual salary, less any unemployment benefits received during the layoff.
c. Alleged violations of this Article are excluded from arbitration under the grievance process.

The following also will apply:

1. "Certificated" is defined as possessing the necessary teaching certificate from the State of Michigan.

2. "Qualified" means any requirements beyond being certified, such as being

highly qualified or any endorsement for subject areas as may be required.

3. "Effective" is defined as the teacher's final year-end evaluations of effective/highly effective.

4. Seniority is defined to mean the length of continued unbroken service in the Mason County Eastern Schools in the teachers bargaining unit. Time spent on leave of absence or layoff shall not constitute a break in service, and seniority shall continue to accrue as if employed in that position (part-time or full-time) for which the teacher was laid off or on leave. Accrual time will be credited to the bargaining unit member's account upon re-employment. Part-time teachers accrue seniority on a prorated basis. Bargaining unit members who leave the bargaining unit to accept Administrative positions with the District shall have their bargaining unit seniority frozen and shall not accrue seniority during the time of separation from the bargaining unit.

b. Date and time of teacher's signing of letter of intent shall be used where there is a tie in years of seniority.

c. A seniority list shall be prepared each year in consultation with the Association President. The District shall provide a dated copy of the seniority list to each EA member, no later than seven (7) days following the October Board meeting, to initial and return to the Administration office affirming their dates are correct within fourteen (14) days of the date of the document. The District shall assume the dates are correct if the bargaining unit member does not return the list by the deadline and thereafter, the list shall be final and conclusive.

d. Seniority and recall rights in the Mason County Eastern Schools shall be lost by a tenure teacher on lay off after three (3) years, who retires, resigns, or is discharged.

e. Seniority rights shall be lost by the teacher if he/she does not return or respond to a recall notice within ten (10) working days of recall from layoff. If, however, the teacher is under contract with another school district at the time of recall, the Board will extend the recall limit to the end of the school year for the following year.

f. In no case can more than one (1) year of seniority be obtained in a school year.

g. Acceptance or rejection of a position less than the one from which the teacher was laid off will not affect seniority or recall rights.

ARTICLE 15 - GRIEVANCE PROCEDURE

A. Any teacher, group of teachers, or the Association believing that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement relating to wages, hours, terms, or conditions of employment may, within sixteen (16) days of the alleged violation or knowledge thereof, file a written grievance with the Board or its designated representative.

The Board designates, as its representative for such purposes, the Principal and Superintendent. The Association shall have the right to initiate a grievance on behalf of an individual or group of individuals without his/her *or* their specific approval indicated in writing on the written grievance. The individual can object to the grievance in writing.

Written grievances shall contain the signature of grievant(s) and shall:

1. Be specific.

2. Contain a synopsis of the facts giving rise to the alleged violation.

3. Cite the section or subsections of this Agreement alleged to have been violated.

4. Contain the date of the alleged violation.

5. Specify the relief requested.

Any written grievance not substantially in accordance with the above requirements may be rejected as improper. Such a rejection shall not extend the limitations hereinafter set forth.

B. Within ten (10) days of the date of the alleged violation, the grievant(s) shall orally discuss the matter with the building principal(s) in an effort to resolve the problem informally. The grievant(s) may be accompanied by an Association representative upon his/her request. Responsibility for arranging representation lies solely with the grievant(s) and shall not serve to extend the time limitations herein established. Within three (3) days of the informal meeting, the building principal shall inform the grievant(s) of his/her decision. If, after the principal's response, a grievance still exists, grievant(s), with the aid of the Association or its representative, shall, within three (3) days, reduce the grievance to writing as specified in A(1-5) and present it to the Superintendent as specified.

C. Within ten (10) days of receipt of the written grievance, the Superintendent shall indicate his/her approval or disapproval. If the Superintendent disapproves the

grievance, he/she shall indicate on the grievance form his/her reasons for disapproval and forward one (1) copy to the grievant(s), one (1) copy to the Association, and one (1) copy to the principal of the building in which the grievance arose, and shall place one (1) copy in a permanent file in his/her office.

