Collective Bargaining Agreement

Between

Caro Board of Education

and

Caro Education Association

July 14, 2025 thru June 30, 2028

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COLLECTIVE BARGAINING AGREEMENT BETWEEN
THE BOARD OF EDUCATION AND
THE CARO EDUCATION ASSOCIATION/MEA/NEA, INC.

This Agreement is entered into by and between the Board of Education of Caro Community Schools, of Caro, Michigan, (Board) and the Caro Education Association/MEA/NEA(Association).

The Board and Association recognize and declare that providing a quality education for the children of Caro Community Schools is their mutual aim.

The Board recognizes that the members of the teaching profession are particularly qualified to assist in formulating programs designed to improve educational standards.

The Association recognizes that the Board has the final responsibility for establishing policies for the District.

It is the intent and purpose of this Agreement to assure mutually beneficial working and economic relationships between the parties and to provide an orderly means of resolving any misunderstandings or differences which may arise, and to set forth the full agreement between the parties about wages, hours, terms and other conditions of employment.

ARTICLE 1
RECOGNITION

A. The Board recognizes the Association as the sole and exclusive bargaining representative for all certificated or licensed personnel whether under contract, on leave, hourly or class rate basis, employed or who become employed during the duration of this Agreement by the Board as their primary employer; including personnel on tenure or probation, classroom teachers, adult education teachers, guidance counselors, certificated librarians, school psychologists, consultants, social workers, speech and language pathologists, teachers of home-bound or hospitalized students, other special education personnel, and registered or BSN nurses. Only as expressly permitted by Michigan law, the District may hire a non-certified teacher who is participating in an approved alternate pathway to teacher certification.

B. The term "teacher" when used in the Agreement, refers to all employees represented by the Association in the bargaining unit as defined above.

C. The following positions are excluded from the bargaining unit represented by the Association: All full or part-time supervisory, executive or administrative personnel; business manager; athletic director if assigned evaluator, hiring/firing responsibilities, or other supervisory duties under the Public Employment Relations Act (PERA); Title I director, curriculum coordinator; adult and special education directors, aides, para-professionals and others employed in positions not requiring teaching certification or licensure; noon period supervisors and/or noon period personnel excluded from the bargaining unit; substitute teachers; office and clerical personnel; bus drivers and bus mechanics and other transportation personnel; custodial, maintenance and operation personnel.

D. The Board will not negotiate with or recognize any teachers' organization other than Caro Education Association, MEA/NEA. for the duration of this Agreement.

ARTICLE 2
TEACHER RIGHTS

A. The Board will abide by state and federal law outlining teachers' rights to join or not join the Association and to negotiate and file grievances in accordance with Article 20 (Professional Grievance Procedure). Every eligible District teacher has the right freely to organize, join and support the Association for the purpose of engaging in collective bargaining and other concerted activities for mutual aid and protection. The Board will not directly or indirectly discourage, deprive, or coerce any teacher from the enjoyment of any right conferred by the Constitutions or laws of Michigan or the United States. The Board will not discriminate against any teacher as to hours, wages, or any term or condition of employment by reason of membership or non-membership in the Association, participation or non-participation in any Association activity or collective bargaining with the Board, or the institution of any grievance, complaint, or proceeding under this Agreement or otherwise about any term or condition of employment.

B. Teachers are entitled to full rights of citizenship. No religious or political activity of any teachers or the lack thereof is grounds for any discrimination as to the employment of that teacher, provided the activity does not interfere with the District's educational program or the effectiveness of the District.

C. The Board and Association will not discriminate against or between teachers because of their race, religion, color, national origin or ancestry, age, sex, sexual orientation, marital status, disability, or place of residence.

D. Teachers will abide by Board policies - unless otherwise provided in this Agreement. Board policies shall be available to teachers on the District website. The Association will receive

advance notice of any pending policy adoption and shall have the opportunity to inform the Board of its position on the proposed policy.

E. A teacher has the right to review the contents of his/her personnel file, excluding pre- employment reference materials and to have a representative of the Association present with him/her, but only in the presence of the custodian of the records. Other examination of a teacher's file(s) is limited to individuals allowed under law, including FOIA. Each file shall contain a record indicating who has reviewed it and the date reviewed, excluding clerical search for information.

F. No material, including but not limited to, student, parent, or school personnel complaints originating after initial employment will be placed in a teacher's personnel file unless the teacher has had an opportunity to review the material. A complaint against a teacher which results in administrative action shall be put in writing with names of the complainants, administrative action taken, and remedy clearly stated. Upon notice of the material to be added to the file the teacher may within thirty (30) business days submit a written statement about any material in the personnel file and the same shall be attached to the file copy of the material in question. If the teacher believes the material to be placed in their file is inappropriate or in error, the teacher may request the material be corrected or expunged from their file. When a teacher is requested to sign material placed in the file, that signature is understood to indicate his/her awareness of the material but shall not be interpreted to mean agreement with the content of the material.

G. A teacher has the right to retain all property and copyright interests in and to any book, lesson plans, article, publication, motion picture, filmstrip, recording, musical composition, curricular outline, teaching materials, or other creative or copyright work, authored, composed, created or developed by that teacher, provided it is produced on the teacher's own time and with personal equipment, and not within the scope of his or her employment.

H. The Board specifically recognizes the Association's right to invoke the assistance of the Michigan Employment Relations Commission, a mediator, or an arbitrator appointed pursuant to the Agreement's grievance procedure. In reaching a resolution, mediators/arbitrators are limited to the scope of dispute, not introducing elements beyond the dispute. Both the Association and the Board agree to be bound by any lawful order or award of an arbitrator and the terms of an agreement made under mediation.

I. No teacher is prevented from wearing insignia, pins, or other identification of Association membership, either on or off school premises.

J. Before 6:00 PM, the Association and its members may use school building facilities without cost on school days for Association meetings. A Facilities Use request shall be submitted and the building principal will be notified of the time and place at least one (1) school day before the meeting. The building principal will designate the room(s) to be used. All requests for building use after 6:00 PM and on weekends for Association meetings shall conform to Board policies and that use is without cost to the Association unless extra custodial costs are incurred. Association meetings shall not be held during regularly scheduled school hours.

K. Employees will generally receive seven (7) days' advance notice of their tentative assignment.

ARTICLE 3
BOARD RIGHTS

A. The Association recognizes that the Board has the responsibility and authority to manage and direct, on behalf of the public, all District operations and activities to the full extent authorized by the laws and the Constitutions of Michigan and the United States, provided that such rights and responsibilities are lawfully exercised by the Board in conformity with this Agreement, including but not limited to:

1. The executive management and administrative control of the District and its properties and facilities, and the activities of its employees during the employees' working hours;

2. Hire all teachers, and subject to applicable legal standards, to determine their qualifications and the conditions for their continued employment or their suspensions, dismissals, or demotions as well as to promote and transfer all such employees;

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

4. Decide upon the means and methods of instruction, the selection of textbooks and other teaching materials and the use of teaching aids of every kind and nature;

5. Determine class schedules, the duties and responsibilities of teachers;

6. Determine program reductions, elimination of staff positions, and any other action required to maintain District operations.

B. There is exclusively reserved to the Board all responsibilities, powers, rights and authority vested in it by the laws and constitutions of Michigan and the United States, or which have been properly exercised by it, except when expressly limited by this Agreement. The Board retains the rights, among others, to establish and enforce reasonable rules and personnel policies relating to the duties and responsibilities of employees and their working conditions, which are not inconsistent with this Agreement or applicable legal standards. The Board, in meeting such responsibilities and exercising its powers and rights, acts through its administrative staff.

C. Subject to this Agreement and the Pupil Employment Relations Act, the District reserves and retains full rights, authority, and discretion to control, supervise, and manage the operation of all schools and the educational process and to make all decisions and policies not inconsistent with this Agreement.

ARTICLE 4
SENIORITY

A. On an annual basis, the Board and the Association shall agree on a seniority list to be placed on the District website under Employee Access and emailed to all teachers at their District email address by October 30th. All teachers shall be ranked on the list in order of their last date of hire in the District as a teacher. If a teacher fails to object to his/her placement on the list, the list is deemed to be correct and final. Revisions and updates of the seniority list shall also be posted online as they are made. Teachers shall have until 30 days after October 30th to object to his/her placement on the seniority list.

B. Definition of Seniority:

1. One (1) year seniority is defined as the number of teacher days in the negotiated calendar. Persons working less than full time acquire seniority on a pro-rata basis six (6) hours being equal to one (1) work day.

2. In no case shall a teacher acquire more than one (1) year seniority in a 12 month period from July 1 to June 30 of the following year.

3. No extra-curricular duties will qualify for seniority.

4. Full-time teachers forced by the District to take a part-time position shall continue to accrue full seniority as if they were full-time until they refuse or fail to respond to a written offer of a full-time position.

C. Where computation of seniority credits results in two (2) or more teachers with the same last hire date in the District, the following criteria will be applied in the order listed to establish an individual seniority credit ranking:

1. Total prior semesters/trimesters of certificated service in the District. If still tied;

2. Total years previous classroom teaching experience. If still tied;

3. Total semester hours academic credit acquired post B.A. or B.S. If still tied;

4. Prior experience as a substitute teacher in the District (documentation must be provided). If still tied;

5. Total prior years' experience as an Adult/Alternative Education Teacher in the District, which shall not accumulate in addition to regular classroom experience during an academic year, but will constitute experience in the District when the Teacher was not also employed as a regular classroom teacher. If still tied;

6. Lottery conducted jointly by the Association and the District designee.

D. All seniority is lost when employment is severed by resignation or termination. For layoff, teachers so affected shall retain all seniority accumulated as of the layoff's effective date.

E. Teachers who transfer to supervision or administration and return to teacher status, will be credited only with their accrued seniority before transfer and shall not accrue seniority credit while an administrator or supervisor.

F. Seniority shall continue to accumulate when a teacher is on uniformed services leave. Seniority shall not accrue during sabbatical, study, or Association leave over six (6) weeks; however, teachers on such leave shall retain seniority and all rights and benefits held before the leave and including the first six (6) weeks of the leave.

ARTICLE 5
REDUCTION, TEACHER LAYOFF, AND RECALL

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

B. Layoff and recall decisions must be made based, in part, on the teacher effectiveness criteria established in Revised School Code Section 1249 and this Appendix.

C. Layoff and recall decisions may include the following:

1. When determining layoff, the District will consider each situation individually and will ensure that the procedure places individuals in assignments in which they are certified and qualified to teach. Teacher's certification, authorization, or approval status will be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations; and based on documentation filed with the Superintendent's office.

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

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

2. Qualifications shall be determined by the following:

a. Individual's area of certification.

b. A rating of less than "effective" in two (2) of the five (5) previous end of year evaluations.

c. Grade level and/or content area relevant experience. Elementary grade level credit will apply to all grades taught Pre-K through grade 5. Secondary grade level credit will apply to all subjects taught in grades 6 through 12.

d. Level and type of degree attained.

e. Teachers who in the past five (5) years have completed relevant training aligned with current district goals and strategic plan including the completion of district-approved professional development programs, obtained additional certifications, or specialized instructional strategies aligned with the state's curriculum standards.

If one or more teachers are tied after applying section (a) certification, then the evaluation ratings shall be compared as noted in section (b). If one or more teachers remain tied after applying section (b), then section (c) grade level and/or content area relevant experience shall be applied. If one or more teachers remain tied after applying section (c), then section (d) level and type of degree attained shall be applied. If one or more teachers remain tied after applying section (d), then section (e) relevant training will be applied. If one or more teachers are tied after applying section (e), then length of service shall be used as the tiebreaker.

