
MASTER AGREEMENT

BETWEEN

**HART PUBLIC SCHOOLS
BOARD OF EDUCATION**

AND

HART EDUCATION ASSOCIATION

2015-2016

Revised: 7/20/2015

TABLE OF CONTENTS

Witnesseth.....	1
Agreement.....	1
ARTICLE I.....RECOGNITION	1
ARTICLE II.....BOARD RIGHTS.....	2
ARTICLE III.....TEACHER RIGHTS	4
ARTICLE IV.....PROVIDING INFORMATION TO BARGAIN. UNIT...5	
ARTICLE V.....TEACHING HOURS.....	6
ARTICLE VI.....CLASS SIZE.....	7
ARTICLE VII.....TEACHING CONDITIONS	8
ARTICLE VIII.....VACANCIES, TRANSFERS, AND ASSIGNMENTS ..9	
ARTICLE IX.....LEAVES	9
ARTICLE X.....PROTECTION OF TEACHERS	14
ARTICLE XI.....SENIORITY	15
ARTICLE XIIGRIEVANCE PROCEDURE.....	15
ARTICLE XIII.....NO STRIKE.....	17
ARTICLE XIV.....NEGOTIATION PROCEDURE.....	17
ARTICLE XV.....MISCELLANEOUS PROVISIONS	18
ARTICLE XVI.....FRINGE BENEFITS.....	19
ARTICLE XVII.....PROFESSIONAL COMPENSATION.....	21
ARTICLE XVIII.....MENTOR TEACHERS	24
ARTICLE XIX.....TEMPORARY TEACHERS	24
ARTICLE XX.....DURATION OF AGREEMENT	27
SCHEDULE A.....TEACHER COMPENSATION 2015/16.....	28
SCHEDULE B.....EXTRA-CURRICULAR COMPENSATION	29
SENIORITY LIST TEACHERS	31
SCHOOL CALENDAR.....	33

WITNESSETH

WHEREAS, the parties are required by law to negotiate in good faith on wages, hours, and other terms and conditions of employment of the bargaining unit members, that parties have reached agreement on all such matter and desire to execute this contract covering such agreement.

AGREEMENT

THIS AGREEMENT, entered into this 1st day of July, 2015, by and between the Board of Education of the Hart Public Schools of Hart, Michigan, hereinafter called the “Board” and the Hart Education Association, hereinafter called the “Association”.

ARTICLE I **RECOGNITION**

- A. The Board hereby recognizes the Association as the exclusive bargaining representative as defined in The Public Employment Relations Act, as amended, for all certificated teachers, social workers, guidance counselors and librarians employed by the district. Excluded from the unit are substitutes, full and part time principals, supervisors, administrators, executives, and all others. In the event the parties cannot agree whether a new position is in or out of the unit, either party may petition the MERC for a determination on the matter. The term “teacher” when used hereinafter in this agreement shall refer to all employees represented by the Association bargaining unit as defined above.
- 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 any individual teacher from presenting a grievance and having the grievance adjusted without intervention by the Association, if the adjustment is not inconsistent with the terms of the Agreement, provided that the Association has been given opportunity to be present at such adjustment.
- C. Within thirty (30) days of the beginning of the school year, a teacher’s individual employment, or the ratification of the Agreement, whichever is later, teachers may sign and deliver to the Board an assignment authorizing deductions for life insurance, annuities, credit union and other deductions, as has been established by practice plus any other specific deductions authorized from time to time by the Board and the Association.
- D. Nothing contained herein shall be construed to deny or restrict to any teacher rights he may have under the Michigan Revised School Code.

ARTICLE II
BOARD RIGHTS

A. Laws and Authority

Nothing contained herein shall be considered to deny or restrict the employer of its rights, responsibilities, and authority under the laws of the State of Michigan and of the federal government of the United States. Except as stated by this agreement, all of the rights, powers, and authority the employer had prior to this agreement are retained by the employer.

B. Management and Control

It is expressly agreed that all rights which ordinarily vest in and have been exercised by the employer, except those which are relinquished herein by the employer, shall continue to vest exclusively in and be exercised exclusively by the employer without prior negotiations with the Union either as to the taking of action under such rights or with respect to the consequence of such action during the term of this agreement.

Such rights shall include, by way of illustration and not by way of limitation, the right to:

1. Manage and control its business, its equipment, and its operations and to direct the working forces and affairs of the employer.
2. Continue its rights, policies, and practices of assignment and direction of personnel, determine the number of personnel and scheduling of all the foregoing, and the right to establish, modify, or change any work or business or school hours or days.
3. The right to direct the working forces, including the right to hire, promote, suspend and discharge employees, transfer employees, assign work or duties to employees, determine the size of the work force and to lay off employees.
4. Adopt reasonable rules and regulations.
5. Determine the number and location or relocation of its facilities, including the establishment or relocation of new schools, buildings, departments, divisions or subdivisions thereof and the relocation or closing of offices, departments, divisions or subdivisions, buildings or other facilities.
6. Determine the financial policies, including all accounting procedures, and all matters pertaining to public relations.

7. Determine the size of the management organization, its functions, authority, amount of supervision and table of organization, provided that the employer shall not abridge any rights from employees as provided for in this agreement.
8. Determine the policy affecting the selection, testing, or training of employees providing that such selection shall be based upon lawful criteria.
9. The employer shall continue to have exclusive right to establish, modify or change any condition except those covered by provisions of this agreement.
10. The employer shall determine all methods and means to carry on the operation of the schools.
11. To exercise management and administrative control of the school system, and its properties and faculties.
12. To establish hiring procedures and qualifications.
13. To establish course of instruction and in-service training program for employees and to require attendance at any workshop, conference, etc., by employees, including special programs during the workday.
14. The employer shall continue the right to determine and re-determine job descriptions.

