MASTER AGREEMENT

BOARD OF EDUCATION
CENTRAL MONTCALM PUBLIC DISTRICT

AND

CENTRAL MONTCALM EDUCATION ASSOCIATION

JULY 2026 - JUNE 2029

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AGREEMENT

This Agreement is entered into by and between the Central Montcalm Public School District of Stanton and Sheridan, Michigan, hereinafter called the "Board", and the Central Montcalm Education Association MEA/NEA, hereinafter called the "Association".

WITNESSETH

WHEREAS the Board and the Association have a statutory obligation, pursuant to the Michigan Public Employment Relations Act (PERA), to bargain in good faith with respect to wages, hours and other terms and conditions of employment, and

WHEREAS the parties, following extended and deliberate professional negotiations, have reached certain understandings, it is hereby agreed as follows:

ARTICLE 1
Recognition

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in PERA, for all professional personnel including personnel on tenure and probation and including counselors, speech therapists, behavior coaches, instructional coaches, BCBA (board certified behavior analyst), social workers, and counselors/staff assigned school counseling duties but excluding administrators, directors, Dean of Students, office and clerical employees, support staff, tech department, substitute teachers, adult education personnel, those represented by the CMESPA contract and all others employed by the Board. An administrator who is employed as a part-time teacher shall be excluded from Association membership and representation in the bargaining unit.

B. The term "Teacher" when used in the Agreement shall refer to all employees represented by the Association in the bargaining unit as defined in A. above.

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

D. A bargaining unit member not subject to the provisions of the Michigan Teacher Tenure Act shall serve a probationary period of the same length as newly certified teachers under the provisions of the Act.

ARTICLE 2
Association Rights

A. The Association and its members may use available school building facilities for meetings at reasonable hours when those facilities are not otherwise in use for school purposes. The Association and its members shall be provided reasonable access to and use of the e-mail system and available telephone, facsimile, duplication, audio visual, computer, printer and scanner equipment for conducting business of the

Association when such is not otherwise in use for school purposes and at times that do not interfere with the professional duties and responsibilities of teachers. The personal offices of administrators and equipment in the personal offices of administrators are excluded from the facilities and equipment available for Association use. Use of District computers and the District e-mail system by the Association is subject, in all respects, to the acceptable use policy of the District. The District may require the Association to reimburse it for any fees, charges or costs assessed to the District related to the Association's use of the District's equipment and/or e-mail system.

B. The Board agrees to furnish to the Association, in response to written requests, available information that is relevant and necessary to the performance of its obligations for representation of the bargaining unit in grievances and collective bargaining as required by law. The District may require the Association to pay the costs for providing such information according to the calculation of costs to provide information to a requesting party under the Michigan Freedom of Information Act.

C. If a new extracurricular position is created by the Board, representatives of the Board will meet with representatives of the Association to negotiate compensation for the position. Said meeting shall occur within two (2) weeks of the creation of the position or at a time mutually arranged by the representatives.

ARTICLE 3
Board Rights

A. Subject to the provisions of this Agreement, the Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves upon itself, 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 not limited to the following, the right to:

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

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

3. Establish grade levels and courses of instruction, including special programs, and provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;

4. Review and approve all the means and methods of instruction, the

selection of textbooks and other teacher materials, and the use of teaching aids of every kind and nature;

5. Determine duties, responsibilities and assignment of teachers with respect to class schedules, hours of instruction, non-teaching school activities and administrative activities.

B. The exercise of the foregoing powers, the adoption of policies and the use of judgment by the Board shall be limited only by the terms of this Agreement, the Constitution and laws of the State of Michigan, and the Constitution and laws of the United States.

ARTICLE 4
Payroll Deductions

A. Upon written request by a teacher, payroll deductions shall be made for MESSA health insurance, MEA Financial Services tax-sheltered annuities, MEA Financial Services mutual funds, the Montcalm Public Employees Credit Union, United Way of Montcalm County, Central Montcalm Community Foundation and any other purpose mutually agreed upon between the Board and the Association. Payroll deductions for tax-sheltered annuities shall be made for those plans jointly approved by the Board and the Association for participation by bargaining unit members.

1. Revised IRS 403(b) regulations, effective January 1, 2009, require the Board to undertake substantial plan document and compliance responsibilities for 403(b) retirement arrangements provided to district employees.

2. The Board will offer bargaining unit employees the opportunity to participate in tax-sheltered annuity plans in accordance with the district's 403(b) plan document. Approved tax-sheltered annuity vendors for bargaining unit employee participation via payroll deduction are approved plans through TSA Consulting Group. Specific plans can be found on TSA's website: link.

3. The selection of tax-sheltered annuity plans in which bargaining unit employees may participate by payroll deduction shall be limited to those designated above except for bargaining unit employees continuing their participation in the tax-sheltered annuity plans in which they previously participated by payroll deduction prior to September 1, 2000. These employees may continue to participate in the previously selected plans until such participation is terminated by the bargaining unit employee, terminated by the tax-sheltered annuity plan, or terminated because these companies do not meet IRS regulations.

B. Each bargaining unit member may, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, join the Association or not join the association. No bargaining unit member is required to become or remain a member of the Association as a condition of employment.

C. Nothing in this Article shall be interpreted or applied to require deduction of employee contributions to political action or other similar funds of the Association or its affiliates.

ARTICLE 5
Teaching Hours

A. Both the Board and the Association recognize that teachers are professionals and as such have an obligation to meet the needs of the students, their parents, the community at large and the school district. Communication with students and their parents as to the expectations of the teacher and the school district is necessary both to ensure the advancement of learning as well as the orderly conduct of the students. Participation in meetings with parents to discuss the progress of their children is sometimes necessary either in a group or individual setting in order to enhance the ability of the students to reach their maximum learning potential. Participation in professional activities for the teacher is one of the methods by which the teacher can improve his/her ability to influence the learning of students.

B. The normal workday shall not exceed seven hours and thirty-five minutes (7 hours and 35 minutes) and shall include a thirty (30) minute duty-free lunch period. While this provides for the basic teaching day, the Association and Board recognize that each teacher may have other professional responsibilities to the students and to the District.

1. While the workday must average 7 hours and 35 minutes a day, the day may be changed to accommodate PLCs. For this to happen, both the staff and administration of the building must agree on a schedule. At least the majority of those voting must agree to any changes in the schedule and it must be approved by the building administrator.

2. In addition to the normal workday which includes PLCs as defined in 1 above, one school day per week may be extended 30 minutes for a meeting to accommodate additional learning, collaboration, professional task, or communications as outlined by building administration. The day of the week will be communicated to teachers no later than the first day of school. In case of an emergency, there may be an additional meeting. The emergency meeting shall be for no more than forty-five (45) minutes. Attendance at building meetings is compulsory and release from this obligation must be obtained from the building principal.

3. On teacher workdays (non-Professional Development days), teachers may work a flexible schedule. They are responsible for working 7 hours and 35 minutes, but may begin the day earlier or later than their normal workday. Staff choosing to work a flexible day shall notify their principal of their hours.

4. The first teacher workday shall be reserved for classroom preparation and staff meetings. The staff meeting shall last no longer than 90 minutes.

5. Secondary counselors or those with secondary counseling duties may work up to three weeks after the school year has ended and before a new one begins. They may choose to use flex time in exchange for the days worked, or may choose to get paid for the extra days. These will be paid per diem. Counselors must use a timesheet if they are being paid for the extra days. They are responsible to their building administrators for the time worked.

