

AGREEMENT

between

REESE BOARD OF EDUCATION

and

**REESE
PROFESSIONAL EDUCATION ASSOCIATION**

September 1, 2022 – August 31, 2025

**Reese Public School District
Reese, Michigan**

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AGREEMENT

This Agreement, entered into this 1st day of September, 2022, by and between the Board of Education of the Reese Public School District, Reese, Michigan, hereinafter called the "Board", and the Reese Professional Education Association, Michigan Education Association, National Education Association, hereinafter called the "R.P.E.A."

WITNESSETH

WHEREAS, the Board and the R.P.E.A. recognize and declare that providing a quality education for children of the Reese School District is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teaching service; and

WHEREAS, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational standards; and

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

WHEREAS, the parties, following extended and deliberate professional negotiations, have reached certain understandings which they desire to memorialize;

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

**ARTICLE I
RECOGNITION**

- A. The Board recognizes the R.P.E.A. as the exclusive bargaining representative, as defined in Section II of Act 379, Public Acts of 1965, for all professional instructional personnel, including personnel on tenure, probation, classroom teachers, guidance counselors, librarians; but excluding supervisory and executive personnel, temporary substitutes, and office and clerical employees. The term "teacher", when used in this Agreement, shall refer to all whose employment is regulated by the Michigan Teachers Tenure Act (TTA) and the term "employee" refers to those where employment is not covered by the TTA—both are equally represented by the R.P.E.A. in the bargaining unit as above defined.
- B. The Board agrees not to negotiate with any organization other than that designated as the representative pursuant to Act 379, Public Acts of 1965, for the duration of this Agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having a grievance adjusted without intervention of the R.P.E.A. if the adjustment is not inconsistent with the terms of this Agreement, provided that the R.P.E.A. has been given the opportunity to be present at such adjustment.

- C. Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittances within ten (10) business days for annuities, credit union, and any other plans or programs jointly approved by the Association and the Board. It is understood that the Board or an employee of the Board shall not be held liable for any error in remitting such payments.
- D. Nothing contained herein shall be construed to deny or restrict any teacher rights he/she may have under the Michigan General School Laws or applicable civil service laws and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere. Teachers are expected to conduct themselves in a professional manner during school hours and at extra-curricular functions.

ARTICLE II TEACHER RIGHTS

- A. Pursuant to Act 379 of the Public Acts of 1965, the Board and Union hereby agrees that every employee of the Board shall have the right freely to organize, join and support the R.P.E.A. for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection or refrain from such activities. The Board and Association agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitution of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages or any terms or conditions of employment by reason of his/her membership in the R.P.E.A., his/her participation in any activities of the R.P.E.A. or collective professional negotiations with the Board, or his/her institution of any grievance, complaint or proceedings under this Agreement or otherwise with respect to any terms or conditions of employment.
- B. The Board specifically recognizes the right of its employees appropriately to invoke the assistance of the Michigan Employment Relations Commission or a mediator from such public agency or an arbitrator appointed pursuant to the provisions of this Agreement.
- C. The R.P.E.A. and its members shall have the right to use school facilities after school during the school week for meetings, providing the facilities have not been previously scheduled and advance arrangements are made with the building administrators.
- D. The Board agrees to furnish to the R.P.E.A., upon request, all available information concerning the financial resources of the School District, tentative budgetary requirements and allocations and such other information as will assist the R.P.E.A. in developing informed and constructive programs on behalf of the teachers and their students, together with information that may be necessary for the R.P.E.A. to process any grievances or complaints. The Board shall provide such information within Ten (10) Work Days of the request; however, it shall not be expected to incur any additional expense in the preparation of such information.

ARTICLE III BOARD RIGHTS

- A. The Board, on its own behalf and on behalf of the District, hereby retains and reserves unto itself without limitation all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan and of the United States, including, but without limiting the generality of the foregoing, the right:
1. To the executive management and administrative control of the school system and its properties and facilities and the activities of its employees while on the job;
 2. To hire all employees, and subject to the provision of law, to determine their qualifications and the conditions for their continued employment, or their dismissal or demotion, to promote and transfer all such employees;
 3. To establish grades and courses of instruction, including special programs, and to provide for athletics, recreational and social events for students, all as deemed necessary or advisable by the Board;
 4. To 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. To determine class schedules, the hours of instruction and the duties, responsibilities and assignments of teachers and other employees with respect thereto, and with respect to administrative and extra-curricular activities and the terms and conditions of employment.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be subject to the provisions of Public Act 379, 1965, and the specific provisions of this Agreement, and then only to the extent such specific provisions hereof are in conformance with the Constitution and laws of the State of Michigan and the Constitution and laws of the United States.

ARTICLE IV PROFESSIONAL AND EDUCATION IMPROVEMENT

- A. The Board and R.P.E.A. recognize and declare that providing a quality education for the children is their mutual aim and that the character of such education depends predominantly upon the quality and morale of the teaching staff. In furtherance of this mutual objective, teachers must constantly review curriculum content, teaching methods and teaching materials, educational philosophy and goals, social change and other topics related to the improvement of the educational quality, and although the Board has the final legal responsibility to make the decisions concerning the adoption of any changes, it agrees to give consideration to recommendations of the teaching staff with regard to such matters.

- B. Teachers' supervision of Student Teachers shall be voluntary to every extent possible. At the same time, however, teachers recognize that active and willing participation in the training and development of qualified new teachers is a basic professional responsibility. Teachers will not be required to supervise more than one (1) student teacher per year. Supervising teachers shall receive the honorarium submitted by the College and/or University, if any for each student-teacher supervised. Teachers not wishing to use credit granted (honorarium), shall give it to a central office pool, to be disbursed by lottery to teachers who apply.

**ARTICLE V
PROFESSIONAL COMPENSATION**

- A. The salaries of teachers are set forth in Schedule A which is attached.
- B. The salary schedule is based upon a normal weekly teaching load, as hereinafter defined, during normal teaching hours. For extra work, the teacher shall be entitled to appropriate additional professional compensation as set forth in Schedule B which is attached.
- C. A teacher engaged during the school day in negotiations on behalf of the R.P.E.A. with any representative of the Board or participating in any professional grievance negotiations, including arbitration, shall be released from regular duties without loss of salary. The Association shall reimburse the cost of the employee's retirement.
- D. A teacher's rate shall be calculated using the following formula:

Salary divided by an amount equal to the number of
teacher workdays negotiated into Schedule C, divided
by 7.25 hours

- E. Teachers required in the course of their work to drive personal automobiles shall receive the reimbursement at the current IRS rate.
- F. Teachers will have the option each year during open enrollment of choosing their salary to be paid in either twenty-one (21), twenty-six (26), or twenty-six (26) with a lump payment on the twenty-first (21st) pay. Teachers will be expected to complete all requirements of their contract prior to receiving their twenty-first (21st) paycheck.
- G. The Board shall forward credit union deductions to the Credit Union on or before each payday.
- H. Payment of all moneys other than the basic salaries as provided in Schedule A shall be made at the completion of the activity, upon approval of the supervisor to the business office.

Unfinished springtime activities will be paid, upon completion, in a separate check.
- I. Each teacher shall receive two (2) free tickets to all extra-curricular athletic events and fine arts programs held at Reese Public Schools facilities, if they are sponsored by the Reese Board of Education.
- J. Time cards need to be turned in within four (4) weeks of the instruction or the teacher will not be paid.

ARTICLE VI
TEACHING HOURS

A. The teachers' normal workday shall be as follows:

1. Elementary School – Monday Through Friday, 10 min. before student instructional hours and 10 min. after instructional hours end.
2. Middle/High School – Monday Through Friday, 10 min. before student instructional hours and 15 min. after instructional hours end.

