MASTER AGREEMENT

between the

BOARD OF EDUCATION

of the

MCBAIN RURAL AGRICULTURAL SCHOOL

and the

MCBAIN EDUCATION ASSOCIATION

July 1, 2025 - June 30, 2028

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MCBAIN EDUCATION ASSOCIATION

This Agreement entered into between the McBain Board of Education, hereinafter called the "Board", and the McBain Education Association, hereinafter called the "Association".

WITNESSETH

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

WHEREAS, the parties have reached certain understandings which they desire to confirm in this Agreement;

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Association as the exclusive bargaining representative as defined in Section II of Act 379 Public Acts of 1965, for the following certified personnel employed by the school: K-12 classroom teachers, guidance counselors, librarians, remedial reading teachers, remedial math and resource room teachers; but excluding per diem substitutes, administrative, supervisory and executive personnel.

B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.

ARTICLE II

ASSOCIATION AND TEACHER RIGHTS

A. Pursuant to the Michigan Public Employment Relations Act, the Board hereby agrees that every teacher employed by the Board shall have the right to freely organize, join and support the Association for the purpose of engaging in collective bargaining or negotiation or professional activities and the right to refrain from such activities. The Board undertakes and agrees not to directly or indirectly discourage, deprive or coerce any teacher from enjoying any rights conferred by the Act or other State or federal legislation: that it will not discriminate against any teacher with respect to hours, wages, terms or conditions of employment by reason of membership in the Association, participation in any activities of the Association including collective bargaining or negotiations with the Board, filing of any grievance or a complaint which may proceed from the terms or conditions of this agreement or for the lack of participation in the Association.

B. The Association and its representatives shall have the right to use school buildings upon written request providing normal school operations are not interrupted and prior approval from the Superintendent or designated representatives is provided.

C. The Association shall have the right to use school facilities and equipment including technology, duplicating equipment, and all types of audiovisual equipment for Association business. The Association shall pay the school's cost for all materials and supplies incidental to such use, and damage to equipment not resulting through normal use of the equipment. The Association shall also have the right to use the District's electronic hardware, software (excluding stored data), and shall reimburse the District for any cost of materials and supplies and damage to the equipment.

D. The Board will furnish to the Association legal public information regarding the financial resources of the District and public information allowed by the Freedom of Information Act or PERA which may be necessary for the Association to process grievances and to conduct negotiations as defined by the Michigan Employment Relations Commission. The Association shall pay the cost for compiling and copying as provide by the Freedom of Information Act ("FOIA").

E. The Board agrees to be an equal access, equal opportunity employer.

ARTICLE III

BOARD RIGHTS

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

1. To exercise the executive management and administrative control and operation of the school system, its properties and facilities and of the professional employees of the McBain Rural Agricultural School.

2. To continue its rights, policies, and practice of assignment and directions of its personnel, determine the number of personnel and scheduling of all the foregoing, establish, modify or change school hours or days but not in conflict with the specific provisions of the Agreement.

3. To determine services (received and rendered), supplies and equipment necessary to continue its operation. Also to determine all methods and means of distributing the above and establishing standards of operation. Determine the means, methods and processes or carrying on the function of the school district including automation or subcontracting thereof or changes therein.

4. To hire all professional employees, and subject to the provisions of this contract and of the law, to determine their qualifications including physical and/or mental conditions for their continued

employment or their dismissal or demotion; and to promote and transfer all such employees; to determine the size of the professional staff, and to lay off employees.

5. To establish and determine grade levels, courses of instruction, including special programs, student evaluation criteria and to provide for athletic, recreational and social events for students.

6. To cause the pupils attending school in McBain to be taught in such schools or departments as it may deem expedient.

7. To initiate and carry out procedures by which teaching contracts are not renewed according to the provisions of the Michigan Tenure Act.

8. To carry on an evaluation of the program and to evaluate the effectiveness of individual teacher performance.

9. To initiate and carry out the means of obtaining financial support for the school district.

B. The exercised of the foregoing rights, authority and discretion shall be limited only by the terms of this agreement and then only to the extent that such terms hereof are in conformance with the Constitution and laws of the United States and the State of Michigan.

ARTICLE IV

TEACHING HOURS AND CLASS LOADS

A. Secondary teachers shall have unassigned planning time of at least 235 minutes per week on a normal weekly schedule.

1. Elementary teachers, grades K-5, shall have unassigned planning time of at least 235 minutes per week on a normal weekly schedule. The administration will schedule blocks of planning time of at least 20 minutes in duration. Special activities, assemblies, field trips, conferences or other schedule adjustments not regularly scheduled may reduce the total weekly planning time.

a. The administration recognizes the importance of planning time for teachers. As such, whenever possible, IEPs or other meetings should be scheduled during the school day with coverage, not during the teacher's planning time.

B. Teachers in the elementary school who must substitute for a teacher who is normally assigned to instruct their students in specialized classes (e.g., music, physical education, art,.) shall be compensated for substitution time. Elementary teachers may elect compensatory time or receive payment per Schedule B. Compensatory time shall be earned in 1/12 day increments per supervised indoor recess. This compensation shall be 1/6 of the hourly rate of Step 9 of the BA+18 salary amount for each ten (10) minute block of student supervisory time. (BA18 Step 9 ÷ teacher days ÷ 7 hrs ÷ 6)

Election time for compensatory time or payment must be selected by October 1 of each school year.

C. The administration recognizes the demand on time for special education reports and planning. Principals may approve time dedicated for completing reports and planning. Teachers must present the request at least four (4) working days in advance.

D. The board will authorize the use of up to three (3) full days of compensatory time per teacher, per year in lieu of sub pay with the sole authority for approval/disapproval resting with the administration. In addition, compensatory time may be used before or after a scheduled break time. Compensatory time may not be used on professional development days. Up to five (5) teachers (K-12) may request the use of compensatory time before or after a scheduled break on a first-come, first-serve basis. Any unused comp time will be rolled over into the next calendar year. Teachers may use compensatory time in half day increments.