C. Up to four (4) evening meetings, which shall not exceed a total of twelve (12) additional hours, may be required per school year. Said evening meetings shall not extend beyond 9:00 p.m. A schedule of these meetings shall be provided no later than the first day of school except if a meeting is to occur prior to the start of school or within the first two (2) weeks of school in which case at least a ten (10) day notice shall be provided. In the event a meeting has to be rescheduled, the rescheduled time and date shall be provided to teachers at least five (5) workdays in advance of the rescheduled date.

   In the event that an evening meeting is outside of the school year calendar (i.e. Freshman Orientation), the event may count as an evening meeting, with the permission of the building administrator. It will be published to staff ASAP.

D. School calendars for the respective school years of this Agreement shall be set forth in Appendix C and shall consist of student attendance days and teacher duty days as designated.

E. The parties agree to adhere to the requirements of attendance set forth in the school calendars found in Appendix C. Furthermore, teachers will work all days and/or hours of student instruction and professional development required by law for the District to receive full payment of state school aid for each school year for the annual salary specified in Appendix A. If school is canceled due to inclement weather or other conditions, teachers shall not be required to report to work, but all days and/or hours lost and required to be made up for the District to receive full payment of state school aid will be made up at the end of the school year. Students shall be scheduled to attend all such make-up days and/or hours.

1. When it becomes necessary to shorten the instructional day for students due to inclement weather, or other conditions, teachers will be released from their duties immediately after the students are loaded on the buses and the buses have departed.

2. When professional development is scheduled for the afternoon of a day that school is canceled, staff will report at noon, if the weather allows. A decision about reporting for work will be made jointly, by the Superintendent and Association President, by 10:00 a.m.

F. Elementary teachers will not be required to supervise outside playground duty and inside recess, when scheduled.

G. A teacher engaged during the school day in negotiations on behalf of the Association with any representative of the Board or participating in any professional grievance negotiations shall be released from regular duties without loss of salary. The association agrees to reimburse the District for all costs associated with MPSERS contributions as per current state statute and subject to change if state law is modified.

H. The Board shall provide three (3) leave days during which time officers or representatives of the Association shall be released from regular duties without loss of salary for scheduled MEA meetings. No more than two (2) of these days can be used by the same individual per school year. The association agrees to reimburse the District for all costs associated with MPSERS contributions as per current state statute and subject to change if state law is modified.

I. At the secondary level, teachers will receive a period to be used for classroom preparation purposes unless otherwise permitted by the building principal.

At the elementary level, teachers will receive a period to be used for classroom preparation purposes unless otherwise permitted by the building principal. The elementary preparation periods shall be as follows:

1. An average of two hundred fifty-five (255) minutes per week during the student instructional day, which will not be subdivided into units of less than fifteen (15) minutes, will be reserved for each teacher to be used for classroom preparation with no responsibility of student supervision.

2. The scheduling of preparation time shall be based on a five (5) day week, seven hours and thirty-five-minute (7 hours and 35 minutes) workday.

J. When requested by a building principal, or his/her designee, a classroom teacher who agrees to supervise or substitute teach another class during his/her assigned preparation time shall be paid according to Appendix B, Section E. 3., or may accumulate compensatory time.

1. Teachers who are available shall be solicited on a rotating basis for the particular hour or session of need.

2. In the event there is nobody willing to assume supervision, the building principal, or his/her designee, shall assign an available teacher for the hour or session of need. Said use of non-volunteering teachers shall be done only when necessary and shall be done on a rotation basis of available teachers.

3. Teachers who accumulate three hundred sixty (360) minutes of compensatory time shall be entitled to a compensatory day.

4. Non-classroom teachers shall be "assigned" a preparation period for the purposes of 1 and 2 above at the start of each semester.

5. Any compensatory time earned or carried into the last five (5) days when school is in session shall be paid to the teacher before July 1 according to the Appendix B, Section E. 3.

K. In the event that a teacher is requested, and agrees to teach a before-school/after school class, or an evening class (flex time), in lieu of an equivalent amount of scheduled minutes of his/her teaching assignment, then all other teaching expectations will remain the same.

L. If in the event a teacher is requested, and agrees to work days in a flexible calendar schedule, in lieu of days in the normal school calendar, then all other teaching expectations will remain the same.

M. It shall be the intent and effort of the building principal when assigning duties to do so on an equitable and even basis.

N. A teacher employed less than full time shall attend parent-teacher conferences, staff meetings, evening meetings, record days, and professional growth and school improvement activities, including those scheduled on early release days. Professional growth and school improvement activities shall be defined as those in which all staff members in the building are required to participate.

ARTICLE 6
Teaching Conditions

A. The parties recognize that appropriate teacher pupil ratios are critical to student learning conditions in educator effectiveness. The district shall comply with the class size maximums set forth below whenever possible:

Kindergarten-Grade 2 - 1:26
Grades 3-5 - 1:28
Grades 6-12 - 1:30*
*with the exception of band, choir and physical education

B. In the event the maximums are exceeded, The district administration will work with a team to problem solve and seek a remedy. Remedies may include one or more of the following:

1. Reassignment or redistribution of students
2. Creation of an additional class section
3. Assignment or hiring of additional qualified staff
4. Other remedies mutually agreed upon with the association

C. The selection of remedies shall not delay or replace the district's obligation to improve class sizes to within the limits.

ARTICLE 7

A teacher who accepts an administrative position with the District will retain the rights he/she accrued under this Agreement as a teacher for a period of three (3) years from the date on which the Board of Education took action to appoint the teacher to the position.

ARTICLE 8
Illness

A. Sick Leave

1. Regular, reliable and punctual attendance is an essential function of the position to which the teacher is assigned.

2. Employees will be allowed paid sick leave in accordance with law, including the Michigan Earned Sick Time Act ("ESTA"). Any rights and protections as stated in the ESTA govern over language in this section which would be in conflict with the law. Sick leave may be used for any reason as stated in the ESTA:

    a. The employee's mental or physical illness, injury or health

condition; medical diagnosis, care or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.

b. For the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care or treatment of the employee's family members' mental or physical illness, injury or health condition; or preventive medical care for a family member of the employee.

c. If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.

d. For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or

e. For the closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

3. For the purpose of 2 above, "employee's family member" is defined as:

    a. Biological, adopted or foster child, stepchild, or legal ward, a child of a domestic partner, or a child to whom the employee stands in loco parentis.

b. Biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an employee or an employee's spouse or domestic partner or a person who stood in loco parentis when the employee was a minor child.

c. A person to whom the employee is legally married under the laws of any state or a domestic partner.

d. A grandparent.

e. A grandchild.

f. A biological, foster or adopted sibling.

g. Any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship

4. Sick leave shall be granted as follows:

   a. Full time teachers granted ten (10) sick leave days with pay.

   b. Part-time teachers, teachers hired after the start of the year, or teachers that are leaving before the year are granted a prorated number of sick leave days relative to a full-time teacher. (Examples: A teacher working 2.5 days a week will be given five (5) sick days at the beginning of the year. A teacher hired ½ way through the year will be given five (5) sick days when hired.)

5. Sick time will be allocated at the beginning of the contract year. At the end of each school year, each teacher's worked hours will be totaled to ensure enough sick time was frontloaded according to ESTA.

6. The District may require reasonable documentation if the teacher has exhausted their sick leave or in cases of chronic illness and/or absences of more than three (3) consecutive workdays.

6. Sick leave will be recorded in units of one-quarter (1/4) hour.

7. A teacher may use one sick day for the purpose of attending a funeral of a member of the teacher's immediate family. In addition, a teacher may

use up to 5 sick days for other needs, related to the death of a spouse, child or parent. In the event more days are needed, the teacher may request the use of more days from the superintendent.