3. A Teacher may notify the District of their desire to volunteer for leave without a guarantee of position upon return. This voluntary leave shall be accepted at the discretion of the District.

D. The Board of Education has the sole discretion to determine whether a vacancy exists, and the certification area, qualifications, and position in which the vacancy exists.

E. Teachers must provide the District with current information and documentation supporting the Teacher's certification and qualifications.

1. Layoff and recall decisions will be based on the teacher's certification and qualifications in the District's records at the time of the decision.

2. A laid-off teacher must maintain current contact information with the Superintendent's office.

3. Failure to maintain current contact information may negatively affect the teacher's recall.

F. Teacher of record layoff and recall decisions are made by formal Board action in accordance with the procedures set forth in this section.

G. The Superintendent or designee will provide written notice of layoff or recall decisions to each affected teacher and Association President.

1. In the event of a layoff during the school year, teachers will be provided with a thirty (30) calendar day notification prior to the effective date of lay off.

2. Insurance benefits shall be available to a teacher laid off according to COBRA. The teachers must pay the monthly group rate premiums in advance of the due date to the Central Office. The terms of coverage will be as determined by the carrier. Teachers laid off at the end of a school year shall be entitled to full insurance protection through August 31st. Teachers laid off at the end of the first semester/trimester of a school year are entitled to full insurance protection through the following March 31st.

3. Changes in a laid off teacher's post graduate hours after the school year following layoff shall not permit the teacher to be advanced on the seniority list until recalled.

H. Teacher Recall Process

1. A teacher is eligible for recall under this Appendix for eighteen (18) months from the date the District implemented the reduction in force.

2. The Superintendent will first identify the grade level(s), academic level(s) or department(s) with a teaching vacancy.

3. Superintendent shall fill a vacancy by following (C) of this article.

    a. If more than one (1) laid off teacher is certified and qualified for recall to a vacant teaching assignment, the recall of teachers shall be in the reverse order of layoff: i.e., those laid off last will be recalled first, provided, however, that a teacher in order to be recalled, shall be certified and qualified as herein set forth to teach the specific area for which she/he is recalled.

    b. If no teacher in layoff meets the certification and qualification requirements for the position as noted in this appendix, a vacancy will be posted for consideration of all applicants.

4. Notice of recall shall be sent by certified mail to the employee’s last known address on file with the Human Resources Department, in addition to an email to the teacher’s professional account and home account if provided by the Association President. A copy of the email shall be sent to the Association President.

5. Failure to accept an available position for which the teacher is certified, state approved, licensed, and/or endorsed, or failure to notify the District of unavailability, will forfeit all rights to recall and continued employment; and the Board may terminate its obligation to that teacher. Notice of acceptance of assignment or notice of unavailability by the teacher must be received by the District within ten (10) days of receipt of notice of recall or return.

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

7. Recalled teachers are entitled to all sickness and leave benefits accrued before layoff and still recognized in the Agreement.

I. If a teacher received reasonable assurance of employment and then collects unemployment compensation during the summer and returns to work for the scheduled school year, the amount of unemployment compensation paid shall be deducted from the teacher's salary.

ARTICLE 6
PAYROLL DEDUCTIONS

A. The Board shall make payroll deductions upon written authorization from teachers for annuities of their choice from the Board approved list of annuities and union dues. The Board may deduct from the employee's wages such amounts as required by law, which the employee may owe to the District, or which are authorized by the employee by this Agreement or by the employee in writing.

The Association will indemnify, defend, and hold harmless the District, as well as individual Board members, employees, and agents against any claim arising from or related to the District's deduction of Association dues/fees.

B. The Board is authorized to make deductions from a teacher's payroll check if an overpayment is made. The teacher will receive advance notice. The deduction(s) will be made for the same number of pays over which the overpayments were made. If a teacher's employment terminates before recouping the total overpayment, the Superintendent may adjust the repayment schedule to insure reimbursement. Deviations from this language may occur with mutual agreement of the Superintendent and the teacher involved.

ARTICLE 7
COMPENSATION

A. The salaries of the teachers are set forth in Schedules A-1, 2, 3, which are incorporated in this Agreement. Those salary schedules shall remain in effect during the term of this Agreement.

B. Salaries shall be paid in 26 installments, with the first payment to take place on the Friday of the second week of work, see Schedules A-1, 2, 3, and continuing every other Friday thereafter until the 26th installment has been paid. In a school year with 27 paydays, salaries shall be divided by 27 rather than 26 installments.

C. The salary Schedule A-1 is based on the teaching day, load, and year as described in Articles 7 and 8 of this Agreement. Whenever a teacher is requested to serve in a replacement, relief, or special duty capacity, that extra time (hourly basis) is noted by the Supervising Principal. Before the last pay in June, an accounting of the teacher's extra service time will be made. All time served more than three (3) hours is paid at an hourly rate equal to the extra class rate as explained in Schedule A-2, divided by the number of scheduled days of instruction. Principals will avoid assigning special duty whenever possible. Teachers may elect to relieve another teacher for special occasions without a time accounting whenever the arrangement is mutually agreed upon by the teachers involved and the principal or designee.

D. If it becomes necessary to reduce a teacher's pay, deductions from the teacher's salary will be made according to the following formula:

Step #1: Total contracted wage divided by the actual number of teacher work days equals the average daily rate.

Step #2: Average daily rate multiplied by the number of days absent equals the total deduction to be made.

Sample: Contracted salary - $18,500 number of teacher days - 185; daily rate - $18,500 divided by 185 equals $100; number of days absent: 4; deduction: 4 x $100 equals $400.

E. Individual teacher contracts shall be made subject to the terms and conditions of this Agreement. A teacher hired by the District for 150 days or more in a school year for the same position will be issued an individual contract subject to thisAgreement. This provision applies only to persons employed in a teaching role and not in all bargaining unit positions.

F. Teachers may receive credit on the salary schedule up to equal with their experience for teaching in any Michigan school or district. Teachers who have fractions of experience equaling one-half or over will be placed on the next higher step. New hires may receive an incentive stipend of up to $2000, 50% to be paid after year 1 with the remainder to be divided equally in years 2 and 3.

G. A teacher hired under an alternative teacher program is placed at BA Step 0 of the wage scale and does not advance steps or slides until a valid Michigan teacher certification (Standard or Professional) is obtained. A non-certified teacher who has obtained a valid Michigan teacher certification under this section may be placed on the salary schedule for years taught in the District based on the date of hire as a teacher of record. The new rate for future compensation will be adjusted to reflect the new step placement upon the District's receipt of proof of certification. There will be no retroactive pay for service prior to submitting proof of certification.

H. Advancement on salary slides are automatic as of the beginning of each semester/trimester after completion of required academic or professional courses, provided this Agreement is unexpired. Documentation of extra hours and degrees in the form of an official transcript indicating course completion must be submitted ten (10) calendar days before the beginning of the following semester/trimester. Late submission of such documentation shall result in any adjustment being delayed until the next semester/trimester. Movement from slide to slide on the salary schedule is granted upon completion of the necessary credit hours for that slide (e.g., 18 credit hours for movement to the BA+18 slide) provided that this Agreement is unexpired. All work must be completed on an approved program leading to an advanced degree in education or in the teacher’s major field of education.

I. Teachers working less than full-time are entitled to prorated fringe benefits if available through the negotiated insurance carrier. In addition, the teacher will pay a prorated share of the cost based on the amount that full-time teachers contribute.

J. If a teacher's schedule requires driving from one school building to another, the teacher will be reimbursed at the rate established by Board policy.

K. Teachers teaching only part of a year or part of each day in a year will be paid pro-rata on the salary schedule in direct proportion to the ratio of time served compared to the total school time in that year.

L. Teachers will receive wages through direct deposit. If charges arise due to a failure to transmit, the teacher will be made whole within a reasonable amount of time.

ARTICLE 8
DUTY ASSIGNMENTS

A. The start and dismissal times for students are as follows:

1. Grades K-8 between 7:30 AM and 4:15 PM.

2. Grades 9-12 between 7:00 AM and 4:15 PM.

3. The above times shall be waived if financing or enrollment problems require split sessions or time changes.

B. Hours of kindergarten teachers are fixed by the principal at the beginning of each semester/trimester but shall not be longer than the foregoing.

C. A full-time teaching day shall consist of a total of 7-1/4 continuous hours of total time. The Board may deviate from the continuous hours language by mutual agreement with the teacher and the Association. Such time will include instruction, preparation, and lunch time for each scheduled school day. The 7-1/4 hours of total time is scheduled by the supervisory principal between 7:00 AM and 4:15 PM. Teachers are to be in their assigned area five (5) minutes before the morning classes begin, during their class period, and remain five (5) minutes after student dismissal time for the building. Teachers are to be in their rooms and are responsible for them for the time specified in this Agreement. During assemblies or special activities, teachers are to remain with their assigned students. However, the Principal or Superintendent may grant exceptions upon request or in an emergency.

D. The teachers' work year will not exceed the number of scheduled workdays in the negotiated calendar(s). Scheduled workdays include: those days when students are in attendance; orientation days at the beginning of the school year for all teachers, professional development days, conference and curriculum days, record days, and/or the close of the school year, and any other days on which teacher's attendance is required. he scheduled instruction day shall not be less than that required by state law to receive full state school aid funding, regardless of previously established school start or end dates. The Board is entitled to reschedule days lost when school is closed and which do not count for student instruction. The rescheduling of those days does not entitle employees to additional compensation.

E. Teachers may only be required to remain after the end of the regular workday without additional compensation for up to one (1) hour no more than twice a month, to attend meetings called by the Principal or Superintendent. Teachers may be required to attend up to two (2) evening meetings not to exceed two (2) hours each per year. Attendance at all other evening meetings will be at the option of the individual teacher. However, emergency meetings may be called by the Building Principals or Superintendent. All teachers are required to attend staff meetings unless expressly excused by the administrator.

F. Teachers will have a duty-free lunch period of the following lengths:

1. Elementary teachers will have a duty-free lunch period daily of fifty (50) minutes.

2. Secondary teachers will have, in addition to their thirty (30) minute lunch period, a preparation period equal to one (1) class period daily.

3. Teachers with instructional responsibilities in both elementary and secondary programs shall receive a minimum of forty-five (45) minutes preparation time and a lunch period of not less than thirty (30) minutes daily.

4. Elementary Specials Teachers (Art, Music, Physical Education) who have:

   a. responsibilities in both elementary and secondary programs will receive a minimum of forty-five (45) minutes preparation time and a lunch period of not less than thirty (30) minutes daily.

   b. responsibilities in only elementary program, but travel from room to room will receive a minimum of forty-five (45) minutes' preparation time and a lunch period of one (1) hour daily.

c. responsibilities in only elementary program and are not required to travel from room to room will receive a minimum of thirty (30) minutes preparation time and a lunch period of one (1) hour daily.

5. Elementary Teachers

a. Will have an average of 42 minutes of duty-free time per day.

b. Duty-free time provided in paragraph (a) above may be implemented using music, art, physical education, or other special subjects, or it may be provided through extending recess time beyond the 25 minutes required in Section G of this Article. The time provided may vary between buildings at the option of the administration upon consulting the building staff.

G. Elementary teachers will have a duty-free recess period as follows:

K-5th grade - 25 minutes once daily

One teacher is on stand-by duty within the building for emergencies.

