

MASTER AGREEMENT

July 1, 2024
through
June 30, 2027

BETWEEN

THE REED CITY EDUCATION ASSOCIATION, MEA/NEA

AND

THE BOARD OF EDUCATION REED
CITY AREA PUBLIC SCHOOLS
REED CITY, MICHIGAN



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ARTICLE 1 RECOGNITION

- A. The Board hereby recognizes the Reed City Education Association (hereinafter, the "Association"), as the exclusive bargaining representative, as defined in Section II of Act 379, Public Acts of 1965, for all certified personnel under contract, including personnel on tenure or probation, employed by the Board (whether or not assigned to a public school building), but excluding the Superintendent, Business Manager, Principals, Assistant Principals, Dean of Students and all other Administrators, Community Education personnel, substitute teachers, Maintenance Supervisor, Transportation Supervisor, Food Service Supervisor and all support employees. The term "teacher" when used hereinafter in this Collective Bargaining Agreement (hereinafter, the "Agreement"), shall refer to all employees represented by the Association in the bargaining or negotiation unit as above defined.
- B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement. Nothing contained herein shall be construed to prevent an individual teacher from presenting a grievance to the Board and having the grievance adjusted without intervention of the Association if the adjustment is consistent with the terms of this Agreement, provided that the Association has been given opportunity to be represented at such adjustment.
- C. By October 1 of each year, the Association will provide the Board of Education with a list of officers, the grievance chairperson and the names of building representatives.

ARTICLE 2 TEACHER RIGHTS

- A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every teacher of the Board shall have the right to, or not to, freely organize, join and support the Association for the purpose of engaging in collective bargaining or negotiation and other lawful concerted activities for mutual aid and protection. Neither party will 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 Constitutions of Michigan and the United States. Neither party will discriminate against any teacher with respect to hours, wages or any terms or conditions of employment by reason of his/her membership or non-membership in the Association, his/her participation or non-participation in any lawful activities of the Association or negotiations with the Board, or his/her institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.
- B. The Association and its members shall have the right to use the school building facilities after regular school hours for official business of the Association providing said use has first been cleared with the administration per the District's building use policy. Bulletin boards and teachers' mailboxes may be used for communications providing all such material is signed by the person(s) from whom it originates. Public address systems may not be used. The District's internal mail distribution system may not be used. Any use of District facilities or equipment must comply with the Campaign Finance Act.
- C. The Board and the Association (hereinafter, jointly, the "Parties"), agree to furnish each other any information required by law.
- D. Nothing contained herein shall be construed to deny or restrict to any teacher rights he/she may have under the law.
- E. The Board shall make available in each school adequate lunchroom, restroom and lavatory facilities for teacher use.

ARTICLE 3 MANAGEMENT RIGHTS

- A. The Board, on its own behalf and on behalf of the electors 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 laws and the Constitution of the State of Michigan and/or the United States, including, but without limiting the generality of the foregoing, the right:
1. To hire all employees; to verify their certification and qualifications; to determine the conditions of continued employment; to promote; to transfer; to demote and to dismiss, subject to the restrictions of the Teacher Tenure Act.
 2. To the executive management and administrative control of the school system and its property and facilities and the activities of its employees.
 3. To 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. To decide, after consultation and review with teachers involved, 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; hours of instruction; duties, responsibilities and assignments (including administrative and non-teaching activities); and the terms and conditions of employment not otherwise expressly provided for by this Agreement.
- B. 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 limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and the laws of the State of Michigan and the Constitution and laws of the United States. Nothing contained therein shall be construed to deny or restrict the Board of exercising any rights it may have under the Revised School Code.

ARTICLE 4

TEACHING SCHEDULE

A. Length of School Year

1. The length of the school year is specified by the calendar attached to this Agreement as Schedule E, including specified conference days, record days, and holidays. The District will, at all times, maintain the minimum number of hours and days of pupil instruction required by the State to maintain the maximum amount of State aid. Absent amendments to the State Aid Act requiring a greater number of days, the calendar shall include 183 workdays, including 180 student contact days, and 3 professional development days.

The separate calendar shall list Records Day and the days immediately preceding Thanksgiving, Christmas Break, and Spring Break as early release days. Bargaining unit members remain responsible for completing their Record Day duties and all prior commitments, including parent-teacher conferences. By mutual Agreement the days listed above may change.

2. If this number is beyond the number contemplated by the parties at the time of preparing the school calendars mentioned above, the parties shall meet to discuss a schedule that complies with the State-required minimum instructional hours.
3. Scheduled days of student instruction that are canceled because of conditions outside the control of school authorities (such as inclement weather, fires, epidemics, mechanical breakdowns, or health conditions), will be rescheduled to ensure that there are the minimum number of student instructional days required by state law. Employees will receive their regular pay for days that are canceled, but shall work on the rescheduled days with no additional compensation.

If at any time during the life of this Agreement, rescheduling days are not required by state law, bargaining unit members shall be excused from reporting to duty without loss of pay and such canceled days shall not be rescheduled.

4. The parties agree that this contract provision has been negotiated with the intention of complying with provisions of the State Aid Act and to assure that the District will incur no loss of State aid. Further, the parties recognize the District's obligation to comply with requirements set forth by the State Board of Education regarding the number of "student instruction" days as defined by that agency. In addition to any requirement of the State Aid Act to receive full State aid, the parties agree to reschedule lost days of student instruction (attributable to conditions not within the control of school authorities, such as inclement weather, fires, epidemics, mechanical breakdowns, or health conditions as defined by the city, county or state health authorities), to assure the minimum number of instructional days that may be mandated by the Department of Education and/or statute.

Employees will receive their regular pay for days that are canceled, but shall work on the rescheduled days with no compensation.

5. It is understood and agreed that in the event 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 or other job-related activity as approved by administration, the teacher may:
 - a. Use his/her personal leave;
 - b. Use his/her sick leave; or
 - c. Use unpaid leave time.

B. Work Day

1. At the High School and Middle School, the normal teacher workday shall be seven and one-half (7-1/2) hours, inclusive of a thirty (30) minute duty-free lunch period. At Norman Elementary, the normal teacher work day shall be seven hours and 40 minutes, inclusive of a forty (40) minute duty-free lunch period. 15 minutes of the work day shall be devoted to supervising students before or after school and assisting students with questions/homework. All efforts will be made to limit the number of IEPs or any other student meetings during teacher planning periods. Additionally, wherever possible these meetings will be as dispersed as possible to limit the number per week.
2. Any staff member with over 400 minutes per week of preparation time will be assigned additional duties such as recess, LIFT mentor, or individual student mentoring within his/her designated building.
3. Preparation time shall be used to prepare lesson plans, educational materials, study guides, for meetings (including department, grade level, and IEP meetings), or to grade tests, assignments, or projects. Teachers shall notify the principal or designated administrator if they need to leave the school premises during their prep time for school business purposes. Such notification should include the estimated duration of the absence and the reason for leaving.

C. Staff Meetings

1. In a particular building when a staff meeting is held, the teachers will be expected to be in attendance until its conclusion. There shall be no more than two (2) administratively called meetings per month requiring teachers' attendance beyond the established workday not to exceed a total of 2.5 hours monthly. However, the Superintendent reserves the right to call one (1) District-wide staff meeting per semester, of one hour each in duration, at no additional compensation.
2. Meetings in addition to those listed above may be necessary and will be called by the administration. Teachers attending such meetings shall be compensated pursuant to Article 5.F., Professional Compensation. State monitoring for special education will be conducted during school hours. Any extra time outside of the normal work day will be compensated at

established rates as stated in Article 5.F., Professional Compensation. Any teacher attending said meetings who is already receiving an extra stipend or salary for the duties connected with the meeting shall not receive additional compensation.

3. Whenever possible, all IEP's will be conducted during the workday. However, after one IEP has been scheduled outside of the workday (exclusive of staff meetings), teachers will be compensated as described in Article 5.F., Professional Compensation.
4. An attempt to provide 24 hours' notice of special staff meetings will be made and attendance will be expected. Staff will avoid pre-scheduling appointments during scheduled staff meetings. Staff members unable to attend will be required to notify their administrators and be responsible to get the information presented at the meeting.
5. Staff meetings will be scheduled in a manner that facilitates maximum participation by Coaches, taking into consideration irregularly scheduled games whenever possible. Coaches are required to communicate with their building principal or designated administrator regarding any necessary absences from staff meetings due to coaching responsibilities. Absences should only occur during the season for paid Schedule C coaches. Approval for such absences must be obtained in advance. Coaches are responsible for obtaining information discussed during any staff meeting from which they were absent.

ARTICLE 5
TEACHING ASSIGNMENTS AND CLASS SIZE

- A. All personnel covered under this Agreement shall be given a duty-free lunch period with no assigned duties other than taking those disciplinary actions upon students, which is a normal part of a teacher's responsibilities.

Duty Free Lunch: 40 minutes for elementary teachers
 30 minutes for secondary (middle/high) teachers

Each building may, upon Agreement of two-thirds of the teachers in the building and the building principal, modify the daily schedule to best meet the needs of that individual building, subject to approval by the superintendent. Such modifications may not adversely affect the transportation schedules, or in any manner lessen the amount of required student instructional time.