B. There shall be a common sick leave bank administered by the Association President and the Superintendent or their designees. When the number of days in the bank is reduced to three hundred (300) or fewer, each teacher shall, at the beginning of each contractual year thereafter, contribute one (1) or two (2) of his/her days to the bank until the number of days in the bank reaches three hundred one (301) or more. Each part-time teacher shall contribute one (1) of his/her days.

    1. Teachers who have exhausted their accumulated sick leave and have been absent five (5) consecutive workdays in addition thereto, may request withdrawals from the common bank provided there are sufficient days available in the bank. Withdrawals shall be authorized by mutual consent of the Association President and the Superintendent or their designees.

    2. For purposes of administering the common bank, the withdrawal of days shall be limited to the following conditions.

        a. For all sick days claimed from the common bank, the teacher must have a physician's statement verifying the illness or disability. A second medical opinion may be required at the Board's expense.

        b. To maintain common bank coverage, a teacher must apply for LTD insurance coverage on or before sixty (60) calendar days after he/she began his/her absence.

    3. Teachers who utilize the sick bank shall repay the bank one (1) day per year until they have repaid one half of the days utilized to the sick bank.

    4. By August 1, the Board shall notify the Association President of the number of accumulated days in the common bank.

C. When a teacher is absent, the teacher is responsible for the preparation and submission of a lesson plan which contains sufficient detail that a substitute teacher can reasonably be expected to carry on classroom instruction. This includes daily absences and extended absences.

ARTICLE 9
Personal/Compensatory Days or Jury Duty

A. Personal/Compensatory Days

1. At the beginning of every school year, each teacher shall be credited with three (3) personal days, which, if used, will be deducted from sick leave.

2. A personal day or a compensatory day may be used for any purpose at the discretion of the teacher. A teacher planning to use a personal day or a compensatory day shall notify his/her principal at least three (3) days in advance except in cases of emergency.

3. Personal days may accumulate from year to year, to a cap of 6 total.

4. Upon prior approval of the building principal, accumulated compensatory time and personal time may be used:
    a. During the student day, the teacher requesting the use of compensatory/personal time must do so at least three (3) days in advance, except in cases of emergency. If compensatory/personal time is used outside of the student day, making the request on the same day is sufficient.

    b. Compensatory time used in full day or half day increments will be based on the student day.

    c. Compensatory time used in less than half day increments shall be based on the teacher work day.

5. It shall not be permissible for a teacher to utilize personal/compensatory days during the first five (5) student days, the last five (5) student days, professional development days, examination days, or record days except a personal day may be used to attend a funeral at any time. Teachers are permitted to utilize personal days on parent-teacher conference days, but must attend conferences.

    Personal/compensatory time may be used on the mornings of Professional Development days, but staff must be in attendance for the Professional Development. The Superintendent may make exceptions to these limitations.

6. The number of teachers permitted to use such leave on any given date shall be limited to the following number of teachers from each building:

a. High School/Middle School 8
b. Central Montcalm Elementary 4
c. Central Montcalm Upper Elementary 4

B. For the purpose of attending your child's event (WLAP, concert, field trip, etc.) a teacher may request a waiver from the building administrator and Superintendent for the personal/compensatory day limitations listed in A,5.

C. Any full-time teacher called for jury duty during school hours will present the endorsed check from the court to the Superintendent or payroll clerk. The teacher will be paid their normal daily rate of pay. Accumulated days may be used for personal judicial administrative matters (i.e. a subpoena). Judicial administrative matters that are school related will be considered school business.

ARTICLE 10
Leave of Absence

A. Upon written request of a teacher, the Board may grant a leave of absence for a period not to exceed one (1) year, or the end of the school year (whichever comes first), subject to renewal at the discretion of the Board. Said leave shall be without salary, without fringe benefits and with no loss of previously accumulated seniority. Said teacher shall be returned to a position for which he/she is certified and qualified upon return from the leave, subject to other applicable provisions of this Agreement.

1. A teacher who fulfills his/her teacher contract is entitled to twelve (12) months of coverage commencing July 1 and ending June 30.

B. Disability Leave

1. A teacher who is disabled and has exhausted his/her sick leave or opts not to utilize his/her sick leave for the period of disability may be granted an unpaid disability leave for a period not to exceed one (1) year, renewable at the discretion of the Board.

2. In order to provide for continuity within the classroom between pupil and teacher, the teacher who anticipates a disability shall, within thirty (30) days of the requested beginning date of leave, except in an emergency, submit a written request for leave to the Board. The written request shall specify the date that the teacher desires to commence leave as well as a statement by his/her physician, or psychiatrist in the case of mental disability, that there is no medical/psychiatric reason why the teacher cannot continue to perform the essential functions of the position he/she holds until the beginning date of the leave. The Board reserves the right to require the teacher who is requesting the leave to furnish evidence from his/her

physician/psychiatrist that the teacher is able to perform the essential functions of the position he/she holds in the event a question arises as to the teacher's ability to perform the essential functions of the position he/she holds. In making arrangements for medical/psychiatric examinations of a teacher under the provisions of this Agreement, the Board shall be authorized, in the event that the nature of a teacher's incapacity precludes him/her from directly communicating with the Board with regard to such matters, to communicate with a personally appointed representative of the teacher who has been designated and so authorized by a written power of attorney or instrument having the same legal effect.

3. The teacher shall be eligible to return from disability leave upon filing a physician's/psychiatrist's statement verifying that the teacher is able to perform the essential functions of the position he/she holds. The Board shall have the right to have the teacher examined by a Board designated physician/psychiatrist at Board expense. The teacher may request a prospective termination date of the leave of absence at the time of request for the leave.

4. Reinstatement shall be to the teacher's equivalent position for which he/she is qualified and certified.

5. Reinstatement will commence upon the date set by the Board. It is understood that the foregoing shall not supersede provisions for layoff or other provisions of law or this Agreement.

6. The teacher may request in writing to the Board an extension of leave taken under this Article. Extension of leave will be at the discretion of the Board.

7. Upon reinstatement the teacher taking leave hereunder will be entitled to accrued experience and sick leave accumulated prior to the start of said leave. Any teacher completing over fifty percent (50%) of the class days in any school year during which leave commences or ends shall be given credit on the salary schedule. On July 1 following any unpaid leave of absence, credit for sick leave will be pro-rated by dividing the number of days worked by the number of days contracted, then multiplying by 10 (total granted each year).

C. Childcare Leave

1. An unpaid leave of absence shall be granted to a teacher for the purpose of childcare. The length of the leave shall not exceed one (1) year, renewable at the discretion of the Board. Such leave shall only be taken immediately following the birth of a child or, in the case of adoption of a

preschool age child, from the date that the adoption takes place.

2. In order to provide for continuity within the classroom between pupil and teacher, the teacher shall, within thirty (30) days of the requested beginning date of leave, submit a written request for leave to the Board.

3. Reinstatement shall be to the teacher's equivalent position for which he/she is qualified and certified.

4. Reinstatement will commence upon the date set by the Board. It is understood that the foregoing shall not supersede provisions for layoff or other provisions of law or this Agreement.

5. In the event of death of the object child of the leave, the teacher may request premature termination of the leave.

6. The teacher may request in writing to the Board an extension of leave taken under this Article. Extension of leave will be at the discretion of the Board.

7. Upon reinstatement, the teacher taking leave hereunder will be entitled to accrued experience and sick leave accumulated prior to the start of said leave. Any teacher completing over fifty percent (50%) of the class days in any school year during which leave commences or ends shall be given credit on the salary schedule. On July 1 following any unpaid leave of absence, credit for sick leave will be pro-rated by dividing the number of days worked by the number of days contracted, then multiplying by 10 (total granted each year).

