

**MASTER AGREEMENT**  
**BETWEEN THE**  
**MT. MORRIS BOARD OF EDUCATION**  
**AND**  
**THE MT. MORRIS ADMINISTRATORS**  
**EDUCATION ASSOCIATION**

Dated: July 1, 2011 - June 30, 2013

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This agreement entered into on September 13, 2011, between the Board of Education of the Mt. Morris Consolidated School District, hereinafter called the "Board" and the Mt. Morris Administrators' Education Association, hereinafter called the "Association."

Witnesseth

Be it understood that the parties have reached an understanding upon the following items, as a result of negotiations, and have hereby agreed as follows:

Article I

Recognition

The Board hereby recognizes the Association, IN ACCORDANCE WITH THE PUBLIC ACTS OF 1965, AS AMENDED, as the sole and exclusive bargaining agent for administrators whether under contract or on sabbatical leaves employed by the Board. The term "Administrator" when used hereinafter in this agreement shall refer to all administrators (excluding Central Office Administrators).

Definitions

- A. The term "Board" as used in this Agreement shall include and mean the members of the Mt. Morris Board of Education or any other persons designated as representatives by the Mt. Morris School Board.
- B. The term "Association" as used in this Agreement shall mean the Mt. Morris Administrators Education Association.

Article II

Administrators/Association Rights

- A. The Association shall have the right to use school buildings and facilities in conformity with the Board's governing policies and regulations.
- B. The Board agrees to furnish to the officers of the Association, in response to their reasonable written requests, copies of the Board's public records normally made available and which have passed the discussion state and which cover the financial resources of the District, budgetary allocations and expenditures, hours, wages, and conditions of employment of those employees covered hereunder that shall be required by the Association in fulfilling the obligations and responsibilities imposed on it by the terms of this Agreement. The Association agrees it shall likewise furnish the Board, upon receiving a written request, copies of all information, facts, and documents it possesses which have passed the discussion state or that are available to the Association to assist the Board in fulfilling the obligations and responsibilities implied on it by the terms of this Agreement.
- C. The Board and Association agree that there shall be prompt and expeditious handling, at the local level, of a school-related complaint regarding an employee or a program or other employees and/or personnel he/she supervises. It is agreed that normally such complaints will be promptly referred to any employee affected, except in those instances where the

nature and/or circumstances of the complaint indicate other handling procedures are in order. It is agreed that, if the complaint is not referred back to the affected employee, he/she, in those cases of school related complaints where it is determined such necessary action can be delayed, shall be given an opportunity to provide the necessary background information, either in person and/or by confidential memoranda, before any action is taken on the matter.

- D. An employee, by prior arrangement with the Superintendent or his/her designee, shall be able to examine all materials in his/her personnel file which accrue or originate after he/she is employed by the District. Henceforth, copies of any significant documents made part of his/her personnel file, not otherwise routinely made available, shall be given to him/her.

### Article III

#### Board Rights and Security

- A. Nothing contained in this Agreement shall deny or restrict the Board of its rights, responsibilities, and authority under the Michigan General School Laws or any other national, state, county, district, or local laws or regulations as they pertain to education.

Except as specifically abridged or modified by the express written terms of this Agreement, all of the rights, powers, and authority the Board had prior to the execution of this Agreement are retained by the Board.

- B. The Association shall not, at any time, authorize, sanction, condone, or acquiesce, nor will any employee take part in any strike, slowdown, sit-in, picketing, or in any way interfere with the operations of the Mt. Morris Consolidated School District. The Association further agrees that it will not request, support, recognize, or engage in any sanction activities. In the event of any such action, the Association, through its officers and other representatives, will immediately post notices as supplied by the Superintendent's office at any or all schools affected and other appropriate locations advising that such action is unlawful, in violation of this Agreement, and unauthorized by the Association, and the Association shall advise such employees to immediately cease such action and return forthwith to their regular duties. The Association shall further take any and all other action reasonably within its power to bring the activity to an end. If the Association takes the foregoing steps and has not acted in violation of its obligations under the law and/or this Article, it shall not be liable in any way for such activities.

The Board shall have the right to discipline, including discharge, any employee for taking part in any violation of this provision. Prior to taking such action, the Board shall notify the Association of its intention and may also consult with the Association in connection therewith.