Elementary teachers shall receive a minimum of 150 minutes of preparation time per week in a regular five-day week in addition to a twenty (20) minute recess each day, to be scheduled by the principal after meeting with the building representatives in a concerted effort to mutually agree.

Teachers may be assigned a "zero" hour or "end of day" hour to meet student needs provided this assignment does not require the teacher to instruct more than the normal class load assigned per day. Staff members may accept a "zero" hour or "end of day" hour as an overload. Classes may be added to meet student needs. If the schedule does not permit the teacher to come late or leave early due to this change, an overload will be paid.

- B. The pupil-teacher ratio is an important aspect of an effective educational program. It is mutually agreed by the administration, Board and Association that the following guidelines on class size will be observed. The effective class size shall not, after the third Friday of the school year, exceed the effective maximum.

Class Size maximums:

For the 2024-2025, 2025-2026, and 2026-2027 school years the kindergarten class size limit will be twenty-two (22). In the 2027-2028 school year the class size at kindergarten will revert to the limit below:

The class sizes will be:

K-2	25
3-5	27
6-8	28
9-12	29

MS/HS: Art, Lite Skills, Shop 27

MS/HS Science Classes: 27

Physical Education: 35

Weight Room Classes: 30

Vocal Music* 50

- C. In the event that the class guidelines are exceeded, the affected teachers shall be compensated as follows:

Grades K-5

\$8.50 Daily Rate

Middle School and High School compensation will be determined by dividing \$8.50 by the number of educational periods in a full day.

(Example: If Middle School has a 6 1h period day, the $\$8.50/6 = 1.42$, or \$1.42 per day, per period) (Example: If High School has a 5 ½ period day, the $\$8.50/5.5=1.55$, or \$1.55 per day, per period)

Compensation shall be paid after the conclusion of each marking period.

- D. Teacher vacancies may be posted on a designated website or other location and distributed to appropriate employee groups or relevant professional associations. The posting may outline general duties, qualifications, pay range, work experience, and hours. Vacancies may be posted for at least 5 calendar days. Applications must be submitted to the central office unless otherwise designated. The District may establish an online application process.

E. Computing Overage Pay

Each semester, compensation shall be computed by calculating the number of students in excess of the allowable Class Size Guidelines (Articles 4.B & 4.F.3) individual teachers possess on "Overage Count Days" and then multiplied by the total number of days students are in attendance that semester or trimester. The overage count days will be:

Sixth Wednesday of a Semester.

Sixth Wednesday of a Trimester.

Teachers are required to submit overage counts to the building principal by the Friday following each of the identified Wednesdays.

Payments will be made promptly after the trimester/semester ends. (Note: Semester 1 overage pay eligible days start immediately after the third Friday of the school year as noted in Article 4.B)

Overage Pay will be paid to absent teachers when they are the primary person responsible for planning, as determined by the administrator, after discussion with the building representative, in a concerted effort to mutually agree.

F. Semester Compensation for No Conference Period Scheduled

HS/MS Teaching Assignment with no conference period (per Trimester/Semester) will be compensated as follows:

\$3800 Trimester \$5,000 Semester

- G. Administering Medication. Teachers shall not administer medication without appropriate training. In the event that medicine(s) are to be given to any student, such medicine(s) shall be administered by the principal's designee when the following conditions are met:
1. The parents or legal guardians have given prior written approval for the administration of medical by school personnel.
 2. The aforementioned permission is accompanied by written instructions from the attending physician or pharmacist, if applicable.
 3. The medication is given in the presence of an adult witness.
 4. All necessary equipment and supplies are provided.
The employer shall indemnify and save harmless from any liability the employees who administer medication to pupils when directed to do so by school supervisory personnel in accordance with their training. No employee shall be required to administer any medication by injection unless it is a life-threatening emergency.
- H. Medically Fragile Students. Teachers shall be advised of any medical conditions of students, known to the District, which in the District's judgment may necessitate emergency action or intervention by a supervising teacher. The involved teacher shall be advised of the appropriate protocols and procedures and be provided appropriate training in such emergency procedures.
- I. The primary responsibility for the personal care and hygiene needs of special education students, if any, shall rest primarily with designated support staff or special education teachers trained for these tasks. At the general education teacher's request, the Board shall provide necessary training to handle these emergency tasks appropriately and sensitively.

ARTICLE 6
PROFESSIONAL COMPENSATION

- A. The salaries of teachers covered by this Agreement are set forth in Schedule A, which is attached to and incorporated in the Agreement.
- B. New teachers hired into Reed City Area Public Schools may be given credit for previous teaching experience in other private, parochial and/or public schools.
- C. Counselors, who work additional days beyond the teacher work days to complete their duties (primarily on scheduling, registration, and class lists), shall receive a 5% stipend based on their current salary.

(The above counselor language does not apply to current counselors, who are counselors prior to June 30, 2018. Such counselors will be grandfathered in at their current 15 days of additional work at per diem rate.)

- D. Procedures for reimbursing employees for expenses incurred shall be developed by the administration. The procedures and forms developed shall be provided to the Association, and made generally available to the teachers.
- E. Salary will be paid as follows:
 - 1. Twenty-four (24) payments on the 15th and last day of each month.
 - 2. All Payrolls will be paid by means of direct deposit.
- F. Coverage for absent teachers during preparation time:

Secondary

1 Minutes-Up to Half Period = \$15

½ Period-Up to a Full Period = \$30

Elementary

1 Period = \$15

Elementary Class Splitting

1 Minute Up to Half Period= \$90 divided by teachers utilized

½ Period Up to Full Period= \$180 divided by teachers utilized

At the beginning of each semester, teachers may elect to accumulate Comp Time or be paid. This choice will last the entire semester.

- 1. If a paid option is chosen, the compensation for such substituting will be included in the paycheck for the pay period worked as outlined in Article 5.F.
- 2. If Comp Time option is chosen, when the amount of time spent subbing during a teacher's prep time is equal to the number of periods in a day, the teacher will have one full Paid Leave Day added to their total Paid Leave Days. (Example: If the high school is on a 5.5 period schedule, a teacher would receive one day added to their Paid Leave total for every 5.5 hours of subbing.) Comp Time and days will be calculated and added after the conclusion of each trimester/semester. Partial periods will be carried over to

the next semester.

3. Compensation for such substituting will be included in the paycheck for the pay period worked.
4. Each building principal shall develop a plan for rotating substitute requests among all staff, except when staff volunteer. The principal shall make every effort to avoid requiring a teacher to substitute for a full period. The building principal may, where no volunteers are available, require teachers to substitute during their preparation period to assure the rotation of substituting requests.
5. When teachers are required by the building administrator to meet more than two times in one week during their preparation times, the above compensation scale will be followed.

**ARTICLE 7
SALARY/TERMINATION OF
EMPLOYMENT/SEVERANCE PAY**

- A. Personnel leaving the system and/or retiring will be paid all salary due at the date of termination of employment.
- B. Upon retirement, severance pay will be paid at fifty percent (50%) of the current substitute daily pay per day of accumulated sick leave if notice of retirement is given on or before May 1st in the year of retirement. If a teacher dies while in service to the Reed City School District, fifty percent (50%) of the current substitute daily pay per year shall be paid to the teacher's heirs-at-law for any accumulated sick leave.
- C. Severance pay will be paid to any teacher leaving the system according to the following formulas:
 - 1. Teachers with 5-9 years of service in Reed City: Daily sub pay x 15% x accumulated sick days
 - 2. Teachers with 10-14 years of service in Reed City: Daily sub pay x 20% x accumulated sick days
 - 3. Teachers with 15-19 years of service in Reed City: Daily sub pay x 30% x accumulated sick days
 - 4. Teachers with 20+ years of service in Reed City: Daily sub pay x 40% x accumulated sick days
- D. Members may choose to have accumulated sick time paid either by having it placed in an annuity or by check, if maximum annual contribution to annuity has been reached.
- E. Teachers using two paid leave days or less (greater than zero (0)) during the school year will receive an additional two hundred dollars (\$200) stipend at the end of the year. Teachers using zero (0) paid leave days will receive a four hundred-dollar (\$400) stipend at the end of the year.
- F. Discipline.
 - 1. Probationary Teachers and Tenured Teacher Discipline of Less Than 15-days: Probationary Professional Staff and Tenured Teacher discipline or demotion totaling less than 15-days yearly equivalent may occur for any lawful reason.
 - a. If the complaint alleges suspected child abuse or neglect, the matter must be immediately reported to Children's Protective Services.

