MASTER AGREEMENT

between the

BOARD OF EDUCATION
OF THE
SHELBY PUBLIC SCHOOLS

and

SHELBY EDUCATION ASSOCIATION

July 1, 2025 through June 30, 2027

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ARTICLE I
Recognition

The Board hereby recognizes the Shelby Education Association as the exclusive bargaining representatives, as defined in Act 379 of the Public Acts of 1965 as amended, for all professional personnel, whether employed on a full-time or part-time basis who work at least twenty percent (20%) of the time, and whether or not assigned to a public school building, but excluding supervisory and executive personnel, substitute teachers, assistants, alternative education teachers, and adult education teachers. It is further agreed that any new professional position(s) shall automatically accrue to the bargaining unit unless the parties agree that the new position(s) are supervisory and/or executive in nature.

The term "teacher" when used hereinafter, in the Agreement, shall refer to all employees represented by the Association in the bargaining unit defined above.

The Association recognizes the Board as the "management" party.

ARTICLE II
Management Rights

The employer, on its behalf, and on behalf of the electors of the school district, hereby retains and reserves unto itself, without limitations, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the constitution of the State of Michigan and the United States, except as limited by the specific and express terms of the Master Agreement, including the right:

Section A

To the executive management and administrative control of the school system and its properties and facilities;

Section B

To manage and direct the working forces, including the right to hire, promote, suspend, discharge, demote and/or otherwise discipline employees, determine the size of the work force and to lay off employees.

Section C

Determine the services, supplies and equipment necessary to continue its operations and to determine the methods, schedules, and standards of operations;

Section D

Adopt rules and regulations;

Section E

Determine the qualifications of employees;

Section F

Determine the number and location or relocation of its facilities including the establishment or relocation of new schools, buildings, departments, divisions or subdivisions, building or other facilities.

Section G

Determine all financial and educational policies;

Section H

Determine the size of the management organization, its functions, authority, amount of supervision and table of organization.

ARTICLE III
Teacher Rights

Section A

Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that each teacher assigned to a position included in this Agreement shall have the right to freely organize, join and support the Association for the purpose of engaging in negotiations. The Board and the Association recognizes the right of the parties appropriately to invoke the assistance of the Michigan Employment Relations Commission Mediator for negotiation, or any arbitrator appointed pursuant to the provisions of this Agreement for contract dispute.

Section B

The Board further agrees that in the event a request is made by a third party for a teacher's personnel records, the Board shall promptly notify the employee and the Association of the request at least five (5) business days prior to disclosure of the personnel records provided that it shall not result in violation of the Freedom of Information Act.

The District agrees that it will comply with the Bullard-Plawecki Employee Right to Know Act and not release any public records regarding the teacher that it is allowed by law to exempt from disclosure, and it will release only those requested records it is compelled by law to disclose.

Section C

No teacher shall be required to administer medication or perform medical or health related procedures for or upon students except in the event of an emergency or in the event that a teacher volunteers to provide such services.

Section D

The Association and its members shall have the right to use school facilities and equipment for Association business subject to the Board's building use policy during non-instructional hours.

Bulletin boards and other established media of communication shall be made available to the Association and its members for use in relation to official business of the employee organization.

ARTICLE IV

Seniority

Section A

Seniority shall be computed from the first day of hire into the bargaining unit and shall be defined to mean the amount of time continuously employed by the Shelby Public School System. All bargaining unit seniority is lost when employment is severed by resignation, retirement, and/or by discharge. Time spent on leave or on layoff shall not be construed as a break in continuous service and seniority shall continue to accrue. Seniority rights shall be frozen for professional employees who enter a supervisory position providing they have had at least five (5) years earned seniority.

The district shall prepare and present to the Association a current seniority list of bargaining unit members prior to October 15, of each year. Objections to the seniority list shall be filed by November 15th; thereafter, the list

shall be final and conclusive for that school year. Accompanying the name of each teacher on the list shall be the date of last hire and each teacher's certification.

Section B

Part-time teachers shall have seniority computed based on the percentage of work year.

ARTICLE V
Teacher Assignment, Transfer, Layoff and Recall

The Superintendent shall be responsible for the proper assignment and transfer of all professional staff members.

The following factors will be considered by the Superintendent when making decisions related to teacher assignment, transfer, layoff and recall. These factors will be applied wholistically and as applicable, and not necessarily in sequential order.

. The teacher's length of service in a grade level or subject area.

B. The teacher's disciplinary record.

C. Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.

D. Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.

E. The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of the teacher's subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.

F. The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.

G. The teacher's attendance record.

H. Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in the teacher's peer group and having demonstrated a record of exceptional performance.

Seniority/length of service may be used as a tiebreaker if a decision involves two or more teachers and all other factors above distinguishing between the teachers are considered equal.

ARTICLE VI
Teaching Conditions

Class Size: Because the Shelby Education Association and the Shelby Board of Education recognize the pupil/teacher ratio as an important part of an effective educational program, the parties agree that the ratio will be determined in view of pupil needs, the area of instruction and the grade level. The board will eliminate overcrowding by the following optimum standards.

Section A: *Class Size*

Class Size.

1. Elementary
   a. Kindergarten maximum of 22 students
   b. First and Second grade maximum of 24 students
   c. Third and Fourth grade maximum of 26 students
   d. Fifth grade maximum of 28 students
2. Secondary
   a. English, math, social studies, foreign language and any classes not listed: a maximum of 32 students in one class, assigned to any teacher on any one teaching day excluding credit/no credit classes, unless mutually agreed upon by teacher and principal.
   b. Music: 270 students per day maximum
   c. Physical Education: 38 students, Weight training 32 students.
   d. Industrial and practical arts, art, technology, life skills, and science shall also be limited, within reason, by the number of teaching stations available, except additional students may be included upon mutual agreement among the teacher and principal.

