

Letter of Understanding
Between the
Novi Community School District
And the
Novi Educational Support Personnel Association

The parties agree beginning with the 2018-19 school year to change the work year for the Secretary, Administrative Staff positions at the High School (listed below) from 215 to 210 day positions.

Receptionist
Attendance Secretaries
Bookkeeper
Counseling Secretary - non-flex schedule

Counseling Secretary - flex schedule will remain at 215 days due to the needs of the position.

It is understood that the Assistant Principal's Secretary will remain at 215 days until she vacates said position.

This change does not impact the current benefit level, or other benefits currently enjoyed by the individual members.

Agreed,



Novi Community School District

Date: 8-1-18

Agreed,



Novi Educational Support Personnel Assoc.

Date: 7/30/18