- b. An employee who is subject to an investigatory interview that may result in discipline or who reasonably believes an investigatory interview may result in discipline may bring a representative consistent with Board Policy 4108.
- c. The Superintendent or designee may place a Professional Staff member on paid, non-disciplinary administrative leave pending the completion of an investigation when, in the judgment of the Superintendent or designee, placing the Professional Staff member on leave will protect the investigatory process or work environment.
- d. Disciplinary measures may include warning, reprimand, unpaid suspension, financial penalty, or discharge. Disciplinary measures need not be applied progressively or sequentially. The District may apply appropriate disciplinary measures for the circumstances. The District may also consider preventative measures, including training, coaching, and other remedial measures.
- e. Discipline will be confirmed in writing and placed in that person's personnel file. The person's year-end performance evaluation may also reflect the discipline.
- f. The Superintendent or designee may impose discipline except for nonrenewal of a probationary teacher or discharge of a probationary teacher, which shall be referred to the Board of Education for action.

- 2. Tenured Teachers Discipline or Demotion of 15-days or Greater Yearly Equivalent: Tenured teacher discipline or demotion of 15-days or greater will occur as prescribed by the Teacher Tenure Act and State Tenure Commission.

Before imposing discipline, the Superintendent or designee will investigate whether a tenured teacher engaged in conduct that may justify discipline. The investigation should include discussions with witnesses determined by the Superintendent or designee to have relevant information and a review of tangible evidence (e.g., documents, video, electronic communications). The tenured teacher will be provided an opportunity to respond to the allegation(s).

- G. Layoff and Recall: Layoff and Recall shall be performed consistent with the procedures outlined in Board Policy.
- H. Teacher Placement: Teacher placement shall remain at the District's discretion.

ARTICLE 8 LEAVES OF ABSENCE

Paid Leave

At the beginning of every school year, each employee will be credited with twelve (12) days classified as paid leave days. Less than full-time employees shall have leave days prorated to the nearest half day.

- A. Paid Leave Days (PLDs) may be used for personal illness, illness of a family member, medical appointments, funeral days, and personal business. An employee requesting more than two (2) consecutive PLDs may be required to provide evidence that the days are being used in accordance with this Agreement. If presented with evidence of PLD abuse, the District may request verification of proper usage-notwithstanding the number of days used.
- B. Employees may use up to five accrued (5) sick days beyond the twelve (12) paid leave days referred to above to care for his/her sick child or to care for his/her parent. To qualify for a paid leave day, the employee must give notification to the proper administrative official by 6:30 a.m. the day requested. Advance notification will be given when possible. Use of paid leave days should be arranged in advance and have approval of the building administrator.
- C. Days on which an employee is in attendance at professional conventions, visitations to other schools, educational conferences and meetings, speaking engagements, etc., will not be regarded as absences if prior administrative approval has been granted. Therefore, no deduction of a day or days from the paid leave days will occur.
- D. Paid leave days may be taken in hourly, half-day, or full-day units.
- E. No paid leave day shall be taken on the days immediately preceding or following a holiday or scheduled school vacation,(Thanksgiving, Winter Break, and Spring Break) except in the case of an extenuating circumstance with the approval of the superintendent or his/her designee.
- F. Unused paid leave days will be converted to sick days accumulating to a maximum of 200 accrued sick days. Paid Leave days must be used prior to use of accumulated sick days.
- G. The superintendent of schools may grant absence from duty chargeable to sick leave for other extenuating circumstances.
- H. The Board of Education reserves the right to require a doctor's written statement as evidence of illness or injury.
- I. Sick Leave Bank. At the beginning of each school year an open enrollment period, commencing on the first student day and being thirty (30) calendar days in length, shall be made available for members to enroll in the sick leave bank. New members hired after the open enrollment period shall have thirty (30) calendar days to enroll in the sick leave bank. Each member enrolling in the sick leave bank

will contribute two (2) days of his/her sick leave to the sick leave bank.

1. Members opting to not enroll in the sick leave bank during the open enrollment period or within thirty (30) calendar days of their hiring shall be denied membership to the sick leave bank for the duration of that school year.
2. Members opting to terminate their membership in the sick leave bank may do so only during the open enrollment period. Days contributed by the member withdrawing shall remain in the bank.
3. Members who have not repaid the days borrowed from the sick leave bank and are requesting to terminate their membership in the bank shall be obligated to repay those days at the appropriate minimum rate until all days borrowed are repaid.
4. Members, including those filling temporary vacancies, who elect to become members of the sick leave bank, borrow days from the bank and terminate their employment with Reed City Area Public Schools before all days borrowed from the bank are repaid, shall have their per diem pay withheld from their remaining payroll entitlement for all days not repaid. The sick leave bank shall be credited with the repaid days.
5. When the sick leave bank is depleted to fifty (50) days, members will contribute one (1) day of their sick leave. Necessary additions will be made at the beginning of each school year, and are to be made after all repayments have occurred. The sick leave bank shall have a maximum of two hundred (200) days.
6. The sick leave bank will be controlled by a committee composed of three (3) Association members elected by the Association membership.
7. The sick leave bank will be administered by the committee in accordance with the following procedures and guidelines:
 - a. Any employee enrolled in the ACEA sick leave bank may apply for a loan from the sick leave bank for disability caused by personal illness or accident or childbirth and care. Childbirth and care will be granted only if the bank has a total of one hundred twenty-five (125) days or more.
 - b. An employee must first exhaust all his/her sick days before utilizing days from the sick leave bank.
 - c. All requests for use of sick leave bank days must be in writing. The committee shall maintain a copy of the request, as well as a record of the committee's action on the request.
 - d. The employee must give the committee adequate notice of the request to allow the committee time to meet prior to the needed days of leave.
 - e. A maximum of ten (10) days per request may be granted by the committee.

- f. If a second request for days from the sick leave bank is made by the employee, it must be accompanied by a doctor's statement explaining the need for the leave time.
 - g. An employee may borrow up to a maximum of twenty (20) days in one contract year (July 1 - June 30).
 - h. An employee who has been granted and used sick days from the sick leave bank during a contract year is not eligible for further allotments from the sick leave bank in succeeding contract years until all sick days have been repaid.
 - i. Members borrowing sick leave days from the bank will be required to repay those days. Employees will be required to repay those days with a minimum of five (5) days per year until all days borrowed from the bank are repaid. Payback will be made at the onset of the contract (12-month employees) or school year (non twelve month employees) subsequent to the year that the days were borrowed.
 - j. Members who have more than forty (40) sick days may donate up to ten (10) sick days to another member due to extenuating circumstances upon approval by the superintendent or the superintendent's designee and the executive board of the Association.
- J. Any teacher whose personal illness or disability extends beyond the period compensated under this Article shall be granted a leave of absence through the end of the current school year. The teacher may continue his/her medical or other insurances, at his/her own expense, provided this is permitted by the carrier.
- K. Sick leave days may be donated to the sick leave bank by members for reasons other than what is stated in the contract with prior approval from the superintendent of schools or designee.
- L. Extra days over the cap of 200 will be returned to the members by means of a random draw.
- M. Other Leave
- 1. Bereavement Leave.
 - a. When death occurs in a teacher's immediate family", the teacher, upon request, will be excused for up to five (5) working days beginning with the day after the death provided he/she attends the funeral. The five (5) days provided for the above may be days other than those immediately following the date of death if unusual circumstances exist.

Immediate Family" shall be interpreted as spouse, parent, step-parent, parent of current spouse, son, son-in-law, daughter, daughter-in-law, step-children, grandchildren, step-grandchildren, brother, sister,

brother-in-law, sister-in-law or grandparent or spouse's grandparent.

- b. In the event of the death of the employee's spouse, child, step-child, or parent, an additional five (5) days' bereavement (deducted from paid leave days or sick leave days) may be taken.
2. Personal Leave (without pay, but retaining accrued sick leave) shall be limited to once every five floating years.
- a. Leave without pay will not be granted for extension of vacations. The superintendent shall retain the right to grant or deny requests for leave without pay for other reasons. The teacher has the right to appeal the superintendent's decision to the Board of Education.
 - b. Sabbatical: Teachers who have been employed for seven (7) years may, at the discretion of the Board of Education, be granted a sabbatical leave, without pay or fringe benefits, for one (1) year. A sabbatical leave is defined as being for the purpose of pursuing a formal educational program. Any year period spent on an approved sabbatical leave will entitle the teacher to accrue seniority and retain placement on the salary schedule.
 - c. Career Enrichment Leave: The Board of Education may grant a leave of absence, without pay or benefits, of up to two (2) years upon written request of an employee; such leave, if granted, shall be for the purpose of participation in a school program in another state, territory, or country. The work shall be related to the employee's professional responsibilities.
 - d. Military Leave: Shall be consistent with the Uniformed Services Employment and Reemployment Rights Act.
 - e. Child Care Leave. A leave of absence shall be granted to any male or female bargaining unit member for the purpose of child care. Whenever possible, teachers shall notify the superintendent no later than sixty (60) days prior to the anticipated date of the desired leave. In cases of adoption, the sixty (60) day requirement can be waived.
 - 1. A bargaining unit member may commence child care leave subsequent to the birth of the child. Disability leave shall not be counted as child care leave time.
 - 2. Insurance benefits will be continued for the remainder of the month in which the leave commenced, and the following month, unless the employee is otherwise eligible for Family Medical Leave coverage. When District-paid benefits have ceased, the teacher may, at his/her option, pay the health insurance premiums, at the group rate, subject to the provisions of the carrier.