Section B

Excessive class sizes will be alleviated by implementing one of the following alternatives. Alternatives are to be considered in the order listed:

1. Excess students may be redistributed among other classes at the same grade level or subject area within the affected schools.
2. Additional teachers may be hired.
3. Additional assistant time shall be assigned to overloaded classrooms. Assistants will be assigned by the building principal, working in conjunction with the teacher and the building staff. The specific duties of the assistant will be determined by the affected classroom teacher for one (1) hour each day for each student overloaded. A teacher may decline the use of this additional assistant time if he/she wishes, by mutual agreement with the administration.
4. Secondary Class Size.
   Students will be equitably distributed among the various classes to which a secondary teacher is assigned, whenever possible.
5. Teachers may choose to be paid extra for class size overage in lieu of 1-4, per administration approval.
6. Miscellaneous Salary Provisions (Section B-4)

Section C

The Board agrees at all times to keep the school reasonably and properly equipped and maintained.

Section D *Substitute Teachers*

The Board shall provide substitute teachers for all absent teachers in all regular classes. (Pull out) classes will also be provided with substitute teachers providing substitute teachers are available. (see Appendix D: Miscellaneous Provisions)

Section E

The Board shall ensure that the Association shall be a full participant in any planning the district is involved in regarding the least restrictive environment.

Section F

Compensation wages, both salary and extra duty pay shall be as contained in Appendix A and D, attached to this agreement.

Section G

The District will continue to make all current 403B annuity plans, as of September 1, 2006, available to all employees, and the District will make payroll deductions and transmission to the plan administrators in a timely manner. The District need not offer more than six (6) plans, provided current plans continue as outlined here. At least ten (10) participants are needed to add a new plan. If fewer than three (3) employees participate in a current plan, the employer may stop allowing new participants into the plan. The District shall have no liability for late fees, interest charges, or investment losses arising from or related to making such deductions.

ARTICLE VII
Teaching Hours

The teachers' normal teaching hours in the school shall be as follows:

Section A

Within the parameters of required hours of instruction, bus schedules, shared staff, and other agreed upon parameters, each building will develop their own schedule for daily operations. This schedule must be approved by the building school improvement team, the building principal, and the superintendent.

Meetings scheduled by the administration at which attendance is required should not exceed a yearly total of twenty (20) hours and should not extend more than one (1) hour beyond the regularly scheduled work day. Meetings shall be held for the purpose of general staff meetings, professional development, and school improvement. Emergency situations are excluded.

Section B

1. Teachers shall be at assigned places of duty ten (10) minutes prior to the time the day's scheduled activities begin (5 minutes at noon).

2. All teachers shall be entitled to a duty-free, uninterrupted lunch period, in no event, less than thirty (30) minutes.

3. Middle and senior high teachers shall have one (1) conference period per day during which they shall be available for school business and/or activities.

4. Elementary teachers shall be provided two (2) recesses per day for planning time. However, if it is necessary to attain the required hours of instruction per day for an individual building, elementary teachers in that building may be assigned an occasional recess duty. No elementary teacher will be assigned or forfeit more than one recess per day, and no recess duty will be assigned once the number of hours of instruction are reached for that building.

Elementary teachers shall have planning time when students are being supervised by other teachers such as music, physical education, and art. Full time kindergarten teachers shall have at least 120 minutes per week.

Teachers of grades 1-5 shall have a minimum of 150 minutes per week. Time prior to the start or end of the student day and recess will not be counted as a portion of the planning time. In addition, teachers shall be entitled to two 15 minute recesses per day unless teacher-supervised recess is required to fulfill state hour requirements.

5. Teachers will not be required to be on duty for more than 7 3/4 continuous hours including sections B1, B2, B3 and B4.

6. Teaching staff will not be required to hold more than 7.25 hours of conference time per school year. Conferences are defined as fall parent-teacher conferences, spring parent-teacher conferences, Individual Education Plans (IEP) meetings, and Individual Reading Improvement Plan (IRIP) meetings, per Article VII, Teaching Hours, Section B, Item 6, within the SEA contract. If a teacher must conference with parents over the 7.25 hours per year that teacher may request additional compensation for the extra time provided they seek (a.) prior approval from the building administrator as well as (b.) turn in documentation to demonstrate the 7.25 hours of conference time has been met. The extra compensation rate of hourly pay will be defined per Miscellaneous Salary Provisions, Section D, within the SEA contract. Teachers may schedule conference time during their planning periods, however there will be no additional compensation for this time.

Section C

Teachers choosing to attend and participate in the faculty procession/recession or perform other duties related to the graduation ceremony shall be exempt from the final teacher work day at the end of the school

year. Teachers shall have all end-of-school-year obligations satisfied with their building administrator prior to the final teacher work day at the end of the school year. In the event there is no final teacher work day, graduation attendance will be on a voluntary basis, with no monetary compensation or otherwise.

ARTICLE VIII
Annual Leave

Section A

Pay for leave will be provided in order to protect a teacher's income during periods of unavoidable absence. The Board's primary concern is periods of personal illness and/or disability; however, in appropriate circumstances, bereavement, personal leave, and emergencies shall constitute usage of compensable leave. Teachers shall be entitled to compensable leave accumulation of ten (10) days per year **and four (4) personal days per school year**.

1. *Personal illness:* Bona fide physical incapacity to report for and discharge duties to the extent of unused days credited.