Teachers who have scheduled parent-teacher conferences shall be available for 50 minutes after student dismissal. The Administration shall make every reasonable effort to notify teachers in advance of parent-teacher conferences.

B. During the designated teaching hours, teachers will generally be in areas where they may be contacted if needed by students, parents, teachers or administrators.

1. Preparation Period - Teachers will generally be engaged in matters pertaining to preparation for rendering professional services. This will include, but not be limited to, conferences with parents, students, administrators or counselors, preparation of lesson plans; checking audio-visual or other teaching aids; working in the professional library; or in the teachers' lounge. When a teacher finds it necessary to be out of his/her usual teaching area, during classroom hours, where he/she cannot be contacted, he/she shall obtain permission of his/her building administrator.
2. Teachers shall be excused as soon as buses leave on days preceding recesses such as Thanksgiving, Easter, Memorial Day, Labor Day, President's Day & MLK Day.
3. Instructional hours shall be:
 - Elementary- 7:55 a.m. through 3:00 p.m. not including thirty-five (35) minute duty-free lunch.
 - Middle School/High School-8:00 a.m. through 2:50 p.m. not including thirty-five (35) minute duty-free lunch.

C. Regular Elementary and Middle/High School faculty meetings may be extended to 50 minutes after student dismissal, but not more than twelve (12) per year. District-wide faculty meetings may be extended to 65 minutes after student dismissal time and shall be scheduled at the discretion of the Superintendent. It is agreed that one (1) weeks' notification for each meeting will be given when possible. Teacher meetings scheduled by administrators on end-of-semester teacher record days shall not exceed one (1) hour as a requirement. *Per LOA on Aug. 18, 2016, ES will start at 3:10 and MS/HS will start at 3:00.*

D. Teachers shall be compensated at the hourly rate of \$30 per hour beginning with the 3rd meeting held before or after school within a calendar month, not including regular staff meetings. This includes IEP and 504 meetings held before or after regular school hours.

- E. The school calendar shall be in accordance with Schedule C which shall be incorporated in and made a part of this Agreement and will include one hundred eighty (180) student instructional days, thirty (30) hours equivalent to five (5) professional development days (all staff), teacher record time on each of the ½ days for exams, and two (2) parent conference days.
- F. Each teacher shall be provided a duty-free uninterrupted lunch period equivalent to that of his/her students. Elementary teachers' lunch period shall be thirty-five (35) minutes in length.

ARTICLE VII TEACHING LOADS AND ASSIGNMENTS

- A. The Board has the right to determine class schedules (Article III, Board Rights). The normal teacher load would include one preparation period for each full day equal in time to the teaching period length. The Association would be notified of possible changes in the schedule. Some of the reasons for schedule changes could be a change in the State requirements, student needs, financial hardship, etc. (This list is not intended to be all inclusive.)
1. With the exception of a preparation period, teachers may be assigned to various locations throughout the buildings at the discretion of the Board fifteen (15) minutes prior to classes beginning and ending.
 2. Secondary teachers may be assigned an additional teaching period at a rate equivalent to one (1) period of their normal teaching load. This will be avoided as much as possible unless a scheduling problem would arise.
 3. In the case where it is advantageous and beneficial to run a zero (0) hour class for students at the High School, no teacher shall be required to take that position. Any teacher who voluntarily accepts such a position shall either be compensated at their teacher rate or shall be allowed to end their work day one class hour prior to the end of the student day.
 4. Teachers in grades K-5 will not be required to have recess duty. The time established for vocal music, physical education, study skills, computers, etc. shall be used for preparation time for K-5 teachers. This time shall not be reduced to less than a forty-five (45) minutes for K-5.
- B. The Board shall make every effort to equalize teaching loads so that no High School or Middle School teacher shall be required to have more than three (3) preparations. However, when a teacher is assigned more than three (3) preparations the teacher shall be compensated Four Hundred (\$400.00) Dollars per semester. The exceptions to the above preparations shall be teachers assigned to music, physical education, industrial education, and art. Extra Prep is defined as any course that is listed under a different course name and number, has a different course description, and requires different lesson plans.
- C. The Association and the Board agree that it is the responsibility of all staff to be knowledgeable of changes in the law that have an effect on their position. Because of the critical nature of compliance with the law, notification concerning changes in the law will be shared between the Association and the Board.

**ARTICLE VIII
TEACHING CONDITIONS**

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education that is the goal of both teacher and the Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach and that the organization of the school and the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

- A. Because the pupil-teacher ratio is an important aspect of an effective educational program, the parties agree that class size should be held to the following maximum wherever possible. Such maximums will not be applicable if in violation of PL 94-142 regarding the mainstream of students.
1. Kindergarten through first grade - 25 pupils
 2. Elementary school grades - 30 pupils
 3. Special Education classes - State rules and regulations
 4. Secondary school classes - 30 pupils
 5. Physical Education, Band, Music and Drama classes may have larger numbers of pupils assigned than the maximum indicated above.
 6. Special education students will be leveled into regular education classes wherever possible. Upon request, teacher may review the leveling process with the special education staff and principal. An exception will be made if a classroom aide is available.
- B. Substitute teachers shall be hired whenever possible to take the classes of an absent teacher. If a substitute is not available, a teacher will be required to fill in on a rotating basis if there is a minimum of two teachers on prep at all times (rotation documentation will be kept by building secretary) and shall be compensated in addition to his/her base salary at a rate as defined in Article V, Section D.
- C. The Administration may select acceptable volunteers from the teachers who apply for supervision of bus loading at One Dollar and Fifty Cents (\$1.50) per day. If acceptable volunteers are not found, the Administration has the right to assign the number of teachers necessary to perform such duty.
- D. Under no conditions shall a teacher be required to drive a school bus as part of his/her regular assignment.
- E. The Board, whenever practicable, shall make available in each school adequate restroom and lavatory facilities separate and apart from student facilities, a work room and materials center and a room adequate in size and appropriately furnished, which shall be reserved for use as a faculty lounge.
- F. Staff meetings shall not be held during lunch periods except that in case of emergency such meetings may be called with permission of the administration.
- G. Adequate parking facilities shall be made available to teachers' use during school hours.

- H. Notwithstanding their employment, teachers shall be entitled to full rights of citizenship as defined by law, and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher. The private and personal life of any teacher is not within the appropriate concern or attention of the Board except as it may affect the employment of the teacher or adversely affect the operation of district.
- I. The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, age, sex or marital status or membership in or association with the activities of refraining from participation with any legal employee organization. The Board and the R.P.E.A. pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color or national origin and to seek to achieve full equality of education opportunity to all pupils or adversely affect the operation of district.
- J. The Board will provide an attendant at all school functions open to the public where admission is charged. No teacher shall be required to serve in such capacity, nor shall any teacher be required to patrol parking lots or other area outside school buildings during such functions.
- K. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires and similar materials are the tools of the teaching profession. The parties will confer from time to time for the purpose of improving the selection and use of such educational tools, and the Board undertakes promptly to implement all joint decisions thereon made by its representatives and the R.P.E.A.
- L. The Board agrees at all times to keep the schools reasonably clean and properly equipped.
- M. When teachers chaperone spectator buses, the following conditions of employment shall prevail:
1. One (1) teacher shall be designated as being in charge of each bus and shall be responsible for the maintenance of reasonable discipline among the student passengers.
 2. The teacher shall be in charge only from the time that he/she shall admit students to the bus and until twenty (20) minutes after students are dismissed from the bus upon return to school.
 3. Teacher liability shall be in accordance with Article X, B, of this Agreement.
- N. Teachers shall not be required to supervise noon playground activities.
- O. Teachers assigned to an extra period of instruction who do not receive a preparation period shall be compensated an additional fraction of their base salary as provided in Schedule A. It is agreed that at the beginning of the school year, before the first pay period, the district and the RPEA need to determine the number of teaching class periods to base the extra period of instruction for each of the buildings.
- P. In the event of conflicting supervisory directives to a teacher who has responsibilities in more than one (1) building, the teacher will follow the directive of the building supervisor in whose building he/she is assigned for a greater amount of time.