H. The following shall apply to all Act of God days:

1. When schools are closed to students due to an Act of God, teachers will receive their regular pay for days which are canceled; make up any required days and work on the required rescheduled days with no additional compensation. The parties shall reschedule any days lost if it is necessary to receive full state aid, or in the event school is closed for reasons which do not allow such days to be counted as days of student instruction.

a. The parties agree to meet in an effort to mutually agree on when any make-up days will occur. If they are unable to agree, the days will be added on to the end of the calendar set forth in Schedule A-4. When it becomes necessary to add make-up days at the end of the calendar, any such days shall take the place of and include scheduled teacher workdays in June.

b. If a day is rescheduled and insufficient students attend to count as a day of instruction, teachers are not obligated to attend a subsequent rescheduling of the day without being paid at their daily rate.

c. If the rescheduling of the days at the end of the school year interferes with a teacher's scheduled summer college course to upgrade his or her skills, if a replacement is available, the teacher may:

1. Use his or her personal leave, or
2. Use his or her sick leave, or
3. Apply for unpaid leave times.

The teacher will provide proof of enrollment and starting date of classes.

If the leave request is denied because of non-availability of a substitute; the burden of proof is on the Board.

d. If applicable State law, rules, or regulations are rescinded or modified, to provide that the District’s state aid will not be reduced if Act of God days are not made up, Article 8 (H) shall be considered inapplicable and the following procedure will instead be followed:

Teachers shall not be required to report for work when school is officially canceled for students due to an Act of God. After six (6) such days, the Board may, at its discretion, schedule any subsequent Act of God days to be made up at the end of the scheduled school year. Any such make-up days shall take the place of and include scheduled teacher workdays in June. Teachers are expected to complete normal year end work duties. Any decision to make up days in June will be made at the first Board meeting in May. Failure to schedule make-up days at that meeting shall prohibit the scheduling of make-up days at the end of the school year.

2. Absence on days scheduled as regular workdays without students in attendance is charged against the teacher's accumulated leave unless the Superintendent or designee notified staff that they need not report.

3. No deduction is made from accumulated leave for teachers who are ill or on other paid leave on an Act of God day.

4. Teachers on unpaid leave shall not receive credit for an Act of God day occurring during the leave as a regular workday. If a teacher losing credit under this paragraph works the make-up days as provided below, the teacher shall receive pay for all days worked.

5. Teachers who are absent on days when school is in session, will be charged for leave time as follows, when school closes before the regular closing time:

   a. 1/2 day leave time is charged for all portions of missed time to and including 1/2 of a regular school day unless, however, teachers are asked to remain.

   b. a full day of leave time is charged if school is in session any amount over 1/2 day.

6. When school is dismissed before regular closing time due to an Act of God, teachers shall remain fifteen (15) minutes after student dismissal. Fractional days and hours will be counted toward the State requirements for instructional days and hours. Teachers may be requested to remain for additional time if, in the administrator’s opinion, their presence is necessary for student safety and control.

7. If an Act of God day(s) results in the interruption of the High School exam schedule, the schedule is advanced one (1) day for each day missed with the student half day, teacher half record day coming the day after the end of the scheduled exams.

ARTICLE 9
CLASS SIZE

A. Because the student-teacher ratio is an important aspect of an effective educational program, the Board will make every reasonable attempt to stay within the recommended maximum class sizes set forth below:

1. Elementary

Young 5s	20 students
Early Childhood	6 students or 18 with paraprofessional
Kindergarten, 1st & 2nd grades	25 students
3rd through 5th grades	28 students

Special Education class limits are determined by State Law or ISD plan.

Whenever a special education classroom exceeds the limits specified below, a child's educational aide will be assigned to that classroom, if requested by the classroom teacher, for the duration of the enrollment for Grades K-4 and of the overload for Grades 5-8.

Grades K-4th	10 students	
Grades 5th-8th	12 students	

		Trimester Schedule	Semester
2.	Middle School		
	6th Grade	32 students	28
	7th and 8th Grade:		
	English	32 students	28
	Social Studies	32 students	28
	General Education	32 students	28
	Mathematics	32 students	28
	Science	32 students	28
	Reading	32 students	28
	Languages	32 students	28
	Exploratory	32 students	28
	Music (Vocal)	50 students	50
	Physical Education/Health/Pool	40 students	40
3.	High School		
	English Composition	32 students	25
	English	32 students	28
	Social Studies	32 students	28
	General Education	32 students	28
	Mathematics	32 students	28
	Science	32 students	28
	Language	32 students	28
	Business	32 students	28
	Computers	32 students	29
	Industrial Arts	32 students	25
	Vocational Shops	32 students	25
	Drafting	32 students	25
	Agriculture	32 students	25

Art	32 students	25
Music (instrumental 6-12)	225 students daily	225
Music (vocal)	50 students	50
Physical Education/Health/Pool	40 students	40

B. To ensure the best educational programs for all children in the District (both the regular classroom student and the special education student); the following guidelines will be followed:

1. Inclusion will not take place in a classroom that has two (2) or more elementary grade levels combined (e.g., a 2nd-3rd grade split) unless that placement is deemed appropriate by a student's IEP Team.

2. Both the sending and receiving regular classroom teacher and the special education teacher will be involved in the IEP Team meetings whenever a change in the student's status is necessary.

3. Whenever a planning conference is necessary between the regular classroom teacher and the special education teacher, the Principal will make the arrangements at the earliest time and arrange for classes to be covered if necessary.

4. Any teacher who feels that a student program needs to be reevaluated has the right to request an additional IEP Team meeting for the purpose of changing the plan.

C. If the class size limits in Section A are exceeded, the teacher(s) involved and the Principal shall meet to discuss remedies for relief to be introduced as soon as possible. Compensation is the default relief. A teacher will be compensated for the overload on a basis of average daily enrollment each semester/trimester beginning with the fourth (4th) week of the start of the school year, and beginning with the second (2nd) week of the following semester/trimester(s) at a rate of five dollars ($5) per day per student over the limit. SAMPLE: Total daily class enrollment (including special education students) (2700) divided by the number of instruction days in semester/trimester (90) equals the average daily enrollment (30) less the maximum class limits as stated Article 9, Section A (28) equals the number exceeding the maximum (2) times the rate ($5) per day times the number of days of instruction (90) equals the stipend ($900). Sixth grade example: Daily average enrollment in grades 6-12 is defined by the number of students in each section of students divided by the number of sections per day assigned to the teacher.

D. The recommended maximum numbers in grades 7-12 shall not be exceeded by more than ten (10) percent provided space, personnel, and finances are available.

ARTICLE 10
TEACHING CONDITIONS

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to ensure the high quality of education that is the goal of both the teacher and the Board. The teacher's primary duty and responsibility is to teach and that the organization of the school and the school day should be directed at ensuring that the teacher's energy is primarily used to this end.

A. The Board recognizes that appropriate texts, library reference facilities, maps, globes, laboratory equipment, computers and appropriate software, audio visual equipment, art supplies, athletic equipment, music equipment and materials, current periodicals, standard texts and questionnaires and similar materials are the tools of the teaching profession. Administrators and teachers will confer from time to time for the purpose of improving the selection and use of such educational

tools. The Board will continue its efforts to keep the schools reasonably and properly equipped and maintained within available funds as determined by the Board.

B. Provided they meet all current State bus driver qualifications, a teacher may drive a regularly scheduled bus run, but the bus run will not be a part of their regularly assigned duties and shall not interfere in their professional duties as a teacher.

C. The Board shall make available in each school, a lounge and/or work study room and bathroom for teachers. When practical and possible, lavatory facilities for teacher use shall also be made available; such lounge or workroom, shall, however, be available to all other employees and volunteers.

D. Telephone facilities will be made available to teachers for appropriate school use. Personal calls may be made by teachers during non-instructional time.

E. Cafeteria facilities will be available to teachers during the student lunch. Teachers are required to pay the regular rates for adult personnel.

F. Adequate parking facilities in designated areas will be made available to teachers.

G. The teachers recognize that their responsibility to their students and profession requires that they perform duties beyond their regular classroom assignment. This includes supervision of extra-curricular activities and student functions and may require time beyond the normal work day. Any decision made is made jointly by the Board and the Association. In cases where such duties are deemed by the teacher to be excessive, the teacher and administrator shall meet to discuss relief options.

H. The parties agree that there are certain quasi-clerical tasks which teachers shall be expected to perform such as collecting monies, distributing milk, inventorying books, typing tests, duplicating educational materials, operating audio-visual equipment and supervising students outside the classroom. When such duties are deemed by the teacher to be excessive, the parties will meet to discuss relief options. Efforts shall be made by the Board to minimize these tasks.

I. Excluded from these responsibilities will be the administering of medical services unless the services are necessitated by emergency or involve consideration of that student's unique needs as determined by an IEP Team.

ARTICLE 11
EXTRA-CURRICULAR POSITIONS

Extra-curricular positions are filled on an annual basis. If a teacher is not to be re-hired for an extra-curricular position, he/she will be notified in writing at least ten (10) calendar days before the posting of the vacancy. Any teacher not desiring to continue in an extra-curricular position shall notify the Board in writing by June 1 of the current year.

ARTICLE 12
PAID LEAVES OF ABSENCE

A. Teachers shall be eligible for up to twelve (12) leave days per year, which will be prorated based on actual time worked. In addition to the twelve (12) available in that year, unused days may accumulate to a total of 130 days for all teachers. Teachers employed during the summer in teaching positions will be granted one (1) additional one (1) day's leave for each twenty (20) days worked. Partial time will not carry over from one summer to the next.

1. Any teacher that has met the leave day cap and has banked excess days for the current school year will be paid at a rate of $65 per day. The District's payroll specialist will contact teachers who have accumulated more than 130 days to determine payment for those days. This payment will be added to a regular payroll check in July (minus taxes and deductions).

B. Notwithstanding anything to the contrary in this Agreement, each ESTA year (i.e., each school year) if ESTA is in effect, the first 72 hours of paid sick leave under this Article may be used for any purpose listed in the Earned Sick Time Act (ESTA). When paid sick leave is used for an ESTA purpose, ESTA applies to the use of that paid sick leave. ESTA guidelines will be posted on the District's website.

C. Leave days may be used for the following reasons and conditions:

1. a. The teacher may use all or any portion of their leave to recover from their illness or injury.

b. FMLA (Family Medical Leave Act) time will be granted consistent with federal law and FMLA guidelines. All paid leave will be concurrent with FMLA time. If the employee fails to return to employment, the employee shall reimburse the District, as permitted by FMLA regulation, for any insurance premium(s) paid by the District during the FMLA leave time.

Beyond FMLA time, unpaid leave of up to two (2) years may be granted by the Board. Inability or failure to return after such leave shall result in the position to be considered abandoned.

c. Up to ten (10) paid days may be used for family illness per year. Additional paid leave may be granted by the Superintendent.

2. Up to five (5) days may be used by a teacher for each death of a parent, spouse, child, sibling, parent-in-law, grandparent, grandchild or any other person who has clearly stood in the same relationship with the teacher as any of these. Two (2) additional days will be provided for the death of a spouse, parent, or child. The Superintendent may grant additional bereavement days at the Superintendent's discretion. Leave for bereavement beyond five (5) days will be deducted from accumulated leave time.