2. *Bereavement or illness:* Leave up to a maximum of six (6) days, when required, will be granted in case of death or illness of a teacher's father, mother, father-in-law, mother-in-law, spouse, children, brother, sister, grandparents, grandchildren, brother-in-law, or sister-in-law. The amount of days which will be approved will depend upon the travel and circumstances involved. One (1) day leave each year may be granted for a funeral of one other than that of the immediate family. **Additional days may be granted by the Superintendent.**

3. *Personal Leave:* At the beginning of every school year, each teacher shall be credited with four (4) days to be used for personal leave. A teacher may not use more than two (2) consecutive personal leave days without superintendent approval. A teacher planning to use a personal day (s) shall notify his/her principal at least two (2) days in advance, except in cases of emergency. At the end of the school year, one unused personal leave day will be credited to the following year, resulting in a maximum of five (5) personal leave days. Any additional unused personal days beyond this may be credited to a teacher's compensable leave accumulation. If a teacher's accumulated compensable leave has reached the maximum of one hundred (100) days, or 60 days if hired after September 1, 2017, unused personal days credited to a teacher's compensable leave

accumulation shall be paid to the teacher at a rate of **one hundred dollars ($100.00)** per day by June 30 of that given school year.

Additional personal days shall be granted for emergency use. Approval must be granted by the superintendent. If the superintendent's decision is unsatisfactory, the final decision will be made by a mutually agreed upon third party.

As a courtesy, personal day requests for the purpose of deer hunting on Nov.15 and personal day requests for the day before or after a scheduled school holiday must be made 30 days prior to the requested day, to be guaranteed. Requests submitted after this timeline will be contingent upon securing substitute teachers. Except in emergencies, all personal days to be used during the months of May and June must be requested 5 days in advance.

4. Jury Duty. Any bargaining unit member called for jury duty, or who is subpoenaed to testify during work hours in any judicial or administrative proceeding, including requested attendance during an arbitration or fact-finding proceeding, that is not of a personal nature, shall be paid their full compensation and benefits for such time less the amount he/she receives for such duty.

It is agreed that the use of leave days will be strictly confined to the legitimate purpose specified in Article **VII, Section A**. For all absences, the teacher is required to notify the school administration or its designee upon first knowledge of necessity for absence. If it is evident a teacher is abusing the use of **compensable** days, the building principal or superintendent shall take appropriate action. The findings of this investigation shall be presented to the teacher and the building representative.

Section B

Teachers shall be entitled to compensable leave accumulation of ten (10) days per year. Unused compensable leave days left over at the end of the school year shall be accumulated to a maximum of one hundred (100) days. Accumulated days left over which are in addition to the maximum of one hundred (100) days in that given year shall be paid to the teacher at a rate of **one hundred dollars ($100.00)** per day by June 30 of that given school year. Teachers retiring, resigning or hired during the school year shall have their compensable leave days and personal days prorated.

Teachers hired prior to September 1, 2017, on the twelfth step of the salary schedule who retire or voluntarily terminate on a given year shall be granted ten (10) accumulated days in addition to the maximum of one hundred (100) days on that given year. If a teacher has not accumulated one hundred (100) days, the ten (10)

days shall be added to his/her earned accumulated days.

Teachers hired on or after September 1, 2017 will receive ten (10) **compensable** leave days per year accumulative to a maximum of sixty (60) days. Accumulated days left over which are in addition to the maximum of sixty (60) days in that given year shall be paid to the teacher at a rate of **one hundred dollars ($100.00)** per day by June 30 of that given school year.

Section C

1. In the case of death, the monetary value of any unused **compensable** leave, as determined elsewhere in this section, shall be paid in a lump sum to the survivor named by the teacher, and shall have a cash surrender value of forty-five (45) percent of the accumulated compensable leave to his or her credit up to $25,000.00. Such payment shall be computed by multiplying one half of the number of unused compensable leave days' times the teacher's per diem pay* at termination of employment (*per diem is defined as the teacher's total annual salary divided by the number of required workdays for that school year.) The total annual salary will not include any items from appendix D except band, vocal music, elementary music and yearbook because they are an inherent part of the job for those teachers.

   Teachers hired on or after September 1, 2017 will have unused **compensable** leave day payment in the case of death.

2. Any teacher employed within this bargaining unit for twelve years, upon retirement and gives notification of intent to retire by March 1st, is eligible to receive an unused **compensable leave** pay out. This notice will be kept confidential at the teacher's request. This payment will be made to a 403b or 457 plan opened by the employee prior to retiring. Payment shall be on forty-five percent (45%) of unused compensable leave days' times the teacher's per diem pay.

   Teachers hired on or after September 1, 2017 will have unused sick leave day payment upon retirement up to the maximum of sixty (60) days.

Section D *Severance Pay:*

Any teacher who has taught twelve years in the Shelby Public Schools system, upon retirement with the Michigan Public School Employees Retirement System, is eligible to receive severance pay. Payments will be made as an

employer contribution in the Employee's 403b or 457 plan opened prior to the employee's retirement and based upon the salary earned in the final year of employment.

1. Teachers hired January 1, 1983 through June 30, 1988 upon retirement shall be paid forty percent (40%) of their salary as follows:

First fiscal year of retirement twenty percent (20%).

Second fiscal year of retirement ten percent (10%).

Third fiscal year of retirement ten percent (10%).

2. Teachers hired July 1, 1988 through June 30, 1993 upon retirement shall be paid thirty percent (30%) of their salary as follows:

First fiscal year of retirement ten percent (10%).
Second fiscal year of retirement ten percent (10%).

Third fiscal year of retirement ten percent (10%).

3. Teachers hired July 1, 1993 through June 30, 1996 upon retirement shall be paid twenty percent (20%) of their salary as follows:

First fiscal year of retirement ten percent (10%).

Second fiscal year of retirement ten percent (10%).

4. Teachers hired July 1, 1996 through June 30, 2004 upon retirement shall be paid ten percent (10%) of their salary in the first fiscal year of retirement.