D. If the decision of the Superintendent is not satisfactory to the Association, it may, within fifteen (15) days of receipt of the Superintendent's written decision, submit the grievance to arbitration through the American Arbitration Association (AAA), with the arbitrator being selected and proceedings governed by way of the rules and regulations of the American Arbitration Association (AAA).

1. The decision of the arbitrator shall be binding on both parties.

2. The costs of the arbitrator shall be borne equally by the parties, except that each party shall pay the cost of calling its own witnesses and preparing exhibits and testimony.

3. The powers of the arbitrator shall be limited only by the following provisions:

a. The arbitrator shall have no power to add to, subtract from, amend, or modify any provisions of this Agreement.

b. The arbitrator shall have no power to alter or impose any salary schedule.

c. The arbitrator shall have no jurisdiction to review a grievance involving a prohibited bargaining subject as determined by Michigan Compiled Laws (MCL).

E. Time limitations established hereinafter shall be strictly observed and may be extended only by mutual agreement in writing. Failure of a teacher to process a grievance within the time limits herein established shall preclude further proceedings on that grievance. Failure of the Administration to process a grievance within the time limits shall automatically advance the grievance to the next level of this procedure.

F. Matters falling within the jurisdiction of a state or federal agency for which an administrative procedure exists to seek a remedy (e.g., Tenure Commission, Michigan Employment Relations Commission, Equal Employment Opportunity Commission, etc.) for which the teacher and/or Association has filed a complaint, may not be processed further as a grievance. If a complaint is filed and a grievance is pending at any level, further proceedings on the grievance are prohibited.

ARTICLE 16 - PART-TIME EMPLOYEES

A. Temporary Vacancies:

A temporary vacancy is one in which a teacher is not available to work due to an accident, extended illness or injury, or approved leave.

B. Part-Time Teachers:

Teachers who teach less than a normal teaching load will be defined as part-time teachers. The following will be guidelines to establish salary and fringe benefits:

1. Candidates with experience in teaching may be allowed as much as ten (10) years experience outside the school system provided that evaluations of that experience by the Board shows it to have been satisfactory.

2. Part-time teachers shall have their place on the salary schedule determined by the Administration in accordance with Appendix B. Their yearly salary shall be the percent of the day they work times their appropriate step as found above.

3. Appendix E (4) for fringe benefits.

ARTICLE 17 - RETIREMENT POLICY

A. The Board shall not adopt nor impose any policy regarding the retirement age of teachers which is in conflict with the provisions of this Agreement or applicable state and federal laws.

B. Whenever possible, a teacher who is planning to retire at the end of the school year will inform the Superintendent of his/her intent on/or before April 1 in order to facilitate planning.

C. Any teacher who submits a written letter of resignation/retirement to the Superintendent or designee on or before April 1 shall receive a five hundred dollar ($500) stipend to be included in his/her final check.

ARTICLE 18 - MISCELLANEOUS PROVISIONS

A. For purposes of this Agreement, unless otherwise specified, the term "days" shall mean the days of the week (including the summer) Monday through Friday, excluding Saturday, Sunday, holidays, and scheduled breaks in the school calendar.

B. Teachers shall make every effort to request a substitute through Red Rover and notify the principal and building secretary prior to 7:00 A.M. if unavailable for work. The Administration bears the responsibility for arranging for substitute teachers. Teachers shall also report absences on their MUNIS accounts as well.

C. This Agreement shall supersede any policy or regulation of the Board which may be inconsistent with its terms, and shall supersede any inconsistent terms of an individual teacher contract.

D. Copies of the Agreement shall be available on the school website under the transparency tab, (30) days after the Agreement is ratified and presented to all teachers now employed or later employed by the Board.

E. If any provisions of this Agreement or any application of this Agreement to any employee or groups of employees shall be found contrary to law (i.e., insufficient number of instructional hours or days, etc.), such provisions or applications shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. The parties shall immediately renegotiate the provisions or applications in question to comply with the law.