D. Sabbatical Leave

1. A teacher who has been employed for seven (7) years may be granted a sabbatical leave for one (1) year without pay and fringe benefits, as provided by law.

2. A teacher returning from a sabbatical shall be offered reinstatement in his/her previous or comparable position, if available. If not available, he/she shall be assigned to a position for which he/she is fully certified and qualified, provided the written notice of intention to return shall be given to the Board by March 1 of the school year in which the sabbatical expires and he/she is still certified and qualified and competent to perform the regular and necessary duties and functions of the teaching position. Salary increment shall not accrue for any time an employee is on sabbatical leave.

3. It is understood that during the time a teacher is on a sabbatical such teacher shall not be covered by, nor is the Board required to provide insurance benefits (e.g. medical, hospitalization, disability, life, etc.).

E. A teacher whose personal illness, injury, or disability extends beyond the periods compensated under this Agreement may be granted a leave of absence without pay for up to one additional year and shall be returned to his/her former position or similar position for which he/she is qualified and certified, subject to other applicable provisions of this Agreement. Seniority shall be frozen as of the time such unpaid leave began but shall not be lost.

F. Family and Medical Leave Act: The Family and Medical Leave Act of 1993 will be followed as outlined in the Central Montcalm Board Policy. A rolling 12-month period measured backward from the date an employee uses FMLA leave, will be used. The website is: https://www.dol.gov/general/topic/benefits-leave/fmla

ARTICLE 11
Professional Growth

A. Upon obtaining permission from the principal, each teacher may attend one (1) educational conference per year or visit some other school at the expense of the Board when it is shown that said conference will be beneficial to the fulfillment of his/her educational responsibilities.

B. Teachers may be required to participate in in-service training programs during the school day when initiated by the administration and paid for by the Board.

C. A teacher mentor shall be assigned to every probationary teacher where required by Sec 1526 of the Revised School Code, or its successor, upon entrance of the teacher into the system. If selected from the bargaining unit, the teacher mentor, insofar as possible, shall be a tenure teacher with a minimum of five (5) years teaching experience and shall be engaged in teaching within the same grade, building or discipline as the probationary teacher. Principals will be responsible for the selection of teacher mentors and will notify staff of the opportunity. Duty as a teacher mentor shall be voluntary.

D. Mentor teachers are expected to spend a minimum of 20 hours with their new teacher over the course of the school year. A Teacher Mentor Checklist will be provided to all teacher mentors. Compensation for teacher mentors will be 1% of BA Step 5 Base of Appendix A. Mentors with more than one new teacher will be compensated at 1.5% of BA Step 5 of Appendix A. Compensation will be paid once mentors turn in their Mentor/New Teacher Interaction Log with their building principal's signature to the Board Office no later than June 1 of the current school year. If a teacher is hired after the start of the year, hours and pay will be prorated.

ARTICLE 12
Seniority

A. Seniority shall be determined by the length of service within the bargaining unit and shall be computed from the first day of work beginning with the individual's most recent employment in the school district.

1. An individual's right to seniority in the District shall be lost as a result of:
    a. Resignation
    b. Retirement
    c. Discharge

2. Seniority shall accumulate in full year increments and in one-half (½) year increments.

3. Layoff and/or Board approved leaves of absence will not result in a loss of seniority. However, seniority will not accumulate while an individual is laid off or on a Board approved unpaid leave of absence.

4. Credit given for outside teaching experience in school districts shall not be considered for the purpose of accumulating seniority.

B. On or before November 1, the Board shall prepare a seniority list. This list will provide the name, date of initial workday, length of continuous service in the District, certification, and dates of any unpaid leaves of absence for each bargaining unit member. Four (4) copies of this list will be submitted to the Association President.

1. Any errors in the list must be indicated in writing to the Superintendent within thirty (30) days of presentation to the Association President. If no errors are presented, the list shall be deemed to be accurate.

2. Any ties in seniority shall be broken by a drawing of lots. All affected individuals are to be notified of the time, date and place of the drawing. An administrator and a representative of the Association shall be present.

    a. The determination of an individual's placement on the seniority list by the lottery system is final and is not a grievable item under the terms and conditions of this Agreement.

    b. The Association agrees to hold the Board harmless from any and all liability, which may arise as a result of changing the definition of seniority in the District and/or the institution of a lottery system to establish an individual teacher's placement on the seniority list.

ARTICLE 13
Professional Compensation

A. The salary benefits for teachers covered by this Agreement are set forth in Appendix A that is attached to and incorporated in this Agreement.

B. Teachers employed by the District may be granted up to full credit for previous school teaching experience. Upon request, the Association President shall be notified of the amount of experience granted to a new teacher.

1. A new teacher who begins work on or before the end of the first semester shall advance one (1) step on the salary schedule at the beginning of the next school year.

2. A new teacher who begins work after the end of the first semester shall not advance a step on the salary schedule at the beginning of the next school year. Advancement shall occur in the subsequent year(s), however.

3. A teacher who is employed for a reduced schedule shall be paid the pro-rata amount of the specific salary schedule step for the year and shall advance one (1) step the next school year.

C. Pay choice: Teachers shall be paid every other Friday. Each teacher will receive 26 pays, or a prorated number of pays if they only work part of the year. All teachers will use Direct Deposit.

D. If approved, a teacher's use of his/her own vehicle, for school business, shall be reimbursed at the IRS rate that is in effect on the date the mileage is incurred. Requests for reimbursement must be submitted at least quarterly on the following dates: September 20, December 20, March 20, and June 20. Teachers will be given a minimum of 15 minutes to travel from one building to another.

E. For purposes of degree equivalency (BA + 20; BA+45/MA; MA + 15 and MA+45/EDS) placement on the salary schedule the following shall apply:

1. A BA degree plus twenty (20) semester hours taken after the receipt of the BA degree and receipt of the teaching certificate shall qualify an individual for placement on the BA+20 salary schedule.

2. A BA degree plus forty-five (45) semester hours taken after the receipt of the BA degree and receipt of the teaching certificate shall qualify an individual for placement on the MA salary schedule.

3. An MA degree plus fifteen (15) semester hours taken after the receipt of the MA degree and receipt of the teaching certificate shall qualify an individual for placement on the MA+15 salary schedule. In order to qualify for placement on the BA+20, the BA+45, the MA+15, or the MA+45/EDS salary lanes, the semester hours must have been earned after the teaching certificate was awarded. Credits must be in support of a PK-12 educational degree and/or certification enhancement(s). For the purpose of MA+15 only, the +15 can be taken before the MA was earned but after the BA and teaching certificate were awarded. The +15 credits must meet continuing education credit criteria. If +15 credits were earned before the MA, they will not count towards the MA+45 salary lane.

4. An MA degree plus forty-five (45) semester hours taken after the receipt of the MA degree and receipt of the teaching certificate shall qualify an individual for placement on the EDS salary schedule.

5. A teacher will receive credit toward a BA + 20; BA+45/MA; MA + 15 and MA+45/EDSfor any graduate level course taken from a college or university. SCHECHs earned outside of the District Provided Professional Development hours, outside of the workday, and outside of the district paid workshops or conferences, may be substituted for semester hours. Thirty SCHECHs will be considered equivalent to one semester hour. Courses taken from any other educational institution must have prior administrative approval in order to apply toward a teacher's equivalency status placement on the salary schedule. For social workers, state board of social work or the Association of Social Works Boards (ASWB) approved clock hours (CEs) may be substituted for semester hours. Twelve (12) CEs are equivalent to each credit earned. Speech-Language Pathologists may use ASHA CEUs or Professional Development Hours (PDHs). 15 PDHs or 1.5 CEUs are equivalent to 1 semester hour.