5. Any teacher hired July 1, 2004 or after is not eligible to receive severance pay.

Section E

In case of any dispute as to whether a teacher, under this provision, is able to adequately perform the duties to which he/she is regularly assigned**, procedures as outlined in District Board Policy, including Policy 3430 and 3430.01, and current law will be used.**

Section F

In the event that a teacher is on worker's compensation for a work related illness or injury, the bargaining unit member shall be able to use prorated paid **compensable** days to make-up the difference between his/her salary and the amount, if any, received under the Worker's Compensation Act for the duration of such absence, until the teacher's **compensable** days are used up, so that the bargaining unit member continues to be paid an amount as if he/she was actively working and not on disability leave.

Section G

Teachers who are unable to work due to personal/family illness or disability and who have exhausted their personal sick leave and personal days shall be eligible to apply for additional sick leave under the following conditions:

1. A teacher who believes that he/she may need additional sick leave beyond the teacher's current sick day accumulation for personal/family illness or injury and any associated recovery period must apply to the superintendent and union president using the leave donation request form.

2. Upon receipt of the request the union president will notify all teaching staff via email that the named teacher is requesting voluntary contributions. The request will have a notification deadline five work days from the time it is sent. All offers for voluntary contributions will be sent directly to the superintendent and union president.

3. Only the number of sick days needed for recovery will be awarded to the requesting teacher. In the event that more days are voluntarily contributed than are needed, the secretary, or designee, of the SEA will select the teachers by a voluntary lottery until the sufficient number of sick days are awarded.

4. There is no assurance that an employee will receive any or all of the paid leave time requested through this process as this process is a voluntary process and in no way obligates the district, the teachers, or the SEA to provide any additional sick days to any applicant.

5. Teachers may not give away any days that drop them below the 60-day long term disability requirement. However, they may accumulate up to 60/100 days for their own personal use.

Section H

Attendance Incentive

A one-time payment will be made prior to June 30 of each school year for staff that meet the following attendance standards.

0 Absences-$500
2 or less Absences-$300
3 or more absences- No Incentive

Personal days, school business days, or funereal leave absences are not considered absences for the Attendance Incentive.

ARTICLE IX
Leave of Absence

Section A: *Sabbatical Leave*

Purpose: In order to provide opportunities for maximum professional improvement, sabbatical leave shall be available to teachers for formal, full-time study at a recognized college or university, provided under Section 1235 of the Revised School Code, MCL 380.1235.

Section B: *Unpaid Leaves of Absences*

1. A leave of absence up to one (1) year may be granted to any tenured teacher upon application, for the purpose of engaging in study at an accredited college or university reasonably related and equivalent to his/her professional responsibilities. Upon return from such leave, a teacher shall be placed at the position on the salary schedule at the time of the leave.

2. Unpaid leave of absence may be granted to any teacher, upon application at least 90 days prior to the start of the leave, not to exceed one (1) year.

3. Child Care Leave for up to one (1) year shall be granted when requested by a teacher in accordance with this Article.

4. Unpaid leaves of absence are to be approved by the Board of Education.

5. Family illness leave for up to twelve (12) weeks shall be granted to the teacher to care for a seriously ill spouse, child, parent or themselves or other reasons as provided by FMLA. To be eligible for such leave, the employee must have been an employee of the District for at least one (1) year.

a. The teacher shall provide thirty (30) days advance notice of the need for such a leave except in case of emergency.

b. The employer may request medical certification which shall include the date the serious illness began; the probable duration of the condition; general description of serious illness; and a statement that the employee is needed to care for a spouse, parent or child. The employer may require a second opinion as to the condition at its expense.

c. A teacher may be required to extend a leave to coincide with a semester or vacation break to minimize educational disruption.

d. Health benefits of the teacher shall be continued for the twelve (12) weeks unpaid leave. If an employee voluntarily fails to return to work for the District (i.e., resigns or quits), the employer may recover the health coverage premiums paid for the employee during the twelve (12) weeks unpaid leave.

e. Employees shall be granted an intermittent or reduced work schedule provided it would not cause the teacher to be absent more than 20% of the time. If the employee is absent more than 20% of the time, he or she may be required to take a continuous leave or temporarily transfer to an alternative position.

f. This section shall be administered in accordance with the Federal Family and Medical Leave Act.

g. Any paid leave time shall be counted concurrently with FMLA. The teacher may reserve up to five (5) sick days for use following FMLA.

h. "Rolling year" shall be used for the calculation of FMLA.

6. The employee shall provide at least sixty (60) calendar days' notice of intent to return to work prior to the expiration of a one-year leave of absence. Failure to provide notice of intent to return shall be a voluntary resignation.

ARTICLE X

Continuity of Operation

Section A

Both parties recognize the desirability of continuous and uninterrupted operation of the instructional process during the normal school year and the avoidance of disputes which threaten to interfere with such operations. Since the parties of this Agreement have established a grievance procedure under which certain unresolved disputes may be settled by an impartial third party, the parties have removed many of the basic causes of work interruptions.

Section B

Nothing in this Article shall require the Board to keep schools open in event of severe inclement weather. When the schools are closed to students due to the above conditions, teachers shall not be required to report for duty.

Section C

The Association agrees that it or the employees shall not authorize, sanction, condone, engage in or acquiesce in any strike against the Shelby School District for the duration of this contract. Strike shall be defined in accordance with Public Act 112 of 1994.

Section D

In the event that any part of this Agreement is found to violate any statute, the specific section held to be in violation shall be set aside and the parties will meet as soon as practical to negotiate the provision. All remaining provisions that remain in compliance with statutes will continue in effect until such time as the parties negotiate something different.

ARTICLE XI

Teacher Evaluation and Progress

Section A

Each teacher shall have the right, upon request, to review the following from his/her personnel file:

1. All teacher evaluation reports
2. Copies of annual contracts
3. Teacher certificate

4. Transcript of academic records
5. Tenure recommendation

Complimentary comments and letters shall also be incorporated into the teacher's evaluation or personnel file.