## Article IV

### Negotiations Procedure

- A. The Association's and Board's negotiating teams will commence discussions no later than February 1st of any given year and both parties agree that their representatives will have the necessary power and authority to make proposals, consider proposals and make concessions during the course of negotiations.
- B. It is understood that the Association will make the initial contact regarding the commencement of negotiations.
- C. It shall be the responsibility of each team to see that their proposals to be submitted will be printed with sufficient copies for all members present.
- D. It is understood that in the event that negotiations reach an impasse and a successor agreement has not been agreed upon by July 1st, the beginning of the new contract year, both parties agree that Administrators will continue to work under the terms of the old agreement.

## Article V

### Compensation and Expenses

- A. The salaries of administrators covered by this agreement are established as per the salary step found on page 18 & 19.
- B. Administrators shall be paid in twenty-six (26) equal installments (27 equal installments in 2011-12 only), as determined by the Board during the period stipulated for Administrator's performance under this agreement.
- C. Expenses incurred by an Administrator while representing the school district at any authorized meeting for lodging, meals, and tips. Transportation will be reimbursed at the IRS allowable rate.
- D. Each member of the bargaining unit will be reimbursed for the business related cell phone usage at the rate of \$55 per month or \$660 per year. In order to receive the reimbursement, members are required to submit monthly billing documentation at the end of each school year.
- E. The Board shall provide the following health insurance coverage for a 12 period of each member of the bargaining unit and his/her eligible dependents.

*Health Plus OP DOXIQ1 \$5/\$10 Rx*

In the event hospitalization insurance is not taken, the Mt. Morris Board of Education shall

) provide a cash option in lieu of health benefits (the "Cash Payment").

The amount of the Cash Payment may be applied by the bargaining unit member to a Tax-Deferred Annuity. Effective July 1, 2009, the Cash Payment amount is determined as follows:

- 2 or less participants: \$100 per month
- 3 participants: \$200 per month
- 4 or more participants: \$300 per month

To elect a Tax Deferred Annuity, the bargaining unit member shall enter into a salary reduction agreement.

The Board and the Employee shall be responsible for paying their respective FICA taxes on the Cash Payment amount applied to a Tax-Deferred Annuity.

All costs relating to the implementation and administration of benefits under this program shall be borne by the Board.

- F. A major family dental plan shall be provided for members of the administrative organization. A major dental with \$25.00 deductible and 90% reimbursement will be provided.
- G. The Board shall provide a term life insurance policy in the face amount of two (2) times the annual salary plus \$4,000.
- H. At the beginning of each school year, each administrator shall be credited with 12 days leave allowance to be used for absence caused by illness or physical disability of the administrator. On June 30 of each school year unused sick days, including unused personal days (reference Article VIII B, b) in excess of 100, shall be paid at the rate of \$50.00 per day.

Administrators shall receive confirmation of their accumulated sick days with the first paycheck of the school year.

At the end of each school year, all administrators may have any or all of their unused sick days paid off (a maximum of fifteen (15) days per year) at the rate of \$50.00 per day.

Future administrators selected from the ranks of the MMEA shall be allowed to carry over a maximum of 100 sick days. Those who have more than 100 sick days in the bank will have the excess days paid off at the rate of \$50.00 per day.

The Board shall provide LTD (30 days exclusion) for each administrator. At the present time LTD will not compensate at a greater rate than the amount stated in their policy 66 2/3%.

- I. The Board shall provide a full family optical program for members of the bargaining unit.

*Note: Effective the October 1, 2012, all employees covered under this contract will contribute 10% toward their health insurance premium (medical, vision, dental) through payroll deduction.*

- J. All benefits earned by the administrator will be paid to his/her designated beneficiary, in the event of his/her death. These benefits are accrued sick days, longevity and severance pay.
- K. Each administrator who has been employed by the Board for a period of ten (10) consecutive years shall be eligible for severance pay upon death or retirement. Administrators shall receive \$200.00 per year for every year of service to the district.
- L. Each administrator shall receive an annual longevity payment in addition to his/her annual regular salary according to the following schedule:

- Beginning with the:
 

5 <sup>th</sup> year	\$1500
7 <sup>th</sup> year	\$1800
10 <sup>th</sup> year	\$2100

Administrators must have completed three (4) years of in-district administrative experience to qualify.