**ARTICLE IX
LEAVES OF ABSENCE**

- A. All teachers absent from duty on account of personal illness, disability, or any other approved reason shall be allowed full pay for a total of ten (10) days' absence in any school year.
- B. Upon the fourth (4th) consecutive day for personal illness or family illness a doctor's slip must be presented for use of a sick day and he/she will be placed on Family Medical Leave Act (FMLA) Teachers who become disabled, including disabilities arising from pregnancy and childbirth, must provide the Board with a doctor's statement certifying that they are unable to work in order to be eligible to receive sick leave days. Teacher will need to provide a doctor's statement certifying when able to return to work.
- C. Each teacher will begin each school year with those accumulated sick days presently credited to the teacher according to school records, and the additional days per Article IX Section A shall be credited to the teacher at the time of reporting for work. Teachers off on Family Medical Leave Act (FMLA) or disability at the end of the school year or beginning of the school year will not receive sick or personal days until returned back to full time work. Unused sick leave shall accumulate to a maximum of one hundred sixty (160) days.
- D. At the beginning of the school year, the Board shall furnish each teacher with a statement of accumulated sick days.
- E. At the beginning of each year, each teacher shall be credited with four (4) days to be used for personal business. Unused personal business days shall accumulate as unused sick days. If more than four (4) days for personal business is approved by the Superintendent, these additional days will be deducted from sick leave.
- F. Leaves of absence with pay, deducted from the teacher's allowance shall be granted for the following reasons:
1. Ten (10) days for illness in family or like emergency. Upon the eleventh (11th) day for family illness a doctor's slip must be presented for use of a sick day.
 2. One (1) day for attendance at the school graduation of a son, daughter, husband or wife. Additional travel time may be granted if prior approval of the Superintendent is obtained.
 3. Time necessary for the conduct of personal affairs which cannot normally be handled outside school hours. Four (4) days with pay to be used at the discretion of the teacher, and additional time may be granted at the discretion of the Superintendent. Under this provision these four (4) days cannot be taken immediately preceding or following a scheduled recess. The exception to this rule will be when Reese Public Schools schedules a school activity before/after a scheduled break and the employee wants to attend with their child at the Reese Public Schools event. In an emergency, personal day(s) may be granted by the Superintendent or his/her designee when preceding or following a scheduled recess. Additionally, in an emergency situation and upon unanimous agreement, in writing, of the teacher, Union President and the Superintendent, teachers may be allowed to borrow up to two (2) personal days from the next school year. Teachers may not use the borrowing clause two (2) years in a row. Teachers must provide the administration with at least forty-eight (48) hours advance notice, except for

emergencies. Not more than five (5) teachers shall be granted time off for the conduct of personal affairs on the same day, unless specific written approval has been granted by the Superintendent.

a.) Sick days used in conjunction with personal/scheduled recess will require a doctor's excuse. This must be provided within two (2) weeks of said day, or a day will be docked from pay.

4. Time necessary for attendance at the funeral services of a person whose relationship to the teacher warrants such attendance at the discretion of the Superintendent.

G. Leaves of absence with pay, not deductible from the teacher's allowance, shall be granted for the following reasons:

1. A maximum of five (5) work days for the first event in one school year and three (3) work days for additional event within a contract year for death in the immediate family. Definition of employee's immediate family: The employee's immediate family shall be interpreted as including: spouse, child, step-child, father, mother, sister, brother, grandfather, grandmother, grandchild, mother-in-law and father-in-law, and Step Parents and Step Parent In-laws
2. Absence when a teacher is called for jury duty. You must notify the building administrator within 2 business days of notice.

When required to call in the night before and told to report to jury duty in the morning, immediately request a sub.

If told to call back in the morning to determine if reporting in the afternoon, do not get a sub. You are to arrive at work and allowed time to make the required 2nd call. If at that time you are required to report to jury duty, the district will cover your classroom and find a sub.

3. Time necessary for the attendance at educational conferences where such attendance is requested by the Administration. Travel pay and other expenses incidental to such conferences shall be paid by the Board.
4. Court appearances as a witness in any case connected with the teacher's employment or the school or whenever the teacher is subpoenaed to attend any proceedings.
5. At least two (2) days for attendance at educational conferences may be approved by the Board. Travel pay and other expenses incidental to such conferences shall be paid by the Board if approval is obtained in advance.

H. Teachers who have been employed continuously in the system for seven (7) years or longer may be granted a sabbatical leave at the discretion of the Board for one (1) year. During the sabbatical leave, the teacher is considered to be in the employ of the Board and will be paid one-half (1/2) of his/her base salary and all insurance benefits in effect.

- I. Absence due to injury or illness covered by Worker's Compensation incurred in the course of the employee's employment shall be charged against the employee's personal sick leave for the first seven (7) works days of such absence. Following this period, the employee may choose "1" , "2" or "3" below.
1. Continue to use sick days at 100% of your salary until exhausted and then go on Worker's comp. if still needed.
 2. Personal accumulated sick leave days shall be made available to the injured employee during the period he/she is unable to work as a result of an accident. If the employee chooses this option of using sick leave days, his/her Worker's Compensation benefits shall be supplemented by school funds to give the employee the equivalent of his/her regular daily rate. The employee's personal accumulated sick leave would be charged in one-half (1/2) day increments for each day off. The employee would continue to draw a regular bi-weekly pay check until he/she has exhausted his/her accumulated sick leave.
 3. An employee eligible for Worker's Compensation benefits will receive those benefits provided in accordance with the act exclusively.

**You are required to pick one way by the 7th day and you will not be able to change during the course of the time.

ARTICLE X INSURANCE PROTECTION

A. The employer shall provide to the bargaining unit member MESSA PAK with MESSA care rider for a full twelve (12) month period for the bargaining unit member and his/her entire family. The Employer shall sign an employer participation agreement. Bargaining unit members not electing MESSA PAK A will select MESSA PAK B. The coverage for MESSA PAK A shall be:

Pak A: ABC Plan 1 HSA (the IRS Minimum Mandate deductible for single, 2 person, or family), \$10/\$40 Saver Rx with MCR underwritten by BCBS
LTD 66 2/3
90 calendar day wait
\$5,000 monthly maximum
Alc/drug and mental nervous same as any other illness
Social Security freeze/COLA

Delta Dental E007
Class I, Class II, Class III; 80/80/80
(\$2,200 in all classes)
Ortho (\$2,200), Adult Ortho added in January 2023
Life: \$35,000 w/AD&D
VSP 3 Plus

Pak B: LTD same as Pak A
Delta Dental
Class I, Class II, Class III; 50/50/50
(\$1,800 in all classes)
Ortho (\$1,800), Adult Ortho added in January 2023
Life: \$40,000 w/AD&D
VSP 3 Plus
Cash in lieu of insurance. Paid the first/second pay of each month in equal installments. This will be pro-rated for part-time employees based on Article VII's normal teacher load.

1. Employer shall pay the maximum allowed under the cap. The difference between the premium and the cap will be applied to the "front loaded" deductible for each employee.