Section B

A teacher shall be entitled to have present a representative of the Association during any meeting which leads to disciplinary action. When a request for such representation is made, no action shall be taken with respect to the teacher until such representative of the Association is present provided it does not delay the meeting more than three (3) school days unless the parties agree to extend the timeline. Should disciplinary action likely occur at a given meeting, the teacher shall be advised immediately of said possibility and be advised of the right to representation under provision of the agreement.

Section C

Teachers will be evaluated in accordance with the Revised School Code Section 1249 and the Teacher Tenure Act. The teacher evaluation tool shall be 5D+. The student growth and assessment data portion of the evaluation will be established through a system agreed upon by staff and the building administrator. Teacher evaluation is governed by District Board Policy, including Policy 3220.

ARTICLE XII

Professional Grievance Procedure

Section A

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

Section B

In the event that a teacher believes there is a basis for grievance, he/she shall first discuss the alleged grievance with his/her building principal either personally or accompanied by an Association representative.

Section C

If, as a result of the informal discussion with the building principal, a grievance still exists, he/she may invoke the formal grievance procedure within thirty (30) days of the alleged grievance, through the Association on the

form set in Appendix C, signed by the grievant. A copy of the grievance form shall be delivered to the principal. If the grievance involves more than one (1) school building, it may be filed with the Superintendent or a representative designated by him/her.

Section D

Within five (5) days of receipt of the grievance by the principal or the designated representative of the Superintendent, he/she shall meet with the Association in an effort to resolve the grievance. The Association in the grievance procedure shall for the purpose of this Agreement, be the Association representative or his/her designee. Affected teachers may or may not be present at such meetings. If the meeting is with the school principal and the parties cannot agree, within ten (10) days the grievance shall be transmitted to the Superintendent who shall have ten (10) days thereafter to approve or deny it. If the grievance is denied by the Superintendent, the Association may appeal to the Board within twenty (20) days with a statement of reasons why the appeal is being sought.

Section E

Within twenty (20) days from receipt of the grievance, the Board shall initiate action. The Board may hold a hearing thereon, may designate one or more of its members to hold a hearing or otherwise investigate the grievance, or prescribe such procedure as it may deem appropriate for consideration of the grievance; provided, however, that in no event, except with the expressed written consent of the Association, shall final determination of the grievance be made by the Board no more than thirty (30) days after its submission to the Board.

Section F

If the Association is not satisfied with the disposition of the grievance at the previous level, or if no disposition has been made within the period above, the Association may file a demand for arbitration of the dispute with the American Arbitration Association, whose rules shall govern the arbitration proceeding, within twenty (20) days of the disposition above with written notice to the Superintendent's office. Individuals may not arbitrate.

1. The arbitrator shall have no authority to add to, subtract from, modify, change, alter, or amend terms and conditions of the Agreement; to review layoff/recall; assignments; filling of vacancies; evaluations; discipline or discharge; any matter which is a prohibited subject of bargaining.

2. The fees and expenses of the arbitrator shall be paid by the losing party and the arbitrator shall be empowered to assess costs in accordance with this concept.

3. The decision of the arbitrator shall be final and binding.

4. If the parties cannot agree as to the arbitrator within five (5) days from the notification date that arbitration will be pursued, he/she shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration proceeding.

The arbitrator shall have no authority to rule on any tenured teacher dismissal that falls under the purview of the State Tenure Commission.

Section G

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 of any year and strict adherence to the time limits may result in hardship of any party, 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.

Section H

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

Section I

"Days" here shall refer to "teaching days" and shall be defined as Mondays through Fridays, except for scheduled school closings and emergency closings during the regular school year, called by the administration or legal holidays during the summer. During the summer, "days" shall be days that central office is open.

Section J

Grievance form is in Appendix C.

ARTICLE XIII

Negotiation Procedure

Section A

It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this Agreement upon request by either party to the other with the consent of the second party. The parties undertake to cooperate in arranging meetings, selecting representatives for such discussion, furnishing necessary information and otherwise constructively considering and resolving any such matters.

Section B

At least sixty (60) days prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new Agreement.

Section C

In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board and by a majority of those voting in the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, and make concessions in the course of negotiations or bargaining subject only to such ultimate ratification.

Section D

It is understood that any change in contract language must be negotiated and ratified by both parties.

Section E

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

Section F

The employer will consult with the S.E.A. before a decision is made concerning a working condition not specifically covered in this contract.

Section G

If an emergency financial manager is appointed by the state under PA 4 of 2011, 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).

ARTICLE XIV
Calendar Language

The Board agrees to negotiate with the Association regarding the school year calendar. After the calendar is established, there shall be no deviation or change in the school calendar except by mutual agreement of the Board and the Association. The school calendar shall be contained in Appendix F of this Agreement.

ARTICLE XV
Duration of Agreement

This Agreement shall be in effect **July 1, 2025 and expire June 30, 2027**.

This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

In the event that either party at any time wishes to reopen negotiations during the life of the contract on any other Article contained herein, a two-thirds (2/3) vote of S.E.A. members.

ARTICLE XVI
Reorganizations

Section A

Notice. The Board shall notify the Association immediately whenever a district reorganization is contemplated, proposed, or discussed with any other school district.