The longevity payment will be made the first regular pay date in July.

- M. Upon Appropriate written authorization from the administrator, the Board shall deduct from the administrator's salary, and make appropriate remittance for annuities, credit unions, savings bonds, charitable donations or city taxes. No new deduction programs will be placed with Board approval.
- N. Any administrator, upon voluntarily leaving the system shall be paid his/her accrued sick leave at the rate of \$60.00 pay per day. In the event of the death of this administrator, his/her beneficiaries shall receive the accrued sick leave benefit.

## Article VI

### Hours and Assignments

- A. A list of the administrative positions covered by this agreement are set down in Appendix A, which is attached to and included in this agreement.
- B. Administrators shall be on duty, attending to school business during the hours necessary to properly supervise and administrate his/her particular function within the school system as determined by his/her job description and responsibilities and as directed by the Superintendent. This shall include hours and/or days beyond the normal or beyond contractual provisions specifying days worked when deemed necessary.
- C. Administrators shall not be required to report during holidays when schools are closed. Administrators are expected to report for work or make every reasonable effort to be at their assignment on bad weather days. Building administrators will telephone the office of

- )
- D. the Superintendent if they are going to be late.
  - D. All administrators will begin their work schedule on the first working day in August of each year.

## Article VII

### Vacancies, Promotions, Transfers, Terminations and Demotions

The Board and Association agree that all positions shall be staffed by the most competent and qualified persons that can be procured for them. The Association also agrees the Board shall have the right to make the final decision on the staffing of all positions covered by this agreement by any of the methods and procedures set forth below. Vacancies which occur within the administrative staff of the school district and which provide opportunity for promotion for present staff members shall be posted in each building. Such position shall be posted at least ten (10) working days prior to the filling of the vacancies. Administrative vacancies may be filled on an emergency basis until such procedure can be followed. Where in the judgment of the Superintendent the best interest of the school district would be served, appointments may be made by the Board without posting.

### Transfers

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Any administrator has the right to request consideration for a transfer to an open position. Changes of assignments would normally take place before the beginning of a school year or semester.

- A. A request may be initiated with a written request directed to the Superintendent or his/her designee. A preliminary conference would be desirable, but not mandatory.
- B. An individual requesting consideration of a transfer should initiate such request by March 1 of any school year.
- C. Consideration will be given to the request and decisions made on the basis of:
  - 1. Needs within the district
  - 2. Qualifications
  - 3. Appropriate assignment available
  - 4. Individual desires
- D. The Superintendent will communicate with the Association's president before making final assignment.
- E. The final decision for a transfer and/or assignment rests with the Board of Education.
- F. Administrators who voluntarily have a change in assignment shall be compensated at the appropriate rate of said assignment.

### Involuntary Transfer

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The Board and the Association agree that involuntary transfers should be avoided whenever



) possible. However, it is recognized that a variety of administrative experiences can be meaningful to an administrator under certain conditions. Also, the needs within a school district could best be fulfilled by assignment of specific individuals to an identified position. If the Board of Education determines that the staffing requirements warrant it, an involuntary transfer shall not be made until the employee has been given the reasons for such action by the appropriate Board representative. The reason for the transfer will be placed in writing at the employee's request. At the employee's option, he/she may request and receive a meeting with the Superintendent to fully discuss the matter. Administrators who are given involuntary transfers shall be compensated either at the rate of the present position or the new position, whichever is higher.

### Reduction in Force

- A. The Association recognizes the Board's right to reduce the number of administrative personnel.
- B. For the purpose of this article the term "reduce" shall refer to the involuntary transfer of an administrator to a position outside of the bargaining unit.
- C. An administrator shall retain his/her teacher tenure status as defined in the Michigan Tenure Act. No administrator shall by virtue of this agreement be deemed to have continuing tenure as an administrator.
- D. The sequence of administrative personnel shall be as follows:
  - 1. Administrators in acting capacity.
  - 2. If a further reduction in administrative staff becomes necessary, said reduction shall be accomplished by the Board's consideration of the following factors. Such consideration shall include, but not be limited to:
    - a. Annual administrative evaluations.
    - b. Years of experience in the school district.
    - c. Professional training and experience.
    - d. Other provisions as established by law. The Board's decision and rationale shall be shared with all administrators affected.
    - e. An administrator who has been reduced may apply for any future administrative position for which he/she is certified and qualified.
    - f. Administrators who have been reduced shall retain all accumulated sick leave.
    - g. An administrator who has been reduced or who voluntarily returns to the classroom shall have district-wide seniority for a teaching position for which he/she is certified and qualified.

## Terminations and Demotions

- A. The Board, before affecting a termination or demotion, shall offer reasonable assistance and counsel to the employee to help correct inadequacies giving rise to the underlying reasons for the contemplated action.
1. Two conferences shall be held between the employee and his/her immediate supervisor dealing with the clearly identified inadequacies.
  2. If the problem persists, a formal warning shall be issued to the employee which contains his/her specific inadequacies in writing. He/she shall be provided with an opportunity of no less than two months to rectify the stated inadequacies except in unusual cases.
  3. If the problem still persists, a formal review of the involved employee's performance shall be written out and presented to him/her at a subsequent conference.

For a conference held under "3" above the involved employee, at his/her option, may be accompanied by a representative of the Association.

- B. Written notice of termination or demotion must be presented to him/her at least ninety (90) days prior to the close of the employee's contract year.
- C. At his/her option the employee shall be granted a meeting with the Superintendent to fully discuss the matter.
- D. If an employee is demoted, the Board will reassign the employee to a permanent vacant position in a lower classification for which he/she possesses the qualifications.

## Article VIII

### Leaves of Absence

- A. Leave of absence with pay chargeable against the administrator's allowance shall be granted for the following reasons:
1. A maximum of five (5) days per school year for a critical illness in the immediate family. Critical shall be defined as requiring medical attention immediately.
  2. One day emergency illness in the family requiring an administrator to make arrangements for necessary medical or nursing care.

3. Up to three (3) days for each occurrence for attendance at the funeral of persons whose relationship to the administrator warrants such attendance. This shall apply to both family and friends.
  4. Hardship cases will be reviewed by the emergency committee composed of two delegates of the Board of Education and two delegates from the Association.
- B. Leaves of absence with pay not chargeable against the administrator's allowance shall be granted for the following reasons:
1. A maximum of five (5) days if necessary for each death in the immediate family for the purposes of attending a funeral and any other matters related to the death. Days used must be consecutive and must include the day of the funeral service. Immediate family is defined as mother, father, step-parents, spouse, brother, sister, children (including miscarriage), grandchildren, step-children, aunts, uncles, mother-in-law, father-in-law, brother-in-law, sister-in-law and grandparents.
  2. An administrator called for jury duty shall be compensated his/her regular administrative salary. However, jury duty money received by the administrator shall be turned over to the Board of Education. A continuation of the administrator's pay for jury duty shall be limited to sixty (60) days in any one (1) school year.
  3. Court appearances as a witness in any court case connected with the administrator's employment, except when such case is filed by an individual administrator or the Association or union related activities.
  4. Time for professional conferences may be allowed if approved by the Superintendent. The administrator planning to use a professional conference day shall notify the Superintendent at least one week in advance of his/her absence. Professional conference days shall be used for the purpose of (1) visitation to view other instructional techniques or programs, (2) conferences, workshops, or seminars conducted by colleges, universities, and the Administrative Association and/or affiliate departments thereof. Reimbursement of expenses shall be paid to the administrator when receipts are presented to the business office.
  5. Time necessary to take the Selective Service physical examination.
  6. At the beginning of every school year each administrator shall be credited with five (5) days to be used for the administrator's personal business. A personal business day may be used for any purpose at the discretion of the administrator. An administrator planning to use a personal leave day or days shall notify the Superintendent at least five (5) days in advance when possible. Personal leave shall not be taken immediately prior to any holiday or immediately following any holiday without the approval of the superintendent. Personal leave days shall not be used consecutively without the approval of the superintendent. If unused, the personal days will be converted to the sick day bank at the end of the current school year.

- C. Leaves of absence without pay will be granted to administrators who have three (3) consecutive years as an administrator with the Mt. Morris School system. No more than one administrator in any one year will be granted leaves of absence without pay. Administrators must carry fifteen credits or the full time equivalent as defined by an accredited university per quarter or equivalent.
1. Study related to the administrator's licensed field. Limit one year.
  2. Study to meet eligibility requirements for a license other than that held by the administrator in the field of regular or special education. Limit one year.
  3. Study, research or special teaching assignment involving probable advantages to the school system. However, a joint committee of the Board of Education and Association representatives may decide whether the study, etc. is of great value whereby some portion of the leave may be paid by the Board, upon the agreement of its implementation, when finished, in the Mt. Morris School. The regular salary increment occurring during such period shall be allowed. Limit one year.
- D. A military leave of absence shall be granted to any administrator who shall be inducted or shall enlist for military duty in any branch of the armed forces of the United States. Upon return from such leave an administrator shall be placed at the same position on salary schedule as he/she would have been had he/she been employed in the district during such period.
- E. A leave of absence of up to two (2) years shall be granted to any administrator upon application for the purpose of serving as an officer of the Association or on its staff on a state or national level. Upon return from such leave, such administrator shall be placed at the next step on the salary schedule.
- F. A leave of absence not to exceed four (4) years shall be granted to any administrator upon application for the purpose of campaigning for and serving in a public office. Upon return from such leave, the administrator shall be placed at the next step on the salary schedule.
- G. A maternity leave of up to twelve months shall be granted to any administrator who becomes pregnant. Pregnancy related illness or disability shall be treated as any other illness or disability. The administrator may use sick leave for those work days on which she is unable to perform her job.
- H. A child care leave of up to one year shall be granted to any administrator who adopts a child if such leave is necessary to complete the adoption requirements.
- I. The Board agrees that an administrator returning from leave during the school year in which he/she left shall be returned to the same position he/she had prior to the leave. An administrator returning from the leave in a subsequent school year shall be placed in the same or similar position. Any person on leave must notify the Board by registered mail of his/her intent to return for the next school year by March 15 of the school year in which he/she is on leave or he/she may forfeit all recall rights. An administrator who makes a false application shall forfeit all rights to re-employment.

## Article IX

### Local, State, National Association Representation

- A. The Board agrees to pay local, state and national professional association dues for the administrators. Forms will be furnished by the administrator.
1. Genesee County Elementary and Middle School Principals Association or Genesee County Secondary School Principals Association.
  2. Michigan Elementary and Middle School Principals Association or Michigan Association of Secondary School Principals.
  3. National Association of Elementary School Principals or National Association of Secondary School Principals.
- B. Administrators may be allowed to represent the School District at local and state and national association meetings with expenses reimbursed within budgetary limits as per Article V.

## Article X

### Evaluation of Teachers

A written evaluation of all non-tenure teachers will be submitted three times each year. A written evaluation of tenure teachers will be submitted once every three (3) years unless:

1. There is a concern about the performance of the tenure teacher.
2. A written evaluation is desired by the principal or requested by the teacher.
3. A written evaluation is requested by the Superintendent or his/her designee.
4. If the staff member is transferred or reassigned to a new building, he/she will be evaluated during that first year.

### Evaluation of Administrators

- A. The performance of all administrators shall be evaluated annually in writing. The evaluation of each employee shall be made only on the following criteria, except where performance tasks or goals are to be evaluated.
1. The requirements and expectations established by the Board and listed as Board policy and job specifications.
  2. General characteristics applicable to all employees, such as:
    - a. Educational leadership

- b. Professional growth
- c. Human relations
- d. Cooperation
- e. Fiscal management
- f. Communication skills
- g. Dependability and enthusiasm
- h. Community relations
- i. Effectiveness in organizing and planning
- j. Development of subordinates
- k. Routine administrative responsibility

B. The Superintendent or his/her designee shall follow the procedure listed below in making the evaluations.

1. There shall be at least one conference with each employee before the official evaluation report is compiled. This conference to be completed on or before June 30th of teaching school year.
2. The area in which there are inadequacies shall be identified, and the employee shall be offered reasonable assistance in those areas.
3. The employee shall be given a copy of the final evaluation and he/she shall sign it to indicate he/she has read it. He/she may also request that a copy of his/her own personal statement be submitted and attached for the official record.
4. When an employee does not agree with his/her evaluation, he/she may, at his/her option, meet with the appropriate Board representative and attempt to resolve that part of the evaluation with which he/she is not in agreement.

C. In the event an employee receives an overall below average or unsatisfactory designation in his/her evaluation, the Board may place the employee on probation and give him/her an opportunity to improve his/her performance. During this probationary period, the employee's salary for the coming year may be frozen at the salary level of the previous year if the employee remains in the same administrative position during the probationary period. In the event that an employee's performance remains below average or unsatisfactory, the Board of Education may demote the employee or terminate the employee's contract.

## Article XI

### Grievance Procedure and Arbitration

A. The parties hereby agree to and adopt the following method and process for resolving all matters of dispute, problems, or differences that may arise during the term and based on the application or interpretation of the express written terms of this agreement, except as otherwise provided below and elsewhere.

It is agreed that Article XI shall not be applicable to or be utilized to question, protest, or

) influence any of the following:

1. Any Board decision or action based on Article III of this Agreement;
2. The decision, rule, regulation, policy, eligibility, benefit decision, or contract terms of any insurance carrier providing coverage described elsewhere in this Agreement;
3. Where the Board is without authority to take the action sought or legally it cannot act;
4. If an appeal can be made under the terms of the Michigan Act 4, 1973, (Extra Session);
5. The termination or failure to re-employ any probationary employee.

Nothing contained herein will be construed as limiting the right of an employee having a grievance to discuss the matter informally with the Board and having the grievance adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement and that the Association has been given opportunity to be present at such adjustment.

B. Step One

) An employee or one (1) member of a group of employees may file a grievance with the appropriate Board representative within the ten (10) days immediately following the event or condition which gives rise to the grievance. A meeting shall be held to attempt to resolve the matter promptly within the five (5) days immediately following submission of the grievance. During this meeting all the known facts and the Agreement's written term(s) claimed to have been violated will be stated. The disposition of the grievance will be issued within the five (5) days immediately following the Step One meeting.

If the Step One grievance is submitted in writing, it will contain the aggrieved employee's signature, all the related facts, and the agreements written term(s) claimed to have been violated. The disposition to a Step One written grievance will be entered on the same grievance form and be signed by the Board representative rendering it.

The aggrieved employee and his/her Association representative and two (2) Board representatives may be present at the Step One meeting.

Step Two

If the grievance is not settled at Step One, it shall be submitted in writing to the Superintendent at Step Two, on the form provided above in Step One, within the five (5) days immediately following the rendering of the Step One disposition. A meeting shall be held within the five (5) days immediately following submission of the grievance. The Step Two disposition of the grievance will be issued in writing within the five (5) days immediately following the Step Two meeting. A designee, other than the Board representative rendering the disposition in Step One, may function for the Superintendent in the event of his/her unavailability.

The aggrieved employee and an Association representative may be present at the Step Two meeting unless otherwise mutually agreed.

After this, the Association may submit, in writing, its position on the grievance to the Board of Education for its review.

## Article XII

### Protection of Administrators

- A. If any administrator is complained against or sued as a consequence of his/her having acted in a legal fashion on behalf of and at the direction of the district, the district shall render assistance, including legal direction, to the administrator in connection with the handling of such incidence arising out of the performance of his/her assigned school duties when the performance is within the limits of the district policy or rules. It shall be the responsibility of the administrator to bring any such complaints to the attention of the district in writing within twenty-four hours upon notification of the complaint or suit.
- B. In the event any criminal action is instituted against a member of the Association for any act or omission in the performance of his/her duties and such proceedings be dismissed or result in final disposition in favor of such member of the Association, the Board shall reimburse that person for reasonable counsel fees and expenses of the trial. (Not to exceed \$500.)
- C. The District shall render legal counsel fees in the amount of fifteen hundred dollars (\$1500) after the administrator has exhausted the maximum legal fee benefits of his/her professional association.

## Article XIII

- A. In order to insure a smooth operation of the school district it is understood that individual members of the Association who are not on probation shall receive two year continuing contracts.
- B. An administrator will not suffer loss of sick days or compensation resulting from a disability received in the performance of his/her job or participation in or attendance at any school related activity or school sponsored activity, unless the disability shall be permanent rendering the administrator unable to return to work. The Board reserves the right to select the physician and medical facility to determine the extent of the individual disability. Any combination of L.T.D., retirement, social security, workman's compensation cannot exceed 66 2/3% of the administrator's regular pay. The cost of living provision of the Social Security Act is an exception to this rule.

## APPENDIX A



- A. The following is a list of those administrative positions covered by this agreement. The mere listing of the following positions does not imply that all positions must be filled or that positions cannot be eliminated in accordance with contractual or legal procedures.

Senior High Principal  
 Senior High Assistant Principal  
 Junior High Principal  
 Junior High Assistant Principal  
 Elementary Principal  
 Elementary Assistant Principal  
 Athletic Director  
 Elementary Principal/Special Ed. Supervisor

- B. The Board will negotiate the placement of new positions in the bargaining unit and compensation as per Appendix B.

#### APPENDIX B

A Board paid annuity will be paid annually as designated below:

High School Principal	\$2,300
Elementary Principal/Special Ed. Supervisor	\$2,100
Junior High Principal	\$1,900
All Other Principals	\$1,700

#### WORK DAYS

Elementary Principal	215 days	43 weeks
Junior High Principal	220 days	44 weeks
High School Principal	225 days	45 weeks
Assistant Principal	215 days	43 weeks
Athletic Director	215 days	45 weeks
Elementary Assistant Principal	210 days	42 weeks
Elementary Principal/Spec. Ed. Supervisor	220 days	44 weeks

Work days must include all scheduled student school days as well as teacher work days.

Salary Schedule:

**High School Principal**

	<b>2011-12</b>	<b>2012-13</b>
Step #1	\$92,376	\$92,376
Step #2	\$93,300	\$93,300
Step #3	\$94,233	\$94,233
Step #4	\$100,117	\$100,117

**Junior High Principal**

	<b>2011-12</b>	<b>2012-13</b>
Step #1	\$90,322	\$90,322
Step #2	\$91,227	\$91,227
Step #3	\$92,139	\$92,139
Step #4	\$98,909	\$98,909

**Elementary Principal**

	<b>2011-12</b>	<b>2012-13</b>
Step #1	\$88,271	\$88,271
Step #2	\$89,154	\$89,154
Step #3	\$90,045	\$90,045
Step #4	\$94,996	\$94,996

**High School Assistant Principal**

	2011-12	2012-13
Step #1	\$88,443	\$88,443
Step #2	\$89,329	\$89,329
Step #3	\$90,219	\$90,219
Step #4	\$95,136	\$95,136

**Junior High Assistant Principal**

	2011-12	2012-13
Step #1	\$88,443	\$88,443
Step #2	\$89,329	\$89,329
Step #3	\$90,219	\$90,219
Step #4	\$93,488	\$93,488

**Elementary Assistant Principal**

	2011-12	2012-13
Step #1	\$86,218	\$86,218
Step #2	\$87,080	\$87,080
Step #3	\$87,952	\$87,952
Step #4	\$88,830	\$88,830

**Elementary Principal/Special Education Supervisor**

	2011-12	2012-13
Step #1	\$95,322	\$95,322
Step #2	\$96,227	\$96,227
Step #3	\$97,139	\$97,139
Step #4	\$101,333	\$101,333

APPENDIX C

- A. A major family dental and vision plan shall be provided for members of the administrative organization upon retirement. The plan is to be identical to the coverage afforded to the members of MMAA through negotiations.
- B. In addition the School District will pay the difference between the full family State of Michigan payment for retirees and the total premium cost for health insurance program designated for the Michigan Public School Employees Retirement System. Such supplement will cease at age sixty-five (65) or upon eligibility for Medicare/Medicaid.
- C. Written notice of intent to retire in a subsequent school year must be given to the Superintendent by March 15. This requirement may be waived by the Superintendent due to emergency or extenuating circumstances.
- D. Once an administrator retires under this plan, his/her right to benefits hereunder becomes vested and may not be terminated or changed without the administrator's consent.
- E. All benefits under Appendix C will cease immediately upon the death of the administrator. No benefits will be payable after the date of death.

This agreement shall be effective as of July 1, 2011, and shall continue in effect for three (2) years until the 30th day of June 2013.

Administrators' Association Representatives

*[Handwritten signatures: Scott Johnson, John E. Sturtevant, Al Pater]*

Board of Education

*[Handwritten signatures: John Schilling, Pam Sprague]*

Date 10/25/11