For all current employees electing PAK A, the district will "front load" the full IRS deductible by the first business day following **1/1/2023, 1/1/2024, 1/1/2025** to be paid back by employees over the plan year (**9/1/22 - 8/31/23; 9/1/23-8/31/24; and 9/1/24-8/31/25**). The parties understand that in the event the minimum deductible necessary for a medical plan to comply with HSA eligibility is increased beyond the current deductible level in MESSA ABC Plan 1, the deductible will automatically adjust to meet the federal minimum requirement. The amount to be pre-tax deducted for each plan year by employees will be determined by combining the cost of premium, adding in the deductible, and subtracting the maximum hard cap amount determined by the state each year. For all employees hired after January 1 for the current school year, the district will not front load the deductible for that year. If an employee leaves during the school year, the employee will be responsible to pay back any monies over the cap.

2. Employees will only be allowed to switch from PAK A to PAK B during open enrollment.
 3. Employees will be allowed to contribute additional pre-taxed amounts via rules in Section 125 to HSA each July when yearly elections are made on payroll issues during open enrollment and again in December. Changes will need to be in writing by:
 - 7/31/22 to be effective first pay after 9/1/22
 - 12/31/22 to be effective first pay after 1/1/23
 - 7/31/23 to be effective first pay after 9/1/23
 - 12/31/23 to be effective first pay after 1/1/24
 - 7/31/24 to be effective first pay after 9/1/24
 - 12/31/24 to be effective first pay after 1/1/25
 - 7/31/25 to be effective first pay after 9/1/25
- B. The Board will provide without cost to the teacher public liability and accident coverage in an amount of not less than One Million (\$1,000,000) Dollars for each accident during the course of the teacher's employment in the curricular and extra-curricular activities of the school.
- C. The Board shall adopt a qualified plan document which complies with Section 125 of the Internal Revenue Code. The cash amount may be applied through a Salary Reduction Agreement by the bargaining unit member towards an MEA Financial Services Tax Deferred Annuity or other Association and Board approved annuities and to be deposited within ten (10) business days.
- D. Supplemental Insurance options to only be changed during dates listed (twice a year) in Article X Section A3 allowed for HSA changes.

ARTICLE XI PERSONNEL FILE

- A. Each teacher shall have the right upon request to review the contents of his/her own personnel file. A representative of the R.P.E.A. may be requested to accompany the teacher in such review. A copy of any material placed in the teacher's personnel file shall be furnished to that teacher at the time of its placement in the file. Additional copies may be furnished at the discretion of the Administration. The immediate supervisor or his/her designee may be present during such review.
- B. For those not covered by the TTA, no employee shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such discipline, reprimand or reduction in rank, compensation or advantage, including adverse evaluation of teacher performance or violation of professional ethics asserted by the Board or representatives thereof shall be subject to the professional grievance procedure as hereinafter set forth.
- C. For all employees not covered by the Teacher Tenure Act (TTA), the employee evaluation report form shall contain a space for employee comments following each item of evaluation and a space for general comments by the employee being evaluated. Each employee shall be given an opportunity to make and place on his/her report form his/her comments prior to said report being

rendered to the Superintendent and the Board. The employee shall be given a period of five (5) school days in which to enter such comments.

- D. For all employees not covered by the Teacher Tenure Act (TTA), The Superintendent shall administer a program of evaluation for all employees which shall be directed toward helping them succeed in their respective appointments.
- E. For all employees not covered by the Teacher Tenure Act (TTA), Refer to Appendix A for formal evaluation forms and terms.
- F. Should an employee feel that he/she has been misjudged in any evaluation, he/she may present his/her case in writing and/or in person to the Superintendent.
- G. For all employees not covered by the Teacher Tenure Act (TTA), the employee will receive two (2) written formal evaluations sixty (60) days apart for all probationary employees. (One per semester.)

ARTICLE XII PROTECTION OF TEACHERS

- A. Since the teacher's authority and effectiveness in his/her classroom is undermined when students discover that there is insufficient administrative backing and support of the teacher, the Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. The Board further recognizes that the teacher may not fairly be expected to assume the role of warden or custodian for emotionally disturbed students without the support of administration following building and/or district handbook and/or discipline policies. Whenever it appears that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians or other professional persons, the Board will take reasonable steps to relieve the teacher of responsibilities with respect to such pupil.
- B. Any cases of assault upon a teacher or his/her property related to his/her employment shall be reported promptly to the Board or its designated representative for appropriate action. The Board will provide counsel and render assistance to the teacher in his/her defense.
- C. Time lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher if the teacher's action is justified.
- D. The Board will reimburse the teacher for any comparable loss, damage or destruction of clothing or personal property of the teacher occurring in connection with the incident mentioned in this Article. If the teacher is injured while in the line of duty, the Board will pay for any necessary medical, surgical or hospital care which is not covered by Worker's Compensation, insurance carried by said teacher or any other insurance carried by the Board. A letter from the teacher's insurer denying a claim shall be sufficient evidence of said insurer's refusal to pay the claim. The Board may require the right to be subrogated to the teacher's claim before making any payment thereon.
- E. Any complaints by a parent or a student directed toward a teacher shall be called promptly to the teacher's attention.

- F. Teachers shall be expected to exercise reasonable care with respect to the safety of pupils and property but shall not be individually liable, except in the case of gross negligence or gross neglect of duty for any damage or loss to person or property.
- G. Once a FOIA (Freedom of Information Act) request is received by the Superintendent, the involved bargaining unit member(s) and the Association President shall be notified. Time will be allowed for personnel to review files before release of information within the constraints of the law.

ARTICLE XIII REDUCTION IN PERSONNEL

- A. It is hereby recognized that it is within the sole discretion of the Board of Education to reduce the education program, curriculum and staff.
- B. Seniority shall be defined as all years of professional teaching experience with the Reese Public Schools.
- C. Teachers who are laid off will remain on the seniority list at their hire date.

ARTICLE XIV PROFESSIONAL GRIEVANCE PROCEDURE

A. DEFINITION:

- 1. A grievance will be defined as a claim there has been a violation, misinterpretation or inequitable application of items in this Agreement or in violation of implementation of Board Policies.

B. PROCEDURE:

- 1. The teacher who feels that he/she has a grievance must first take the matter up verbally with the Principal of the school (within ten (10) working days following the act or condition which is the basis of his/her grievance), who will attempt to resolve it with him/her.
- 2. If the Principal fails to resolve the grievance within ten (10) working days from the date of the verbal presentation, the teacher shall have ten (10) working days to reduce the grievance to writing from the date of the verbal presentation, specifying the section of the contract he/she alleges is violated, the events that caused the alleged violation and the remedy he/she seeks.
- 3. Within ten (10) working days of receipt of the written grievance, the Principal shall attempt to arrange a conference with the view of satisfactorily resolving the grievance. At the time of conference, the teacher may appear personally or he/she may be represented by the R.P.E.A. representative or both. Such conference shall be scheduled at a time when there is no disruption of normal school routine and duties of the teacher.
- 4. Within ten (10) working days from the date of the conference, or longer if mutually agreed to, the Principal shall answer such grievance in writing.

5. If the grievance is not appealed within ten (10) working days, the Principal's decision will be final.
6. If the R.P.E.A. does not accept the Principal's answer, the grievance may be appealed to the Superintendent of Schools by sending a written notice with a copy of the grievance to him/her within ten (10) working days from the date of the Principal's decision.
7. Within ten (10) working days of receipt of the appeal, the Superintendent or his/her designated representative will arrange for a conference to satisfactorily resolve the grievance. Such conference normally shall be scheduled at a time when there is no disruption of normal school routine and duties of the teachers.
8. Within ten (10) working days from the date of the conference, or longer if mutually agreed to, the Superintendent or his/her designated representative shall answer such grievance in writing.
9. Such answer shall be final and binding unless appealed to the next step within ten (10) working days from the date of the decision.
10. If the grievance is not settled at the preceding step, it may be appealed to the Board by sending such notice and a copy of the grievance to the Secretary of the Board within ten (10) working days from the date of the Superintendent's or his/her designated representative's answer.
11. Within ten (10) working days from the date of the appeal, the Board or its designated representative will arrange for a conference to resolve the grievance. Such conference normally shall be scheduled at a time when there is no disruption of normal school routine and duties of the teachers.
12. Within ten (10) working days from the date of the conference, or longer if mutually agreed to, the Board and its designated representative shall answer such grievance in writing.
13. Such answer shall be final and binding unless appealed to the next step within ten (10) working days from the date of the decision.
14. If the grievance is not settled at the preceding step, it may be submitted to arbitration by an impartial Arbitrator and written notice setting forth specifically the nature of the grievance to be arbitrated must be sent to the Secretary of the Board. In the event the parties are unable to agree upon an Arbitrator within ten (10) working days from the date of appeal, the American Arbitration Association will be asked to submit a panel in accordance with its procedures.