6. In order to qualify for degree equivalency status, a teacher will have the responsibility for presenting written evidence of the following to the Superintendent or his/her designee. Written evidence must be turned in no later than the end of the first teacher day of each semester, and must include:

    a. An up-to-date transcript of the course work completed by the teacher and the college where it was completed (the teacher may provide proof of completion from the instructor until the transcript is available), and

    b. Anything required by applicable law or regulation.

F. A teacher receiving either twenty (20) semester hours beyond a Bachelor's degree; a Master's degree; fifteen (15) semester hours in addition to a Master's degree; an Educational Specialist's degree; or who qualifies for degree equivalency status as defined in E. above, after signing a contract and before the first teacher day of a school year, or first day of the second semester will be placed on the appropriate salary schedule. Salary schedule adjustments will be made only at the beginning of each semester.

G. In the event that a staff member is requested to and agrees to teach, other than as a substitute teacher, during his/her scheduled preparation period, said teacher will be paid on a pro-rata per diem basis for the normal salary. It shall be the intent and effort of the building principal when assigning duties to take into account student need, schedule, and qualifications.

H. In the event a staff member is requested to and agrees to teach in an extended day beyond his/her normal teaching assignment, said teacher will be paid on a pro-rata per diem basis for the normal salary. It shall be the intent and effort of the building principal when assigning duties to take into account student need, schedule, and qualifications.

I. Equivalent term hours may be substituted for semester hours for any of the above requirements.

J. In the event a student is homebound or suspended, and a teacher is needed, administration may ask teachers to do such work outside of the school day. Duty as a homebound teacher or teacher of a suspended student shall be voluntary. If teachers are asked, and agree to teach said student, they shall be compensated on a prorated per diem basis.

K. A teacher who qualifies for retirement and retires under the Michigan Public School Employees Retirement System (MPSERS) or Social Security and who has taught for the Central Montcalm School System for at least fifteen (15) years shall, upon retirement, be paid for each accumulated sick leave day from zero (0) to one hundred fifty-five (155) days of accumulation according to the rate applicable to the amount of accumulated sick leave days as follows:

1. If the number of days accumulated is less than seventy (70), fifty dollars ($50) per day will be paid for all days accumulated.

2. If the number of days accumulated is from seventy (70) to less than one hundred (100), sixty dollars ($60) per day will be paid for all days accumulated.

3. If the number of days accumulated is from one hundred (100) to one

hundred fifty-five (155), seventy dollars ($70) per day will be paid for all days accumulated.

Except for disability retirements and retirements pursuant to a reduction in personnel, eligibility for payment of the above benefit is contingent upon receipt of the teacher's written resignation prior to April 1, for retirement effective at the conclusion of the school year and prior to September 1, for retirement effective at the conclusion of the first semester of the school year.

ARTICLE 14
Fringe Benefits

A. In order to become entitled to receive any insurance benefits, an employee must meet the following criteria:

1. A properly completed written application form must be submitted to the Board Office for each type of insurance available.

2. Acceptance of the employee's written application by the insurance carrier(s).

3. The employee must be able to perform any "at work requirements" specified by the insurance carrier(s).

B. A teacher who fulfills his/her teacher contract is entitled to twelve (12) months of coverage. If a teacher is hired mid-year, insurance benefits will begin on the date of hire. If a teacher separates mid-year, insurance benefits will remain in place through the month of the resignation/termination date. A one-month consideration may be given to avoid lapse of coverage when transitioning to the CMPS District.

C. The district shall provide a mutually agreed upon health insurance package in total compliance with PA 152. The district shall pay the current hard cap amounts as determined by law.

1. In the event PA 152 is changed, the board and association agree to meet and negotiate insurance.

2. The association will decide on and communicate any changes three months prior to the start of the plan. Each plan will include:

LTD Plan 1
66 2/3% of salary with $5,000 monthly maximum, with 90 calendar days modified fill wait period and Social Security Freeze, Alcoholism/drug addiction–2-year coverage and Mental/nervous–2-year coverage

Delta Dental Plan
80/80/80/80; $2,000 annual benefit maximum for Class I, II and III; $3,000 lifetime benefit maximum for Class IV

Negotiated Life - $30,000 with AD&D

Vision - VSP-2S

3. In addition, there will be an option to not take medical insurance. If a staff member chooses to not take medical insurance, they will receive LTD, Delta Dental, Vision and Life Insurance as listed above. In addition, they will receive $600 a month, in lieu of health benefits. If a teacher is hired mid-year, cash in lieu of health benefits will begin on the first day of the following month. If a teacher separates mid-year, cash in lieu of health benefits will remain in place through the month of the resignation/termination date. Part time teachers who receive cash in lieu of health benefits will receive them at a prorated amount as specified in Article 14, G.

D. The Board shall adopt and administer a cafeteria plan document pursuant to Section 125 of the Internal Revenue Code. All expenses relating to the administration of the Section 125 Plan shall be paid by the Board.

E. The amount of the cash option payment received under Plan B may be applied by the teacher to a Tax-Deferred Annuity. To elect a Tax-Deferred Annuity for this cash option payment or by using a portion of the teacher's regular salary, the teacher shall enter into a separate salary reduction agreement.

F. A teacher for whom the Board makes monthly term life insurance premium payments will have a thirty-one (31) day conversion right upon termination of employment. Any teacher electing his/her right of conversion in order to keep his/her life insurance in force must contact the insurance carrier within thirty-one (31) days of his/her last day of employment in order to effectuate this change.

G. The Board agrees to pay a prorated portion of its applicable monthly insurance contribution toward the annual costs of health insurance for each part-time teacher who meets all qualifications and requirements for the insurance provider(s) and/or underwriter(s) on the following basis:

<u>Part-time status Premium received</u>
0.1 10% of board contribution for applicable subscriber category
0.2 20% of board contribution for applicable subscriber category
0.3 30% of board contribution for applicable subscriber category
0.4 40% of board contribution for applicable subscriber category
0.5 50% of board contribution for applicable subscriber category
0.6 60% of board contribution for applicable subscriber category

0.7 70% of board contribution for applicable subscriber category
0.8 80% of board contribution for applicable subscriber category
0.9 90% of board contribution for applicable subscriber category

The balance of premium required to maintain coverage for a part-time teacher will be payroll deducted from the wages of that person.

H. It is the understanding of both parties that the Board will declare itself policyholder of the negotiated MESSA insurance coverage and MESSA will then change the PAR agreement to accord policyholder status to the District. The parties further agree that policyholder status will not impair or change the benefit level of carrier negotiated in the collective bargaining agreement or the current claims processing established by MESSA

ARTICLE 15
Teacher Rights and Protections

A. The Board shall give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom and the teachers shall uphold and enforce policies of the District.

B. Any case of assault or assault and battery upon a teacher while in the performance of duties assigned by the District shall be promptly reported to the Board or its designated representative. The Board will render all reasonable assistance to the teacher in connection with the handling of the incident by law enforcement and judicial authorities. Providing that the teacher is not at fault, any required absence from teaching responsibilities in connection with the processing of the incident by law enforcement and judicial authorities, and at the request of those authorities, shall be without loss of salary or fringe benefits.