F. Board policies will be available on the school website, under the transparency tab, in a timely fashion after Board approval.

G. An emergency manager appointed under the Local Financial Stability and Choice Act, MCL 141.1541 et seq., shall have the authority to reject, modify, or terminate the collective bargaining agreement as provided in that Act.

ARTICLE 19 - SICK LEAVE BANK

A. The sick leave bank from the previous Agreement is extended. If the total accumulation in the sick leave bank falls below one hundred (100) days, all teachers shall make matching contributions to re-establish and maintain a balance of one hundred (100) days or more.

B. All new bargaining unit employees must contribute five (5) PTO days to the sick leave bank according to the following schedule in order to be eligible to draw from the bank:

First five years of employment - 1 day for each year.

Any bargaining unit employees having a legitimate need to use days from the sick leave bank (according to provisions of paragraph C), but having contributed less than five (5) days, will be allowed full use of the bank as needed if his/her yearly contributions have been made up to the point of the need to draw from the bank.

C. Restrictions relative to the usage of the sick leave bank are as follows:

1. Access to the sick leave bank days may only be utilized by contributing teachers for their own personal illness or injury which is not compensable under the Workers' Compensation Act (see Article 10-C-6).

2. Personal PTO accumulation for the year must be exhausted prior to receiving sick leave bank days. A teacher with five (5) or more years of service within the bargaining unit who has used all the days referenced above can only draw from the bank for absences of three (3) or more consecutive work days.

3. No more than five (5) sick leave bank days are available to be used until 90 days after the first teacher report day for first year teachers. A first year teacher may request additional days by a vote of approval by the Association.

4. A physician's statement containing a diagnosis and prognosis may be requested by the District. The bargaining unit employee will sign a release form if requested. The Board reserves the right to request additional opinions from a Board appointed and Board paid physician when making an initial determination and during the term of an absence.

5. Requests of over 15 sick leave bank days must be approved by the Association.

6. Maximum of ninety (90) days draw or the number of days necessary to qualify for LTD, whichever is less.

7. Members who receive days from the sick leave bank will sign a redemption agreement which provides that:

a. If a teacher later collects workers' compensation or another form of disability payment for the period of absence under the bank's provisions, the bank will be repaid by the teacher.

b. If long-term disability is paid and for any twelve (12) month period results in the receipt of salary from the District and disability payments in

excess of the teacher's annual salary, the bank will be repaid by the teacher.

8. Any disputes relative to eligibility or continued eligibility will be resolved by the Superintendent and Association President following a review of the medical and related documentation. As such, the denial or discontinuation of bank payments will be subject to the grievance procedure.

D. Any PTO days which a teacher has accumulated who is leaving the school system for any reason other than leave, layoff, or retirement, will be automatically credited to the sick leave bank. If a teacher is leaving before the end of the school year, the PTO days will be prorated based on 180 days of employment.

E. Any accumulated PTO of a person who retires beyond the number for which he/she is reimbursed under Appendix B will automatically be credited to the sick leave bank.

F. Clerical records of sick leave bank days will be kept in the Superintendent's office, and copies will be given to the employee and to the Association. Copies of the cumulative sick leave bank days will be on file in the Association records as well as in the Superintendent's office. A record of individual PTO days will be given to each employee no later than five (5) days following the regular October Board meeting.

G. A sick leave bank will be maintained in successive school years, and in the event of it being removed from the contract, sink bank days will be returned to the teachers and the Board on a pro rata basis.

ARTICLE 19 - DURATION OF AGREEMENT

This Agreement shall become effective September 1, 2026, and shall expire on August 31, 2029.

BOARD OF EDUCATION

By _____
President

By Edward Miller
Secretary

Date: 9-21-2026

ASSOCIATION

By Patricia D. Kelly
President

By Amanda Kistler
Secretary

Date: 10/6/26

APPENDIX A

Calendar will include MDE approved professional days (pending approval) up to 5 days to be included as instructional days in the calendar.