APPENDIX A

SALARY SCHEDULE

2025-2026; 2026-27

SALARY SCHEDULE ADVANCEMENT

FY 25/26 - 3.5%				
Step	**BA**	**BA+20**	**MA/BA+35**	**M+20**
1	43,536	44,883	46,697	48,502
2	45,659	47,145	49,164	51,141
3	47,781	49,445	51,632	53,784
4	49,901	51,667	54,099	56,426
5	52,025	53,930	56,568	59,063
6	54,148	56,191	59,032	61,708
7	56,271	58,453	61,492	64,349
8	58,397	60,713	63,965	66,990
9	60,516	62,977	66,434	69,633
10	62,637	65,238	68,902	72,273
11	64,761	67,502	71,368	74,912
12	67,892	70,767	74,933	78,701
15	70,048	73,060	77,438	81,383
20	72,203	75,354	79,940	84,065
25	74,369	77,615	82,338	86,587
28	76,600	79,943	84,809	89,185
FY 26/27 - 2.5%				
Step	**BA**	**BA+20**	**MA/BA+35**	**M+20**
1	44,625	46,005	47,865	49,715
2	46,801	48,324	50,393	52,420
3	48,975	50,681	52,923	55,128
4	51,149	52,959	55,452	57,837
5	53,326	55,278	57,982	60,540
6	55,502	57,596	60,508	63,250
7	57,678	59,914	63,030	65,958
8	59,857	62,231	65,564	68,665
9	62,029	64,551	68,094	71,374
10	64,203	66,869	70,625	74,080
11	66,380	69,189	73,153	76,785
12	69,589	72,536	76,806	80,669
15	71,799	74,886	79,374	83,418
20	74,008	77,238	81,939	86,166
25	76,228	79,555	84,397	88,752
28	78,515	81,942	86,929	91,415

In order for credit hours to be counted toward advancement or lateral transfer on the salary schedule, the following provision must be met:

The course must be approved by the Superintendent prior to taking the course. Hours for student teaching that is done after receiving a bachelor's degree do not count toward hours for advancement on the salary schedule. To count toward advancement hours must be at the graduate level unless they are designed to complete another major or fit a particular program that is beneficial to the teacher and district. If the merit of the course is questioned by the Superintendent, then a final decision will be rendered by the committee. The committee shall consist of the Superintendent, the S.E.A. President, and a mutually agreed upon third person.

Advancement on the salary schedule shall go into effect the semester following the successful completion of the credit hours needed for advancement.

Official transcripts must be provided to the business office for salary adjustments during that school year. Employees must notify the Superintendent of their intent to change lanes by May 1 of the school year preceding the intended change.

Due to the current Michigan Department of Education teacher certificate renewal options, supplemental incentives will no longer apply. Therefore, the Shelby Board of Education and the Shelby Educators Association are in agreement to remove the 2019-2022 supplemental pay language with the option to revisit and review this topic in future years should MDE certificate renewal requirements change. Those current employees working under the SEA contract who have earned supplemental pay through this process in past years as described in past contracts will continue to receive the rate of supplemental pay they had earned at the expiration of the 2019-22 SEA contract while they are employed at Shelby Public Schools.

MISCELLANEOUS SALARY PROVISIONS

Section A-1: *Teaching one extra class at the high school* for a full year will be compensated for based on the number of minutes of the extra class divided by the total number of minutes of student instruction in the normal high school day. If extra class is taught for one semester the compensation will be 50% of the full year rate.

Section A-2: *Teaching one extra class at the middle school* for a full year will be compensated for based on the number of minutes of the extra class divided by the total number of minutes of student instruction in the normal high school day. If extra class is taught for one semester the compensation will be 50% of the full year rate.

Section A-3: For *teaching a zero-hour class at the high school*, the compensation will be based on the number of minutes of instruction divided by the total minutes of instruction in the normal high school day.

Section B-1: High school teachers and middle school teachers who *substitute for another teacher* during their regular planning period shall be paid $**30.00** per hour or prorated at **50** cents/minute.

Section B-2: *Elementary teachers who teach* during their scheduled period for music, physical education, and/or art classes shall be paid at a rate of 42 cents/minute.

Section B-3: *Subbing for Another Teacher for Compensatory Time:* As an alternative to receiving the hourly pay rate for substituting, a teacher may elect to accumulate compensatory time. The following guidelines will be followed:

a. One (1) hour will be defined as sixty (60) minutes or a class period at the secondary level.
b. Six (6) hours will constitute one (1) day
c. Accumulation will be no more than six (6) hours per school year.
d. A request for compensation time off may be denied by the building principal.
e. Request for compensation day off must be made to the building principal a week in advance.
f. Any unused compensation time will be converted to hourly pay by June 30 of each school year.

Reimbursement for overloads as listed in Article IV, Teaching Conditions, Section A.
X = number of students listed in Article IV, Teaching Conditions, Section A.

ELEMENTARY: Per Student/Per Day
X + 1 additional student = $4.75
X + 2 additional students = $5.25
X + 3 additional students = $5.75
X + 4 additional students = $6.25
X + 5* additional students = $6.75
[*Classroom limit – additional students over 5, in all sections of each grade level, will result in the addition of another section/class.]

SECONDARY: Per Student/Per Day
X +1, 2, 3 additional student(s) = $2.00
X + 4, 5, 6 additional students = $4.00

X + 7 additional students = $6.00

[Classroom limit not applicable for the addition of another section/class.]

Administration has 10 school days to adjust the class size overage. If administration does not decrease the class size overage, the overage pay will start from the beginning of the semester/term.

Attendance verification, from a teacher requesting payment for an overage, will be checked by administration.

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

Section C: *Teachers on less than full-time employment* shall be paid at the regular per diem rate (prorated) when required to be in attendance outside of the regular school day.

Section D: Teachers on full-time employment shall be paid at the hourly rate of **$30.00** when required to be in attendance outside of the regular school day with the exception of required meetings scheduled by administration and a maximum of 7 ¼ hours of conferences. *Summertime employment* shall be paid at the hourly rate of **$30.00**.

Summer employment is to be applied for each spring to the building principal and/or athletic director in writing by March 15. An answer will be rendered by April 15. Building principals and/or athletic directors may ask members of the bargaining unit to work under the conditions of the Article if the need should arise after April 15.