3. Leave may be allowed for Superintendent approved in-service meetings or educational opportunities.

4. Four (4) days leave time may be used for personal business each year. Personal business days will not be granted under the following conditions:

a. If the day(s) requested fall during the first two (2) weeks or the last week of school or the last two (2) days of any marking period. For the last week of school, Article 8 language about summer classes will apply.

b. If the day(s) requested occur immediately before or after the following holidays/vacations: Labor Day, Thanksgiving Vacation, Christmas Vacation, Presidents' Day, Midwinter Break, Spring Break, Good Friday, Easter Weekend, Memorial Day, Summer Vacation and any Federal holiday on which there is no school. However, a building principal in collaboration with the Superintendent may approve on an individual basis.

c. If the day requested falls on a Professional Development Day.

5. A teacher called for jury duty or subpoenaed to give testimony before any judicial or administrative tribunal for school business and not a party against the District will not be

penalized in loss of pay, leave days, or other benefits for absence due to such service, provided a statement from the court certifying the days of service is filed with the Superintendent. The teacher will remit to the Board the amount of compensation received for fulfilling that duty.

D. Teachers shall use their best effort to contact the prescribed substitute call-in system before 6:30 AM of their absence day, noting that they are unable to report for work on any given day for illness or emergency. All other leave of absence requests must be submitted to the Building Principal at least two (2) school days before the time of the leave. A teacher's failure to meet these parameters more than twice in a school year will double the amount of leave time deducted from their accumulated leave. Example: teacher requested a half day-full day deducted, one day requested, two days deducted, etc.

E. Teachers will receive an accounting of the unused portion of accumulated leave time as soon as practicable after the end of the fiscal year.

F. Employees who leave before the regular school closing time will be charged:

1. One-half (1/2) day leave time for one-half (1/2) of a workday or less.

2. A full day of leave time for missed time that exceeds one-half (1/2) of a work day.

3. Exception. At the discretion of the supervising Principal, a teacher may be excused for a time not to exceed thirty (30) minutes to attend to personal and professional matters that cannot be handled at another time. This leave is intended to be used for matters of a professional or personal nature that can be handled only in this manner, and not for illness.

G At the beginning of each school year, fifteen (15) Association leave days shall be granted, with pay, to be used by members of the Association for those duties deemed appropriate by the Association President. Such days shall not be cumulative and no more than one (1) teacher may use more than five (5) of such days in any one school year. Substitutes for such days will be paid in the following manner: For the first five (5) days used, the Board will pay for the substitute's cost. For the balance of days used, the Association will reimburse the District the current rate basis those sums paid to the Office of Retirement Services as well as the substitute's cost as long as the days are requested by the Association.

ARTICLE 13
UNPAID LEAVES OF ABSENCE

A. At the Board's discretion, any tenured teacher may be granted an unpaid leave of up to one (1) year upon request, provided a replacement is available.

B. Any teacher granted unpaid leave shall notify the Board of his/her intent to return by May 1st or sixty (60) days prior to return if the leave ends during the school year. The teacher's failure to notify the Board of intent to return by May 1st for a school year leave or sixty (60) days prior to return if the leave ends during the school year, conclusively and irrefutably constitute the teacher's loss of his/her position due to abandonment of position with the District.

C. One (1) additional year leave may be granted by the Board upon written annual request by a teacher in accordance with Board policy. Unpaid leave is limited to no more than two (2) consecutive years for any individual teacher.

D. Insurance protection provided in this Agreement shall be available to a teacher on unpaid leave if allowed by the carrier. The teacher must pay the monthly premiums in advance of the due date to the Central Office. The terms of coverage will be as determined by the carrier.

E. Seniority shall not accrue when a teacher is on unpaid leave under this Article. There is no loss of seniority rights or other benefits accrued before the leave.

F. The Board may approve up to five (5) unpaid leave requests with no more than two (2) leaves at a single building at any given time. These limits include extensions granted to those already on unpaid leave or on child care leave.

G. Tenured teachers who have been elected as President or Secretary of the NEA or MEA, upon proper application to the Board, may be granted an unpaid leave of absence for up to two (2) years.

ARTICLE 14
RETIREMENT AND TERMINAL PAY

Teachers planning to retire shall submit to the Board a written notice of intention to retire at least sixty (60) days before the date of retirement or if retiring at the end of the current school year by May 1st.

A. Terminal Pay: Upon retirement of a teacher under the Michigan Public Schools Employees Retirement System, the Board shall pay $100 for each day of accumulated leave time up to 115 days to an eligible teacher with ten (10) or more years of service as a teacher in the District. No payment will be made to a teacher who is subject to tenure charges or who has not submitted a notice of retirement within the sixty (60) days.

B. In the event of a teacher's death after ten (10) years of bargaining unit service to the District, the terminal pay accumulated will be paid to the teacher's beneficiary.

ARTICLE 15
INSURANCE PROTECTION

A. All teachers shall make proper application with the Business Office about initial coverage choice and any change in such coverage.

B. Insurance protection is made available for a full twelve-month period (September 1 to August 31) during the teacher’s term of employment and under the terms of the policy. The District shall sign an Employer participation agreement with the insurance carrier.

C. During open enrollment or a qualifying event, teachers not electing medical insurance will select an ancillary plan. Effective the date of the insurance change, teachers choosing the ancillary plan shall receive $200 cash-in-lieu of medical insurance per month toward an annuity of their choice from the Board approved list of annuities. If five (5) to ten (10) teachers do not elect medical insurance, the cash in lieu will be $300 per month. If eleven (11) or more teachers do not elect insurance, the cash in lieu will be $416 per month. Cash-in-lieu is only available on the conditions that: (1) the employee voluntarily and in writing opts out of the available medical health care plan; and (2) provides documentation to the Superintendent’s designee that the employee has other medical health care coverage that meets the minimum value and coverage requirements of the Affordable Care Act.

D. If a teacher is fully disabled through an injury or illness covered by Worker's Compensation, sick leave shall not be reduced, unless requested by the employee and the Board agrees to pay the premium cost of insurance coverage for the duration of the current insurance enrollment year (August 31). At the employee’s option and with insurance carrier authorization, the employee may purchase at group rate insurance coverage for the duration of the disability.

ARTICLE 16
TEACHER EVALUATION

A. Teachers shall be evaluated and observed according to Michigan law.

B. Evaluation Tool:

1. The agreed upon evaluation tool shall be used as the primary evaluation tool for all teachers.

2. The District will post detailed information about the evaluation tool, including its research base, frameworks, and rubrics, on its website by the start of the school year.

3. Ancillary staff or Certified Professional Staff in non-instructional placement shall be evaluated annually using the agreed upon evaluation tool, excluding components concerning Student Growth.

C. Evaluation Process and Timeline:

1. August to September: The District will identify teachers to be evaluated and ensure all new teachers are trained on the evaluation tool.

2. September to June: Teacher goals will be completed by October 31st. The District will implement a series of walkthroughs and formal observations with post-observation meetings. A post-observation meeting between the evaluator and teacher will occur and written feedback will be provided within 30 days of each observation.

3. January: The District will conduct a mid-year conference with those teachers who require a mid-year progress report.

4. June: The District will complete all final evaluation paperwork and conduct the final evaluation conference with probationary teachers and teachers with an IDP before the end of the teacher's school year. Tenured teachers rated less than effective may request a meeting with their administrator. All documents must be digitally signed before teachers can check out for the summer.

D. Student Growth Measures:

1. The use of student growth and assessment data will be 20% of the year-end evaluation determination.

2. The teacher, with their building administrator approval, shall be allowed to eliminate data attributable to students who have excessive absences (60+ per school year), are partial-year transfers into/out of the teacher's classroom, or who have other anomalous circumstances that warrant eliminating that data.

E. Mentoring Support:

1. Probationary teachers in their first three years of teaching and any teachers rated below effective will be assigned a mentor. Mentoring programs will be designed to provide effective support and improve teacher performance.

F. Observation and Feedback:

1. Teachers will receive a minimum of two formal classroom observations per school year. Each formal observation will be at least 15 minutes in duration.

2. Mentors may be included in post observation meetings. No observation will take place immediately prior to or following a scheduled break.

3. If a tenured teacher has been rated highly effective, prior to July 1, 2024 and effective, after July 1, 2024 for three consecutive year-end evaluations, they may be evaluated every second year thereafter.

4. If a teacher is not rated as effective on a biennial evaluation, the teacher must be evaluated annually, and if a teacher is placed on an IDP, or has a change in assignment or subject area, the teacher must be evaluated annually.

5. In addition to formal observations, walkthroughs may occur at the principal's discretion to support ongoing teacher development and provide informal feedback. Walkthroughs will not require a post-observation meeting unless requested by the teacher or principal.

G. Grievance Procedure:

1. Evaluations are not subject to arbitration in the grievance procedure, except tenured teacher who is rated as "Needing Support" on two consecutive year-end evaluations may demand to use the grievance procedure.

2. Probationary teachers cannot challenge any aspect of the evaluation process, including observations, the IDP, the mid-year progress report, or assigned rating.

ARTICLE 17
PROFESSIONAL BEHAVIOR, DISCHARGE, DISCIPLINE

A. Teachers are expected to abide by this Agreement and to comply with the rules, regulations, policies, and directions adopted by the Board or its representatives which are not inconsistent with this Agreement, provided that a teacher may reasonably refuse to carry out a directive which threatens physical safety or well-being, except when such refusal jeopardizes the health and safety of students.

B. The District will implement discipline that is not arbitrary or capricious and proportionate to the seriousness of the misconduct. The term “discipline” as used in this Agreement includes warnings; reprimands; suspensions without pay; demotions as defined by the Tenure Act; discharge; and other actions of disciplinary nature. A disciplinary decision must be supported by a preponderance of evidence, the teacher must be given a meaningful opportunity to respond to allegations, and the discipline must recognize the concept of progression as required by law. The District reserves the right to apply disciplinary measures consistent with the severity of the infraction.

C. The District may, in its discretion, investigate complaints submitted against a bargaining unit employee. If the matter is investigated, the employee will receive notice of the allegations against them and an opportunity to respond to the allegations. If the disciplinary action is taken and retained in the employee’s personnel file, the employee may submit a rebuttal statement as provided by law. All teachers will maintain Weingarten Rights to have association representation.

D. A tenure teacher may not grieve the discipline procedure outlined in this Article up to arbitration unless the discipline procedure has resulted in 8 days or more loss of pay. Such cases are eligible for arbitration, except a tenure teacher shall not grieve a “demotion” or “termination”: within the meaning of the Teacher’s Tenure Act. This limitation does not limit a tenure teacher’s statutory right to appeal a demotion or termination to the State Tenure Commission. A probationary teacher may not grieve discipline.

ARTICLE 18
PROTECTION OF TEACHERS

A. Assault upon any employee by a student or an adult is a serious matter. If such an incident arises in which its origin was a school-centered issue, the teacher shall promptly report the assault both orally and in writing to the immediate supervisor. The District and teacher shall cooperate in bringing the matter to the proper law enforcement authorities. The District shall conduct its own investigation and impose, if appropriate, a consequence under the circumstances. Any report of assault upon an employee will be reported to the Board. The District will render appropriate assistance in the process and the teacher may request additional support from the Board.

B. During the term of this Agreement, the Board will continue in effect, its present insurance liability coverage for teachers.

C. A teacher may excuse a student from his/her class when the severity of the offense, the persistence or disruptive effect of the misbehavior makes the student's continued presence in the classroom intolerable. In such cases, the teacher will furnish the Principal, as promptly as their employment obligations will allow, full particulars of the incident in writing, including discipline if any given by the teacher. The Principal shall consult with the student and follow up with the teacher when a student is sent to the office. If a teacher opts for a snap suspension as permitted by law, the teacher is responsible for contacting the parent or guardian to attend a parent-teacher conference regarding the suspension and consulting with the Principal.