Mason County Eastern

2026-2027 School Calendar

( ) Vacation Period, Holiday, Other Non-Working Day, ▲ Non-Student Day/PD Day, ■ End of Marking Period, ★ Parent/Teacher Conferences, —½ Day O= Open House

August

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
18	19	20	21	22
24	25	26	27	28
31▲				

September

Mo	Tu	We	Th	Fr
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7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October

Mo	Tu	We	Th	Fr
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5	6	7	8★	9▲
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November

Mo	Tu	We	Th	Fr
2	3	4	5	6■
9	10	11	12	13
16	17	18	19	20
23	24	25	(26	27)
30				

December

Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
(21	22	23	24	25
28	29	30	31)	

January

Mo	Tu	We	Th	Fr
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25	26	27	28	29

February

Mo	Tu	We	Th	Fr
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8	9	10	11	12
15	16	17	18★	19▲

March

Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19

April

Mo	Tu	We	Th	Fr
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12	13	14	15	16

22	23	24	25	26

May

Mo	Tu	We	Th	Fr
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18	19	22	21	22
(24)	25	26	27	28
(31)				

22	23	24	2	(26
29	30	31		

June

Mo	Tu	We	Th	Fr
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22	23	24	25	26
29	30			

19	20	21	22	23
26	27	28	29	30

APPENDIX A

Calendar will include MDE approved professional days (pending approval) up to 5 days to be included as instructional days in the calendar.

Mason County Eastern

2027-2028 School Calendar

( ) Vacation Period, Holiday, Other Non-Working Day, ▲ Non-Student Day/PD Day,
■ End of Marking Period, ★ Parent/Teacher Conferences, —½ Day O=Open House

August

Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
18	19	20	21	22
23	24	25	26	27
30	31▲			

September

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13	14	15	16	17
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October

Mo	Tu	We	Th	Fr
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18	19	20	21	22
25	26	27	28	29

November

Mo	Tu	We	Th	Fr
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8	9	10	11	12
(15)	16	17	18	19
22	23	24	(25	26)
29	30			

December

Mo	Tu	We	Th	Fr
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6	7	8	9	10
13	14	15	16	17
(20	21	22	23	24
27	28	29	30	31)

January

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21■
24	25	26	27	28
31				

February

Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11

March

Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10

April

Mo	Tu	We	Th	Fr
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28	29			

May

Mo	Tu	We	Th	Fr
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15	16	17	18	19
22	23	24	25	26
(29)	30	31		

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27	28	29	30	31

June

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19	20	21	22	23
26	27	28	29	30

17	18	19	20	21
24	25	26	27	28

APPENDIX A

Calendar will include MDE approved professional days (pending approval) up to 5 days to be included as instructional days in the calendar.

Mason County Eastern

2028-2029 School Calendar

( ) Vacation Period, Holiday, Other Non-Working Day, ▲ Non-Student Day/PD Day,
■ End of Marking Period, ★ Parent/Teacher Conferences, —½ Day O=Open House

August

Mo	Tu	We	Th	Fr
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September

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October

Mo	Tu	We	Th	Fr
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November

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December

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January

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15	16	17	18	1■
22	23	24	25	26
29	30	31		

February

Mo	Tu	We	Th	Fr
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March

Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9

April

Mo	Tu	We	Th	Fr
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19	20	21	22	23
26	27	28		

May

Mo	Tu	We	Th	Fr
	1	2	3	4
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14	15	16	17	18
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19	20	21	22	(23
26	27	28	29	30)

June

Mo	Tu	We	Th	Fr
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16	17	18	19	20
23	24	25	26	27
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APPENDIX B

COMPENSATION

A. Candidates with experience in teaching may be allowed as much as ten (10) years experience outside the school system provided that evaluation of that experience by the Board shows it to have been satisfactory.

B. Increments become effective the first work day of each year, and advancements under the salary schedule shall be automatic as of the first work day following completion of required academic courses. Increments will not accrue during layoff or leaves of absence.

C. Evidence of extra hours earned must be provided to the Administration by the Friday after Labor Day of that year for which payment is expected. Credit must be in the teacher's major or minor field or in pursuit of an additional certification or an approved Master's degree by the teacher's institution of higher education, or with prior approval of the Administration.