Section E: Mentoring

Teachers who agree to serve as mentors will work closely with the mentee and the mentee's building principal throughout the year to monitor the progress of the mentee teacher and address concerns that might arise. The mentor teacher will follow the mentoring guidelines as set forth in the *Mentor Checklist* which will be given to each mentor at the beginning of the school year. The mentor shall receive $300 to be paid in one lump sum at the conclusion of the school year. The mentor-mentee relationship shall be considered private between the mentor and mentee and shall not, in any fashion, be a matter included in the evaluation of the mentor teacher or mentee. Neither the mentor teacher nor the mentee shall be permitted to participate in any matter related to the evaluation of the other.

Section F: The superintendent shall have the discretion to determine the maximum *transfer credit* for all certified teachers. Non-certified personnel shall have a maximum transfer credit of three (3) years.

Section G: *Mileage:* The reimbursement rate for mileage shall be 80% of the current IRS rate and will be adjusted semi-annually on January 1 and July 1.

APPENDIX B
INSURANCE

A. Option A – Medical Insurance

The Board shall provide each eligible employee the MESSA-PAK package outlined below for a full twelve (12) month period for the employee and family (July 1-June 30). Those hired outside the regular contract year will have benefits prorated accordingly.

1. The employer agrees to pay the State of Michigan declared Public Employer contribution to Medial Benefit Plans Annual Cost Limitations for each calendar year under this agreement. Employer agrees to fully fund employee deductibles into individual Health Savings Accounts and apply the remainder of the CAP amount toward the health insurance premium. Any cost greater than the employer's contribution shall be subject to payroll deduction.

   The remaining cost for the teacher's elected medical plan premiums shall be paid by the teacher.

   The Association may select the insurance carrier and specifications, subject to Board approval.

2. The Board shall also provide without cost to the employee **the following ancillary benefits: MESSA LTD, Delta Dental 80/80/80/80, negotiated life $15,000 with accidental death and dismemberment, Vision VSP-2 Silver, and $5000 Basic Life Insurance through MESSA through December 31st , 2025.**

Benefits for these areas of coverage will change to as of January 1st, 2026.

MESSA LTD 60% of eligible salary

- **Max Benefit $5,000**
- **Max Salary $5,833**
- **Waiting Period: 60 Calendar Days Modified Fill**
- **Alcohol/Drug: Same as any other illness**
- **Social Security Offset: Primary**
- **Own Occupation: 3 years**
- **Minimum Benefit: 10%**
- **Survivor Income Benefit: 0 months**
- **Pre-existing Conditions: Waived**

- **Freeze on Offsets: Yes**
- **COLA: No**
- **Educational Supplemental Program: No**

Delta Dental 80/80/80/80,

- **Class I, II, III- $1500 annual maximum**
- **Class IV (orthodontic) with $2000 maximum**

Negotiated life $50,000 with accidental death and dismemberment,

Vision VSP3 Plus 250 CL through MESSA

$5000 Basic Life Insurance through MESSA

B. OPTION B

For those not electing health insurance, **shall include as described in Option A**, MESSA LTD, Delta Dental 80/80/80/80, negotiated life **with accidental death and dismemberment** , vision , plus a flexible benefit plan which allows for an annuity amounting to **five hundred dollars ($500)** per month benefit rate. Those not electing the annuity may choose other MESSA Options, or a cash payment amounting to **five hundred dollars ($500)** per month benefit rate.

C. Subject to the employee contribution above, the Board shall make payment of insurance premiums for all persons employed during the school year who have completed their contractual obligations to assure insurance coverage for a full twelve (12) month period commencing July 1, and ending June 30**.** Should an employee die during the term of his/her contract, the board shall continue payment of the applicable insurance premiums through the end of the month in which the death occurred. In the event an employee is unable to work and is on an approved leave of absence, the employee will have the option of purchasing COBRA health, dental and vision insurance.

E. During each insurance open enrollment period, employees who make payroll deductions for health premium differences or other insurance costs may elect to make deductions under the District's flexible spending plan.

F. An amount equivalent to the Board's medical benefit plan cost up to **$500** per month shall be contributed on behalf of the employee upon the employee completing application toward other options

provided in this contact on conditions that: (1) If the employee voluntarily and in writing opts out of the health benefits coverage available under Plan A; and (2) provides documentation to the Board that the employee has other health coverage that meets the minimum value and coverage requirements of the Affordable Care Act. The employee shall be eligible for cash in lieu or Plan B.

APPENDIX C

PROFESSIONAL GRIEVANCE FORM

School District: SHELBY PUBLIC SCHOOLS

Grievance Number:

School Building:

Date of Violation:

Date of Grievance:

Subject to the provisions of the professional negotiations agreement between the and the association I hereby authorize the representative (s) of the Association recognize the Board as my collective bargaining representative to process this request or claim arising therefrom in this or any other stage of the professional grievance procedure, or to adjust or settle the same.

STATEMENT OF GRIEVANCE:

REMEDY REQUEST:

Approved for Processing:

Date:

Signature of Grievant:

Principal's Disposition:

Date:

Signature of Principal:

Association's Disposition:

Satisfactory Unsatisfactory

Date:

Signature of Superintendent:

Association's Disposition:

Satisfactory Unsatisfactory

Date:

Board of Education's Disposition:

Signature of Board Secretary:

Association's Disposition:

Satisfactory Unsatisfactory

Arbitrator's Disposition:

Date:

Signature of Arbitrator:

Note: All provisions of the current master agreement will be strictly observed in the settlement of grievances.

APPENDIX D
EXTRA CURRICULAR COMPENSATION
& MISCELLANEOUS PROVISIONS:

Appendix D pay will be based on the BA step reflecting the number of years' experience at that position, up to a maximum of Step 12.