C. When it is determined by the Board that disciplinary action taken by the teacher toward a student is consistent with policies established by the Board and if such action results in a complaint or suit against the teacher, the Board will assist the teacher in securing defense counsel and /or indemnity coverage through available insurance policies in force in the school system. The parties acknowledge that any coverage available to the teacher through the Board's insurance carrier is a decision made solely by the insurance carrier pursuant to the applicable policy. The Board will maintain errors and omission insurance with policy limits not less than those in effect on July 1 of the current school year.

D. On a case by case basis, the Board will consider requests for reimbursement or Insurance deductible payments from teachers for loss or damage to personal property which occurs on school premises, if the principal is notified in advance that such property is being used and authorizes its use.

E. A teacher shall be expected to exercise reasonable care with respect to the safety of students and use of District property. A teacher shall not be held responsible by the Board for damage to District property except in the case of negligence, neglect of duty or deliberate acts.

F. Each teacher shall have the right upon request to review the contents of his/her own personnel file, within 72 hours of written request to the Central Office. At the teacher's request, a representative of the Association or the Board may accompany the teacher in such a review.

G. A teacher shall at all times, if they are a member of the association, be entitled to have present a representative of the Association when he/she is presented with a written reprimand, warned or otherwise disciplined. When a request for representation is made, no action shall be taken with respect to the teacher until a representative of the Association is present.

H. The private and personal life of any teacher is not within the concern or attention of the Board, as long as it is consistent with the high standards of the teaching profession and does not adversely affect the teacher's employment relationship with the District.

I. The Board shall not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of his/her membership in the Association, his/her participation in any lawful activities of the Association, or his/her institution of any grievance, complaint, or proceeding.

J. The Board will pay to a teacher who is absent due to an injury, from a student, covered under Workers Compensation Insurance the difference between his/her contractual salary and disability payments made under Workers Compensation during the period of his/her absence not to exceed one (1) year from the date of disability and receipt of disability benefits. Any full-time teacher that goes on workman's comp will present the endorsed workman's comp check to the Superintendent or payroll clerk and will be paid their normal rate of pay.

ARTICLE 16
Grievance Procedure

A. A grievance shall be defined as a claim by a teacher, group of teachers or the Association alleging a violation, misinterpretation or misapplication of the expressed written terms and conditions of this Agreement.

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 non-renewal of any probationary teacher;

2. The termination of services or non-renewal of any teacher to a position on the extracurricular schedule;

3. Any matters within the jurisdiction of the Michigan Teacher Tenure Act, MCL 38.71 et seq.;

4. Any claim of a violation of law; or

5. The content of an evaluation or an individualized development plan.

C. The Association shall designate one (1) representative per building to handle grievances in that building when requested by the grievant. The Board hereby designates the principal of each building to act as its representative at Informal Level One and Formal Level One as described and the Superintendent or his/her designated representative to act at Formal Level Two as described.

D. The Association shall annually notify the Board of the name of the grievance committee chairperson.

E. The term "days" as used herein shall mean days when school is in session except during the summer recess during which time it shall mean weekdays excluding holidays.

F. A written grievance shall contain the following:

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

2. It shall be specific;

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

4. It shall cite the section or subsections of this Agreement alleged to have been violated;

5. It shall contain the date of the alleged violation; and

6. It shall specify the relief requested.

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

G. Informal Level One - A teacher, group of teachers or the Association alleging that there is a grievance, as defined in A. above, shall, within ten (10) days of its alleged occurrence, orally discuss the grievance with the building principal in an attempt to resolve same. If no resolution is obtained within three (3) days of the discussion, the grievance shall be reduced to writing and shall, within seven (7) days of said discussion, be transmitted to Formal Level One.

1. Formal Level One - A copy of the written grievance shall be submitted to the principal. The principal shall, within five (5) days of the receipt of the grievance, render a written decision and transmit a copy to the grievant and the grievance committee chairperson. If no decision is rendered within five (5) days of the submission, or the decision is unsatisfactory to the grievant, the grievant shall within five (5) days appeal same by filing such written grievance with the Superintendent or his/her designee. A written grievance may be filed at Formal Level Two if it could affect personnel in more than one (1) school building thus omitting Informal Level One and Formal Level One, provided that it is filed at Formal Level Two within ten (10) days of its alleged occurrence.

2. Formal Level Two - A copy of the written grievance shall be filed with the Superintendent or his/her designated agent as specified in Formal Level One with the endorsement thereon of the approval or disapproval of the Association. Within five (5) days of receipt of the grievance, the Superintendent or his/her designated agent shall arrange a meeting with the grievant and/or a designated Association Representative, at the option of the grievant, to discuss the grievance. Within five (5) days of the discussion, the Superintendent or his/her designated agent shall render his/her decision in writing. A copy of the written decision shall be transmitted to the grievant and the grievance committee chairperson. A copy of the decision shall be placed in a permanent file in the Superintendent's office. If no decision is rendered within five (5) days of the discussion or the decision is unsatisfactory to the grievant and/or the Association, the Association shall within five (5) days appeal same to the Board by filing such written grievance, along with the decision of the Superintendent, with the Superintendent or his/her designee.

3. Formal Level Three - Upon proper application as specified in Formal Level Two, the Board shall within fifteen (15) days allow the teacher and/or his/her Association Representative an opportunity to be heard at a meeting scheduled to hear the grievance. Within fifteen (15) days from the hearing

of the grievance, the Board shall render its decision in writing. The Board may hold future hearings thereon 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 fifteen (15) days after the initial hearing. The Board may, at its discretion, designate three (3) of its members to fulfill its obligation at Formal Level Three. A copy of the written decision of the Board shall be forwarded to the Superintendent for permanent filing, and copies shall be forwarded to the grievant and the grievance committee chairperson.

4. Formal Level Four - Individual teachers shall not have the right to process a grievance at Formal Level Four.

    a. If the Association is not satisfied with the disposition of the grievance at Formal Level Three, it may refer the matter for arbitration by filing a Demand for Arbitration with the American Arbitration Association within ten (10) days after the decision of the Board is rendered. If the parties cannot agree upon an arbitrator, he/she shall be selected in accordance with the rules of the American Arbitration Association.

    b. Neither party may raise a new defense or ground at Formal Level Four not previously raised or disclosed at other levels.

    c. The decision of the arbitrator shall be final and binding upon employees, the Board and the Association, subject to the right of the Board or the Association to judicial review of any lawful decision of the arbitrator.

    d. Powers of the arbitrator are subject to the following limitations:

        1. He/she shall have no power to add to, subtract from, disregard, alter or modify any of the terms of the Agreement.

        2. He/she shall have no power to change any practice, policy or rule of the Board or substitute his/her judgment for that of the Board as to the reasonableness of any such practice, policy, rule or any action taken by the Board.

        3. He/she shall have no power to decide any question, which, under this Agreement, is within the responsibility of the management to decide.

4. He/she shall not hear any grievance previously barred from the scope of the grievance procedure.

5. He/she shall not hear more than one (1) grievance at the same time except upon expressed written mutual consent.

6. He/she shall have no power to order monetary awards or remedies where no wage loss has been caused by the action that is the basis of the grievance. e. Arbitration awards or grievance settlements will not be made retroactive beyond the date of the occurrence or non-occurrence of the event upon which the grievance is based.

H. The fees and expenses of the arbitrator shall be paid by the losing party. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other.

I. Should a teacher fail to institute a grievance within the time limits specified, the grievance will not be processed. Should a teacher fail to appeal a decision within the limits specified or leave the employ of the Board all further proceedings on a previously instituted grievance shall be barred except a claim involving a remedy directly benefiting the grievant regardless of his/her employment.

J. The Association shall have no right to initiate a grievance involving the right of a teacher or group of teachers without his/her or their express approval in writing thereon.