D. If any teacher voluntarily gives up his/her conference time to teach or substitute teach during that period, he/she will be paid at the rate of thirty-five (35) dollars per period. Assignments will be made by the principal with the teacher's consent. Time cards must be submitted within 7 days in which the event has occurred to receive compensation.

E. Unused sick and personal days credited at the beginning of the current school year may either be rolled over into the teacher's accumulated sick day balance or may be paid in full at fifty (50) dollars per day on the last pay in June. Any days above 120 cannot be rolled over and will be paid at fifty (50) dollars per day

Retiring teachers will receive a payment of fifty (50) dollars for each unused sick day up to one hundred twenty (120) days of their personal accumulation (not including sick bank) on their final paycheck.

F. 1. Longevity is defined as years of teaching service at Mason County Eastern Schools. Longevity pay is to be paid when the teacher begins the following years of extended service at Mason County Eastern. Effective July 1, 2005, the longevity schedule will be extended as follows:

12 & 13 years of service	-	6% of the teacher's column base
14 & 15 years of service	-	8% of the teacher's column base
16 & 17 years of service	-	10% of the teacher's column base
18 & 19 years of service	-	12% of the teacher's column base
20 & 21 years of service	-	14% of the teacher's column base
22 to 24 years of service	-	16% of the teacher's column base
25 to 26 years of service	-	19% of the teacher's column base
27 to 28 years of service	-	21% of the teacher's column base
29 years of service	-	23% of the teacher's column base
30 and over years of service	-	26% of the teacher's column base

2. The following will apply to the computation of longevity pay and eligibility:

a. Only regular teaching service within the bargaining unit and administrative service since the employee's last date of hire will be counted for purposes of longevity pay eligibility.

b. Substitute service and prior service for those who are rehired will not be credited.

c. Part-time service for an entire school year will be treated as a full year of service.

d. Periods of unpaid leave and layoff will not be counted as service time.

e. Partial years of service (whether full-time or part-time) will be prorated.

3. Longevity pay eligibility and placement for the year will be determined in August.

In making the computation of the years of service under the procedures set forth in Section 2 above, only .5 years of service or more will result in rounding the years of service to the next highest level. For example, a teacher with 11.5 years of service will be eligible for placement at the 12 year level, and a teacher with 24.4 years of service will be placed at the 24 year level.

G. Each teacher will receive his/her salary every two (2) weeks in twenty-six (26) pays. Each teacher will have the option of receiving his/her salary every two (2) weeks in twenty (20) equal pays, or each teacher will have the option of receiving his/her salary every two (2) weeks based on twenty-six (26) pays and a lump sum payment on the twentieth (20th) pay. Notification shall be made to the Administration by September first (1st) of the new contract year.

H. Teachers who work the full school year will receive full compensation according to the salary schedule:

Master Agreement Salary Schedule with steps and lanes for 2026-2027

	BA	BA+18	BA+24	BA+30	MA	MA+10
1	46,865	47,615	48,377	49,151	49,937	50,736
2	48,740	49,615	50,433	51,289	52,134	52,978
3	50,689	51,699	52,576	53,520	54,428	55,299
4	52,716	53,870	54,811	55,848	56,823	57,732
5	54,826	56,132	57,140	58,277	59,324	60,273
6	57,019	58,490	59,569	60,812	61,934	62,924
7	59,299	60,946	62,101	63,457	64,659	65,692
8	61,671	63,507	64,740	66,218	67,504	68,584
9	64,138	66,173	67,492	69,099	70,475	71,600
10	66,704	68,952	70,359	72,105	73,575	74,751
11	69,372	71,852	73,350	75,240	76,812	78,040