D. It is the Board's responsibility, through its administrators, to support and assist teachers in the areas of classroom discipline and control. When a teacher believes the attention of special counselors, social workers, law enforcement personnel, physicians, or other professional persons may be needed; the teacher may reduce the concerns to writing and submit them to the building administrator. The teacher will be notified in writing concerning any action taken.

E. When a teacher reports an act of violence or assault to their respective building administrator, a meeting will be called within eight (8) school days to develop a strategy and plan to secure the safety of the employees, staff and students. A good faith effort will be used to schedule the meeting to include as many of the following as possible: the school superintendent, special education director (if applicable), building principal, classroom teacher, case manager (if applicable), all ancillary staff (if assigned), all paraprofessional staff (if assigned), and all other relevant staff, as well as union representation.

F. The Board shall not use a polygraph or lie detector device in any investigation of a teacher.

ARTICLE 19
NEGOTIATION PROCEDURES

A. Negotiations will be conducted in accordance with state laws. When an agreement is ratified and approved, its terms in regard to re-opening will be followed but all other items of the contract shall only be addressed by mutual agreement in a Letter of Understanding. The maintenance of employment conditions and general working conditions are important and that, should there be differences of interpretation as to what those are, representatives of the Board and Association will discuss informally and if necessary resolve via mediation and / or arbitration.

B. Beginning not later than March 1 of the calendar year in which this Agreement expires, the Association and the Board will negotiate over a Successor Agreement in accordance with legal and contractual procedures in a good-faith effort to reach Agreement concerning teachers' salaries, school calendar, and all other conditions of their employment. Any Agreement so negotiated shall apply to all teachers and shall be reduced to writing and signed by representatives of the Board and the Association.

C. In any negotiations described in this Article, neither party shall have any control over the selection of the bargaining representatives of the other party and each party may select its representatives from within or outside the District. No final Agreement between the parties may be executed without ratification by a majority of the Board and by a majority of the membership of the Association. The parties mutually pledge that their selected representatives will have all necessary authority to make proposals, consider proposals and make concessions in the course of bargaining, subject only to such ultimate ratification.

D. If the negotiations described have reached an impasse, upon expiration of this Agreement, the procedure described in state law will be followed.

E. All agreements are tentative until final agreement is reached on the completed Agreement. Tentative Agreements shall be duplicated, dated, and initialed by the chairperson of each party.

F. Each party shall have its chief negotiator or designee present for each meeting.

G. Each party may keep its own minutes of the negotiating proceedings.

H. Either party may caucus at any time.

I. The parties to this Agreement will notify each other, in writing, of names of those who are to represent them in the administration of this Agreement and those who have the authority to negotiate for them when that is appropriate.

ARTICLE 20
PROFESSIONAL GRIEVANCE PROCEDURE

A. Definitions:

1. A claim or complaint by a teacher or group of teachers or the Association that there has been a violation, misinterpretation or misapplication of any provision of this Agreement may be processed as a grievance.

2. The “aggrieved person" is the teacher making the claim.

3. The term "teacher/grievant(s)" includes any individual or group who is a member of the bargaining unit or the Association representing one or more members of the bargaining unit covered by this Agreement.

4. A "party of interest" is the person(s) who might be required to take action or against whom action might be taken to resolve the claim.

5. The term "days" shall mean calendar days.

B. Purpose:

The primary purpose of the procedure is to secure at the lowest level possible, equitable solutions to the grievances of the parties. These proceedings shall be kept as confidential as may be appropriate at each level of the procedure. Nothing in this Agreement shall be construed as limiting the right of any teacher with a grievance to discuss the matter informally with the immediate supervisor.

C. Structure:

1. There will be one (1) or more Association representatives (Building Representatives) for each school building to be selected in a manner determined by the Association.

2. The Association shall establish a Professional Rights and Responsibilities Committee, which will be broadly represented and which shall serve as the Association grievance committee. If any Association Representative or any member of the PR & R Committee is a party in interest to any grievance, that person shall be disqualified from serving on the PR & R Committee for that grievance and the Association will appoint a substitute.

3. The immediate supervisor is the administrative representative when a grievance arises in that building.

D. Procedure:

Day is defined as a school day during the school year and Monday through Friday excluding holidays during summer. The number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits may be altered by mutual consent. The Association's failure to move the grievance to the next level shall result in the grievance resolved based on the District's previous response.

A teacher with a grievance may proceed individually or together with his Association Representative or through the Association Representative through Formal Level 3 of the Grievance Procedure. The Association is the sole decisionmaker about processing the grievance to arbitration.

1. Informal Level:

Within fifteen (15) days of the alleged occurrence, the grievant(s) shall request a meeting, in writing, with the immediate supervisor in an effort to resolve the complaint. A copy of the request will be sent to the Association grievance chair. The immediate supervisor shall arrange to meet with grievant(s) and authorized representative within five (5) days of receipt of the request. If the grievant(s) is not satisfied with the results of the meeting, the grievant(s) shall formalize the complaint in writing and submit it within five (5) days to Formal Level 1.

2. Formal Level 1

The formalized grievance shall be submitted, in writing on the proper form including the nature of the grievance, as well as date of occurrence, the article(s) and section(s) allegedly violated, the remedy requested and the signature of the grievant(s), to the Association's grievance chair and the immediate supervisor. The immediate supervisor shall, within ten (10) days of receipt of the grievance, render a written decision. A copy of this decision will be forwarded to the grievant(s) and the Association's grievance chair. If the grievant(s) is not satisfied with the disposition of the grievance at this level or if no disposition has been made within ten (10) days of receipt of the grievance at Formal Level 1, the grievant(s) shall, within five (5) days, proceed to Formal Level 2 by filing a written appeal with the Superintendent.

3. Formal Level 2:

Within ten (10) days after the grievance has been submitted to the Superintendent, the Superintendent or designee shall meet with the grievant(s) on the grievance. The Superintendent or designee, within ten (10) days after the meeting's conclusion, shall render his/her written decision with copies sent to the Association's grievance chair and the grievant(s). If the grievant(s) is not satisfied with the grievance disposition at Formal Level 2, or if no decision has been rendered within ten (10) days from the date of the meeting with the Superintendent or designee, the grievance shall proceed to Formal Level 3.

4. Formal Level 3:

The grievant(s) may submit the grievance to the Association's PR & R Committee within five (5) days from receipt of the Level 2 response. The Committee may elect to propose a compromise for solution to the grievant(s) and if acceptable to take the matter back to the Superintendent or designee to seek mutual acceptance. Such action shall take place within ten (10) days from receipt of the Level 2 response.

5. Formal Level 4:

   a. Within ten (10) days after receipt of a request by the aggrieved person, the PR & R Committee will determine if the grievance is meritorious. The Association may, by written notice to the Board, submit the grievance to arbitration**.** Arbitration shall not be permitted when the grievance arises from an evaluation or any topic prohibited by law. The written notice must be filed with the Board no later than thirty (30) days from the date of the Superintendent's denial of the grievance.

   b. By mutual agreement, the parties may submit the matter to a mediator to be run concurrent to a request for arbitration.

   c. Within ten (10) days after written notice of submission to arbitration, the Superintendent and the PR&R Committee will attempt to agree upon a mutually acceptable arbitrator. If the Superintendent and PR & R Committee are unable to agree upon a mutually acceptable arbitrator, the PR & R Committee may file a Demand for Arbitration with the American Arbitration Association no later than thirty (30) days after written notice of submission to arbitration. The arbitrator will be selected in accordance with the rules of the American Arbitration Association which shall likewise govern the arbitration proceedings.

   d. The arbitrator so selected will confer with representatives of the District and the PR&R Committee and hold hearings promptly and will issue his/her decision not later than thirty (30) days from the date of the close of the hearings or if oral hearings have been waived, then from the date the final statements and proofs are submitted. The arbitrator's decision will be in writing and will set forth findings of fact, reasoning, and conclusions on the issues submitted.

   e. Both parties agree to be bound by the award of the arbitrator and that judgment thereon may be entered in any court of competent jurisdiction.

   f. The fees and expenses of the arbitrator shall be paid by the losing party namely the Association or District.

   g. Neither party may raise a new defense or ground at Level Four not previously raised or disclosed.

E. Rights to Representation:

Any party of interest may be represented at all meetings and hearings at any level of the grievance procedure by another teacher or another person. Provided, however, that any teacher may not be represented by an officer, agent or other representative of any organization other than the Association. Provided, further, when a teacher is not represented by the Association, the Association has the right to be present and to state its views at all stages of the grievance process.

F. Miscellaneous:

1. A grievance may be withdrawn at any level without prejudice or record. However, if in the judgment of the Association Representative or the PR&R Committee, the grievance affects a group of teachers, the PR&R Committee may process the grievance at the appropriate level.

2. More than one grievance may not be considered by the arbitrator at the same time except upon express written mutual consent of the parties.

3. No reprisals of any kind will be taken by or against any party of interest or any participant in the grievance procedure by reason of such participation or lack of participation.

4. All documents, communications and records dealing with a grievance will be filed separately from the personnel files of the participants and shall not be included in or forwarded with the individual's personnel file when leaving the system.

5. Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be jointly prepared and given appropriate distribution by the Superintendent to facilitate operation of the grievance procedure.

6. Access will be made available only on items pertaining to the grievance, to parties, places, and records for information necessary to determine and process the grievance.

7. In the investigation of any grievance, Association representatives will report to the Principal of the building being visited and state, in writing, immediately upon arrival, the purpose of the visit.

8. It is the general practice of all parties of interest to process grievance procedures during times which do not interfere with assigned duties - providing, however, if agreed by the Board or ordered by the Arbitrator to hold proceedings during regular work hours, a teacher participating in any level of the grievance procedure, with any representative of the Board, is released from assigned duties without loss of salary.

9. Any individual employee, at any time, may present grievances to the employer and have the grievances adjusted without intervention of the bargaining representative, if the adjustment is not inconsistent with the terms of the Agreement then in effect. The employee may request that the bargaining representative be given the opportunity to be present at such adjustment.

10. Back pay adjustments if awarded are limited to the date the alleged grievance was filed in writing plus not more than 30 days prior. Pay adjustments are limited to the amount of earnings actually lost with deduction of all sums earned.

11. The failure to re-employ any extra-curricular personnel covered under Schedule A-2 except for guidance, special education, adult education, shall not be grievable.

12. The arbitrator shall have no power to:

    a. Rule on an issue previously barred from the scope of the grievance procedures.

    b. Add to, subtract from, or otherwise modify the expressed terms and conditions of this Agreement.

    c. Award compensatory or punitive damages.

    d. Issue a back pay award for any amount in excess of lost salary.

    e. Establish wage schedules.

    f. Rule on an issue involving evaluation or any topic prohibited by law. An arbitrator, however, has jurisdiction to consider a grievance brought by a tenured teacher who

receives two (2) consecutive ratings of “needing support” pursuant to the conditions in Revised School Code Section 1249.

g. Interpret law or issue a ruling on a subject where there is a procedure prescribed under law for seeking relief (e.g., Tenure Act, M.E.R.C.)

h. Rule on an issue involving layoff, recall, placement, assignment, evaluation, discharge, discipline, merit pay, or any prohibited bargaining subject.

i. Rule on the termination of services or failure to re-employ any employee to an extra-curricular activity position.

j. Rule on any matter that is not an alleged violation, misinterpretation, or misapplication of specific and express provisions of this Agreement. If the grievance sought to be arbitrated is not specifically covered by this Agreement, then the arbitrator has no authority over the grievance.