3. The leave shall be for a predetermined, approved time period. The leave shall not be longer than two (2) semesters, not counting the semester in which the leave began. Generally, the leave will be scheduled to end with the end of a semester.

3. Association Negotiation Days

- a. A teacher engaged during the school day in negotiating on behalf of the Association with any representative of the Board or participating in any professional grievance negotiation, including arbitration, shall be released from regular duties without loss of salary. The number of staff to be released shall not exceed four (4) at any one time.

4. Jury Duty Leave. A teacher who is summoned for jury duty and is not relieved from such duty shall be granted a jury duty leave of absence for that purpose, provided evidence of such duty is presented to the superintendent at the earliest possible date. Employees shall work their scheduled hours when not serving as jurors and an employee not selected to serve on a particular jury shall report for work immediately after selection of said jury. Provided the teacher turns into the superintendent all compensation received for jury duty, the teacher shall suffer no loss of pay for time spent on jury duty leave. Expense money paid to the teacher by the court is not considered compensation. The teacher is entitled to keep all expense money (i.e. mileage, meals, etc.) paid by the court.

5. Family and Medical Leave Act

Pursuant to the provisions of the Family and Medical Leave Act, eligible employees shall be granted unpaid leave for the purpose and to the extent required by law, subject to all of the terms and conditions of the law and its implementing regulations. Any paid or unpaid leave that is otherwise available under the provisions of this Agreement for the same purposes for which leave is required to be provided under the Family and Medical Leave Act shall be run concurrently. Contractual leave shall be credited toward fulfilling Family and Medical Leave Act leave entitlement. A synopsis of Family and Medical Leave Act rights and can be found on the District web page.

ARTICLE 9
PROFESSIONAL DEVELOPMENT

- A. In-service planning days shall be planned by the administration in consultation with teachers. All teachers are required to attend. At the building level, the principal shall consult with the School Improvement Team. At the District level, the superintendent and/or the curriculum coordinator shall consult with the District Improvement Team and/or the District Curriculum Team.
- B. All teachers are required to complete at least 5 days or 30 hours of professional development each school year. The District calendar will schedule sufficient in service opportunities to complete this requirement during the regular school year or provide release time and/or reasonable registration fees to attend approved conferences to meet the requirement if there are not enough hours scheduled in the calendar to meet this requirement. Each teacher will be required to maintain and certify a log of the professional improvement hours completed for the year, which must be turned into the building administrator on or before June 15 of each school year. When requested, the District will provide the form for logging these hours.
- C. Teachers are expected and required to attend the District's scheduled professional development in services. If, however, a teacher is unable to attend, it is the responsibility of the teacher to communicate the reasons why to the appropriate building administrator and to schedule makeup professional development (if needed) to meet the 5 day/30-hour requirement.
- D. Professional development that is required by the District outside of contractual time will be paid at a rate of \$125 a day as approved by administration.

ARTICLE 10
SENIORITY

- A. Seniority shall be computed from the last date of hire and shall be defined as the amount of time continuously employed by the Reed City Area Public Schools. Time spent on leave or layoff shall not be construed as a break in continuous service, therefore seniority shall continue to accrue but not steps.
- B. The District shall present to the Association a current seniority list of bargaining unit members prior to October 15 each year. Accompanying the name of each teacher on the list shall be the date of last hire and each teacher's certification.
- C. The word "teacher" as used in this Article, means all teacher-certified employees excluding administrators who have never been members of the Reed City Education Association. Teachers who are transferred to supervisory or administrative positions shall have their seniority frozen at the time their new position begins.
- D. When bargaining unit members have the same seniority date, a random draw shall be used to determine seniority.
- E. Those bargaining unit members who are absent due to qualified military duty shall have their seniority maintained in accordance with the Uniform Services Employment and Reemployment Rights Act (USERRA).

ARTICLE 11

GRIEVANCE PROCEDURE

A. A grievance is a dispute or a difference of opinion; however, only a grievance that involves the interpretation and application of a provision(s) of this Agreement is subject to arbitration. If any such grievance arises, there shall be no stoppage or suspension of work because of such grievance; but such grievance shall be submitted to the following grievance and arbitration proceedings. The Association shall provide a grievance committee (sometimes referred to as the "Professional Rights and Responsibilities Committee") that shall screen those complaints of teachers for which the Association provides counsel, endorsement and/or representation. An individual teacher may file a grievance on their own behalf. When doing so, the individual shall assume the role and responsibilities of the grievance chairperson as specified in this article.

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

1. The termination of services or failure to re-employ any probationary teacher.
2. The termination or failure to re-employ any teacher to a position on the extra-curricular schedule.
3. Any prohibited subject of bargaining under MCL 423.215 (3)
4. Any matter for which a remedial procedure is established pursuant to State or Federal statutes including the Tenure Act.

It is expressly understood that the grievance procedure shall not apply to those areas in which the Tenure Act prescribes a procedure or authorizes a remedy (discharge and/or demotion).

C. A written grievance as required herein shall contain the following:

1. It shall be signed by the grievant(s) and chair of the grievance committee if the Association is processing the grievance on behalf of the grievant(s).
2. It shall contain the date when the alleged violation first occurred.
3. It shall contain a synopsis of the facts giving rise to the alleged violation.
4. It shall cite the section(s) or subsection(s) of this contract alleged to have been violated.
5. It shall specify the relief requested.

Any written grievance not substantially in accordance with the above requirements may be rejected.

D. Procedure for adjudging of grievance:

At all grievance procedure meetings between the grievance chairperson and the administration, the grievant must be present. When the administration and the grievance chairperson mutually agree, the grievant will not be required to attend. Furthermore, both parties reserve the right to bring additional representation to all grievance procedure meetings.

1. A teacher believing himself/herself wronged by an alleged violation of the express provisions of this contract shall, within ten (10) work days of its first alleged occurrence, orally discuss the grievance with his/her building principal.
2.
 - a. Within five (5) work days of the oral discussion in D.1, if no resolution is obtained, the grievance shall be reduced to writing as specified above and presented to the building principal for a decision.
 - b. Within five (5) work days of receipt of the written grievance, the building principal shall have a meeting with the grievance chairperson. It is the principal's responsibility to consult with the chairperson to set a mutually acceptable time, place and date for the meeting.
 - c. Within five (5) work days after the meeting, the principal shall state his/her decision in writing and furnish a copy to the grievance chairperson and the superintendent of schools.
3.
 - a. Within five (5) work days after receiving the decision in D.2.c, the grievance chairperson may appeal in writing to the superintendent of schools.
 - b. Within five (5) work days of receipt of the written grievance, the superintendent shall have a meeting with the grievance chairperson. It is the superintendent's responsibility, to consult with the chairperson, to set a mutually acceptable time, place and date for the meeting.
 - c. Within five (5) work days after the meeting, the superintendent shall state his/her decision in writing and furnish a copy to the grievance chairperson.
4.
 - a. Within five (5) work days after receiving the decision in O.3.c, the grievance chairperson may appeal the decision in writing, through the superintendent, to the Board of Education. The Board of Education shall have a meeting with the chairperson at or before the next scheduled Board of Education meeting.

- b. The Board of Education shall hear the grievance in dispute and shall render its decision in writing within fifteen (15) work days from the close of the meeting. The Board of Education's decision shall be submitted in writing and a copy furnished to the grievance chairperson.

E. Arbitration

An arbitral grievance not settled in D.4.b of the grievance procedure may be subject to arbitration provided notice of intent to arbitrate is given in writing by the Association within fifteen (15) calendar days from receipt by the Association of the answer in 4.b of the grievance procedure. Such notice of intent to arbitrate shall be given by the president of the Association to the Superintendent. Within fifteen (15) calendar days after written notice to arbitrate is given, a meeting shall be held to select an arbitrator. If the parties cannot agree upon an arbitrator at this meeting, a joint request for a panel of arbitrators shall be made to the American Arbitration Association. The arbitrator shall be selected in accordance with the American Arbitration Association rules and the Uniform Arbitration Act (which shall control the arbitration).

Power of the arbitrator shall be subject to the following limitations:

1. He/she shall have no power to add to, subtract from, disregard, alter or modify any of the terms of this Agreement.
2. He/she shall have no power to establish salary scales or change any salary.
3. He/she shall have no power to decide any question that under this Agreement is within the power of management to decide.
4. He/she shall have no power to interpret State or Federal laws.
5. Where no wage loss has been caused by the Board, the Board shall be under no obligation to make monetary adjustments and the arbitrator shall have no power to order one.

F. Workday. For the purpose of this Article, a workday is a day when central office is in session.

G. Any grievance not advanced to the next step by the Association within the time limit in that step, or if no time limit is specified, within four (4) working days, shall be deemed abandoned. Time limits may be extended by the Board and Association in writing, and then the new date shall prevail.