Master Agreement Salary Schedule with steps and lanes for 2027-2028

27-28

	BA	BA+18	BA+24	BA+30	MA	MA+10
1	47,802	48,567	49,345	50,134	50,936	51,751
2	49,715	50,607	51,442	52,315	53,177	54,038
3	51,703	52,733	53,628	54,590	55,517	56,405
4	53,770	54,947	55,907	56,965	57,959	58,887
5	55,923	57,255	58,283	59,443	60,510	61,478
6	58,159	59,660	60,760	62,028	63,173	64,182
7	60,485	62,165	63,343	64,726	65,952	67,006
8	62,904	64,777	66,035	67,542	68,854	69,956
9	65,421	67,496	68,842	70,481	71,885	73,032
10	68,038	70,331	71,766	73,547	75,047	76,246
11	70,759	73,289	74,817	76,745	78,348	79,601

Master Agreement Salary Schedule with steps and lanes for 2028-2029

	BA	BA+18	BA+24	BA+30	MA	MA+10
1	48,758	49,538	50,332	51,137	51,955	52,786
2	50,709	51,619	52,471	53,361	54,241	55,119
3	52,737	53,788	54,651	55,682	56,627	57,533
4	54,845	56,046	57,025	58,104	59,118	60,065
5	57,041	58,400	59,449	60,632	61,720	62,708
6	59,322	60,853	61,975	63,269	64,436	65,466
7	61,695	63,408	64,610	66,021	67,271	68,346
8	64,162	66,073	67,356	68,893	70,231	71,355
9	66,729	68,846	70,219	71,891	73,323	74,493
10	69,399	71,738	73,201	75,018	76,548	77,771
11	72,174	74,755	76,313	78,280	79,915	81,193

APPENDIX C

EXTRA CURRICULAR ACTIVITIES (SCHEDULE B)

A. Additional pay will be paid as indicated for the following additional duties.

B. The Board reserves the right to terminate the services of any teacher in a position on the extra-curricular Appendix C.

C. Any additions on a contract are binding if signed by the Board.

D. The pay for each position listed below is a percentage of the BA Base column of the Salary Schedule and the years in the position in the District.

- BA Base Step 1 for the first year
- BA Base Step 2 for the second year
- BA Base Step 3 for the third year
- BA Base Step 4 for the fourth year
- BA Base Step 5 for the fifth year
- BA Base Step 6 for the sixth year
- BA Base Step 7 for the seventh year

E. A written evaluation shall be done by the Administration/Athletic Director following each sport concerning the performance of the coach. This evaluation shall be delivered to the coach within thirty (30) days of the last scheduled event in that sport in which athletes representing Mason County Eastern participate.

The coach's strengths and weaknesses should be listed, as well as possible solutions for any weaknesses. At the conclusion of this report will be the statement, "Considering all factors, the work performance of this coach is - satisfactory or unsatisfactory." Failure to provide an evaluation to the coach within thirty (30) days shall be construed as a "satisfactory performance".

Any coach that is dismissed shall be granted the right of a hearing before the Board where a final decision shall be made.

F. All bargaining unit employees or persons on layoff from the unit shall be considered together (at the same time) for filling Appendix C assignments.

G. If a schedule B is cancelled prior to the assignment start no payment will be provided. If the assignment is cancelled due to Governor EO, MHSAA or District Quarantine, payment will be prorated based on days of assignment with not less than 25% payment to coach/advisor.

Cross Country Coach *(boys and girls)*	8%
Junior High Cross Country Coach	3%
Varsity Golf Coach	8%
Varsity Soccer Coach	8%
Varsity Basketball Coach	11%
Junior Varsity Basketball Coach + $80.00 for each freshman game	8%
Seventh Grade Basketball Coach	5%
Eighth Grade Basketball Coach	5%
* Junior High Basketball (7th & 8th) One Coach	6%
Assistant(Aide)	3%
Cheerleading Coach - High School	8%
Boys Varsity Baseball Coach	8%
Boys Junior Varsity Baseball Coach	4%
Girls Varsity Softball Coach	8%
Girls Junior Varsity Softball Coach	4%
Varsity Track Coach *(includes boys and girls)*	8%
Varsity Track Assistant Coach	4%
Junior High Track Coach	3%
Varsity Volleyball Coach	11%
Junior Varsity Volleyball Coach	8%
Junior High Volleyball Coach	3%
Spring Track & Field Maintenance (Softball, Baseball, Track, Fall & Spring Soccer)	1% each
Varsity Club Advisor	5%
School Newspaper Advisor	2%
Yearbook Advisor (with yearbook as a teaching assignment)	4%
Yearbook Advisor (without yearbook as a teaching assignment)	8%
7th, 8th, 9th, 10th Grade Advisors	3% each
11th Grade Advisor	5%
12th Grade Advisor (with no senior trip) (with senior trip)	3% 5%
High School Student Council Advisor	7%
Middle School/Junior High School Student Council Advisor	5%

Elementary Student Council Advisor	5%
Drama/Play Advisor	4%
Noon Duty	5%
Vocal & Band	8%
National Honor Society Advisor	5%
Quiz Bowl	5%
S.A.D.D.	5%
School/District Improvement Team Chairperson(s)	12%
Robotics	3%
MTSS Coach	3%
Varsity Bowling (both teams)	8%
Bowling Assistant	4%

* If only one coach is hired for this position, he/she will be required to have an assistant. The coach is responsible for practice and game preparation. The assistant (aide) will support his/her efforts and be responsible for monitoring the team not actively participating.

G. If more than one (1) person takes an Appendix C assignment, the percent is split on a prorated basis as agreed to by the staff involved.

H. The intent of the Board/Athletic Department is to play an intramural type schedule for the fifth and sixth grade basketball teams. The players may go to a tournament; however, the intent is to reduce the total number of away games played.

I. The intent of the Board/Athletic Department is to hire separate coaches for the seventh and eighth grade teams and to hire separate coaches for the fifth and sixth grade teams. If they are unable to do this, an assistant will be hired to help the fifth and sixth grade coach and/or the seventh/eighth grade coach.

J. The School/District Improvement Team Chairperson(s) shall be elected annually by the teachers from a list of nominees approved by the Administration. No more than two (2) shall be elected to serve. If two (2) serve, the percentage stipend is split equally. Role expectations will be set by the Administration.

K. Schedule B pay will be at the middle of the season or year, and the second half at end of the season or year, depending on the position.

APPENDIX D

INSURANCE

A. The Board agrees to provide to all teachers the following insurance protection: The district agreed to pay the state-decreed maximum allowed by PA 152 using hard caps for 2025-2026.

1. The coverage will be for the employee and his/her entire family for each year of this Agreement. When appropriate, MESSA Medicare Supplement and Medicare premiums will be paid on behalf of eligible employees, spouses, or dependents.

2. Employees will be eligible for WMHIP Enhanced 250 014 or WMHIP Flexible Blue 2. Board will fund 100% of the HSA deductible on a quarterly basis for each employee choosing WHMIP Flexible Blue 2 according to the following schedule:

In ... ...es may ap

25%	First Pay Date of January 2026
25%	First Pay Date of April 2026
50%	First Pay Date of July 2026

IN Copay:	0
Rx Coverage:	ABC RX
Dental:	
Class I:	100%
Class II:	90%
Class III:	90%
Class IV:	90%
Class I, II, III Annual Max:	$1,500
Class IV Lifetime Max:	$2,500
Sealants Coverage	YES
Adult Ortho Coverage	NO
Cleanings	2/Year
Vision:	VSP 3 Plus 200CL
Life Insurance:	$30,000
AD&D Coverage:	$30,000
LTD Benefit:	66 2/3% Max $4,000
Max Monthly Salary:	$6,000
Waiting Period:	90 CDMF

3. Employees will be eligible for WMHIP Enhanced 250 014

WMHIP Enhanced 250 014 - Full-time employees:

Medical:	WHMIP Enhanced 250 014
IN Deductible:	$250/$500
IN Coinsurance:	N/A
IN Copay:	$5/$50
Rx Coverage:	Saver Rx
Dental:	
Class I:	100%
Class II:	90%
Class III:	90%
Class IV:	90%
Class I, II, III Annual Max:	$1,500
Class IV Lifetime Max:	$2500
Sealants Coverage	YES
Adult Ortho Coverage	NO
Cleanings:	2/Year
Vision:	VSP 3Plus 200CL
Life Insurance:	$30,000
AD&D Coverage:	$30,000
LTD Benefit:	66 2/3% Max $4,000
Max Monthly Salary:	$6,000
Waiting Period:	90 CDMF

4. For part-time employees. Should a part-time employee elect to enroll in WMHIP Flexible Blue 2, WMHIP Enhanced 250 014, and/or MESSA options the employee will pay the full cost of the elected plan through payroll deductions as a condition of this Agreement.

A. Insurance cash in-lieu: Employees not electing health coverage shall receive $6000 (full-time) or $600 per year (part-time), in accordance with the District's Section 125 Plan. The employee may choose to be paid in cash or contribute to an Employer-approved tax deferred/tax sheltered account.

B. The Board will maintain an IRS Qualified Section 125 Plan for deductions to be made on a pre-tax basis effective January 1, 2026 . The Board agrees to pay the maximum cap allowed by state law for the 2025-2026 school year (Adjustments to the cap will be made and added to the master agreement as soon as the state treasurer makes them known, which should occur by October 1 of each year). Employees shall be responsible for the premium beyond the cap. The Association may select a different insurance carrier, policyholder, or specifications to reduce the cost of insurance.

C. Teachers absent due to a disability (including Workers' Compensation) who have exhausted their individual sick leave bank accumulation, will continue to receive insurance premium payments made by the Board for the balance of the current contract year unless the premium obligation is assumed sometime during that time period under the existing insurance plan(s).

D. The Board shall make payment of insurance premiums for all persons who complete their contractual obligation to ensure insurance coverage.

The open enrollment period shall be jointly established by the Board, the Association, and the insurance carrier including opportunities for summer pre-enrollment and fall open enrollment (November 1 to December 1, and taking effect January 1) and whenever a group or individual subsidy amounts increase or decrease affecting the benefit package. The District is the insurance policy holder.

When necessary, premiums on behalf of the teachers should be made retroactively or prospectively to assure uninterrupted participation and coverage.

In instances where cost of coverage exceeds amounts of subsidy, the Board shall make provisions for the excess to be payroll deductible.

The Board will be responsible for providing insurance information including applications, claims materials, and enrollment meetings for the above mentioned programs.

E. If an employee is terminated or resigns during the school year, the insurance shall be continued until the employee has received the pro rata portion of the twelve (12) month insurance year earned at the time of the termination or resignation. An employee who is hired with an effective first work day after the first required work day of the school year shall be entitled to employee benefits for a duration determined on a pro rata basis. Any employee who resigns prior to the end of the academic year will have his/her insurance benefits terminated on the first day of the month following resignation.

F. If an employee dies during the school year, and providing the policy permits continued dependent coverage, the Board shall continue payments of the applicable premiums through the following September 30. If the employee dies after the completion of the school year, and providing the policy permits continued dependent coverage, the Board shall continue payments of the applicable premiums through September 30 of that year.

G. Payroll deductions shall be available for all current MESSA, MEAFS, and MEA programs, except as prohibited by law.

H. Sponsored dependents are not eligible for enrollment in the insurance plans under this Agreement at Board expense. The extension of benefits to sponsored dependents is subject to the approval of the insurance administrators and underwriters and payment of the appropriate premium by the employee.

APPENDIX E

CREDIT RECOVERY/INDEPENDENT STUDY

Appendix F is specifically for teachers with credit recovery/independent study students on computers in addition to the normal class load.

The total number of students in the classroom would not exceed 20.

The stipend paid per semester to teachers with credit recovery/independent study students in addition to the normal teaching load is as follows:

1-4 students	$200.00 per class period
5-9 students	$300.00 per class period
10+ students	$500.00 per class period

This stipend is not intended for teachers with classes containing only credit recovery students as part of their teaching assignment.

The teacher has the right to accept or refuse credit recovery/independent study students in addition to their normal class load without bias.