13. If the arbitrability of any grievance is disputed, the arbitrator shall have no jurisdiction to render a decision on the merits until he/she has first made a ruling on the arbitrability issue. By stipulation of the parties of the grievance, the arbitrator may concurrently hear both the jurisdictional issues and the merits of that dispute in the same proceeding. If the arbitrator determines that he/she is without jurisdiction to rule, the matter shall be dismissed without decision on the merits.

14. The arbitrator shall give due deference to management’s decision-making responsibility and shall construe the Agreement in a manner that does not interfere with those responsibilities except as otherwise specifically addressed by the Agreement.

15. Notwithstanding any other provision in this Agreement, the Employer has no obligation to arbitrate any grievance after the Agreement’s expiration. The Employer, however, shall arbitrate grievances arising during the term of this Agreement for which a timely grievance was filed before the Agreement’s expiration.

16. The arbitration proceedings will be conducted pursuant to the Michigan Uniform Arbitration Act, MCL 691.1681 et seq.

ARTICLE 21
ALTERNATIVE/ADULT EDUCATION

It is recognized by the Association, that it may be desirable to recognize certain working conditions unique to the teachers of Alternative/Adult Education. Alternative/Adult Education teachers shall be covered under the terms of the Caro Education Association Master Agreement unless otherwise specified herein.

Definition:

Alternative/Adult Education teacher shall be defined as: those teachers involved with teaching students, including adults, enrolled at the Caro Alternative High School.

A. Teaching Hours

1. The hours for High School Completion and Adult Basic Education will be based on the best interest of the students and will be determined by the Administration and in accordance with state guidelines.

2. Provided the following conditions shall be met, a ten (10) minute break period from teaching will be provided based on a two (2) hour class, a fifteen (15) minute break period from teaching based on a 3 1/2 hour class.

    a. The break will be scheduled by the administrative staff of the Alternative/Adult Education Department.

    b. The break period from teaching is to be considered student/teacher contact and the teacher will be available to the student.

B. Teaching Conditions: The Alternative/Adult Education administrative staff will have until the end of the fourth week of each semester/trimester to meet the day school class size level.

C. Scope: In recognition of the unique instructional setting and student needs in the Alternative/Adult Education program, teachers in this role may be assigned duties outside the traditional classroom scope. These may include maintaining student communication logs, conducting remote or asynchronous check-ins, collaborating with outside agencies or case managers, and delivering flexible instructional models as directed by program administration.

D. Continuity of Operation

Inclement Weather: On days when Caro Community Schools are closed due to inclement weather ("Act of God" days), Alternative/Adult Education teachers will not be required to report in person. However, they may be expected to maintain student contact to the extent possible, including remote check-ins and limited instructional support, coordinated with their supervisor.

E. Seniority/Layoff/Recall/Placement

1. Certified personnel of the Adult Education Department accrue seniority only in the Adult Education Program. Such seniority will be maintained on a separate seniority list. A seniority list shall be prepared by the Board and disseminated within the guidelines listed elsewhere in this contract. All Adult Education teachers shall be ranked on the list in the order of their last date of hire.

    a. Any Adult Education teacher on the seniority list who is not currently employed in the Adult Education program and who refuses a position for which they are qualified will be removed from the seniority list.

    b. Any Adult Education instructor who has not worked the previous year must request, in writing by June 30 of each year, to be kept on that list.

2. Given the unique nature of the Alternative/Adult Education setting, it is the mutual understanding of the Board and the Association that no teacher shall be involuntarily assigned into and/or out of this position.

ARTICLE 22
MATTERS CONTRARY TO AGREEMENT

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

B. This Agreement will be posted online on the District’s website.

C. This Agreement is the result of extensive negotiations in which both parties had the right and opportunity to submit proposals and to negotiate those proposals with the other party. This Agreement sets forth the parties' full understanding about its contents. This Agreement may be modified, but only in writing, upon the mutual consent of the parties. All past practices and understandings between the parties not memorialized and incorporated in this Agreement are not enforceable.

ARTICLE 23
AGREEMENTS CONTRARY TO LAW

A. If any provision of this Agreement or any application of the Agreement to any employee or group of employees is found contrary to law, then that provision or application shall not be deemed valid, except to the extent permitted by law; but all other Agreement provisions or applications shall continue in full force and effect.

B. An emergency financial manager appointed under the Local Financial Stability and Choice Act, MCL 141.1541 et seq. may reject, modify, or terminate the Agreement as provided in that Act. This authority is a prohibited subject of bargaining under the Public Employment Relations Act (PERA).

ARTICLE 24
STRIKE PROHIBITION

A. During the term of this Agreement or any extension thereof, neither the Association nor any person acting in its behalf will cause, authorize or support, nor will any of its members take part in any strike (i.e., the concerted failure to report for duty or willful absence of a teacher from his/her position, or stoppage of work or abstinence in whole or in part, from the full, faithful and proper performance of the teachers' duties of employment) for any purpose whatsoever.

B. Nothing contained in this Article will be construed as a waiver of any rights the Association, its members, the Board of Education or its members may have under Michigan Compiled Laws or which are otherwise provided by law.

ARTICLE 25
MENTORS

The Board will follow the state law and state guidelines as they pertain to mentors. Mentor Guidelines can be found on the district website under Staff Access.

A. Qualified staff may submit their intent to be considered as mentors by June 1 of each school year. Their names shall remain on the list until they request to be removed or their employment ceases.

B. In the selection process the following guidelines will be applicable:

1. The ultimate and overriding criteria used by the administrator in selecting a mentor will be the respective candidate's recognition as a teacher skilled in the art and science of teaching with the capability to communicate these two areas.

2. General criteria in selection will include:

   a. Tenure

   b. Minimum of five (5) years teaching

c. Same background in major area of instruction (i.e., lower elementary to lower elementary, grade level to grade level, department to department, etc.)

d. Classroom teachers will be matched to classroom teachers.

C. For appointment, the following will apply:

1. All appointments as mentors will be voluntary.

2. Appointment is for three (3) years unless either party requests a change, or their Building Principal decides it's in the parties' best interests.

3. The relationship with mentors is collaborative.

4. A mentor can have up to two (2) probationary teachers if desired.

D. Mentor teachers will perform the following activities:

1. Spend approximately 45 minutes of planned time with the assigned probationary teacher twice a month. This time includes weekly in-person or telephone contacts and, if the teacher is having difficulty, impromptu contacts.

2. Document all dates of conferences, personal contacts and classroom visits with the assigned teacher in a conference log which is to be provided to the principal at the end of the school year.

3. Suggest current research, provide insight and suggestions for improving instruction in both the probationary teacher's subject area and in classroom management strategies.

4. At least one planned classroom visit conducted during the year.

5. Help the probationary teacher select appropriate in-service days that meet the State Guidelines (currently fifteen days in a three-year period).

DURATION OF AGREEMENT

This Agreement and all of its provisions (subject to any provisions hereof which are expressly stated to become effective at a later date) is effective upon ratification and approval This Agreement shall not become effective until it is ratified by a majority of the members of the Association, voting at a meeting duly called for such purpose and approved by the Board of Education of the Caro Community Schools by resolution duly adopted.

Upon expiration of this Agreement, the bargaining unit shall not receive step, or longevity advancement, or increased benefits, unless expressly ratified by both parties.

This Agreement shall continue in full force and effect to and including June 30, 2028.

The parties have executed this Agreement by their duly authorized representatives the day and year first below written.

BOARD OF EDUCATION OF CARO COMMUNITY SCHOOLS TUSCOLA COUNTY, MICHIGAN

By: _____ Date: 8-11-25

By: _____ Date: 8-11-25

By: Iris Gomez Date: 8/11/2025

By: _____ Date: 8-11-25

By: _____ Date: 8-11-25

By: _____ Date: 08/-11/2025

By: _____ Date: 8.26.2025

CARO EDUCATION ASSOCIATION

By: _____ Date: 8-7-2025

By: _____ Date: 8-7-2025

By: _____ Date: 8-7-2025

By: _____ Date: 8-7-25

By: _____ Date: 8-7-25

By: _____ Date: 8-7-25

8-7-25

Kara Festian 8-7-25

SCHEDULE A-1
2025-2026 CEA SALARY SCHEDULE

STEP	BA-0	BA-18	BA-35	BA-65	MA-0	MA-10	MA-20	MA-30	Extra Duty Table 1	
0	$ 43,979.38	$ 45,183.19	$ 48,014.36	$ 50,775.32	$ 48,014.36	$ 48,957.71	$ 49,928.23	$ 50,775.32	STEP 0	$ 43,979.38
1	$ 45,914.77	$ 47,174.07	$ 50,128.68	$ 53,010.81	$ 50,128.68	$ 51,110.53	$ 52,127.48	$ 53,010.81	STEP 1	$ 45,914.77
2	$ 47,935.09	$ 49,248.75	$ 52,333.59	$ 55,342.56	$ 52,333.59	$ 53,359.61	$ 54,419.60	$ 55,342.56	STEP 2	$ 47,935.09
3	$ 50,042.61	$ 51,416.29	$ 54,633.63	$ 57,879.29	$ 54,633.63	$ 55,707.21	$ 56,813.63	$ 57,777.36	STEP 3	$ 50,042.61
4	$ 52,247.53	$ 53,675.57	$ 57,040.13	$ 60,318.62	$ 57,040.13	$ 58,161.27	$ 59,312.99	$ 60,318.62	STEP 4	$ 52,247.53
5	$ 54,544.17	$ 56,037.89	$ 59,547.41	$ 62,975.39	$ 59,547.41	$ 60,718.38	$ 61,912.00	$ 62,975.39	STEP 5	$ 54,544.17
6	$ 56,945.00	$ 58,503.28	$ 62,170.21	$ 65,744.27	$ 62,170.21	$ 63,388.74	$ 64,646.91	$ 65,744.27		
7	$ 59,450.02	$ 61,079.64	$ 64,902.85	$ 68,636.60	$ 64,902.85	$ 66,179.14	$ 67,493.94	$ 68,636.60		
8	$ 62,066.02	$ 63,765.85	$ 67,760.07	$ 71,658.02	$ 67,760.07	$ 69,089.58	$ 70,463.27	$ 71,658.02		
9	$ 64,155.42	$ 66,572.11	$ 70,742.99	$ 74,809.68	$ 70,742.99	$ 72,132.52	$ 73,566.23	$ 74,809.68		
10	$ 68,972.94	$ 70,864.16	$ 75,301.17	$ 79,633.99	$ 75,301.17	$ 76,780.17	$ 78,305.60	$ 79,633.99		
11-14	$ 70,707.88	$ 72,646.66	$ 77,195.79	$ 81,636.19	$ 77,195.79	$ 78,712.16	$ 80,274.97	$ 81,636.19		
15-19	$ 71,787.12	$ 73,722.51	$ 78,271.63	$ 82,715.43	$ 78,271.63	$ 79,791.40	$ 81,353.07	$ 82,715.43		
20-24	$ 72,866.36	$ 74,799.48	$ 79,349.74	$ 83,792.41	$ 79,349.74	$ 80,868.38	$ 82,430.05	$ 83,792.41		
25+	$ 74,300.07	$ 76,235.45	$ 80,785.71	$ 85,229.51	$ 80,785.71	$ 82,304.35	$ 83,866.02	$ 85,229.51		