K. All preparation, filing, presentation or consideration of grievances shall be held at times other than when a teacher or a participating Association Representative is to be at his/her assigned teaching station except as authorized by the Superintendent or his/her designee.

L. 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 15, 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.

M. Upon the expiration of this Agreement, any claim or grievance arising prior to the expiration of this Agreement may be processed through the grievance procedure until resolution.

ARTICLE 17
No Strike or Interruption of Education

It is specifically understood that during the period of this Agreement the Association and its members will not engage in or encourage any strike or picketing or any other action which in any way interferes with or adversely affects the normal educational activities of the District or its students or its employees. It is further agreed that in the event of any violation of this Article, the Association, for itself and on behalf of its members, consents to the entry of a court decree enjoining the continuation of any violation hereof.

ARTICLE 18

Each collective bargaining agreement entered into between a public employer and public employees under Public Act 0009 of 2011 after the effective date of the amendatory act that added Section 15(7) to the Public Employment Relations Act, shall include a provision that allows an emergency manager appointed under the Local Government and School District Fiscal Accountability Act to reject, modify or terminate the collective bargaining agreement as provide in the Local Government and School District Fiscal Accountability Act.

ARTICLE 19
Duration of Agreement

This Agreement shall be effective July 1, 2026 and shall remain in effect until June 30, 2029 and shall be re-opened in 2027-2028 and 2028-2029 according to the stipulations outlined in Appendix A. Extensions of this Agreement shall be made only by mutual agreement of the Association and the Board.

AGREED UPON BY:

CENTRAL MONTCALM PUBLIC SCHOOL DISTRICT

BY: _____ DATE: 5/27/26
Brennan Bowen, President

BY: _____ DATE: 5/27/26
Amanda McLaughlin, Superintendent

CENTRAL MONTCALM EDUCATION ASSOCIATION

BY: _____ DATE: 5/26/26
Elizabeth Adams, President

BY: _____ DATE: 5/26/26
Ben DeRosia, Chief Negotiator

Appendix A
Wages

2026 - 2027

1. Step & 2% on-schedule
2. If 2026-2027 foundation allowance increase is:
    a. Greater than $100 per pupil, but less than $249.99, a 2% off-schedule "retention bonus" will be paid to all certified staff who finished the 2025-2026 school year in good standing and returns for the 2026-2027 school year. This bonus will be paid 1/2 (1%) on the 1st paycheck in December 2026 and 1/2 (1%) on the 1st paycheck in May 2027. If an employee is dismissed or chooses to leave the District prior to either payment being made, the "retention bonus" or any remaining portion is forfeited.
    b. Greater than or equal to $250 per pupil, a 4% off-schedule "retention bonus" will be paid to all certified staff who finished the 2025-2026 school year in good standing and returns for the 2026-2027 school year. This bonus will be paid 1/2 (2%) on the 1st paycheck in December 2026 and 1/2 (2%) on the 1st paycheck in May 2027. If an employee is dismissed or chooses to leave the District prior to either payment being made, the "retention bonus" or any remaining portion is forfeited.

Step	BA		BA+20		BA+45/MA		MA+15		MA+45/EDS	
1	1.000	$42,998	1.032	$44,372	1.079	$46,396	1.106	$47,558	1.154	$49,633
2	1.033	$44,417	1.070	$45,991	1.117	$48,014	1.154	$49,633	1.192	$51,251
3	1.080	$46,422	1.107	$47,610	1.154	$49,633	1.192	$51,251	1.230	$52,870
4	1.123	$48,282	1.159	$49,835	1.211	$52,061	1.248	$53,679	1.286	$55,298
5	1.166	$50,133	1.211	$52,061	1.267	$54,488	1.305	$56,107	1.343	$57,725
6	1.201	$51,656	1.263	$54,286	1.324	$56,916	1.361	$58,535	1.399	$60,153
7	1.258	$54,084	1.324	$56,916	1.390	$59,749	1.427	$61,367	1.465	$62,986
8	1.314	$56,512	1.385	$59,546	1.455	$62,581	1.493	$64,200	1.531	$65,818
9	1.371	$58,939	1.446	$62,176	1.521	$65,414	1.559	$67,032	1.597	$68,651
10	1.437	$61,772	1.517	$65,211	1.597	$68,651	1.634	$70,269	1.672	$71,888
11	1.512	$65,009	1.597	$68,651	1.681	$72,292	1.719	$73,911	1.757	$75,529
12	1.527	$65,640	1.612	$69,318	1.698	$72,996	1.736	$74,631	1.774	$76,266
13	1.546	$66,488	1.633	$70,215	1.720	$73,945	1.758	$75,601	1.797	$77,257
14	1.566	$67,328	1.654	$71,117	1.742	$74,893	1.781	$76,571	1.820	$78,249

Step		BA		BA+20		BA+45/MA		MA+15		MA+45/EDS
15	1.586	$68,191	1.675	$72,015	1.764	$75,841	1.803	$77,540	1.843	$79,242
16	1.589	$68,317	1.678	$72,150	1.767	$75,983	1.807	$77,685	1.846	$79,390
17	1.592	$68,443	1.681	$72,286	1.770	$76,125	1.810	$77,830	1.850	$79,539
18	1.595	$68,570	1.684	$72,421	1.774	$76,267	1.813	$77,976	1.853	$79,687
19	1.598	$68,696	1.687	$72,557	1.777	$76,409	1.817	$78,122	1.857	$79,836
20	1.601	$68,826	1.691	$72,689	1.780	$76,552	1.820	$78,269	1.860	$79,985
21	1.604	$68,953	1.694	$72,823	1.784	$76,694	1.824	$78,414	1.864	$80,133
22	1.607	$69,081	1.697	$72,957	1.787	$76,836	1.827	$78,559	1.867	$80,282
23	1.610	$69,208	1.700	$73,092	1.790	$76,977	1.830	$78,705	1.871	$80,431
24	1.613	$69,336	1.703	$73,226	1.794	$77,119	1.834	$78,850	1.874	$80,579
25	1.616	$69,465	1.706	$73,363	1.797	$77,262	1.837	$78,996	1.877	$80,729
26	1.619	$69,593	1.709	$73,498	1.800	$77,405	1.841	$79,141	1.881	$80,877
27	1.621	$69,721	1.712	$73,633	1.803	$77,546	1.844	$79,286	1.884	$81,026
28	1.624	$69,848	1.716	$73,769	1.807	$77,688	1.847	$79,432	1.888	$81,175
29	1.627	$69,976	1.719	$73,905	1.810	$77,830	1.851	$79,578	1.891	$81,324
30	1.630	$70,102	1.722	$74,038	1.813	$77,974	1.854	$79,724	1.895	$81,473

*The following increases will be added to the salary schedule for each year beyond 30 years:

BA Lane - Year 31 and up = $114.00 added each year
BA +20 Lane - Year 31 and up = $121.00 added each year
BA +45/MA Lane - Year 31 and up = $130.00 added each year
MA +15 Lane - Year 31 and up = $132.00 added each year
MA +45/EDS Lane - Year 31 and up = $135.00 added each year

Example - Teacher has 34 years of experience and is in the BA+20 lane on the wage scale above ($70,473). They would receive $70,473 + $484 ($121 x 4 years above 30 years' experience) for a total compensation of $70,957.