15. This Agreement constitutes a contract between the parties which shall be interpreted and applied by the parties and by the Arbitrator in the same manner as other collective bargaining agreements. The function and purpose of the Arbitrator is to determine disputed interpretation of terms actually found in the Agreement or to determine disputed facts upon which the application of the Agreement depends. The Arbitrator shall, therefore, not have authority nor shall he/she consider it his/her function to include the decision of any issue not submitted or to so interpret or apply the Agreement as to change what can fairly be said to have been the intent of the parties as determined by generally accepted rules of contract construction. The Arbitrator shall not give any decision which in practical or actual effect modifies, revises, detracts from or adds to any of the terms or provisions of this Agreement. Past practice of the parties in interpreting or applying terms of this Agreement can be relevant evidence, but may not be used so as to justify or result in what is in effect a modification (whether by addition or deletion) of written terms of the Agreement. The Arbitrator has no obligation or function to render a decision or not to render a decision merely because in his/her opinion such decision is fair or equitable or because in his/her opinion it is unfair or inequitable.
16. If either party shall claim before the Arbitrator that a particular grievance fails to meet the tests of arbitrability as the same are set forth in this Article (Professional Grievance Procedure), the Arbitrator shall proceed to decide such issue before proceeding to hear the case upon the merits. The Arbitrator shall have the authority to determine whether he/she will hear the case on its merits at the same hearing in which the jurisdictional question is presented.
- In any case where the Arbitrator determines that such grievance fails to meet said test of arbitrability, he/she shall refer the case back to the parties without a recommendation on the merits.
17. Unless expressly agreed to by the parties in writing, the Arbitrator is limited to hearing one (1) grievance, including its arbitrability, at any one (1) hearing upon its merits.
18. All cases shall be presented to the Arbitrator in the form of a written brief prepared by each party setting forth the facts and its position and the arguments in support thereof in accordance with its procedures.
19. All the fees and expenses of the arbitration including the cost of transcript (if one is requested by the Arbitrator), and hearing room shall be shared equally by the parties.
20. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15th of any year and strict adherence to the time limits may result in hardship to any party, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.

21. If an individual teacher has a personal complaint which he/she desires to discuss with a supervisor, he/she is free to do so without recourse to the grievance procedure. However, no grievance shall be adjusted without prior notification to the R.P.E.A. and opportunity for a R.P.E.A. representative to be present. Nor shall any adjustment of a grievance be inconsistent with the terms of this Agreement. In the administration of the grievance procedure, the interest of the teacher shall be the sole responsibility of the R.P.E.A.

ARTICLE XV NO STRIKE

The R.P.E.A. and the Board recognize that strikes and other forms of work stoppages by teachers are contrary to law and public policy. The R.P.E.A. and the Board subscribe to the principle that differences shall be resolved by peaceful and appropriate means without interruption of the school program. The R.P.E.A., therefore, agrees that its officers, representatives and members shall not authorize, instigate, cause, aid, encourage, ratify, or condone, nor shall any teacher take part in any strike, slowdown or stoppage of work, boycott, picketing or other interruption of activities in the school system during the term of this Agreement. Failure or refusal on the part of any teacher to comply with the provisions of this Article shall be cause for whatever reasonable disciplinary action is deemed necessary by the Board.

ARTICLE XVI ACT OF GOD DAYS

The Michigan Department of Education and the Michigan State Legislature requires the make up of some Act of God days and the parties agree that teachers will receive their regular pay for days which are canceled, but shall work on the required rescheduled days with no additional compensation. Provided, however, the following procedures shall apply:

- A. The parties agree to meet in an effort to mutually agree on when any make up days would occur. In the event they are unable to agree, the days will be added on to the end of the calendar set forth in Schedule C.
- B. Should an instructional day need to be rescheduled due to a loss of state aid and insufficient students attend to count it as a day of instruction, teachers will be obligated to attend a subsequent rescheduling date.
- C. It is understood and agreed that in the event that the rescheduling of the days at the end of the school year interferes with a teacher's scheduled return to school to upgrade his/her skills, the teacher may:
 - 1. Use his/her personal days;
 - 2. Use his/her sick days; or
 - 3. Apply for unpaid leave time.

If, at any time during the life of this Agreement, it becomes lawful to count as days of pupil instruction, days when pupil instruction is not provided due to conditions not within the control of school authorities, such as due to severe storms, fires, epidemics, or health conditions, it is agreed that the following school closing provisions shall become effective immediately:

When conditions not within the control of school authorities, such as due to severe storms, fires, epidemics, or health conditions, or an Employer directive, shall result in the closing of a school or other facility of the Employer, bargaining unit members shall be excused from reporting to duty without loss of pay. Days lost due to school closing under the foregoing circumstances shall not be rescheduled.

It is hereby understood and agreed between the Reese Professional Education Association and the Reese Public Schools that teachers shall make up "Act of God" days beyond the first two (2) in accordance with the contract without additional compensation. However, if it becomes the case where the District will suffer no loss of state aid from the State of Michigan if the days are not made up, then those additional days will not be required.

ARTICLE XVII MISCELLANEOUS PROVISIONS

- A. The Board agrees at all times to maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they shall call before 7:00 a.m. to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the Administration to arrange for a substitute teacher.
- B. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to terms of this Agreement. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- C. Copies of this Agreement shall be printed at the expense of the Board and presented to all teachers now employed or hereafter employed by the Board.
- D. If any provision of this Agreement or application of the Agreement to any employee or group of employees shall be found contrary to law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect.

E. VACANCIES, PROMOTIONS AND TRANSFERS

1. Appointments to vacancies or new positions outside of the normal teaching load (this is inclusive of any extra duty position in Sch. A or B) within the bargaining unit.
 - a. Whenever a vacancy occurs in a position and said vacancy or position is to be filled on a permanent basis, the Board shall give written notice thereof to the President of the R.P.E.A. All extra duty and summer teaching vacancies which occur during the school year shall be posted in the teacher's lounge in each school building. Such notice of the vacancy must be within thirty (30) calendar days. No permanent appointment to such position shall be made until twelve (12) calendar days have elapsed following giving of said notice to the R.P.E.A. President.
 - b. Teachers who desire to apply for such vacant position shall file their application in writing with the Superintendent. Such vacancy shall be filled by the Board on the basis of fitness for the position as determined by the Administration and not subject to the grievance procedure.
 - c. Teachers apply for the open summer school position—grade specific. After hired, they remain in a summer school position unless they resign or are fired. Each year or so, there is an opening which will continue to be posted. In the event we cannot fill all of the positions, the posting will be external and therefore hired outside of RPEA members. Building administrators will evaluate “non-district” employees each year and will receive their evaluation within one week of the end of the program. All new positions will be hired by the superintendent-not the director of the program.

This Agreement will be in effect from September 1, 2022, until August 31, 2025. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date so indicated.