1. On written Agreement between the Board and the Association, hearing upon a grievance may be commenced at any step, and any time limit within the grievance procedure may be extended by mutual Agreement.
2. An employee has the right to be represented at any step in the grievance procedure by a designee of the Association

3. In the event a grievance is filed after May 15 of any year and strict adherence to the time limits may result in hardship for 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. A grievance arising from an incident occurring prior to the expiration of the Agreement may be processed through the grievance procedure until resolved.
- H. The fees and expenses of the arbitrator will be paid one-hundred percent (100%) by the non prevailing party.
- I. The decision of the arbitrator shall be final and binding upon the employees, District and Association. Subject to the right of the Board or the Association to judicial review, any lawful decision of the arbitrator shall forthwith be placed into effect.

ARTICLE 12 EVALUATIONS

- A. Beginning with the 2024-25 school year, the evaluation system shall include a rigorous, transparent, and fair performance evaluation system that includes:
- a. specific performance goals identified by the teacher and approved by admin to improve their effectiveness in the upcoming year.
 - b. an evaluation of the teacher;s job performance with timely and constructive feedback.
 - c. clear approaches to measuring student growth with relevant data on student growth.
 - d. multiple rating categories that take into account student growth and assessment data or student learning objective metrics.
 - e. the use of student growth and assessment data or student learning objective metrics as portion (determined by the state) of year-end evaluation determination.
 - i. The student growth and assessment data or student learning objectives shall consist of measurable, long-term academic goals set for all students that utilize available data as determined annually by the grade-level/department level teachers.
 - ii. The teacher, in collaboration with admin, shall be allowed to eliminate data attributable to students who have excessive absences, are partial year transfers into/out of the teacher's classroom, or who have other anomalous circumstances that warrant eliminating that data.
 - iii. That data used in this section must be attributable to the actual teaching responsibilities of the individual teacher.
 - f. a negotiated year-end evaluation form that utilizes other objective criteria for 80% of the year-end evaluation determination.
- B. Process
- a. Classroom observations that are intended to assist in the year-end performance evaluation for teachers will be conducted as follows:
 - i. The teacher shall be notified no later than September 30 of each year who the administrator will be that conducts their year-end evaluation.
 - ii. The observations shall be no less than twenty (20) minutes.
 - iii. There shall be at least 2 classroom observations of a teacher in each school year the teacher is evaluated that are conducted at least 60 calendar days apart. The first observation shall occur no later than December 15 of each school year.
 - iv. There shall be no observations scheduled two days preceding or following scheduled breaks (Thanksgiving, Winter break, Spring break, Summer break).
 - b. Beginning July 1, 2024, the annual performance evaluation system will assign a year-end rating of "effective", "developing" or "needing support".
 - i. The year-end evaluation determination and form shall be delivered at a meeting with the observing administrator and the teacher prior to the last two weeks of school..
 - c. Teachers who work less than 60 days in any school year, may be provided an evaluation for that year, as discussed with administration.
 - d. If a tenured teacher has been rated "highly effective" or "effective" for three (3) consecutive year-end evaluations, they may be evaluated every third year

thereafter. If the subsequent year-end rating is not "effective" on an evaluation following the third year, the teacher may be evaluated annually until receiving an "effective" rating for an additional three (3) consecutive years.

- e. In addition to the above procedures, teachers who are evaluated with an IDP (received a "minimally effective", "ineffective" prior to July 1, 2024, or "needing support", or "developing" rating thereafter, and/or 1st year teachers) may be provided the following:
 - i. specific performance goals that will be used to assist in improving effectiveness for the next school year developed with consultation and agreement by the teacher.
 - ii. training to be recommended by the district to assist the teacher in meeting the goals of the IDP.
 - iii. a mid-year progress report, supported with at least two (2) classroom observations conducted no later than February 1, that is used as a supplemental tool to gauge a teacher's improvement from the preceding school year and to assist in any needed additional improvement that is aligned with the existing IDP.
 - iv. A Mentor teacher that is informed of the conditions and requirements of the IDP in order to assist the mentee in the described performance goals of the IDP.
- f. Any non-compliance with the evaluation process as described above shall be subject to the grievance process.
- g. All teachers shall have the right to submit a rebuttal to their evaluation which will be included in their personnel file and attached to the year-end evaluation

C. Rights of Tenured Teachers:

- a. A tenured teacher who is rated as "needing support" may have the following due process rights to challenge said rating:
 - i. The teacher may request a review meeting of the evaluation and the rating to the district's superintendent within 30 calendar days after the teacher is informed of the rating. A written response to the review meeting with any modifications of the year-end performance rating shall be provided to the teacher within thirty (30) calendar days after the meeting.
- b. If the written response does not resolve the matter, the teacher or the Association may request mediation through the Michigan Employment Relations Commission and provide a copy of that request to the administration.

D. Training on evaluation system, tools, and reporting forms:

- a. The district shall provide, during contractually scheduled Professional Development time, training to all teachers on the evaluation system if it is changed from the previous year, reporting forms and other important components of the year-end evaluation process and how each reporting form is used during the process.

ARTICLE 13
MISCELLANEOUS PROVISIONS

- A. Teachers will be provided with contact information to report absences from work. Reporting absences and the reason for the absence will be done before 6:30 a.m., or as soon as they become aware they will be absent.
- B. The Association and/or its members shall not engage in nor encourage concerted action of any type against the school District that would be in violation of this contract or in violation of the laws or statutes of the State of Michigan.
- C. The Board of Education and the Reed City Education Association agree that the specific terms of this Agreement shall prevail if and when they are in conflict with any provision(s) of the individual teacher contracts or the Board of Education's or administration's policies and procedures.
- D. Effective beginning with the 2005-06 school year, Alternative Education program instructors will be included under the provisions of the Master Agreement with full rights contained herein. Seniority date shall be deemed the date of hire.
- E. Effective beginning with the 2006-07 school year, the Michigan School Readiness Program certified instructor will be included under the provisions of the Master Agreement with full rights contained herein. Seniority date shall be deemed August 22, 2005, the first day of school for the 2005-06 school year.
- F. Any union member, at his/her request, may have building representation during any meetings where he/she has a reasonable fear that they could be disciplined.
- G. Teachers are expected to dress in a manner consistent with their professional responsibilities and that communicates to students a pride in personal appearance.
- H. In the event that any revenue for the school District is conditioned upon compliance with 2012 PA 349 and any penalty is assessed as a result of the District entering into this Agreement or the State of Michigan, as a condition to approving any deficit elimination plan proposed by the District requires revisions or modifications of this Agreement, then this Agreement shall be amended in a manner that is narrowly-tailored to achieve the goal(s) of maximizing the District's receipt of all otherwise available revenues (whether such revenues be structured as "best practice" funds, penalties, reduced foundation allowance, etc.) avoiding such penalty (or penalties), and/or securing such approval.
- I. An emergency manager appointed under the Local Financial Stability and Choice Act is authorized to exercise powers as provided in the Local Financial Stability and Choice Act, Public Act 436 of 2012, as well as to reject, modify, or terminate the collective bargaining Agreement as provided in the local financial stability and choice act, 2012 PA 436, MCL 141.1541 to 141.1575.

NEGOTIATIONS PROCEDURE

- A. The representatives of the Reed City Education Association and the representatives of the Board of Education agree to meet as often as is deemed necessary during the term of the contract to discuss items of mutual concern relating to this contract. When requested by either party, items for a given meeting shall be limited to an agenda proposed in advance.
- B. At least sixty (60) days prior to the expiration of this Agreement, the two parties will begin negotiations for a new Agreement covering wages, hours, terms and conditions of employment of teachers employed by the Board.
- C. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party and each may select its representatives from within or outside the school District. It is recognized that no final Agreement between parties may be executed without ratification by a majority of the Board of Education and by a majority of the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.
 - 1. Negotiation meetings will be held at a mutually satisfactory time and place.
 - 2. Meetings shall be private and shall not be open to the public or news media.
 - 3. Each party shall have a chairperson present for each meeting.
 - 4. Each party shall keep its own minutes of the negotiations proceedings unless otherwise mutually agreed-upon for one person to keep the minutes.
 - 5. All Agreements are tentative until a final Agreement is reached on the complete contract. Tentative Agreements shall be duplicated, dated and initialed by the chairperson of each party.
 - 6. Either party may caucus at any time.
 - 7. The date and time of the next meeting should be set before the close of the preceding meeting, unless otherwise mutually agreed by the parties.

ENTIRE AGREEMENT CLAUSE

- A. This Agreement supersedes and cancels all previous Agreements between the Board and the Association and constitutes the entire Agreement between the parties. Any supplemental amendment or Agreement hereafter shall only be binding if the Agreement is in writing and signed by official representatives of both parties.
- B. This Agreement shall supersede any rules, regulations or practices of the Board that shall be contrary to or inconsistent with its terms.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.


DURATION OF AGREEMENT

THIS AGREEMENT shall become effective upon ratification by both parties. This Agreement shall be in effect through June 30, 2027.

THIS AGREEMENT shall not be extended orally and it is expressly understood that it shall expire on the date indicated, unless extended in writing by other parties hereto.

REED CITY EDUCATION ASSOCIATION

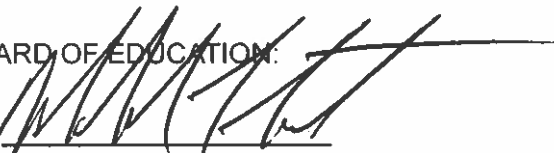
By: 
President

And:
By: 
Secretary

BOARD OF EDUCATION REED CITY AREA PUBLIC SCHOOLS

By: 
President

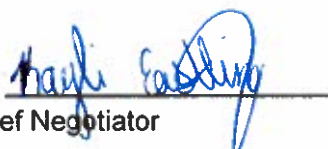
Also signed by members of the negotiation teams:

BOARD OF EDUCATION:
By: 
Superintendent

By: 
Business Manager

By: 
Vice President

REED CITY EDUCATION ASSOCIATION:

By: 
Chief Negotiator

By: Denise Nelson

By: Melica Smith

By: Sandra L. Fone

Salary Index

An index system was not used to calculate the salary schedules in this contract. The index and salary schedule found below may be used in future contracts.

Step	BA		MA		MA20		EDS	
1	1.0000000	35603	1.0000000	38353	1.0000000	39362	1.0000000	40597
2	1.0486195	37334	1.0487315	40222	1.0487526	41281	1.0487967	42578
3	1.0467402	39079	1.0468400	42106	1.0468496	43215	1.0469022	44575
4	1.0458302	40870	1.0459079	44039	1.0459331	45200	1.0459675	46624
5	1.0448985	42705	1.0449829	46020	1.0450000	47234	1.0450412	48724
6	1.0439761	44583	1.0440461	48047	1.0440572	49315	1.0440851	50872
7	1.0430433	46502	1.0431036	50118	1.0431309	51442	1.0431475	53067
8	1.0430734	48505	1.0431382	52280	1.0431554	53662	1.0431907	55359
9	1.0411504	50501	1.0412204	54435	1.0412396	55875	1.0412580	57643
10	1.0392269	52482	1.0392762	56573	1.0393020	58071	1.0393283	59910
11	1.0392516	54542	1.0393120	58797	1.0393312	60355	1.0393423	62267
12	1.0392725	56684	1.0393387	61110	1.0393505	62730	1.0393627	64718
13	1.0231811	57998	1.0196858	62313	1.0196875	63965	1.0197009	65993
14	1.0112418	58650	1.0147642	63233	1.0147737	64910	1.0147743	66968
15	1.0221313	59948	1.0221562	64634	1.0221538	66348	1.0221748	68453
16	1.0044205	60213	1.0044249	64920	1.0044312	66642	1.0044410	68757
17	1.0044343	60480	1.0044362	65208	1.0044266	66937	1.0044359	69062
18	1.0041336	60730	1.0041406	65478	1.0041382	67214	1.0041412	69348
19	1.0041330	60981	1.0041388	65749	1.0041360	67492	1.0041385	69635
20	1.0245978	62481	1.0246239	67368	1.0246400	69155	1.0246428	71351
21	1.0044333	62758	1.0044383	67667	1.0044393	69462	1.0044428	71668
22	1.0041270	63017	1.0041379	67947	1.0041462	69750	1.0041441	71965
23	1.0039354	63265	1.0039443	68215	1.0039427	70025	1.0039464	72249
24	1.0039358	63514	1.0039434	68484	1.0039414	70301	1.0039447	72534
25	1.0078723	64014	1.0078851	69024	1.0078946	70856	1.0078860	73106

SCHEDULE A
2024-2025 Salary Schedule

	BA	MA	MA20	EDS
1	42,546	46,624	46,624	46,624
2	44,564	48,704	48,704	48,704
3	46,624	50,894	50,894	50,894
4	48,838	53,185	53,185	53,185
5	51,035	55,175	55,175	55,175
6	53,331	57,506	57,506	57,506
7	55,598	59,820	59,820	61,612
8	57,963	62,216	62,216	64,175
9	60,427	64,706	64,706	66,781
10	62,686	67,375	67,375	69,431
11	63,799	69,131	69,131	70,766
12	67,127	71,788	71,788	75,321
13	68,117	72,147	72,147	76,043
14	68,117	72,328	72,328	76,595
15	69,840	74,158	74,158	79,424
16	70,525	75,269	75,269	80,409
17	70,525	75,508	75,508	80,583
18	71,590	75,731	75,731	80,745
19	71,590	76,258	76,258	80,907
20	73,532	78,244	78,244	83,527
21	73,532	78,435	78,435	83,707
22	73,532	78,725	78,725	83,875
23	73,763	79,381	79,381	84,292
24	73,763	79,770	79,770	84,454
25	75,010	80,538	80,538	85,363
26	75,010	81,072	81,072	85,548
27	75,297	81,756	81,756	86,080
28	75,297	81,756	81,756	86,266
29	75,297	82,023	82,023	86,453
30	75,297	82,023	82,023	86,641
31	75,297	82,023	82,023	86,641

A teacher shall receive one step if eligible. Teachers who, in the 2023-2024 school year, have not reached Step 25 on the salary schedule shall not advance beyond Step 25. Teachers who, in the 2023-2024 school year, are positioned at Step 25 or higher shall remain on their respective step, with no further step advancement.

Teachers who have begun the process of completing thirty (30) graduate semester hours or other pre-approved hours beyond the Bachelor's Degree, or thirty (30) semester hours beyond the Master's Degree, in subjects directly related to his/her teaching field, prior to

the start of the current contract date, shall be grandfathered under the terms of the 2021-2024 Contract regarding compensation equivalency for Master's and Educational Specialist's Degrees. For all other teachers, compensation will be based strictly on the possession of an accredited Master's Degree or Educational Specialist's Degree as outlined above.

Documentation of any change in pay status (due to change in Degree or Certification) must be forwarded to the District payroll department by September 1 of the current school year for spring and summer classes and by January 1 for all fall classes. Failure to provide the appropriate documentation by the due date will result in the forfeiture of the increase for that semester. An exception will be made for an employee who can document that he/she is currently enrolled in a class and completion of said class will result in fulfillment of the above-stated requirement.

Teachers who, in the 2023-2024 school year, are positioned at Step 25 or higher shall remain on their respective step. No other individuals will move above Step 25. When all identified teachers have left employment with the District, Steps 26 through 31 will be removed from the scale.

2025-2026 Wage Schedule

	BA	MA	MA20	EDS
1	43,397	47,556	47,556	47,556
2	45,455	49,678	49,678	49,678
3	47,556	51,912	51,912	51,912
4	49,815	54,249	54,249	54,249
5	52,056	56,279	56,279	56,279
6	54,398	58,656	58,656	58,656
7	56,710	61,016	61,016	62,844
8	59,122	63,460	63,460	65,459
9	61,636	66,000	66,000	68,117
10	63,940	68,723	68,723	70,820
11	65,075	70,514	70,514	72,181
12	68,470	73,224	73,224	76,827
13	69,479	73,590	73,590	77,564
14	69,479	73,775	73,775	78,127
15	71,237	75,641	75,641	81,012
16	71,936	76,774	76,774	82,017
17	71,936	77,018	77,018	82,195
18	73,022	77,246	77,246	82,360
19	73,022	77,783	77,783	82,525
20	75,003	79,809	79,809	85,198
21	75,003	80,004	80,004	85,381
22	75,003	80,300	80,300	85,553
23	75,238	80,969	80,969	85,978
24	75,238	81,365	81,365	86,143
25	76,510	82,149	82,149	87,070
26	76,510	82,693	82,693	87,259
27	76,803	83,391	83,391	87,802
28	76,803	83,391	83,391	87,991
29	76,803	83,663	83,663	88,182
30	76,803	83,663	83,663	88,374
31	76,803	83,663	83,663	88,374

A teacher shall receive one step if eligible and a 2% raise to the salary schedule. Teachers who, in the 2024-2025 school year, have not reached Step 25 on the salary schedule shall not advance beyond Step 25 for the 2025-2026 school year. Teachers who, in the 2024-2025 school year, are positioned at Step 25 or higher shall remain on their respective step, with no further step advancement.

Teachers who have begun the process of completing thirty (30) graduate semester hours or other preapproved hours beyond the Bachelor's Degree, or thirty (30) semester hours beyond the Master's Degree, in subjects directly related to his/her teaching field, prior to the start of the

current contract date, shall be grandfathered under the terms of the 2021-2024 Contract regarding compensation equivalency for Master's and Educational Specialist's Degrees. For all other teachers, compensation will be based strictly on the possession of an accredited Master's Degree or Educational Specialist's Degree as outlined above.

Documentation of any change in pay status (due to change in Degree or Certification) must be forwarded to the District payroll department by September 1 of the current school year for spring and summer classes and by January 1 for all fall classes. Failure to provide the appropriate documentation by the due date will result in the forfeiture of the increase for that semester. An exception will be made for an employee who can document that he/she is currently enrolled in a class and completion of said class will result in fulfillment of the above-stated requirement.

Teachers who, in the 2024-2025 school year, are positioned at Step 25 or higher shall remain on their respective step. No other individuals will move above Step 25. When all identified teachers have left employment with the District, Steps 26 through 31 will be removed from the scale.

2026-2027 Wage Schedule

	BA	MA	MA20	EDS
1	44,265	48,508	48,508	48,508
2	46,364	50,672	50,672	50,672
3	48,508	52,950	52,950	52,950
4	50,811	55,334	55,334	55,334
5	53,097	57,404	57,404	57,404
6	55,486	59,829	59,829	59,829
7	57,844	62,237	62,237	64,101
8	60,305	64,730	64,730	66,768
9	62,868	67,320	67,320	69,479
10	65,219	70,097	70,097	72,236
11	66,376	71,924	71,924	73,625
12	69,839	74,688	74,688	78,364
13	70,869	75,062	75,062	79,115
14	70,869	75,250	75,250	79,689
15	72,662	77,154	77,154	82,633
16	73,374	78,310	78,310	83,658
17	73,374	78,559	78,559	83,839
18	74,482	78,791	78,791	84,007
19	74,482	79,339	79,339	84,176
20	76,503	81,405	81,405	86,901
21	76,503	81,604	81,604	87,089
22	76,503	81,905	81,905	87,264
23	76,743	82,588	82,588	87,697
24	76,743	82,993	82,993	87,866
25	78,040	83,792	83,792	88,812
26	78,040	84,347	84,347	89,004
27	78,339	85,059	85,059	89,558
28	78,339	85,059	85,059	89,751
29	78,339	85,337	85,337	89,946
30	78,339	85,337	85,337	90,141
31	78,339	85,337	85,337	90,141

In 2026-2027, the wage scale will be 1% on schedule and 1% off schedule. The contract payment will be 2% for 2026-2027, however, in order for the additional 1% off schedule to remain on the schedule for the 2027-2028 school year, the FTE count must be at least 12 FTE's higher on the Oct 2026 count than the Oct 2025 count.

If that count is less than 12 FTE's higher on the October 2026 count, the base salary schedule ending Aug 31, 2027 will be as illustrated below and will be used to calculate any increase for the 2027-28 school year.

	BA	MA	MA20	EDS
1	43,831	48,032	48,032	48,032
2	45,910	50,175	50,175	50,175
3	48,032	52,431	52,431	52,431
4	50,313	54,791	54,791	54,791
5	52,576	56,841	56,841	56,841
6	54,942	59,243	59,243	59,243
7	57,277	61,627	61,627	63,473
8	59,713	64,095	64,095	66,113
9	62,252	66,660	66,660	68,798
10	64,579	69,410	69,410	71,528
11	65,726	71,219	71,219	72,903
12	69,154	73,956	73,956	77,596
13	70,174	74,326	74,326	78,339
14	70,174	74,512	74,512	78,908
15	71,949	76,398	76,398	81,823
16	72,655	77,542	77,542	82,837
17	72,655	77,788	77,788	83,017
18	73,752	78,018	78,018	83,183
19	73,752	78,561	78,561	83,350
20	75,753	80,607	80,607	86,050
21	75,753	80,804	80,804	86,235
22	75,753	81,102	81,102	86,408
23	75,991	81,778	81,778	86,838
24	75,991	82,179	82,179	87,005
25	77,275	82,970	82,970	87,941
26	77,275	83,520	83,520	88,132
27	77,571	84,225	84,225	88,680
28	77,571	84,225	84,225	88,871
29	77,571	84,500	84,500	89,064
30	77,571	84,500	84,500	89,258
31	77,571	84,500	84,500	89,258

A teacher shall receive one step if eligible. Teachers who, in the 2024-2025 school year, have not reached Step 25 on the salary schedule shall not advance beyond Step 25 for the 2025-2026 school year. Teachers who, in the 2024-2025 school year, are positioned at Step 25 or higher shall remain on their respective step, with no further step advancement.

Teachers who have begun the process of completing thirty (30) graduate semester hours or other preapproved hours beyond the Bachelor's Degree, or thirty (30) semester hours beyond the Master's Degree, in subjects directly related to his/her teaching field, prior to the start of the current contract date, shall be grandfathered under the terms of the 2021-2024 Contract regarding compensation equivalency for Master's and Educational Specialist's Degrees. For all other teachers, compensation will be based strictly on the possession of an accredited Master's Degree or Educational Specialist's Degree as outlined above.

Documentation of any change in pay status (due to change in Degree or Certification) must be forwarded to the District payroll department by September 1 of the current school year for spring and summer classes and by January 1 for all fall classes. Failure to provide the appropriate documentation by the due date will result in the forfeiture of the increase for that semester. An exception will be made for an employee who can document that he/she is currently enrolled in a class and completion of said class will result in fulfillment of the above-stated requirement.

Teachers who, in the 2024-2025 school year, are positioned at Step 25 or higher shall remain on their respective step. No other individuals will move above Step 25. When all identified teachers have left employment with the District, Steps 26 through 31 will be removed from the scale.

SCHEDULE B
Fringe Benefit Schedule

- A. To the extent allowable by law or regulation, upon proper application and acceptance for enrollment by the appropriate insurance underwriter, and/or carrier, the Board shall make payments toward medical benefit plan coverage costs for all eligible Teachers (those not taking cash-in-lieu who otherwise meet the requirements listed in this Article), and their eligible dependents. (The payments shall hereinafter be referred to as the "Board Contribution"). The Board Contribution shall be no higher than the limit established in Public Act 152 of 2011 (as amended), and shall be adjusted on a calendar year-to-year basis.

The Board Contribution shall first apply toward the health insurance premium (including any taxes and fees) of the applicable Plan(s). Any remaining Board Contribution shall be paid toward the eligible Teacher's Health Savings Account in monthly installments in accordance with the requirements of the IRS Code. The Board shall pay One Hundred Percent (100%) of the Other than Health Benefits (Vision, Dental, Life, LTD; collectively "OHB").

The Medical Plan(s) shall conform to all requirements of the Patient Protection and Affordable Care Act (PPACA or its replacement Act), IRS Code, and Public Act 152 of 2011 (PA 152); including any requirements necessary to avoid penalties, taxes, or other liabilities for the Board; the Board is specifically authorized to make any adjustments to this Article necessary to fully comply with the PPACA (or its replacement Act), IRS Code, and PA 152, including to avoid any penalties, taxes, or other liabilities chargeable to the Board.

- B. Any necessary amounts beyond the Board Contribution, as specified above, which are required to maintain the selected Plan(s) or any associated benefits are the responsibility of the Teacher and shall be payroll deducted or, when payroll does not cover the deduction, paid directly by the individual Teacher. If making direct payment, the Teacher shall present payment directly on the 1st of each month prior to the date at which the payment becomes due. Failure of a Teacher to pay their portion of the costs shall alleviate the Board of any duty to pay the Board Contribution. The Board shall have the right to make deduction of any amounts due from the Teacher's wages and shall be held harmless from any liability arising from the deduction.
- C. Teachers who have access to another Teacher's Board funded insurance shall not be eligible for separate Board provided health insurance. Exceptions shall be made for Teachers who are less than 26 years of age and who are covered by a parent's Board funded insurance but have dependents of their own. Those individuals may take separate Board funded insurance.
- D. Unless otherwise noted within this Agreement, or as required by law or regulation, Teachers on unpaid leave status or who have exhausted leave allowed under this Agreement are financially responsible for the Board Contributions for those day.
- E. Teachers who are eligible for Board paid insurance contributions may make a written

waiver of that coverage and instead elect to receive OHB and cash-in-lieu of health benefits in accordance with the District's Section 125 Plan in the amount of Five Hundred Dollars (\$500) per month, less applicable taxes. All Teachers as a condition to receiving cash-in-lieu must first provide documentation that they otherwise receive health insurance that meets the value and coverage requirements of the Patient Protection and Affordable Care Act (or its replacement Act).

- F. Teachers are hereby advised that they may have a right pursuant to Section 4438 of the Insurance Code of 1956, MCL 500.4438, to convert their life insurance policy, and that the Teacher must make application to the life insurance carrier within 31 days of any termination of their employment status.
- G. To the extent permitted by law or regulation, and/or insurer's policies, Board-paid insurance premium contributions shall continue as long as the Teacher is in a pay status, but terminate at the end of the month during which the Teacher ceases to be in a pay status. Teachers may continue the coverage at their own expense to the extent permitted by law or regulation.
- H. The Board shall not be required to remit premiums for any insurance coverages on behalf of a Teacher if enrollment or coverage is denied by the insurance underwriter, carrier, policyholder or third party administrator.
- I. The terms of any insurance contract or policy issued by an insurance underwriter, carrier, policyholder or third-party administrator shall be controlling as to all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. The Teacher is responsible for assuring completion of all forms and documents required for his/her participation in the above-described insurance programs. Failure to complete the forms shall alleviate the Board of any requirements to fund insurance on behalf of that individual. The Board, by payment of its share of the insurance premium payments indicated above, shall be relieved from any and all liability with respect to insurance benefits. Such matters shall be excluded from the scope of the grievance procedure, except the Board's failure to remit contractual premium amounts required of it (unless the failure to remit contractual premium amounts is pursuant to Public Act 54 of 2011 or the requirements of this Article).
- J. Changes in family status shall be reported by the Teacher to the Board within thirty (30) days of such change. The Teacher shall be responsible for any overpayment of premium made by the Board on his/her behalf for failure to comply with this paragraph, and the Board is specifically authorized to deduct any such amounts from future wages.
- K. Unless otherwise delineated by law or regulation or the terms of the policy then in effect, eligible Teachers shall receive insurance as of the first day of the first full month following their employment. Those Teachers opting to take cash-in-lieu shall not be eligible for Board paid health insurance contributions but must participate in all other insurance products chosen by the Association if full unit participation is required by the insurance carrier. A Teacher shall be eligible for Board paid insurance contributions or cash-in-lieu up to the maximum amounts allowed in this Article if the Teacher is employed on a full-time basis as defined by the PPACA or its replacement Act (currently, working an average of thirty (30) hours or more per week in the District).

SCHEDULE C

All extra-curricular assignments are non-tenure positions. The listing herein of extra-curricular activities and their compensation rates does not mandate the existence of the activity or the employment of a supervisor. Any person assigned to one of the following extra-curricular activities shall be compensated at the following rate. The following percentages are based on the BA Schedule along with the experience of the person in the position. Top shall not exceed Step 9 of the BA Schedule. Any person currently assigned to a Step higher than 9 shall remain at that step level with no further advances.

Schedule C			
Position	Percentage	Position	Percentage
Baseball		Golf	
Varsity	12%	Varsity	10%
Varsity Assistant	8%	Junior Varsity	5%
Junior Varsity	7%	Soccer-Boys	
JV Assistant	5%	Varsity	12%
Basketball-Boys		Varsity Assistant	8%
Varsity	12%	Junior Varsity	8%
Varsity Assistant	8%	Soccer-Girls	
Junior Varsity	8%	Varsity	12%
JV Assistant	5%	Varsity Assistant	8%
8th grade	7%	Junior Varsity	8%
7th grade	7%	Softball	
		Varsity	12%
		Varsity Assistant	8%
Basketball-girls		Junior Varsity	7%
Varsity	12%	JV Assistant	5%
Varsity Assistant	8%	HS Track/Co-ed	
Junior varsity	8%	Head	12%
JV Assistant	5%	Assistants (3)	7%
8th grade	7%		
7th grade	7%	MS Track/Coed	
		Head	7%
Cheerleading		Assistant	3%
Competitive Cheer (if continued through February) (3 asterisks on		Second Assistant (if greater than 32	

schedule D apply here as well)	4%	participants)	3%
Sideline Cheer	8%		
Assistant Sideline Cheer	4%	Volleyball	
		Varsity	12%
Varsity Football	8%	Varsity Assistant	8%
		JV	8%

		JV Assistant	5%
Cross Country		7th Grade	7%
Varsity	10%	8th Grade	7%
Varsity Assistant (with greater than 11 participants)	5%		
Middle School	7%	Wrestling	
Middle School Assistant (with greater than 11 participants)	3%	Varsity	12%
Football		Assistant	8%
Varsity	12%	Middle School	7%
Assistant Varsity (3)	8%	First MS Assistant (if greater than 16 participants)	3%
	8%		
JV	8%		
Assistant JV (2)	7%		
Bowling			
Varsity	8%		
Assistant	4% if greater than 12 participants		
*If there is no team then the program does not pay out those particular stipends			

Budget line in Athletic Director's budget to equal minimally \$15,000 for off-season program incentives.

The varsity coach in coordination with the AD may choose to redistribute the total combined percentage for a sport, to pay assistants and level coaches at different rates

than listed in the contract. They may use the redistribution method to hire more or less than the listed number of coaches as stated in Schedule D - Extra Curricular Athletic. The head coach may not use redistribution to increase his or her percentage. However, he may lower his percentage to supplement percentages of other coaches in his/her program. All new positions must have written responsibilities that are developed with the coordination with the AD and approval by the superintendent. For example: the varsity basketball coach may use the total listed percentage for all assistants and level coaches (30% as per the 2004 contract) to hire as many coaches at a level as he or she feels the program needs. As per the 2004 contract, the 7th grade basketball coach receives 7%. The varsity coach may want to hire two coaches at that level and pay them 3.5% each.

If a freshman team is needed due to high numbers for any sport, the team may receive an additional 7% to cover the additional costs. This determination will be made on a case-by-case basis with Superintendent approval.

SCHEDULE D**EXTRA-CURRICULAR NON-ATHLETIC:**

Position	Percentage
High School	
12th Grade Sponsor (2)	4%
11th Grade Sponsor (2)	4%
10th Grade Sponsor (1)	3%
9th Grade Sponsor (1)	2%
Youth in Government	2%
Student Council	7%
High School Band	13%
High School Band Assistant	3%
High School Vocal Music	3%
Drama Director	7%
Musical Music Director	3%
Recycle Adviser	1%
Ski Club (per 12 students)	\$100 /trip
Publications/Yearbook	15%
National Honor Society	5%
Quiz Bowl Varsity	4%
Poetry Club	1%
Art Club	2%
Bio Dome	1%
Chess Club	4%
Robotics All Levels	24% Total
HS Robotics – Head and Assist. (Split)	10%
MS Robotics – Head and Assist. (Split)	7%
GTN Robotics	7%
PSAT/SAT Testing Coordinator	\$500

Position	Percentage
Middle School	
Student Council (2)	6% Split
Middle School Band	2%
Ski Club (per 12 students)	\$100/trip
EGG	1%
Drama	2%
Yearbook	2%
Recycle Adviser	1%
MS Vocal Music	1%
Art Club	2%
AG/Natural Resource Club	3%
Chess Club	2%
Math Counts (after school only)	2%
Elementary School	
Vocal Music	2%
Grade Level Chairs	\$500
Recycle Adviser	1%
Family Fun Night Planner (up to 9 events)	200/event
Art Club	2%
Kindergarten Round Up	\$500 Split
All Buildings	
Detention all buildings	\$20 per hour
PAT (Principal Advisory Team) (up to 8 MS, up to 8 HS, up to 8-Elem.)	\$25/meeting
Building Calibration Team (up to 10)	\$25/meeting
Bus Duty AM	\$700
Bus Duty PM	\$525
Mentors	\$750 First Year
Mentors	\$500 Second Year
Mentors	\$250 Third Year
Immediate Help (All Buildings)	\$25
Lunch Duty	\$20

* Top shall not exceed Step 9 of the BA Schedule. Any person currently assigned to a Step higher than 9 shall remain at that step level with no further advances.

**New clubs that help close the learning gap for students will be funded through the above process.

***Non-athletic Schedule D positions will be offered to RCEA bargaining unit members only. If no RCEA bargaining unit members apply, positions may be offered to any other qualified applicant.

**** *High School Band: Jazz Band is to be included as High School Band responsibilities and aforementioned percentage is conditioned upon participation by high school band in the following local parades: Evergreen Festival (Thanksgiving) and Memorial Day.*

ADDITIONAL SCHEDULE D INFORMATION:

SUMMER SCHOOL

Program offerings will be divided into three categories for the purpose of determining rates of compensation:

1. **Summer Recreation Programs:** Programs offered through Community Education will have pay rates based on enrollment and fees (revenue) of the program. Pay is determined by Community Education. These programs will be non academic in nature.
2. **Norman Elementary Summer School Academic Programs:** Any program offered at Norman Elementary in the core academic areas of Math, Science, Language Arts, or Social Studies will be paid at a rate of \$22.50 per instruction hour. Non Academic offerings will be paid at a rate determined by enrollment and fees (revenue) of the program.
3. **Reed City High School Summer School Programs:** The classes that are offered for credit and attendance required will be paid based on the hourly equivalent from the BA or MA base, as applicable.

REED CITY VIRTUAL SCHOOL ONLINE LEARNING

Virtual School Supervisor (Maximum 30 Students)

(Virtual School Students are not enrolled as regular students who physically attend school.)

- 1-7 Students Enrolled; Monitor open lab for .5 hours per day Monday-Thursday (2 hours per week).
- 8-15 Students Enrolled: Monitor open lab for 1 hour per day Monday-Thursday (4 hours per week)
- 16-24 Students Enrolled: Monitor open lab for 1.5 hours per day Monday-Thursday (6 hours per week)
- 25-30 Students Enrolled: Monitor open lab for 2 hours per day Monday-Thursday (8 hours per week)
- Pay \$32.00/hour
- Must document a minimum of 20 minutes of contact time per week/per student

Virtual School Mentor

(For Virtual School students above the Virtual Supervisor's 30 student limit)

- Mentor pay is \$170 per semester/per student. Pay is dependent upon meeting FTE requirements.
- Mentor makes contacts and fills out appropriate paperwork
- Mentor must document at least 20 minutes of contact time per week/per student
- No need to stay after school, Virtual Supervisor will supervise
- May do work during conference period during school day, after school, or at home
- Maximum of 10 students per mentor
- Must attend training

21-F Mentor

(For students enrolled in RCAPS who are taking one or two classes online)

- Compensation; Same as Virtual School Mentor (above)