Longevity Stipend	
STEP 12+	2.13% of Current Salary

SCHEDULE A-1
2026-2027 CEA SALARY SCHEDULE

STEP	BA-0	BA-18	BA-35	BA-65	MA-0	MA-10	MA-20	MA-30	Extra Duty Table 1	
0	$ 44,968.92	$ 46,199.81	$ 49,094.68	$ 51,917.76	$ 49,094.68	$ 50,059.26	$ 51,051.62	$ 51,917.76	STEP 0	$ 44,968.92
1	$ 46,947.85	$ 48,235.49	$ 51,256.57	$ 54,203.55	$ 51,256.57	$ 52,260.51	$ 53,300.35	$ 54,203.55	STEP 1	$ 46,947.85
2	$ 49,013.63	$ 50,356.85	$ 53,511.10	$ 56,587.77	$ 53,511.10	$ 54,560.20	$ 55,644.04	$ 56,587.77	STEP 2	$ 49,013.63
3	$ 51,168.57	$ 52,573.16	$ 55,862.89	$ 59,181.57	$ 55,862.89	$ 56,960.63	$ 58,091.94	$ 59,077.36	STEP 3	$ 51,168.57
4	$ 53,423.09	$ 54,883.27	$ 58,323.53	$ 61,675.79	$ 58,323.53	$ 59,469.90	$ 60,647.53	$ 61,675.79	STEP 4	$ 53,423.09
5	$ 55,771.41	$ 57,298.75	$ 60,887.23	$ 64,392.34	$ 60,887.23	$ 62,084.55	$ 63,305.02	$ 64,392.34	STEP 5	$ 55,771.41
6	$ 58,226.26	$ 59,819.60	$ 63,569.04	$ 67,223.52	$ 63,569.04	$ 64,814.99	$ 66,101.47	$ 67,223.52		
7	$ 60,787.64	$ 62,453.93	$ 66,363.16	$ 70,180.92	$ 66,363.16	$ 67,668.17	$ 69,012.55	$ 70,180.92		
8	$ 63,462.50	$ 65,200.58	$ 69,284.67	$ 73,270.33	$ 69,284.67	$ 70,644.10	$ 72,048.69	$ 73,270.33		
9	$ 65,598.92	$ 68,069.98	$ 72,334.70	$ 76,492.89	$ 72,334.70	$ 73,755.51	$ 75,221.47	$ 76,492.89		
10	$ 70,524.83	$ 72,458.60	$ 76,995.44	$ 81,425.75	$ 76,995.44	$ 78,507.72	$ 80,067.48	$ 81,425.75		
11-14	$ 72,298.81	$ 74,281.21	$ 78,932.69	$ 83,473.01	$ 78,932.69	$ 80,483.18	$ 82,081.15	$ 83,473.01		
15-19	$ 73,402.33	$ 75,381.26	$ 80,032.74	$ 84,576.53	$ 80,032.74	$ 81,586.71	$ 83,183.52	$ 84,576.53		
20-24	$ 74,505.86	$ 76,482.47	$ 81,135.11	$ 85,677.74	$ 81,135.11	$ 82,687.92	$ 84,284.73	$ 85,677.74		
25+	$ 75,971.82	$ 77,950.75	$ 82,603.39	$ 87,147.18	$ 82,603.39	$ 84,156.20	$ 85,753.01	$ 87,147.18		

Longevity Stipend	
STEP 12+	2.13% of Current Salary

SCHEDULE A-1
2027-2028 CEA SALARY SCHEDULE

STEP	BA-0	BA-18	BA-35	BA-65	MA-0	MA-10	MA-20	MA-30	Extra Duty Table 1	
0	$ 45,868.29	$ 47,123.81	$ 50,076.58	$ 52,956.12	$ 50,076.58	$ 51,060.44	$ 52,072.65	$ 52,956.12	STEP 0	$ 45,868.29
1	$ 47,886.81	$ 49,200.20	$ 52,281.70	$ 55,287.62	$ 52,281.70	$ 53,305.72	$ 54,366.36	$ 55,287.62	STEP 1	$ 47,886.81
2	$ 49,993.90	$ 51,363.98	$ 54,581.32	$ 57,719.52	$ 54,581.32	$ 55,651.40	$ 56,756.92	$ 57,719.52	STEP 2	$ 49,993.90
3	$ 52,191.94	$ 53,624.62	$ 56,980.15	$ 60,365.20	$ 56,980.15	$ 58,099.84	$ 59,253.78	$ 60,258.90	STEP 3	$ 52,191.94
4	$ 54,491.56	$ 55,980.93	$ 59,490.00	$ 62,909.31	$ 59,490.00	$ 60,659.30	$ 61,860.48	$ 62,909.31	STEP 4	$ 54,491.56
5	$ 56,886.84	$ 58,444.72	$ 62,104.97	$ 65,680.18	$ 62,104.97	$ 63,326.24	$ 64,571.12	$ 65,680.18	STEP 5	$ 56,886.84
6	$ 59,390.79	$ 61,015.99	$ 64,840.42	$ 68,567.99	$ 64,840.42	$ 66,111.29	$ 67,423.50	$ 68,567.99		
7	$ 62,003.40	$ 63,703.01	$ 67,690.43	$ 71,584.54	$ 67,690.43	$ 69,021.54	$ 70,392.80	$ 71,584.54		
8	$ 64,731.75	$ 66,504.60	$ 70,670.36	$ 74,735.73	$ 70,670.36	$ 72,056.98	$ 73,489.66	$ 74,735.73		
9	$ 66,910.90	$ 69,431.38	$ 73,781.40	$ 78,022.75	$ 73,781.40	$ 75,230.62	$ 76,725.90	$ 78,022.75		
10	$ 71,935.33	$ 73,907.78	$ 78,535.35	$ 83,054.27	$ 78,535.35	$ 80,077.88	$ 81,668.83	$ 83,054.27		
11-14	$ 73,744.78	$ 75,766.84	$ 80,511.35	$ 85,142.47	$ 80,511.35	$ 82,092.85	$ 83,722.78	$ 85,142.47		
15-19	$ 74,870.38	$ 76,888.89	$ 81,633.40	$ 86,268.06	$ 81,633.40	$ 83,218.44	$ 84,847.19	$ 86,268.06		
20-24	$ 75,995.97	$ 78,012.12	$ 82,757.81	$ 87,391.29	$ 82,757.81	$ 84,341.68	$ 85,970.42	$ 87,391.29		
25+	$ 77,491.25	$ 79,509.77	$ 84,255.45	$ 88,890.12	$ 84,255.45	$ 85,839.32	$ 87,468.07	$ 88,890.12		

Longevity Stipend	
STEP 12+	2.13% of Current Salary

SCHEDULE A-2
EXTRA DUTY SCHEDULE

ACTIVITY	Varsity	Var Asst	2nd Var Asst	Junior Varsity	JV Asst	9th Grade	8th Grade	7th Grade	MS Asst
Baseball	11%			8%					
Basketball*	12%			8%		8%	6%	6%	
Bowling*	7%								
Cheerleading Fall	5%								
Cheerleading Winter	7%								
Cross Country*	10%	7%							
Football	12%	8%	6%	8%	8%		6%		6%
Golf*	7%								
Soccer*	10%								
Softball	11%			8%					
Swimming*	10%	7%	Diving $9.25/hr						
Tennis*	7%								
Track*	11%	8%					6%	6%	
Volleyball	10%			8%		8%	6%	6%	
Wrestling	11%	8%					6%		

*Coaches for both boys and girls teams receive amount listed.

EXTRA DUTY ACTIVITY		
Academic Games/Clubs	1%	Per teacher advisor – See Article 7.b of Schedule A-2 “Conditions of Extra Duty Schedule”
Class Advisors: Freshman Sophomore Juniors Seniors	 1% 1% 1% 2%	
Debate	11%	Per year
Department Heads & Key Teachers	3%	Of Step 0 – Extra Duty Table 1
Drama	3%	Per play (more than two will require administrative approval)
Extra Class	20%	Of Step 0 – Extra Duty Table 1 (TENURED TEACHERS ONLY)
Forensics	5%	Per year
Guidance	3% $300	Of current step of contract Per diem for required days above the contract up to 15 days per year
Instrumental Music	15%	Per year
Mentors	2%	Of Step 0 – Extra Duty Table 1
Miscellaneous Hourly	$30	Per hour (after school tutoring, lunch duty, lunch study, after school detention, homework club)
Musical	9%	Per musical (to be divided by director)
Newspaper	4%	If outside class (2% if inside class)
NHS Advisor	1%	Per year
Robotics Coach	3%	Per team (high school, middle school)
Special Ed	3%	Of current step; teachers transferred to special education or hired after June 30, 2005, will no longer be eligible for extra duty
Student Council	1%	Grade level represented
Summer Reading	$30	Per hour
Summer School	$30	Per hour
Vocal Music*	1.5% HS	Per evening or Saturday performance beyond one * (more than two will require administrative approval and a combined performance of MS & HS shall count as one performance)
Vocal Music*	1.5% MS	Per evening or Saturday performance beyond one * (more than two will require administrative approval and a combined performance of MS & HS shall count as one performance)
Yearbook	8%	If outside class (3% if inside class)

SCHEDULE A-2
CONDITIONS OF EXTRA DUTY SCHEDULE

1. Percentages are applied to the Extra Duty Schedule A-2 pay based on the teacher's salary base rate (BA level), steps 0-5, unless otherwise indicated. The experience is based on the number of years in the Extra Duty position within the District. Number of years in an extra duty position as it relates to athletics shall mean number of years of continuous service in the same sport.

2. Each sport may individually alter the compensation percentages of their coaching staff to either add/or delete coaches within their individual programs without altering the total percentage compensation of the program as a whole with consent of the Head Varsity Coach and the Athletic Director.

3. All assistant coaching positions will be based on the number of participants and Head Coach and Athletic Director recommendation.

4. Extra Duty compensation will be paid at the end of the season in a lump sum upon submission of reports as required. If the activity is a year-round activity, the employee may elect to receive half at the end of January. Such an election must be made before December 31st.

5. The compensation of teachers for extra duties is set forth in Schedule A-2 which is attached. The Board has the right to fill vacancies in the Schedule A-2 area with non-bargaining unit members. If bargaining unit members and external candidates are equally qualified, preference will be given to bargaining unit members.

6. A written yearly report will be submitted for each extra-curricular assignment. Information should include:

   a. Persons involved in the activity
   b. Summary of activities
   c. Recommendations for changes
   d. Schedule
   e. Scores
   f. Results

   Reports are not necessarily limited to the above items.

7. The Board reserves the right to determine what extra-curricular activities will take place during the present contract year. If a member wishes to establish a new club or activity, he/she shall contact the building administrator and follow administrative protocol.

   a. Activity or club must be approved by the administrator and be in existence for one year to be considered for compensation. Club or activity must be school related and must provide a recommendation/reason for consideration of compensation.

   b. See Building Principal for list of currently approved activities and clubs.