Comp Days for Middle School and High School = 7 Comp Hours = 1 Comp Day
4 Comp Hours = ½ Day
Elementary School - 12 Comp Hours = 1 day
6 Comp Hours = ½ day

Election time for compensatory time or payment must be selected by October 1 of each school year.

E. Compensation hours will be granted for Parent-Teacher Conferences where class sizes exceed the number of time slots available during the assigned conference times.

F. The Association and Board of Education recognize the necessity of fulfilling mandated legislation that requires a specified number of instructional hours and will cooperate to ensure fulfillment of legislative requirements to receive full state aid payments.

1. In the event State requirements for instructional time cannot be satisfied by the defined schedule, additional days of instruction will be scheduled or elementary teachers will be scheduled to supervise recess duties on an alternating basis or some other mutually agreeable alternative will be implemented. The recess assignment will be based upon joint approval of the Association and the Board.

The administration will be sensitive to individual conflicts and will seriously work with all classroom teachers to satisfy planning time needs.

1. Teachers will be granted a duty free lunch period of not less than thirty-five (35) minutes. This duty free lunch period shall not include time needed by the teachers to accompany classes to the lunch line.
2. K-8 teachers will accompany their class to the lunch line.
3. Elementary teachers are expected to provide supervision during the afternoon recess period when students are kept inside because of inclement weather.

4. If a teacher is requested by an administrator and volunteers to regularly teach more than the normal hours as set forth in this article, he/she shall receive additional compensation at one (1) times his/her hourly rate for each period in excess of such hours. Teachers who opt to receive pay for substituting for another teacher shall receive compensation at the rate of one-sixth (1/6) of the hourly rate of the Step 9 BA+18 salary amount for each ten (10) minute block of substitution time. (BA 18 Step 9 /teacher days/7 hrs/6)

G. The parties agree that class size should be kept at levels that would support student growth and achievement and that class size should be lowered whenever possible. Principals will inform the board if the following classroom levels are exceeded following the Fall count day: Elementary classrooms grades K-1 (23), grades 2-3 (26), grades 4-8 (28) and in grades 9-12 (31). Principals will also notify the Superintendent and the Board if class sizes fall below 17 students at any time during the school year. In addition, anytime class sizes increase past the recommended levels, teachers at the elementary level will receive compensation at a rate of $2 per student, rostered over the class sizes listed above, per day. For middle and high school staff, this rate will be prorated at of $2 divided by seven (7) hours, or $0.29 per hour per student rostered over the class sizes listed above.

Class overload provisions do not apply to band, choir.. For physical education, the overload threshold will be set at 42 students per class.

1. The Board agrees to seek balanced work loads for teachers receiving mainstreamed students having IEPC evaluations.

H. Teachers shall be present in their assigned buildings and ready to perform their professional responsibilities no later than 7:50 AM. Teachers shall remain at school until at least 3:12 PM on full days and 11:45 AM on scheduled half days, unless other professional responsibilities or duties are assigned.

The instructional day for students shall not begin before 7:55 and shall end by 3:10 unless otherwise agreed upon by the Board of Education and the McBain Education Association or changes in required instructional time from legislation.

I. In the event of severe inclement weather or when otherwise prevented by an Act of God and schools are closed to students due to an Act of God, teachers shall not be required to report for duty. The Board shall have the right to reschedule, at a later date, any days of instruction required by law so as to qualify the school district for full state aid. The Association will be informed prior to the Board making its decision on when days will be rescheduled. The rescheduling of such days shall not entitle employees to additional compensation.

J. Extra days that exceed defined teacher workdays for the fulfillment of school improvement, as approved by the administration, will be compensated at the daily rate of a substitute teacher. Extra days shall be defined as days not included in the school calendar.

The Association and the Board recognize that administrative staff meetings are important

and necessary. Teachers are expected to attend meetings that are called prior to, during or after the school day. In the event that a teacher cannot attend a meeting due to a prior commitment or extenuating circumstances, he/she may seek approval from the principal to be absent.

K. Bargaining unit members shall not be required to provide custodial care (i.e., diaper changes, blood cleanup, bathing), health services nor dispense medicine except in emergencies determined by the unavailability of the person assigned to those duties. Training will be provided for teachers who are given classroom assignments which include students requiring custodial care or health services.

L. Every effort will be made to notify affected teachers of class assignments no later than one (1) week before teacher supply orders are due in the spring. Affected teachers who have submitted supply orders and then subsequently had their assignment changed, shall be able to modify the supply order within ten (10) business days to meet the necessities of the new assignment.

ARTICLE V

TEACHER PLACEMENT

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

1.Placement of Classroom Teachers.

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

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

b. Appropriate certification, approval, or authorization for all aspects of the assignment. The certification, approval, or authorization, as applicable, will be determined by the Revised School Code, MDE's Teacher Ce1iification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations.

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

d. A "vacancy" shall be defined as an unassigned, open position or a newly created position which the district intends to fill. Vacancies shall be posted at least ten (10) business days prior to being filled. The Superintendent and Union President may agree to shorten this timeline to fill an immediate need.

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

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

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

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

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

v. Disciplinary record, if any

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

vii. Recency of relevant and comparable teaching assignments;

viii. Previous effectiveness ratings;

ix. Attendance and punctuality;

x. Rapport with colleagues, parents, and students;

xi. Ability to withstand the strain of teaching;

xii. Compliance with state and federal law; or

xiii. Other non-arbitrary or capricious reasons.

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

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

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

1. The Superintendent or designee has discretion to involuntarily transfer a teacher into a position for which they are certified or qualified for non-arbitrary or capricious reasons. Notice of an involuntary transfer of a classroom teacher shall be provided two weeks before the teacher is officially transferred. Unless the Association President and Superintendent agree that a shorter notice timeline is

necessary, This notice shall be provided to the teacher and Association President with the reasons for the transfer.

J. All placement decisions, whether voluntary or involuntary, must first involve affected staff members and union representative if requested.

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

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

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

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

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

L. Retired Teacher Hiring and Compensation Formula

Effective July 1, 2025, when the District hires a retired teacher to fill a teaching position, the individual shall be considered a member of the bargaining unit for the purposes of wages and working conditions. The compensation for retired teachers will be based on the current salary schedule outlined in this agreement, commensurate with their verified years of experience and education.

The salary for a retired teacher will be calculated using the following formula:

Step salary the teacher would be on (based on degree and years of experience) ÷ number of hours in the full school year × number of instructional hours × number of days worked = prorated annual salary.

Retired teachers shall be eligible for the same number of leave days as other members of the bargaining unit. However, these days will be categorized as Paid Time Off (PTO) Days, combining both medical and personal leave into a single allotment of equivalent total days.

All contractual provisions regarding compensation, workload, and benefits shall apply unless mutually agreed upon in writing by the District and the Association. These provisions shall be prorated based on the number of hours worked.

This provision shall apply to any retired teacher hired on or after July 1, 2025. Retired teachers who were employed by the District prior to this date will remain under the terms of their existing individual contracts, which will be honored by the District.

ARTICLE VI

TEACHER LAY-OFF AND RECALL

Layoff/Recall of Classroom Teachers.

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

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

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

    i. Retaining the most effective classroom teachers who are ce1iified (or otherwise approved or authorized) and qualified to instruct the courses within the curriculum, academic level(s), department(s), and school schedule(s). A probationary classroom teacher rated as "effective" (or highly effective) on the classroom teacher's most recent annual year-end performance evaluation is not subject to displacement by a tenured classroom teacher solely because the other classroom teacher is tenured under the Teachers' Tenure Act.

    ii. Classroom teachers must be properly certified, approved, or authorized for all aspects of their assignments. The classroom teacher's ce1iification, authorization, or approval status will be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations; and based on documentation on file with the Superintendent's office.

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

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

4. In addition, classroom teachers must be fully qualified for all aspects of their

assignments, as determined by the Board, based on documentation on file with the Superintendent's office, including:

i. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;
ii. Credentials needed for District, school, or program accreditation;
iii. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the classroom teacher's effectiveness in that assignment and is integrated into instruction;
iv. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;
v. Disciplinary record, if any;
vi. Length of service in a grade level(s) or subject area(s);
vii. Recency of relevant and comparable teaching assignments;
viii. Previous effectiveness ratings;
ix. Attendance and punctuality;
x. Rapport with colleagues, parents, and students;
xi. Ability to withstand the strain of teaching;
xii. Compliance with state and federal law.

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

    i. Reduction and recall decisions will be based on the classroom teacher's certification and qualifications in the District's records at the time of the decision.
    ii. A laid off classroom teacher must maintain current contact information (address, phone, and email address) with the Superintendent's office
    iii. Failure to maintain current contact information may negatively impact the teacher's recall.

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

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

8. The Superintendent or designee will provide written notice of reduction in force or recall decisions to each affected classroom teacher and Association two weeks prior to the reduction. Unless the Association President and Superintendent agree that a shorter timeline of the notice is necessary,

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

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

i. If one (1) or more classroom teaching positions are to be reduced, the Superintendent will first identify the academic level(s) or department(s) affected by the reduction. Among those classroom teachers who are ce1iified, approved, or authorized and qualified to instruct the remaining curriculum within the affected academic level(s) or department(s), selection of a classroom teacher(s) for reduction in force will be based on the factors set forth in this Appendix.

ii. Classroom teachers within the affected academic level(s) or department(s) who are certified and qualified for the remaining positions will be retained consistent with the factors set forth in this Appendix

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

iv. If more than one classroom teacher whose position has been identified for reduction is ce1iified and qualified for a concurrently vacant classroom teaching assignment, the Superintendent or designee will fill the vacancy consistent with this Appendix, unless the Superintendent determines (based on non-arbitrary or capricious reasons) that the District's educational interests would not be furthered by that assignment.

v. If the reduction or recall decision involves more than 1 classroom teacher and all other factors distinguishing those teachers from each other are equal, seniority (as established by the most recent seniority list for the bargaining unit to which the teachers belong or, if none exists, the District's records) will dete1mine preference for reduction or recall.

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

11. Classroom Teacher Recall Process

i. A classroom teacher is eligible for recall under this Appendix for 18 months from the date the District implemented the reduction in force.

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

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

iv. After or in lieu of any reassignment of existing teaching staff, the Superintendent may take the following action to fill a vacancy: Recall the laid-off classroom teacher who is certified and qualified for the vacancy, provided the classroom teacher was rated at least effective. If more than 1 laid-off classroom teacher is certified and qualified for recall to a vacant teaching assignment, the Superintendent or designee will fill the vacancy consistent with this Appendix.

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

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

ARTICLE VII

TEACHER EVALUATION

Evaluation of Classroom Teachers.

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

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

b. an evaluation tool that incorporates components required by law, including:

c. locally agreed-on student growth and assessment data or student learning objectives, as defined by Revised School Code Section 1249; and

d. the teacher's performance.

e. an individualized development plan (IDP) with measurable performance goals developed by the evaluator in consultation with

the teacher and recommended training, coaching, professional development or resources designed to improve the teacher's effectiveness for:

f. all probationary teachers;

g. teachers rated developing, needs support; or

h. at the administrator's discretion when performance deficiencies are noted. To the extent allowable by law, the District will notify a classroom teacher of complaints that might lead to discipline.

i. Classroom observations of at least 30 minutes each which include, at a minimum, a review of the classroom teacher's lesson plan, the state or national curriculum standard used in the lesson, and pupil engagement, with appropriate written feedback and a post-observation meeting between the teacher and the school administrator conducting the observation to discuss those items; Classroom observation feedback should be delivered within 15 school days from the date of the observation.

j. Walk throughs are only to be used as tool for teacher feedback and growth not evaluative purposes.

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

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

Tenured classroom teachers rated as highly effective or effective on the 3(three) most recent consecutive year-end evaluations may be evaluated triennially, but if the classroom teacher is not rated as effective on one of the triennial year-end evaluations, the classroom teacher must receive year-end evaluations. If a classroom teacher on the triennial track is placed on an IDP or transfers to a new position, the Superintendent may choose to move the classroom teacher to annual evaluations; year-end evaluations for classroom teachers shall be completed an or before the end of the school year.

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

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

C. Use of the mutually agreed upon evaluation tool, which has been approved by MDE and is in compliance with Revised School Code Section 1249 and corresponding regulations;

D. website posting of required information for the mutually agreed upon evaluation tool

E. training on the mutually agreed upon evaluation tool for teachers and evaluators as required by law.

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

G. A tenured teacher with two consecutive overall evaluation ratings of needing support may file a demand for arbitration with the American Arbitration Association in accordance with Revised School Code Section 1249.

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

I. The parties will by September 1, 2024 negotiate and reach consensus concerning how to measure student growth and assessment data or student learning objective metrics to be considered for 20% of the evaluation. If a consensus is not reached by September 1, 2024, the District will use the assessment data currently utilized.

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

K. Probationary teachers are to have their first evaluation before the first marking period of the school year.

L. Observations should not be conducted within one week before or after a scheduled break that lasts 5 (five) or more days.

ARTICLE VIII

TEACHER DISCIPLINE

A. For tenured teachers, consistent with the Teachers' Tenure Act, the parties subscribe to the concept of progressive discipline as required by law. Disciplinary measures may include remedial training, verbal warning, written reprimand, and suspensions (with or without pay) that may lead to discharge where appropriate. The district reserves the right to apply disciplinary measures consistent with the severity of the infraction.

B. Written disciplinary documents in the employee's file that is not

related to unprofessional conduct or others that must remain as required may be expunged after 10 (ten) years without further incidents per employee request.

C. Any specific complaint, which warrants investigation, toward a teacher shall be called to the teacher's attention and the complainant identified and the complaint specified. This term does not apply to the disclosure of student identity.

D. The employer shall offer the association representation of the bargaining unit employee during any meeting which will or may lead to disciplinary action by the employer. The meeting may be delayed until representation is available. If an employee is offered representation and declines, there should be documentation of their decision.

ARTICLE IX

TEACHING CONDITIONS

A. The Board agrees to maintain an adequately furnished workroom for use by the Board and its employees.

B. The Board shall designate two (2) restroom facilities to be used exclusively by employees of the Board during school hours.

ARTICLE X

LEAVE PROVISIONS

A. Illness And Disabilities

At the beginning of each school year the teacher shall be credited with eight (8) days of personal sick leave allowance to be used for an absence caused by illness, disability, or doctor appointments of employee or his/her spouse, household dependents or parents, or for any ESTA purpose not otherwise allowed as sick leave. Up to the first 72 hours of paid sick leave may be used for ESTA purposes. If a teacher works less than a full school year, sick leave shall be prorated based upon the year worked. The unused portion of such allowance shall accumulate from year to year to a maximum of one hundred ten (110) days. If a teacher has reached the maximum number of sick days (110), they will receive the following stipend at the end of year for not using sick days or unpaid days.

0 days used: 75.00
1 day used: 50.00

Upon retirement, teachers will get paid $50.00 per unused sick day to a maximum of 110 days.

B. Personal Leave

At the beginning of each school year, each teacher shall be credited with four (4) personal days to be used for any purpose at the discretion of the teacher. A teacher planning to use these days shall notify his/her principal at least one (1) day in advance, except in cases of emergency. The days immediately preceding or the days immediately following a legal holiday or school recess (e.g.

Thanksgiving, Christmas vacations, opening day of rifle season for deer) will not be recognized by the employer as a personal leave day, except in cases of emergency. Because of difficulty in securing substitutes, no more than six (6) teachers shall be allowed personal leave use per day, two (2) of which must have at least one (1) weeks' notice except in cases of emergency or approval of the building principal. Unused personal days will revert to sick leave accumulation at the end of each school year.

The Board and the McBain Education Association agree that there are special situations that may occur during a professional teacher's contractual calendar (graduations, weddings, once-in-a-lifetime events) that require special consideration for leave. These events will be handled through the Special Leave Application and must be approved by the Special Leave Committee made up of administrators and members of the MEA executive committee. It is understood that personal days and/or comp days must be used for this leave. Applications need to be turned in no less than 30 school days prior to leave. All decisions made by the Special Leave Committee are final.

C. Funeral

Employees may use up to a maximum of three (3) paid funeral leave days per death in the immediate family. Personal leave days may also be used for attendance at funerals. A maximum of six (6) teachers, four (4) of which may come from either elementary or secondary, may use a personal leave day for a funeral on any given day. An extension of at least three (3) personal leave days will be granted in case of death in the immediate family and such additional time will be deducted from the teacher's unused sick leave allowance. The immediate family is defined as: spouse, children, siblings, parents, grandparents, daughter-in-law, sister-in-law, son-in-law, father-in-law, mother-in-law and brother-in-law. (Applies to both employee and spouse).

D. Prolonged illness or Disability

A prolonged illness or disability shall be defined as absence from work for four (4) consecutive days or more. Any teacher that can anticipate a prolonged disability (such as scheduled surgery or confinement to home or hospital) shall notify the building principal in writing as soon as possible. In any prolonged illness or disabilities the teacher shall keep the principal informed of the situation. Any notification shall contain the projected dates of incapacity due to illness or disability. The use of sick leave shall be only for the duration of the actual incapacity. The Board reserves the right to verify the incapacity by requiring the teacher to submit to an examination by a physician. The examination requested by the Board will be a Board expense. The physician shall be selected by the teacher pending acceptance by the Board. Changes in the length of this leave may be made only after a written doctor's notice of ability to return or not return to work.

E. Unpaid Leave of Absence

1. All requests for unpaid leaves shall contain the dates the teacher wishes the leave to begin and end. The Board may, in its discretion, grant an unpaid leave of absence for up to one year.

2. If a teacher has exhausted all available paid sick leave and unpaid leave as provided for by the Family and Medical Leave Act, and a physician's statement has been presented to the Board certifying that the teacher is still not physically or mentally able to return to his/her regular teaching position, the Board shall grant said teacher on a leave of absence for up to one (1) year unless a variance requested by the teacher is granted by the Board. Requested leaves for this purpose shall be submitted in writing at least sixty (60) days prior to the date the teacher wishes to commence said leave, when possible.

3. Except for leave expressly permitted by the Family and Medical Leave Act, an unpaid leave may be granted by the Board for the purpose of caring for one's child. This leave shall begin at a desirable educational time in the school calendar as determined by the Board. Requested leaves for these purposes shall be submitted in writing at least sixty (60) days prior to the date the teacher wishes to commence said leave unless a variance requested by the teacher is granted by the Board.

4. The Board may grant an unpaid leave of absence for the following enumerated reasons and conditions listed thereunder, upon written request of the teacher to the Board of Education. These leaves of absence may be granted in the sole discretion of the Board of Education who reserves the right to specify the beginning and terminating dates of the leave of absence. Requests may be filed for:

    a. Study related to the teachers certified field. This leave of absence will be considered for the maximum length of one (1) year only.

    b. Other leaves of absence may be granted without pay, in the sole discretion of the Board, upon receiving from the requesting teacher in writing the purpose of the leave of absence, the probable advantage to the school district, the length of requested leave, and such other information as will assist the Board of Education in making a decision concerning whether to grant the leave of absence.

5. During said leave of absence such teacher's seniority shall remain unbroken despite such leave and past accumulated sick leave shall not be canceled.

F. Sick Bank:

If a teacher has exhausted all their sick, personal, and comp days, the teacher may request a donation of days from other teachers to cover an extended illness. Teachers may choose to donate their own sick days to help cover the need, but it is completely voluntary. The administration agrees to only deduct the number of days needed.

In situations where an employee may need additional medical days, the following process should be followed:

1. Notify Your Union Representative: The employee in need should inform their union representative of the requirement for additional medical days.

2. Union Representative Request: The union representative will then request additional days on behalf of the employee.

3. Submission of the Gifting of Days Form: Staff members willing to gift their sick days should complete the form and submit it to their union representative.

4. Administrative Approval: The union representative will submit the forms to the administration for final approval.

5. Allocation of Days: Sick days will be given on an as-needed basis. Please note that the requesting employee must exhaust all sick, personal, and comp days before additional days can be allotted.

6. Days Will Be Allotted as Needed: The allocation of days will be managed based on necessity and the availability of donated days.

The Military Leave bank will consist of ten (10) day, five (5) donated by McBain Education Association members (whether by using expiring sick days, current sick days, or personal days) and the McBain Board of Education will match the five (5) days donated by the staff.

The bank can be replenished at any time by donation of days from MEA Members of the service member. The number of days not used in a given year will automatically be credited toward the ten (10) day limit the following year. If all the banked days are used in a single school year, the MEA and school board agree to discuss additional days as needed. If replenishment is not an option the Service Member can take "leave without pay" for additional days but will not be required to pay for the substitute, benefits, or any other financial obligations involved with the military related absences. If the service member will be gone for more than thirty (30) consecutive school days, the all applicable federal "Uniformed Services Employment and Reemployment Rights Act (USERRA)" laws apply.

G. Association Days

A total of two (2) days leave may be granted to the McBain Education Association (MEA) for attendance by its officers at meetings. These days will be non-cumulative and it is understood that the MEA will reimburse the district for the cost of hiring a substitute and the employees retirement for all these Association days used.

ARTICLE XI

Teacher Mentors

Each bargaining unit member in his/her first three (3) years in the classroom shall be assigned a Mentor Teacher by the Administration. The Mentor Teacher shall be available to provide professional support, instruction and guidance. The purpose of the mentor assignment is to provide a peer who can offer assistance, resources and information in a non-threatening collegial fashion. Participation as a mentor teacher shall be voluntary.

Article XII

PROFESSIONAL BEHAVIOR

A. Teachers are expected to comply with rules, regulations, and by the Board or its representatives which are consistent with the provisions of this agreement.

B. The Association recognizes that abuse of sick leave or other leaves, chronic tardiness or absence, deficiencies in professional performance, or contractual violations reflect adversely upon the teaching profession and create undesirable conditions in the school building.

ARTICLE XIII

PROFESSIONAL IMPROVEMENT

A. The Board agrees to provide, upon application and approval of the administration, the necessary funds to attend select professional conferences. Teachers will, upon request, submit a written report regarding such conferences.

B. Graduate Credit Reimbursement

Graduate credit will be reimbursed at one-half (50%) for classes pre-approved by the superintendent at a state college or university. The District will pay up to fifty percent (50%) of twelve (12) credit hours per year. For private or out-of-state college or university reimbursement, an average tuition cost per credit hour from five state universities will be calculated. The five (5) universities are Central Michigan, Saginaw Valley State, Grand Valley State, Western Michigan, and Michigan State.

These classes must be approved by the Superintendent and must apply to the teacher's present or projected future teaching/administrative assignment. Teachers must receive a minimum grade of "B" to receive reimbursement. The maximum Board contribution (total staff pool) shall be twelve thousand dollars ($12,000) each year. All requests for reimbursement of tuition, with proof of successful passing of the class, shall be made in writing to the Superintendent and be submitted not later than June 1st of the school year. Reimbursement for classes taken during the summer may be submitted for approval during the subsequent school year. A tally will be provided, on request, of the total credit hours currently approved for the fiscal year. The payment shall be made to all qualifying requests submitted by June 1st. If requests exceed the twelve thousand dollars ($12,000) amount allowed by contract, the total amount

shall be prorated on a credit hour basis by dividing the total hours of credit payment requested into the amount and paying that amount per credit hour to all approved requests.

ARTICLE XIV

CONTINUITY OF OPERATIONS

A. The Association agrees that it will not, during the term of this agreement, directly or indirectly engage in any strike against the Board.

B. The parties agree that they will not, during the term of this Agreement directly or indirectly, engage or assist in any unfair labor practice as defined by Section 10 of the Public Employment Relations Act.

ARTICLE XV

PROFESSIONAL COMPENSATION

A. The salaries of teachers covered by this Agreement are set forth in Appendix A which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the designated periods. Teachers will have the options of receiving pay over 21 or 26 pay periods.

B. The daily rate of pay for teachers shall be calculated by dividing the teacher's salary by the number of "contract" days for the year.

C. Teachers involved in extra-duty assignments, as outlined in Appendix B, shall be compensated in accordance with the provisions in this Agreement.

D. Teachers required to use personal transportation to fulfill work responsibilities shall be reimbursed at the federal mileage reimbursement rate per mile with administrative approval.

ARTICLE XVI

STUDENT DISCIPLINE AND TEACHER PROTECTION

A. The Board recognizes its responsibilities to provide administrative backing and support to its teachers, although each teacher bears the primary responsibility for maintaining proper control and discipline in the classroom. The teachers recognize their responsibility to demand student discipline standards in accord to Board policy and student handbook guidelines. Teachers also recognize their responsibility to follow district policy and Board expectations regarding care of District property and supervision of students. If a teacher is sued because of disciplinary or supervisory action taken by the teacher against a student, the Board, upon determination that the teacher has acted within the scope of Board and administration policy, will provide legal counsel for the teacher's defense provided the teacher is not covered by professional responsibility insurance or other insurance policies then in force.

B. In an effort to prevent serious discipline problems, it shall be the responsibility of the teacher to report to the principal any problem student who, in the opinion of the teacher, would benefit by professional

counseling. The teacher shall, upon request, be advised by the principal as to the disposition of the teacher's report.

C. Any case of assault upon a teacher, which had its inception in a school-centered problem, shall be reported immediately in writing to the Superintendent or Principal, who will in turn report to the Board. The Board will provide legal counsel to advise the teacher of his/her rights and obligations with respect to such assault and shall promptly render all reasonable assistance. Reasonable assistance will not include preparation for trial or defense for trial. It may include an interview with the Board-employed attorney to explain the teacher's rights to the teacher, but shall not include an obligation for representation by the Board attorney. The Board will provide legal counsel and render all necessary assistance to any teacher, limited only to the extent of the errors and omissions contract, who has been sued while performing duties which are in accord to Board policy.

D. Time lost by a teacher in connection with any incident or civil or criminal action against the student mentioned in this Article shall not be charged against the teacher if the teacher acted in accordance with Board policy.

E. Written complaints against a teacher shall be called to the teacher's attention by the administrator.

ARTICLE XVII

PROFESSIONAL GRIEVANCE PROCEDURE

A. A claim by a teacher or the Association that there has been a violation, misinterpretation or misapplication of this Agreement may be processed as a grievance as hereinafter provided.

B. The following matters shall not be the basis of any grievance filed under the procedure outlined in this Article:

1. The termination of services of or failure to re-employ any teacher.

2. The termination of services or failure to re-employ any teacher to a position on the extracurricular schedule.

3. Any matter involving teacher evaluation.

4. Any prohibited subject of bargaining, including but not limited to layoff and recall; assignment and placement; discipline and discharge; and merit pay.

C. The Association shall designate one (1) representative to handle grievances when requested by the grievant. The Board hereby designates the appropriate grade level principal to act as its representative at Level One as hereinafter described and the Superintendent and his/her designee.

D. The term "days" as used herein shall mean calendar days.

E. Written grievances as required herein shall contain the following:

1. It shall be signed by the grievant or grievants.

2. It shall be specific.

3. It shall contain a summary of the facts giving rise to the alleged violation.

4. It shall cite the section or sub-sections of this contract alleged to have been violated.

5. It shall contain the data of the alleged violation.

6. It shall 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.

Level One - A teacher believing himself/herself wronged by an alleged violation of the express provisions of this contract shall within fifteen (15) days of its alleged occurrence orally discuss the grievance with the building principal in an attempt to resolve same. If the grievance involves more than one school building or administrator, it may be filed with the superintendent or a representative designated by him/her.

If no resolution is obtained within five (5) days of the discussion, the teacher shall reduce the grievance to writing and proceed within five (5) days of said discussion to Level Two.

Level Two - A copy of the written grievance shall be filed with the superintendent or his/her designated agent as specified in Level One with the endorsement thereon of the approval or disapproval of the Association. Within five (5) days of the discussion the superintendent or his/her designated agent shall render his/her decision in writing, transmitting a copy of the same to the grievant, the Association Secretary, the building principal in which the grievance arose and place a copy of same in a permanent file in his/her office.

If no decision is rendered within five (5) days of the discussion, or the decision is unsatisfactory to the grievant, the grievant may appeal same to the Board of Education by filing a written grievance along with the decision of the superintendent with the officer of the Board in charge of drawing up the agenda for the Board's meeting not less than ten (10) days prior to the next regularly scheduled Board meeting.

Level Three - Upon proper application as specified in Level Two, the Board shall allow the teacher and/or his/her Association representative an opportunity to be heard at the meeting for which the grievance was scheduled. Within two (2) weeks from the hearing of the grievance, the Board shall render its decision in writing. The Board may hold future hearings therein or otherwise investigate the grievance, provided, however, that in no event except with express written consent of the Association shall final determination of the grievance be made by the Board more than one month after the initial hearings.

A copy of the written decision of the Board shall be forwarded to the Superintendent for permanent filing, the building principal for the building in which the grievance arose, the grievant and the Secretary of the Association.

Level Four - If the decision of the Board is unsatisfactory to the grievant, the Association may, within ten (10) days after the decision of the Board, refer the matter to the Mediation Division of the Michigan Employment Relations Commission.

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

G. Notwithstanding the expiration of this Agreement, any claims or grievance arising thereunder may be processed through the grievance procedure until resolution.

ARTICLE XVIII

NEGOTIATION PROCEDURES

A. Neither party in any negotiations shall have control over the selection of the negotiating or bargaining representatives of the other party. The parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals and make concessions in the course of the negotiations. After ratification by both parties, their representatives shall attach their signatures to the ratified agreement.

B. There shall be three (3) signed copies for the purposes of record: One (1) retained by the Board, one (1) by the Association and one (1) by the Superintendent.

ARTICLE XIX

BOARD - TEACHER RELATIONSHIPS

A. Any individual contract between the Board and an individual teacher shall be subject to and consistent with the terms and conditions of this Agreement.

B. This Agreement shall supersede any rules, policies, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. State legislation supersedes this agreement.

C. Copies of this Agreement titled "Professional Agreement between the McBain School District and the McBain Education Association (MEA/NEA)" shall be printed by the Board. One copy of the agreement will be made available to all teachers within thirty (30) days after the agreement is ratified by both parties.

D. The Board will follow the Wexford-Missaukee common calendar. The school calendar is set forth in Appendix C, which is attached to and incorporated in this Agreement.

E. The responsibility of approving the curriculum shall rest with the Board of Education. The Board shall hear the teacher review and evaluation of proposed curriculum.

ARTICLE XX

RETIREMENT INCENTIVE

A. Accumulation Benefit

Upon retirement, bargaining unit members who have been members of the McBain Rural Agricultural school system for more than 20 years as a teacher will receive $325 for each year of service beyond 20 years.

ARTICLE XXI

INSURANCE

A. Upon submission of written application, the Board will pay 80% of the premium amount for teachers as well as 80% of the deductible card. The Board will also pay 80% of the employee's dental and vision premium.

The Board shall fund 80% of the applicable IRS minimum deductible for the high deductible plan selected by the teacher for medical insurance and the medical insurance premium. For those selecting the HAS plan, the Board shall fund the deductible on a monthly basis. The Employee may request the Board prefund the deductible to 80% for the affected subscriber in unusual circumstances. The Board reserves the option to apply the statutory premium health insurance elective for a medical benefit plan coverage year.

The Board agrees to provide the above-mentioned insurance subsidies for programs within the underwriting rules and regulations as set forth by the carrier in the Master Contract held by the Policyholder.

Any medical insurance expenditures in excess of the employer's 80% contribution for all attributed medical insurance expenditures as permitted by the Publicly Funded Health Insurance Contribution Act shall be subject to payroll deduction.

Individuals employed on a part-time basis will be eligible for the above-mentioned insurance benefits on a prorated basis; e.g., a half-time teacher will be eligible for one-half (1/2) of the Board contribution for health insurance, provided the employee works at least ½ time, and subject to written application and payment of the balance through authorized payroll deduction.

The Board subsidy is terminated when an employee is covered under another group health care program or terminates his or her position through resignation, discharge or retirement, or is on any type of unpaid leave of absence and not on the payroll of the Employer. Employees who have worked the full school year will be covered with this health care program for a full twelve (12) month period. Retirement insurance plans become effective on date of retirement.

The intent of the wording "The Board subsidy is terminated when an employee is covered under another group health care program" is for the purpose of administering the contract clarified as follows:

It is not acceptable for a double enrollment, double premium for the same persons in the same or similar program. This could occur in the same school system or in two different school systems. It might also occur between a business and school system. Example: Husband has full family Blue Cross.

It is not the intent of the Board to decrease health coverage available to employees or their families by eliminating their insurance option if they have any other health insurance coverage.

A committee of Association members and administrators will be formed each spring to review insurance costs, coverages, and options.

B. Upon submission of written application, the Board will provide forty-thousand dollars ($40,000) Life Insurance with AD&D coverage for each teacher.

C. Upon submission of written application, the Board will provide sixty-six and two-thirds (66 2/3%) LTD salary protection insurance 90 calendar days modified fill, pre-existing condition waiver.

D. Upon submission of written application, the Board will provide BCBSM Blue Dental PPO 100/80/60/50 dental insurance coverage including sealants including $1,500 ortho coverage for dependents 18 or under. The Board will name the carrier and coverage will include internal and external coordination of benefits.

E. Vision coverage equivalent to SET/United Health Care Plan 2 with the Board naming the carrier and coverage will include internal and external coordination of benefits.

F. Those teachers who do not select health insurance may apply (the actual health single rate) a subsidy two hundred twenty dollars ($220) towards a Tax Sheltered Annuity, carrier to be mutually determined.

The Board will provide an IRS approved Section 125 Plan that will at least provide a premium conversion option for employees who choose health insurance coverage and a cash option for those employees who do not choose health insurance coverage.

G. During a leave of absence such teacher shall receive no insurance benefits at Board expense, except as required by law, but may elect to continue insurance benefits by paying the premiums at the payroll office. This section is contingent upon approval by the respective insurance carrier.

ARTICLE XXII

DURATION

A. This Agreement shall be in effect for the period beginning July 1, 2025 and ending on June 30, 2028.

B. For the purpose of renegotiating the Master Contract at the end of its expiration the Association will approach the Superintendent before April 1, 2025

C. If an emergency financial manager is appointed by the state under the Fiscal Accountability Act, the emergency manager may reject, modify, or terminate the collective bargaining agreement in his/her

sole discretion. This authority is a prohibited subject of bargaining under the Public Employment Relations Act (PERA).

D. The parties agree to a salary opener if the district student enrollment is below 1,000 students or less on student count day AND the state budget (FTEs) decrease by $1000 or more per pupil.

MCBAIN EDUCATION ASSOCIATION

By Erin Brinks

Its President

By Bethney Bode

Its Secretary

Date Ratified 6/24/25

MCBAIN BOARD OF EDUCATION

By Kevin Eisenga

Its President

By Karen Abraham

Its Secretary

Date Ratified 06/24/25

APPENDIX A

SALARY SCHEDULE

Includes 4% Increase					
STEP	**25/26 BA**	**STEP**	**25/26 BA+18**	**STEP**	**25/26 MA**
1	44,406.96	**1**	46,948.72	**1**	49,940.80
2	46,489.04	**2**	49,241.92	**2**	52,083.20
3	49,973.04	**3**	51,478.96	**3**	54,224.56
4	52,764.40	**4**	53,374.88	**4**	56,373.20
5	53,254.24	**5**	55,550.56	**5**	58,521.84
6	55,072.16	**6**	58,332.56	**6**	60,723.52
7	57,224.96	**7**	60,873.28	**7**	63,373.44
8	59,380.88	**8**	63,389.04	**8**	65,760.24
9	61,538.88	**9**	65,602.16	**9**	68,276.00
10	63,704.16	**10**	68,423.68	**10**	70,795.92
11	66,970.80	**11**	71,200.48	**11**	74,792.64
16	70,774.08	**16**	74,405.76	**16**	78,768.56
21	74,092.72	**21**	76,728.08	**21**	81,131.44
Includes 3% Increase					
STEP	**26/27 BA**	**STEP**	**26/27 BA+18**	**STEP**	**26/27 MA**
1	45,739.17	**1**	48,357.18	**1**	51,439.02
2	47,883.71	**2**	50,719.18	**2**	53,645.70
3	51,472.23	**3**	53,023.33	**3**	55,851.30
4	54,347.33	**4**	54,976.13	**4**	58,064.40

5	54,851.87	**5**	57,217.08	**5**	60,277.50
6	56,724.32	**6**	60,082.54	**6**	62,545.23
7	58,941.71	**7**	62,699.48	**7**	65,274.64
8	61,162.31	**8**	65,290.71	**8**	67,733.05
9	63,385.05	**9**	67,570.22	**9**	70,324.28
10	65,615.28	**10**	70,476.39	**10**	72,919.80
11	68,979.92	**11**	73,336.49	**11**	77,036.42
16	72,897.30	**16**	76,637.93	**16**	81,131.62
21	76,315.50	**21**	79,029.92	**21**	83,565.38
Includes 2% Increase					
STEP	**27/28 BA**	**STEP**	**27/28 BA+18**	**STEP**	**27/28 MA**
1	46,653.95	**1**	49,324.33	**1**	52,467.80
2	48,841.39	**2**	51,733.56	**2**	54,718.61
3	52,501.68	**3**	54,083.80	**3**	56,968.32
4	55,434.28	**4**	56,075.65	**4**	59,225.68
5	55,948.90	**5**	58,361.42	**5**	61,483.05
6	57,858.81	**6**	61,284.19	**6**	63,796.13
7	60,120.54	**7**	63,953.47	**7**	66,580.14
8	62,385.55	**8**	66,596.53	**8**	69,087.71
9	64,652.75	**9**	68,921.63	**9**	71,730.77
10	66,927.59	**10**	71,885.92	**10**	74,378.19
11	70,359.52	**11**	74,803.22	**11**	78,577.15
16	74,355.25	**16**	78,170.69	**16**	82,754.25
21	77,841.81	**21**	80,610.52	**21**	85,236.69

APPENDIX B

EXTRA DUTIES SCHEDULE

Varsity Cheerleading (4% Fall, 4% Winter)	8%	Ass't Track Middle School Girls Track*	5% 5%
JV Cheerleading* (3% Fall, 3% Winter)	6%	Middle School Boys Track* Boys Cross Country Girls Cross County	5% 5% 5%
Head Football	12%	Varsity Volleyball	12%
Varsity Ass't Football	8%	JV Volleyball	8%
		Freshman Volleyball	5%
Head JV Football	9%	Middle School Volleyball	5%
Ass't JV Football	6%	Softball	9%
Freshman Football*	5%	JV Softball	6%
Girls Varsity Basketball	12%	Baseball	9%
Girls JV Basketball	9%	JV Baseball	6%
Girls Freshman Basketball	5%	HS Yearbook Advisor*	6%
		Elementary School Yearbook	1.5%
		Middle School Yearbook	1.5%
Girls 8th Basketball**	5%	Class Sponsors:	
Girls 7th Basketball**	5%	12th	2%
Boys Varsity Basketball	12%	11th	1%
Boys JV Basketball	9%	10th	0.75%
Boys Freshman Basketball	5%	9th	0.5%
Boys 8th Basketball**	5%	Choir Director	10.75%
Boys 7th Basketball**	5%	Band Director	10.75%
Golf	7%	Elementary Music	2%

Forensics (one coach)	3%	Varsity Boys/Girls Cross Country	9%
Boys Track	9%	Rambler Review Coordinator	5%
Girls Track	9%	Debate (one coach)	3%
Student Council	1%	National Honor Society	1%
High School Wrestling Coach	6%		
Middle School Wrestling Coach	5%		

*Yearbook advisor to receive 3% compensation under Appendix B if time equal to one class period per day is scheduled for yearbook/journalism and related activities during the regular school day.

**5% for coaching one team or 5.5% for coaching two teams.

JV Cheerleading – requires annual approval by administration for both basketball and football teams.

Freshman Athletics – requires annual administrative approval.

Middle School Track (girls and boys) – to be annually approved by administration.

Mentor Teacher $200.00- First year, $150.00- Second year, $100.00 third year

Industrial Arts Teacher $1,000/year (for all cleaning and competition)

School Improvement Chairs $1,500/year (1 per building)

Technology Integration Coach $1,500/year (1 Per building)

Robotics Coach: $1,500.00

Cyber School Coordinator: $1,000

Mackinaw Island Field Trip grade level teachers - $100

In the event that the Board of Education approves the addition of a new athletic program or sport not currently listed in the extracurricular compensation schedule, the following starting stipend rates shall apply:

- High School-level sports shall begin at 6%
- Middle School-level sports shall begin at 5%

Timer, Scorer, Ticket Sales:

One game per night $20.00

Two games per night $30.00

Event Supervisor (assigned as needed with administration approval):

Per event $40.00

Tutoring BA+18 Step 1 hourly rate

Lunch Duty (Teacher's Duty-free lunchtime) $20.00

Weight Room Supervisor (after school - 3:15-4:15) - $30.00

Recess Duty (Indoor or Outdoor during teacher's prep time) - $15.00 – based on teacher's selection

Schedule B percentages are based on the BA Salary Schedule starting at Step 1. Individuals will be paid the percentage of the step in relation to their years of experience in the given area.

Special Note: Each position will review responsibilities, roles, and scope throughout the course of the year.