2027-2028, 2028-2029

Reopen contract for:

-Salary & Schedule B

2029-2030

Reopen contract for:

-Language

-Salary & Schedule B

Appendix B
Extracurricular Compensation

2026-2027

A. All non-classroom teaching assignments under this section shall be made by the school administration subject to approval by the Board. The positions will be assigned by supplementary contract without tenure. The extracurricular compensation will be the stated percent of the BA salary lane on the basis of the number of consecutive or non-consecutive years of experience in the extracurricular activity, not on classroom teaching, except extracurricular experience in activities within the categories of athletic coaching, academic/fine arts coaching and District Continuous Improvement Team will count toward accumulated experience for salary purposes for assignments within the same category. Multiple assignments in the same school year equates to 1 step regardless of the number of positions in the same year (i.e. If a teacher coaches middle school boys basketball and high school varsity volleyball in their first year, that would equate to step 1 for both assignments. When returning the next year, the same teacher/coach will be on step 2). Not all positions listed below will necessarily be filled by the Board.

B. One-half (1/2) of compensation payments will be made when one-half (1/2) of the season/duty is completed. The remaining one-half (1/2) of the compensation will be deterred until all responsibilities are completed and the supervisor approves final payment. A request for a compensation payment must be made by submitting the Extra Duty Pay Request form to the Athletic Director or principal for approval. The request will be processed for payment in the next payroll period following approval by the Athletic Director or principal.

1. Experience as a secondary athletic coach shall count toward accumulated experience for salary purposes for Activities Coordinators.

2. If, in the future, the Board determines that the responsibilities of the Activities Coordinator should be reassigned to a school administrator, the Activities Coordinator position may be removed from Appendix B.

Athletic Coaches

Cheerleading	
Varsity—Fall	7%
Varsity—Winter	9%
Junior Varsity—Fall	4%
Junior Varsity—Winter	6%
Freshman	5%
Middle School 7 & 8 (per squad)	3%

Football	
Varsity Head	12%
Varsity Assistant	7%
Sub Varsity Assistant	6%
Sub Varsity Assistant	6%
Sub Varsity Assistant	6%
Sub Varsity Assistant	6%
Boys & Girls Basketball	
Varsity (one boys and one girls)	12%
Junior Varsity (one boys and one girls)	7%
Varsity Assistant (one boys and one girls)	6%
Freshman (one boys and one girls)	6%
8th Grade (one boys and one girls)	4%
7th Grade (one boys and one girls)	4%
Baseball/Softball	
Varsity	10%
Junior Varsity	6%
Freshman	5%
Varsity Assistant	5%
Boys & Girls Golf	
Varsity	8%
Junior Varsity	4%
Wrestling	
Varsity	12%
Varsity Assistant	6%
Middle School 7th and 8th Grade (one team)	4%
Boys & Girls Cross Country	
Varsity (one team for both boys & girls)	10%
Varsity Assistant (one for both boys & Girls)	5%
Middle School Boys	4%
Middle School Girls	4%
Boys & Girls Track	
Varsity (one boys and one girls)	10%
Assistant (one boys and one girls)	6%
Middle School Boys	4%
Middle School Girls	4%

Volleyball	
Varsity	12%
Junior Varsity	7%
Freshman	6%
Varsity Assistant	6%
8th Grade	4%
7th Grade	4%
Weight Room (Wellness) Supervisor	
Fall Season (Coincides w/ MHSAA Fall Season)	3%
Winter Season (Coincides w/ MHSAA Winter Season)	3%
Spring Season (Coincides w/ MHSAA Spring Season)	3%

Academic/Fine Arts Coaches

Dramatics	
High School Play Director	6%
Middle School Play Director	4%
Assistant Director	2%
Musical	
Stage Director	6%
Music Director	4%
Assistant Director	2%
Band	
High School Band	6%
High School Jazz Band	4%
Percussion Advisor	4%
Middle School 6th Grade Symphonic Band	1%
Middle School 7th Grade Jazz Band	1%
Middle School 8th Grade Concert Band	1%
Yearbook	3%
Choir	3%
Student Council Advisor	
High School Advisor	2%
Middle School Advisor	1%
Class Advisor	
Senior Class Advisor	2%
Junior Class Advisor	2%

Sophomore Advisor	1%
Freshman Advisor	1%
Future Farmers of America Advisor	2%
Future Homemakers of America Advisor	2%
Academic Coach (Quiz Bowl, Forensics, LAI, etc.)	2%
Sixth grade camp [if two (2) overnights]	1%
CMSAD Advisor	1%
National Honor Society Advisor	1%
Color Guard Advisor	4%
Building Level Accreditation Chairperson	4%
Technology Integration & Support Specialist Building Level Educational Technology Committee	2%
Activities Coordinator	
High School	12%
Middle School	5%

<u>District Continuous Improvement Team</u>

District Continuous Improvement Team - System Facilitator 3%

For this Schedule B position category only, DCIT members will accrue Schedule B longevity according to the following scale:

1. Years 3-5 (consecutive or non-consecutive Assignment in DCIT) = 1% of BA base step added to the Schedule B contract.
2. Years 6-8 (consecutive or non-consecutive Assignment in DCIT) = 2% of BA base step added to the Schedule B contract.
3. Years 9+ (consecutive or non-consecutive Assignment in DCIT) = 3% of BA base step added to the Schedule B contract.

C. After the 11th year (Step 11) a schedule B position would accrue salary based on the following schedule (excluding DCIT System Facilitators):

1. Years 12-15 (consecutive or non-consecutive assignment excluding DCIT assignments) – 1% of BA base step added to the Schedule B contract.

2. Years 16-20 (consecutive or non-consecutive assignment (excluding DCIT assignments) – 2% of BA base step added to the Schedule B contract.

3. Years 21+ (excluding DCIT assignments) – 3% of BA base step added to the Schedule B contract.

D. Time involved and compensation for work performed beyond the school year will be determined by mutual consent of the party or parties involved and the Board.

E. Miscellaneous:

1. A contracted employee will be paid the following stipend to work at athletic contest with admissions fees, excluding State sponsored tournaments which are determined by the MHSAA:

Athletic contest up to 3.00 hours - $25.00
Athletic contest 3.01 to 6.00 hours - $40.00
Athletic contest 6.01 or more hours - $55.00

*multiple games scheduled back to back equates 1 contest (i.e. freshmen, JV and Varsity basketball games in one night for 6.5 hours is 1 contest and will be paid at $55)

2. Riding a bus to extracurricular activities outside the normal school day, including supervision at the activity: $15.00

3. Supervision of a class: 60 minutes $35.00

Appendix C
Calendar

2026-2027

August 2026

13, 14	New Teacher PD
17	No School - Professional Development Day
18	No School - Teacher Work Day
19	First Day of School for Students - 2 Hour Early Release - PD

September 2026

3	2 Hour Early Release - Work Day
4	No School - Labor Day Weekend
7	No School - Labor Day
23	2 Hour Early Release - PD

October 2026

14	2 Hour Early Release - Elementary Work Time / Secondary Conferences
21	Hour Early Release - Elementary Conferences / Secondary Work Time
23	No School
26	No School - Professional Development Day

November 2026

25	Half Day - PM No School
26, 27	No School - Thanksgiving

December 2026

17, 18	Half Day - PM No School - End of Semester Work Day
21	Winter Break Begins

January 2027

4	School resumes
20	2 Hour Early Release - PD

February 2027

3	2 Hour Early Release - PD
12, 15	No School - Mid-Winter Break

March 2027

10	2 Hour Early Release - Work Day
17	2 Hour Early Release – PD

26	No School - Good Friday

April 2027

5 – 9	No School - Spring Break
21	2 Hour Early Release - PD
30	No School - *Built in snow day if necessary

May 2027

3	No School - Professional Development Day
27, 28	Half Day - PM No School - End of Semester Work Day