**REESE PROFESSIONAL EDUCATION
ASSOCIATION**

REESE BOARD OF EDUCATION

President

President

Vice President

Secretary

Secretary

Treasurer

Treasurer

Dated this 29th day of August 2022.

SCHEDULE A

1 The following shall be the schedule of basic teacher's salaries:

2022-2023-ONE STEP AND 3%

2023-2024-ONE STEP AND 3%

2024-2025-ONE STEP AND 2%

2022-23 Step & 3%				
YEARLY STEP	BACHELOR'S DEGREE	BACHELOR'S PLUS 20	MASTER'S DEGREE	MASTER'S PLUS 30
1	41,136	42,596	44,062	46,069
2	42,960	44,610	46,069	48,081
3	44,790	46,434	48,081	50,091
4	46,618	48,446	50,091	52,100
5	48,446	50,275	52,100	54,296
6	50,275	52,284	54,294	56,308
7	52,100	54,296	56,306	58,319
8	54,482	56,676	58,866	60,876
9	56,308	58,682	60,876	63,069
10	58,682	61,060	63,436	65,448
11	61,060	63,436	65,814	68,190
12	63,204	65,776	68,164	70,552
13	65,100	67,749	70,210	72,668

2023-24 Step & 3%				
YEARLY STEP	BACHELOR'S DEGREE	BACHELOR'S PLUS 20	MASTER'S DEGREE	MASTER'S PLUS 30
1	42,370	43,874	45,384	47,451
2	44,249	45,949	47,451	49,524
3	46,133	47,827	49,524	51,594
4	48,016	49,899	51,594	53,664
5	49,899	51,784	53,664	55,925
6	51,784	53,852	55,923	57,997
7	53,664	55,925	57,995	60,068
8	56,116	58,376	60,631	62,702
9	57,997	60,443	62,702	64,961
10	60,443	62,892	65,339	67,412
11	62,892	65,339	67,788	70,236
12	65,100	67,749	70,209	72,668
13	67,053	69,782	72,316	74,848

2024-25 Step & 2%

YEARLY STEP	BACHELOR'S DEGREE	BACHELOR'S PLUS 20	MASTER'S DEGREE	MASTER'S PLUS 30
1	43,218	44,751	46,292	48,400
2	45,134	46,868	48,400	50,514
3	47,056	48,784	50,514	52,626
4	48,977	50,897	52,626	54,737
5	50,897	52,819	54,737	57,044
6	52,819	54,929	57,042	59,157
7	54,737	57,044	59,155	61,270
8	57,239	59,544	61,844	63,956
9	59,157	61,652	63,956	66,260
10	61,652	64,150	66,645	68,760
11	64,150	66,645	69,144	71,641
12	66,402	69,104	71,613	74,122
13	68,394	71,177	73,763	76,345

2. Credit for experience outside the school system may be evaluated by the Board and credit may be allowed whenever the prior service of the teacher is deemed satisfactory. Full credit may be given for the first five (5) years of out-of-state experience or full credit may be given for the first seven (7) years of in-state experience. The Board reserves the right to grant additional years of experience to newly hired teachers.
3. Increments become effective September 1st of each year and advancement under the salary schedule shall be automatic as of September 1st or February 1st following completion of required academic or professional courses.
4. Newly-hired teachers without a teaching certificate shall not advance on the pay scale until such teacher's certification requirements are fulfilled. Required initial teaching certification or credits used to update expired initial certification shall not be used to advance on the salary schedule.
5. Credits earned to move lanes on the schedule must be 500+ level, in a planned program for education or towards a Master's in an education area.
 - a. Credits under 500 level may be used if they are prerequisites for the planned program (ie. Adding a new endorsement to certificate)
 - b. Planned program needs to be approved by a college/university that offers teacher certification programs.

- c. Teachers who qualify for advancement in pay by additional class hours or degrees shall be paid on the new salary tract effective with the first pay period of the school year if satisfactory evidence is presented to the Board by August 15 and effective with the first pay period of the second semester if satisfactory evidence is presented to the Board by January 5.
- d. The Reese Public School District and the RPEA agree that the current trend of universities is to offer fully online programs to receive additional degrees. Unfortunately, not all teacher accredited universities offer the same traditional “levels” of classes, nor standard “credit hours” as stated in the RPEA contract. The RPEA and the District agree that if an employed teacher completes a Master’s Degree at a teacher accredited university in a teacher education area, they can move to the Master’s Degree lane, but not use the Bachelor’s Plus 20 or the Master’s Plus 30 lanes for those credits.
6. Teachers employed for less than a full teaching load shall be paid on a pro-rated basis in accordance with the pay schedules established in this Agreement. Part-time employees shall receive pro-rated PAK A or PAK B fully Board paid.
7. Personnel employed as Special Education Teachers shall be paid at a rate as outlined below:
- \$500 for those employed full at the K-5 level
 - \$250 for those employed half time at the K-5 level
 - \$100 per class period taught at the 6-12 level
 - \$250 for K-5 Accommodated Testing Coordinator
 - \$250 for 6-12 Accommodated Testing Coordinator
 - \$250 for Transitions Coordinator
- These duties will be determined within the special education department no later than Sept. 15th of each school year. If the department cannot come to an agreement on the positions, the principal overseeing special education will make the determination.
8. Teachers employed as Summer School, or before/after school tutoring instructors shall be compensated at the following rate, which will correspond with percent on Schedule A each year: \$30.00 per hour for 2022-2025.
9. Upon retirement from the Reese Public Schools and upon leaving the system, the teacher shall be paid \$60.00 for each unused sick day up to 160. If the teacher notifies the district in writing by April 1st of their June 30th retirement the district will pay \$90.00 for each unused sick day up to 160 days. Such payment shall be made in a lump sum with the final pay.
10. Teachers will be paid Summer School Instructors rate for supervision of Saturday School and building wide after school detention programs of no more than two (2) days per week.
11. A full time GSRP teacher will constitute an employee whose program runs one week late from the start of school and releases students one week earlier than regular K-12 programs and will be considered a full-time employee.

12. Longevity Steps: all teachers shall receive additional salary as a longevity payment after their 15th - 19th years working at Reese Public Schools in the amount of \$800.00 each year. All teachers shall receive additional salary as a longevity payment in years 20-24 years working at Reese Public Schools in the amount of \$1200. All teachers shall receive additional salary as a longevity payment after their 25th year working at Reese Public Schools, and each year thereafter, in the amount of \$1600
13. Elementary Teacher volunteers will be paid at the hourly Summer School Instructors rate for 10 minute of recess supervision which is 1/6 of the Summer School Instructor rate.
14. Teachers will be offered paid days (\$100 per day) in the summer to come in and work on curriculum. Teachers preparing for a new course will be offered \$125 per day. This excludes new hires. This must be approved by central office in writing.
15. Merit pay - teachers receiving highly effective overall rating on evaluation-will receive one additional personal day that may be used connected to a scheduled recess/vacation day.
16. When a teacher reaches the 160 sick day cap, at the end of the school year the district will buy back any days over the 160 day amount at a rate of \$60 per day.

SCHEDULE B

1. If offered, the following shall be the schedule of payment for extra-curricular activities. A stepped pay scale for continuous experience in all Schedule B positions, including movement within the same sport (boys & girls).

For 2022-23 & 2023-24:

Those on either base step, or base + 5% on schedule B will be paid at base + 5%. If you are currently on base + 7%, you will remain there.