ATHLETICS:

1.	Baseball	
	-varsity	11%
	-junior varsity	7%
2.	Basketball	
	-varsity	12%
	-junior varsity	9%
	-8th	6%
	-7th	6%
3.	Cheerleading	
	-varsity/junior varsity sideline	8%
4.	Competitive Cheer	
	-varsity	9%
	-junior varsity	6%
	-middle school	4%
	-assistant middle school (if numbers exceed 22 at first contest)	2%
5.	Cross Country	
	-varsity	8%
	-middle school	**6%**
6.	Football	
	-varsity	12%
	-assistant varsity	9%
	-junior varsity	9%
	-assistant junior varsity	8%
	-additional JV/V coach (if numbers exceed 60 at first contest)	**8%**
	-middle school	6%

	-assistant middle school	4%
	(if numbers exceed 22 at first contest)	
7.	Golf	
	-varsity	7%
8.	Softball	
	-varsity	11%
	-junior varsity	7%
9.	Track	
	-varsity	11%
	-assistant varsity (up to 3)	7%
	-middle school (girls)	6%
	-middle school (boys)	6%
	-assistant middle school (if numbers exceed 50)	4%
10.	Volleyball	
	-varsity	12%
	-junior varsity	8%
	-8th	6%
	-7th	6%
11.	Wrestling	
	-varsity	12%
	-assistant varsity	7%
	-middle school	6%
	-assistant middle school	4%
	(if numbers exceed 15 at time of first meet)	
12.	Soccer (boys)	
	-varsity	11%
	-junior varsity	7%
	Soccer (girls)	
	-varsity	11%

Other:

1.	Band (marching, pep, concert)	12%
2.	Vocal Music **(Concerts, Spring Show)**	8%
3.	Elementary Music Program Director	4%

4.	Class Advisors (based on 4th step BA)	
	-9th	2%
	-10th	2%
	-11th	3%
	-12th	4%
5.	Drama Director	9%
	-assistant musical director (only for major musical production)	6%
6.	Student Council	
	-elementary advisors for approved programs	2%
	-middle school advisor	2%
	-high school advisor	4%
7.	HS Yearbook	7%
8..	National Honor Society	3%
9..	**WMC Academic Contest Advisors:**	
	English Language Arts	**2%**
	Quiz Bowl	2%
10.	Science Contest Coordinator	2%
11.	Weight Room Supervision	**$30.00**/hour

Head coaches or other interested parties may at any time request additions/deletions to this Appendix. Additions/deletions can be made with the consent of all of the following:

1. Superintendent
2. Building Principal
3. SEA President
4. Board President

APPENDIX E

CALENDAR

ACADEMIC CALENDAR 2025/2026

School Event Dates		
August	25	Teacher Work Day
August	26	Staff Professional Learning
August	27	Staff Professional Learning
August	28	Teacher Work Day
September	2	First Day for Students / Half Day
October	13	Staff Professional Learning / No Students
October	29	SHS Parent/Teacher Conferences
October	31	Half Day for Students / Staff Structured Work PM
November	4 & 6	SES Parent/Teacher Conferences
November	6 & 11	SMS Parent/Teacher Conferences
November	26-28	No School - Thanksgiving Break
December	19	Half Day for students / Exam -Structured Work PM Staff
NO SCHOOL FOR STUDENTS - DECEMBER 22ND THROUGH JANUARY 2ND, 2026 FOR WINTER BREAK		
February	6	Staff Professional Learning / No Students
February	9	Mid-Winter Break / No School
March	6	Half Day for Students / Staff Structured Work PM
NO SCHOOL FOR STUDENTS - MARCH 27TH THROUGH APRIL 3RD, 2026 FOR SPRING BREAK		
April	6	Staff Professional Learning / No Students
May	1	Half Day for Students / Exam - Staff Structured Work PM
May	25	Memorial Day / No School
June	5	Last Day for Students / Half Day
June	8	Teacher Work Day

Building	Contact Information
Central Office	525 N. State Street, Shelby, MI 49455
	231-861-5211
	Superintendent: Mark Olmstead
Early Childhood Center	142 E. Fifth Street, Shelby, MI 49455
	231-861-6629
	Coordinator: Brooke Bunting
Shelby Elementary	1285 S. Oceana Dr, Shelby, MI 49445
Kinder-5th	231-861-5541
	Principal: Jordan Chacon
	Assistant Principal: Abbie Gorton
Shelby Middle School	525 N. State Street, Shelby, MI 49455
6th-8th	231-861-4521
	Principal: Jessica Danielson
Shelby High School	641 N. State Street, Shelby, MI 49455
9th-12th	231-861-4452
	Principal: Zach Fricke
Oceana County Early Learning Center	568 N Oceana Drive, Hart, MI 49420
	231-873-8111
	Director: Sarah Wolting
Bus Garage	525 N State St, Shelby, MI 49455
	231-861-5171
	Coordinator: Doug Fris

Building	Time Schedules
Early Childhood Center	School Starts: 7:35 am
	School Ends: 2:50 pm
Shelby Elementary	School Starts: 7:40 am
	School Ends: 2:45 pm
Shelby Middle School	School Starts: 7:50 am
	School Ends: 2:55 pm
Shelby High School	School Starts: 7:50 am
	School Ends: 2:50 pm

Aug-25

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Sep-25

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Oct-25

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Nov-25

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Dec-25

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jan-26

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Feb-26

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Mar-26

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Apr-26

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May-26

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jun-26

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Jul-26

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Half Day for Students
- Staff Professional Learning/No Students
- Holiday Breaks
- First and Last School Day for Students-Half Day
- Structured Work Day / Half Day for Students
- Teacher Work Day
- Midwinter/Spring Break

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

For the Shelby Board of Education

Mark Olmstead, Superintendent
Board of Education Chief Negotiator
Date:

Zach Fricke
Board of Education Negotiator
Date:

Ruth A. Myers
Board of Education, President
Date:

Steve Vinke
Board of Education, Secretary
Date:

For the Shelby Education Association

Wes Davis, SEA President
SEA Chief Negotiator
Date:

Lara Kludy
SEA Negotiator
Date: