

**LETTER OF AGREEMENT**  
**between**  
**BOARD OF EDUCATION OF**  
**CLARE PUBLIC SCHOOLS**  
**and**  
**CLARE EDUCATION ASSOCIATION**

This Letter of Agreement (the “Agreement”) is entered into between the Board of Education (the “Board”) of Clare Public Schools (the “District”) and Clare Education Association (the “Association”) agree to the following for the 2020-21 school year:

1. Article 9.1 Professional, Personal and Association Leave of the 2018-2021 Master Agreement between the parties provides:

At the beginning of every school year, each teacher shall be credited with three (3) days to be used for the teacher’s personal business. A personal day may be used for any purpose at the discretion of the teacher. A teacher planning to use a personal leave day shall notify his principal at least two (2) days in advance, except in cases of emergency. Personal Leave Days shall not be used before or after a holiday or vacation period for the purpose of extending vacation. The unused portion shall accumulate as sick leave. The personal leave days may be taken for a period of no less than one-half (1/2) day. Half of one day is defined as from 7:50 a.m. to 11:30 a.m. and from 11:30 a.m. to 3:14 p.m.

2. Traditionally, the District has denied the use of personal leave days before or after Opening Day of Deer Season.

3. On October 21, 2019, a grievance was filed claiming that a past practice existed to allow the use of personal leave days before or after Opening Day of Deer Season. The grievance was denied at each step, and a Demand for Arbitration was filed.

4. For the 2020-21 school year, the parties agree to settle the grievance and for the withdrawal of the Demand for Arbitration with prejudice based upon the following and noting that November 15, 2020, is a Sunday:

- a. Two (2) teachers may use a personal leave day on Friday, November 13, 2020;
- b. Two (2) teachers may use a personal leave day on Monday, November 16, 2020;
- c. The Association shall select the teachers who will receive personal leave days pursuant to Paragraphs 4.a. and 4.b. above, and notify the Superintendent of the personal leave days allotted via email not later than 3:30 p.m. on November 10, 2020.
- d. If there are no substitutes available, the request to use personal leave days on these dates shall be denied by the Superintendent.

e. No individual teacher shall be awarded both Friday, November 13, 2020, and Monday, November 16, 2020.

5. The Association shall bear the cancellation costs regarding the Association's withdrawal of the Demand for Arbitration.

6. This Agreement applies only to the 2020-21 school year.

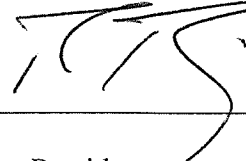
7. This Agreement shall not constitute the establishment of a precedent, custom, practice, binding working condition as to the interpretation, enforcement, or application of the Agreement between the parties, or any successor labor agreement between them to any situation or circumstance other than the matter specifically addressed in this Agreement.

8. Except in an action to enforce the terms of this Agreement, this Agreement shall not be relied on or otherwise asserted by either party in any subsequent proceeding or litigation between them.

9. Neither party waives any rights afforded to them by the terms of the parties' Master Agreement, except as are otherwise specifically waived, modified, or relinquished herein.

10. This Agreement expires on June 30, 2021.

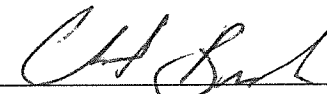
**BOARD OF EDUCATION OF  
CLARE PUBLIC SCHOOLS**

By:   
Its: President

By: J. Walter II  
Its: Superintendent

Dated: 9/28, 2020

**CLARE EDUCATION ASSOCIATION**

By:   
Its: President

By: Amanda Kickbusch  
Its: Vice President

Dated: August 20, 2020