For 2024-25 : All schedule B will be paid at base + 7%

2022-2023- 0% -NO STEPS

2023-2024- 0%-NO STEPS

2024-2025- 0%-NO STEPS

ATHLETICS		2022-23	Base + 5%	Base + 7%	2023-24	Base + 5%	Base + 7%	2024-25	Base + 5%	Base + 7%
HEAD COACH										
	Football		4,732	4,821		4,732	4,821			4,821
	J.V. Football		3,148	3,208		3,148	3,208			3,208
	Freshman Football		2,714	2,766		2,714	2,766			2,766
	Basketball		4,732	4,821		4,732	4,821			4,821
	J.V. Basketball		3,148	3,208		3,148	3,208			3,208
	Freshman Basketball		2,662	2,713		2,662	2,713			2,713
	Baseball		4,050	4,126		4,050	4,126			4,126
	JV Baseball		3,148	3,208		3,148	3,208			3,208
	Track		4,050	4,126		4,050	4,126			4,126
	Cross Country		2,927	2,983		2,927	2,983			2,983
	Tennis		2,927	2,983		2,927	2,983			2,983
	Golf		2,927	2,983		2,927	2,983			2,983
ASSISTANT COACH										
	Football		3,208	3,269		3,208	3,269			3,269
	J.V. Football		3,075	3,134		3,075	3,134			3,134
	Freshman Football		2,662	2,713		2,662	2,713			2,713
	Assistant Track		2,746	2,799		2,746	2,799			2,799
	Athletic Director		4,732	4,821		4,732	4,821			4,821
	Assistant Athletic Director		3,455	3,521		3,455	3,521			3,521
	Dean of Students		3,394	3,458		3,394	3,458			3,458

GIRLS' ATHLETICS		2022-23	Base + 5%	Base + 7%	2023-24	Base + 5%	Base + 7%	2024-25	Base + 5%	Base + 7%
	Varsity Basketball		4,732	4,821		4,732	4,821			4,821
	JV Basketball		3,148	3,208		3,148	3,208			3,208
	Freshman Basketball		2,662	2,713		2,662	2,713			2,713
	Volleyball		4,050	4,126		4,050	4,126			4,126
	J.V. Volleyball		3,148	3,208		3,148	3,208			3,208
	Freshman Volleyball		2,662	2,713		2,662	2,713			2,713
	Softball		4,050	4,126		4,050	4,126			4,126
	J.V. Softball		3,148	3,208		3,148	3,208			3,208
	Track		4,050	4,126		4,050	4,126			4,126
ASSISTANT COACH	Assistant Track		2,746	2,799		2,746	2,799			2,799
CHEERLEADING/POMS	Varsity & J.V.		3,269	3,331		3,269	3,331			3,331
	7th and 8th Grade		1,664	1,696		1,664	1,696			1,696
	9th Grade		1,664	1,696		1,664	1,696			1,696
ATHLETICS										
MIDDLE SCHOOL SPORTS										
	Football		2,295	2,339		2,295	2,339			2,339
	Basketball (2) Boys		2,295	2,339		2,295	2,339			2,339
	Basketball (2) Girls		2,295	2,339		2,295	2,339			2,339
	Track (2) Girls & Boys		2,295	2,339		2,295	2,339			2,339
	Cross Country		2,295	2,339		2,295	2,339			2,339
	7th Grade Volleyball		2,295	2,339		2,295	2,339			2,339
	8th Grade Volleyball		2,295	2,339		2,295	2,339			2,339
	Intramurals		490	500		490	500			500
PEP CLUB			1122	1144		1122	1144			1144

NON-ATHLETIC ACTIVITIES		2022-23	Base + 5%	Base + 7%	2023-24	Base + 5%	Base + 7%	2024-25	Base + 5%	Base + 7%
	School Play		1,461	1,489		1,461	1,489			1,489
	Yearbook Advisor		1,178	1,199		1,178	1,199			1,199
	Band Director		3,444	3,510		3,444	3,510			3,510
	FFA		2,719	2,771		2,719	2,771			2,771
	Co-op Program		1,313	1,338		1,313	1,338			1,338
	SADD Advisor		832	848		832	848			848
	SST Advisor		832	848		832	848			848
	Play Assistant		1,155	1,178		1,155	1,178			1,178
	Mentors		577	588		577	588			588
	Drumline Club		1,224	1,248		1,224	1,248			1,248
	Jazz Band Club		1,224	1,248		1,224	1,248			1,248
CLASS ADVISORS										
	12th Grade		1,064	1,084		1,064	1,084			1,084
	11th Grade		1,064	1,084		1,064	1,084			1,084
	10th Grade		832	848		832	848			848
	9th Grade		832	848		832	848			848
	8th Grade		630	642		630	642			642
	7th Grade		630	642		630	642			642
DEPARTMENT CHAIR PERSON										
	Math		1,056	1,076		1,056	1,076			1,076
	Science		1,056	1,076		1,056	1,076			1,076
	English		1,056	1,076		1,056	1,076			1,076
	Social Studies		1,056	1,076		1,056	1,076			1,076
	Drivers Education		832	848		832	848			848
	Vocal Music		2,522	2,571		2,522	2,571			2,571
	Honor Society		1,056	1,076		1,056	1,076			1,076
	Modern Dance		1,487	1,515		1,487	1,515			1,515
	Debate		1,463	1,491		1,463	1,491			1,491

		2022-23	Base + 5%	Base + 7%	2023-24	Base + 5%	Base + 7%	2024-25	Base + 5%	Base + 7%
Forensics			1,463	1,491		1,463	1,491			1,491
Outdoor Club Advisor			832	848		832	848			848
Second Outdoor Club Advisor			775	789		775	789			789
HS Student Council Adv.			1,590	1,620		1,590	1,620			1,620
Computer Club Advisor			832	848		832	848			848
Nerd Herd			832	848		832	848			848
ROVE (Combined ES/MS/HS)			1505	1533		1505	1533			1533
Robotics (Combined MS & HS)			1505	1533		1505	1533			1533
Cares Team			1000	1020		1000	1020			1020
ACADEMIC GAMES COACHES										
	English		250	255		250	255			255
	Math		250	255		250	255			255
	Science		250	255		250	255			255
	Social Studies		250	255		250	255			255
	Technology		250	255		250	255			255
	Middle Sch		250	255		250	255			255
ATHLETICS										
ELEMENTARY SCHOOL										
	Special Programs		2,022	2,060		2,022	2,060			2,060
	4th Grade Camp		1,006	1,026		1,006	1,026			1,026
MIDDLE SCHOOL										
	Academic Track - Head		1,548	1,578		1,548	1,578			1,578
	Special Programs		1,248	1,271		1,248	1,271			1,271
	Student Council		775	789		775	789			789
	Out of Doors		832	848		832	848			848

3. The Administration may appoint Department Chair Person at the Middle and Elementary levels in the following areas: 1) Mathematics; 2) Science; 3) Social Studies; 4) English. If these are offered, remuneration shall be as listed in the extracurricular section of this contract. The Administration shall appoint Department Chair Persons at the High School level in the following areas: 1) Mathematics; 2) Science; 3) Social Studies; 4) English. THESE POSITIONS ARE NOT AVAILABLE IF CURRICULUM COUNCIL IS IN PLACE.