8. All extra-curricular assignments are made on a year-to-year basis.

SCHEDULE A-3
HEALTH INSURANCE

	MESSA ABC Plan 1 3-Tier Rx	MESSA ABC Plan 2 3-Tier Rx	MESSA ABC Plan 2 5-Tier Rx	Ancillary Plan Without Medical
In-Network Cost Share After Deductible				
Deductible	$1,650/$3,300	$2,000/$4,000	$2,000/$4,000	NA
HSA	Yes	Yes	Yes	NA
Total out-of-pocket maximum	$3,650/$7,300	$4,000/$8,000	$4,000/$8,000	NA
Dental				
	80/80/80/80:1500(1500) Class I: 80% Class II: 80% Class III: 80% Class IV: 80% Annual Max Class I, II, III: $1,500, Lifetime Max Class IV: $1,500 X-Rays paid under: Class II Adult Orthodontics: No Sealants: No Cleanings: 2 per year	80/80/80/80:1500(1500) Class I: 80% Class II: 80% Class III: 80% Class IV: 80% Annual Max Class I, II, III: $1,500, Lifetime Max Class IV: $1,500 X-Rays paid under: Class II Adult Orthodontics: No Sealants: No Cleanings: 2 per year	80/80/80/80:1500(1500) Class I: 80% Class II: 80% Class III: 80% Class IV: 80% Annual Max Class I, II, III: $1,500, Lifetime Max Class IV: $1,500 X-Rays paid under: Class II Adult Orthodontics: No Sealants: No Cleanings: 2 per year	90/90/90/80:1500(1500) Class I: 90% Class II: 90% Class III: 90% Class IV: 80% Annual Max Class I, II, III: $1,500, Lifetime Max Class IV: $1,500 X-Rays paid under: Class II Adult Orthodontics: No Sealants: No Cleanings: 2 per year
Vision				
	VSP 2 S Plan year July to July	VSP 2 S Plan year July to July	VSP 2 S Plan year July to July	VSP 3 G Plan year July to July
Negotiated LTD				
	LTD 66 2/3% Max $4,500 Replacement %: 66.67 Maximum Benefit: $4,500 Maximum Monthly Salary: $6,750 Waiting Period: 90 Calendar Days Modified Fill Alcohol/Drug: 2 Year Limitation Mental/Nervous: 2 Year Limitation Social Security Offset: Primary Own Occupation: 3 years Minimum Benefit: 5% Survivor Income Benefit: 0 months Pre-Existing Conditions: Waived Freeze on Offsets: Yes COLA: No Educational Supplemental Program: No	LTD 66 2/3% Max $4,500 Replacement %: 66.67 Maximum Benefit: $4,500 Maximum Monthly Salary: $6,750 Waiting Period: 90 Calendar Days Modified Fill Alcohol/Drug: 2 Year Limitation Mental/Nervous: 2 Year Limitation Social Security Offset: Primary Own Occupation: 3 years Minimum Benefit: 5% Survivor Income Benefit: 0 months Pre-Existing Conditions: Waived Freeze on Offsets: Yes COLA: No Educational Supplemental Program: No	LTD 66 2/3% Max $4,500 Replacement %: 66.67 Maximum Benefit: $4,500 Maximum Monthly Salary: $6,750 Waiting Period: 90 Calendar Days Modified Fill Alcohol/Drug: 2 Year Limitation Mental/Nervous: 2 Year Limitation Social Security Offset: Primary Own Occupation: 3 years Minimum Benefit: 5% Survivor Income Benefit: 0 months Pre-Existing Conditions: Waived Freeze on Offsets: Yes COLA: No Educational Supplemental Program: No	LTD 66 2/3% Max $4,500 Replacement %: 66.67 Maximum Benefit: $4,500 Maximum Monthly Salary: $6,750 Waiting Period: 90 Calendar Days Modified Fill Alcohol/Drug: 2 Year Limitation Mental/Nervous: 2 Year Limitation Social Security Offset: Primary Own Occupation: 3 years Minimum Benefit: 5% Survivor Income Benefit: 0 months Pre-Existing Conditions: Waived Freeze on Offsets: Yes COLA: No Educational Supplemental Program: No
Life Insurance				
	$45,000 Life Individuals $45,000 AD&D Individuals Basic Term Life Basic Term Life w/ Med $5,000	$45,000 Life Individuals $45,000 AD&D Individuals Basic Term Life Basic Term Life w/ Med $5,000	$45,000 Life Individuals $45,000 AD&D Individuals Basic Term Life Basic Term Life w/ Med $5,000	$50,000 Life Individuals $50,000 AD&D Individuals Basic Term Life Basic Term Life w/ Med $5,000

ACA = Affordable Care Act ~ The MESSA ABC Plan 1 deductible is subject to change each Jan. 1 to remain HSA-compatible, per IRS rules; out-of-pocket maximums may change based on deductible amounts.
Refer to MESSA.org and the plan booklets for additional information.

SCHEDULE A-4 2025-2026 Caro Community Schools District Calendar

AUGUST 2025

S	M	T	W	Th	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						

18-19 Teachers' PD Day

20 First Day for Students
– Student Early Release 11:45AM
– Start of Trimester 1

29 Labor Day Weekend – No School

SEPTEMBER 2025

S	M	T	W	Th	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*				

1 Labor Day – No School

17 Student Early Release 11:45AM
– Teachers' ½ Day PD

OCTOBER 2025

S	M	T	W	Th	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*	

1 Count Day

17 Teachers' PD Day
– No school for students

NOVEMBER 2025

S	M	T	W	Th	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						

14 Student Early Release 11:45AM
– Teachers' ½ Day Records

17 Start of Trimester 2

19 Student Early Release 11:45AM
– Teachers' ½ Day PD

26-28 Thanksgiving Break - No School

DECEMBER 2025

S	M	T	W	Th	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			

22-31 Christmas Break - No School

JANUARY 2026

S	M	T	W	Th	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

1-2 Christmas Break – No School

5 School Resumes

28 Student Early Release 11:45AM
– Teachers' ½ Day PD

FEBRUARY 2026

S	M	T	W	Th	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

11 Count Day

16 Presidents' Day – No School

27 Student Early Release 11:45AM
– Teachers' ½ Day Records

MARCH 2026

S	M	T	W	Th	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				

2 Start of Trimester 3

11 Student Early Release 11:45AM
– Teachers' ½ Day PD

30-31 Spring Break – No School

APRIL 2026

S	M	T	W	Th	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*		

1-3 Spring Break – No School

6 School Resumes

MAY 2026

S	M	T	W	Th	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						

25 Memorial Day – No School

29 Last Day
– Student Early Release 11:45AM
– Teachers' ½ Day Records

JUNE 2026

S	M	T	W	Th	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				

All days indicated by *gray italic* are school days. Dates colored **purple** are school days with special events or half days. Days in **red** indicate no school for students. 180 days for students / 183 for staff

Days cancelled due to weather will be added to the end of the school calendar if necessary.

1st Trimester -
August 20 - November 14
60 Days (57 + 3 half days)

2nd Trimester -
November 17 – February 27
61 Days (58 + 3 half days)

3rd Trimester -
March 2 – May 29
59 Days (57 + 2 half day)

***This calendar has been approved by the CEA and the Caro Board of Education ***

SCHEDULE A-4 2026-2027 Caro Community Schools District Calendar

AUGUST 2026

S	M	T	W	Th	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**					

26-27 Teachers' PD Day

31 First Day for Students
– Student Early Release 11:45AM
– Start of Trimester 1

SEPTEMBER 2026

S	M	T	W	Th	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*			

4 & 7 Labor Day Weekend
– No School

23 Student Early Release 11:45AM
– Teachers' ½ Day PD

OCTOBER 2026

S	M	T	W	Th	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

7 Count Day

16 Teachers' PD Day
– No school for students

NOVEMBER 2026

S	M	T	W	Th	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*					

11 Student Early Release 11:45AM
– Teachers' ½ Day PD

20 Student Early Release 11:45AM
– Teachers' ½ Day Records

23 Start of Trimester 2

25-27 Thanksgiving Break - No School

DECEMBER 2026

S	M	T	W	Th	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**		

23-31 Christmas Break - No School

JANUARY 2027

S	M	T	W	Th	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						

1 Christmas Break – No School

4 School Resumes

18 MLK Day – No School

27 Student Early Release 11:45AM
– Teachers' ½ Day PD

FEBRUARY 2027

S	M	T	W	Th	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						

10 Count Day

15 Presidents' Day – No School

24 Student Early Release 11:45AM
– Teachers' ½ Day PD

MARCH 2027

S	M	T	W	Th	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**			

5 Student Early Release 11:45AM
– Teachers' ½ Day Records

8 Start of Trimester 3

26-31 Spring Break – No School

APRIL 2027

S	M	T	W	Th	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*	

1-2 Spring Break – No School

5 School Resumes

MAY 2027

S	M	T	W	Th	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**					

31 Memorial Day – No School

JUNE 2027

S	M	T	W	Th	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			

9 Last Day
– Student Early Release 11:45AM
– Teachers' ½ Day Records

All days indicated by *gray italic* are school days. Dates colored **purple** are school days with special events or half days. Days in **red** indicate no school for students. 180 days for students / 183 for staff

Days cancelled due to weather will be added to the end of the school calendar if necessary.

1st Trimester -
August 31 - November 20
57 Days (53 + 4 half days)

2nd Trimester -
November 23 – March 5
62 Days (59 + 3 half days)

3rd Trimester -
March 8 – June 9
61 Days (60 + 1 half day)

***This calendar has been approved by the CEA and the Caro Board of Education ***

2027-2028 Caro Community Schools District Calendar

AUGUST 2027

S	M	T	W	Th	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*				

23-24 Teachers' PD Day

26 First Day for Students
– Student Early Release 11:45AM
– Start of Trimester 1

SEPTEMBER 2027

S	M	T	W	Th	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*		

3 & 6 Labor Day Weekend
– No School

22 Student Early Release 11:45AM
– Teachers' ½ Day PD

OCTOBER 2027

S	M	T	W	Th	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						

6 Count Day

15 Teachers' PD Day
– No school for students

NOVEMBER 2027

S	M	T	W	Th	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*				

10 Student Early Release 11:45AM
– Teachers' ½ Day PD

19 Student Early Release 11:45AM
– Teachers' ½ Day Records

22 Start of Trimester 2

24-26 Thanksgiving Break - No School

DECEMBER 2027

S	M	T	W	Th	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	

23-31 Christmas Break - No School

JANUARY 2028

S	M	T	W	Th	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*					

3 School Resumes

17 MLK Day – No School

26 Student Early Release 11:45AM
– Teachers' ½ Day PD

FEBRUARY 2028

S	M	T	W	Th	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*				

9 Count Day

16 Student Early Release 11:45AM
– Teachers' ½ Day PD

21 Presidents' Day – No School

MARCH 2028

S	M	T	W	Th	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	

3 Student Early Release 11:45AM
– Teachers' ½ Day Records

6 Start of Trimester 3

27-31 Spring Break – No School

APRIL 2028

S	M	T	W	Th	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						

3 School Resumes

14 Good Friday – No School

MAY 2028

S	M	T	W	Th	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*			

29 Memorial Day – No School

JUNE 2028

S	M	T	W	Th	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	

2 Last Day
– Student Early Release 11:45AM
– Teachers' ½ Day Records

All days indicated by *gray italic* are school days. Dates colored **purple** are school days with special events or half days. Days in **red** indicate no school for students. 180 days for students / 183 for staff

Days cancelled due to weather will be added to the end of the school calendar if necessary.

1st Trimester -
August 26 - November 19
59 Days (55 + 4 half days)

2nd Trimester -
November 22 – March 3
63 Days (60 + 3 half days)

3rd Trimester -
March 6 – June 2
58 Days (57 + 1 half day)

***This calendar has been approved by the CEA and the Caro Board of Education ***