Curriculum Council at \$1000 per person: Grades 9-12 representatives (1 from each of the following subject areas: English, Math, Science and Social Studies). Grades 6-8 representatives (1 from each of the following subject areas: English, Math, Science and Social Studies). Grades K-5 representatives (1 from each of the following subject areas: English, Math, Science and Social Studies). One Special Coordinator Grades K-12 (Art, Music, Industrial Arts, Computers, Physical Education, and Foreign Language), and one Special Education Teacher

4. No teacher shall be required to participate in extracurricular activities as a condition of employment except for Student Council at the Middle School and High School, and the High School Class Advisors. Teachers may volunteer out of rotation for these positions. Upon completion of their term, they would go to the bottom of the rotation list. In the event there are an insufficient number of applicants for these positions, the District can appoint a staff member to these positions on a rotating basis. Whenever possible, a combination of one Fall and one Winter coach shall be appointed as one position. A rotational list will be established in both buildings. New staff and those completing their term will be added to the bottom of the list in their respective buildings. No teacher will be required to perform more than one (1) involuntary extra-curricular assignment.
5. The programs and distribution of funds for special programs at the Elementary School and Middle School are to be determined by each building committee made up of teachers and administrators.
1. Special Projects are to be flexible; meaning they can change from year to year.
 2. A committee will be formed that shall include the participation of teachers from each grade level from the elementary and the Principal. This committee by majority decision will make a recommendation to the Principal regarding projects and payment. The Principal will consider the committee's recommendation before making a final decision.
 3. A plan will be developed for "Special Projects" for the up coming year; such as, Project Success, 4th Grade Camp, Math Theme, Science Theme, Social Studies Theme Projects, etc... All project ideas in which teachers wish to be reimbursed must be submitted by September 15th
 4. Late project proposals must be brought to the Principal for approval before being submitted to the committee.

SCHEDULE C

180 Student Instructional Days
30 Professional Development Hours*
182 Teacher Work Days

2022-23 CALENDAR	
August 16 & 17, 2022	Professional Development Days
August 22, 2022	Classes Begin
September 2 & 5, 2022	No School – Labor Day Break
September 14, 2022	Student ½ Day A.M./ P.M. Professional Development
October 12, 2022	Student ½ Day A.M./ P.M. Professional Development
October 21, 2022	1 st Marking Period Ends
November 1 & 3, 2022	Conferences
November 9, 2022	Student ½ Day A.M./ P.M. Professional Development
November 23, 2022	Conference Release Day
November 24 & 25, 2022	Thanksgiving Holiday
December 20 & 21, 2022	½ Days Exams—Semester Ends/Teacher work day
December 21, 2022	1 st Semester Ends
December 22, 2022-January 2, 2023	Christmas Holiday
January 16, 2023	No School
February 1, 2023	Student ½ Day A.M./ P.M. Professional Development
February 17, 2023	No School – Snow Day Make Up if Needed
February 20, 2023	No School
March 8, 2023	Student ½ Day A.M./ P.M. Professional Development
March 17, 2023	Marking Period 3 Ends
March 27 – 31, 2023	Spring Break
April 7, 2023	No School
April 10, 2023	No School – Snow Day Make Up if Needed
April 19, 2023	Student ½ Day A.M./ P.M. Professional Development
May 29, 2023	No School – Memorial Day
May 31 & June 1, 2023	½ Days Exams—Semester Ends/Teacher work day
June 1, 2023	School Ends

2022-2023 November Conference Rotation:

Tuesday	Middle/High School	3:45 – 6:15
	Elementary	5:00 – 7:30
Thursday	Middle/High School	5:00 – 7:30
	Elementary	3:45 – 6:15

SCHEDULE C

180 Student Instructional Days
 30 Professional Development Hours*
 182 Teacher Work Days

2023-24 CALENDAR	
August 15 & 16, 2023	Professional Development Days
August 21, 2023	Classes Begin
September 1 & 4, 2023	No School – Labor Day Break
September 13, 2023	Student ½ Day A.M./ P.M. Professional Development
October 11, 2023	Student ½ Day A.M./ P.M. Professional Development
October 20, 2023	1 st Marking Period Ends
October 30 & November 1, 2023	Conferences
November 8, 2023	Student ½ Day A.M./ P.M. Professional Development
November 22, 2023	Conference Release Day
November 23 & 24, 2023	Thanksgiving Holiday
December 6, 2023	2 Hour Late Start Professional Development
December 21 & 22, 2023	½ Days Exams—Semester Ends/Teacher work day
December 22, 2023	1 st Semester Ends
December 25, 2023-January 2, 2024	Christmas Holiday
January 15, 2024	No School
February 7, 2024	Student ½ Day A.M./ P.M. Professional Development
February 16, 2024	No School – Snow Day Make Up if Needed
February 19, 2024	No School
March 6, 2024	Student ½ Day A.M./ P.M. Professional Development
March 15, 2024	Marking Period 3 Ends
March 22 – April 1, 2024	Spring Break
April 17, 2024	Student ½ Day A.M./ P.M. Professional Development
May 24, 2024	No School – Snow Day Make Up if Needed
May 27, 2024	No School – Memorial Day
May 29 & 30, 2024	½ Days Exams—Semester Ends/Teacher work day
May 30, 2024	School Ends

2023-2024 November Conference Rotation:

Monday	Middle/High School	5:00 – 7:30
	Elementary	3:45 – 6:15
Wednesday	Middle/High School	3:45 – 6:15
	Elementary	5:00 – 7:30

SCHEDULE C

180 Student Instructional Days
30 Professional Development Hours*
182 Teacher Work Days

2024-25 CALENDAR	
August 13 & 14, 2024	Professional Development Days
August 19, 2024	Classes Begin
August 30 & September 2, 2024	No School – Labor Day Break
September 11, 2024	Student ½ Day A.M./ P.M. Professional Development
October 9, 2024	Student ½ Day A.M./ P.M. Professional Development
October 18, 2024	1 st Marking Period Ends
October 28 & 30, 2024	Conferences
November 13, 2024	½ Day Professional Development
November 27, 2024	Conference Release Day
November 28 & 29, 2024	Thanksgiving Holiday
December 19 & 20, 2024	½ Days Exams—Semester Ends/Teacher work day
December 20, 2024	1 st Semester Ends
December 23, 2024-January 3, 2025	Christmas Holiday
January 20, 2025	No School
February 5, 2025	Student ½ Day A.M./ P.M. Professional Development
February 17, 2025	No School
March 5, 2025	Student ½ Day A.M./ P.M. Professional Development
March 14, 2025	Marking Period 3 Ends
March 24-28, 2025	Spring Break
April 16, 2025	Student ½ Day A.M./ P.M. Professional Development
April 18, 2025	No School
April 21, 2025	No School – Snow Day Make Up if Needed
May 26, 2025	No School – Memorial Day
May 29 & 30, 2025	½ Days Exams—Semester Ends/Teacher work day
May 30, 2025	School Ends

2024-2025 November Conference Rotation:

Monday	Middle/High School	3:45 – 6:15
	Elementary	5:00 – 7:30
Wednesday	Middle/High School	5:00 – 7:30
	Elementary	3:45 – 6:15

Professional Goal Format

TENURED:

Using **SMART** goal format, all tenured teachers will develop 3 professional goals
 Turn in lesson plans weekly to office file
 Will have **one** formal observation
 Multiple Walk-thru Observations
 Self Evaluation will be required
 Meet at the end of year for Evaluation Conference

PROBATIONARY NON-TENURED TEACHERS:

Non-tenured teachers will need 3 SMART goals using the Individual development plan process.
 Turn in lesson plans weekly to office file
 Mid-Year progress conference will be held reflecting on IDP
 Will have **two** formal observations
 Multiple Walk-thru Observations
 Self Evaluation will be required
 Meet at the end of the year for Evaluation Conference

SMART GOALS:

S – Specific: Goals that are specific make the desired outcome better. Avoid generalities and broad, sweeping statements.

M – Measurable: How will the teacher prove the objective was achieved? Numbers are a good proof of results, so go ahead and add quantitative information to your goals.

A – Attainable: Be sure teachers can really do what they set out to do. Are you trying to save the world? Or just a little piece at a time?

R – Relevant: Does the goal match your overall school and district-wide goals? Setting goals for the sake of goal-setting is a big mistake!

T – Time-Oriented: When will this goal be achieved? Set deadlines. For example, I'll accomplish this project in the near future, isn't as explicit as: it will be done by March.