C. Limits

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the employer, the adoption of policies, rules, regulations, and practices in furtherance thereof, shall be limited only by the terms of this agreement and then only to the extent such terms hereof are in conformance with the laws of the State of Michigan, and the laws of the United States.

D. Agreement

The matters contained in this agreement and/or the exercises of any such rights of the employer are not subject to further negotiations between the parties during the term of this agreement.

ARTICLE III
TEACHER RIGHTS

- A. Pursuant to the Public Employment Relations Act, the Board hereby agrees that every teacher employed by the Board shall have the right freely to organize, join and support the Association for the purpose of engaging in collective bargaining or negotiation and other protected activities for mutual aid and protection. The Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by The Public Employment Relations Act; that it will not discriminate against any teacher with respect to hours, wages or any terms or conditions of employment by reason of his/her membership in the Association or collective professional negotiations with the Board, or his/her institution of any grievance, complaint or processing under this Agreement, with respect to any terms or conditions of employment.
- B. The Board specifically recognizes the right of the Association appropriately to invoke the assistance of the Michigan Employment Relations Commission, or a mediator from such public agency.
- C. The Association and its members shall have the right to use school building facilities at all reasonable hours for meetings which are scheduled with the building principal, provided that such meetings do not conflict with regularly scheduled school activities, and responsibility for excessive clean-up is borne by the Association. Faculty room bulletin boards, teacher mail boxes, and school provided email accounts shall be made available to the Association and its members for school use.
- D. Upon reasonable written request, and to the extent required by law, the parties shall make available to one another information necessary to assist in the processing of grievances, the administration of this agreement, and the negotiation of a successor contract to this agreement.
- E. Each teacher is required to hold and is responsible for maintaining all certificates, endorsements and approvals required by law and by the Michigan Department of Education to serve in the position assigned. It is the teacher's responsibility to file such certificates, endorsements or approvals with the district. The certification status of a teacher on file with the district shall be considered conclusive for all purposes under this agreement. The teacher shall promptly provide written notice to the district and the association of any change to his/her certificates, endorsements, or approval after the original filing of same with the district. This shall include notice of any additional endorsements, certificates, renewals, approvals as well as expirations, revocations and any limitations thereon. The teacher shall further notify both the district and the Association, in writing, in the event he/she petitions the Michigan Department of Education for nullification or limitation of his/her certificate, one or more endorsements thereon, or a grade level certification appearing on the certificate. A teacher who nullifies a portion of his/her certificate without district approval shall be placed as the least senior teacher and may not utilize the nullification for the purpose of placement

to a new position. Should the Board be advised by a source other than the teacher that a certificate has expired, or is about to expire, it will promptly notify the teacher.

- F. A teacher shall be entitled to have present an Association representative of his/her choice whenever he/she are called to an administrative office for the purpose of a disciplinary interview. When a request for such representation is made, no action shall be taken with respect to the teacher until such representative of the Association is present. The selected representation must be available no later than the following business day.
- G. It is expected that a teacher will be notified of any complaint received by the administration if/when a notation is placed in the personnel file of a teacher.
- H. Each teacher shall have the right upon request to review the contents of his/her personnel file at reasonable times. A representative of the Association may, at the teacher's request, accompany the teacher in this review. It is recognized that access is limited to material as defined by law.

ARTICLE IV

PROVIDING INFORMATION TO THE BARGAINING AGENT

On September 1 of each school year, the following information shall be provided to the designated representative of the bargaining agent. When a teacher's status of employment changes or is expected to change, the bargaining agent will be notified within five (5) school days.

Requested information:

Please provide for each bargaining unit member:

1. Name
2. Status of employee (active, on general leave, layoff, etc.)
3. Salary and compensation of any kind from Hart Public Schools
4. Health care or Pay in Lieu of
5. Total years, months, days worked in any capacity for Hart Public Schools
6. Highest academic degree
7. Credit hours beyond the highest academic degree
8. Salary lane
9. Other compensation and the positions for which the bargaining unit member is paid
10. Teaching level at present time
11. Building at this time
12. Assignment
13. Certification
14. Endorsements and/or License required by State of Michigan

ARTICLE V
TEACHING HOURS

- A. No teacher shall be required to remain at school in excess of seven hours and 25 minutes per day continuous, except provided in other specific provisions of this agreement, or unless is otherwise necessary to meet minimal hours as determined by law. Except in unusual circumstances or an emergency a teacher will not be required to spend in excess of 325 minutes per day actually performing classroom teaching. An attempt will be made to keep the number of academic preparations on the secondary level to a minimum. Teachers may leave on Friday and days before vacation when the buses have left the premises.
- B. All teachers shall have a duty free uninterrupted lunch period of at least thirty (30) minutes.
- C. Each elementary teacher shall have a preparation period(s) of at least sixty (60) minutes per day of which at least fifty (50) minutes shall be of a continuous time period. The preparation period will be a duty period in which teachers will prepare lessons, correct students' papers and be available for student, parent, or administrative conferences. In addition, teachers can be assigned up to ten (10) observations per school year by their building principal during their preparation periods.
- D. No teacher will be required to start any earlier than 7:30 a.m. or later than 8:30 a.m. Zero hour teachers are exempted from this provision.
- E. Administration has the right to assign up to two (2) teachers per recess duty on an equitable rotating basis in order to assure that there are two (2) adults supervising each recess duty. Additional recess periods, if needed by grades kindergarten through six, will be under the supervision of the teacher.
- F. Each full time middle and high school teacher shall have a preparation period each day equal to one class period. The preparation period will be a duty period in which the teachers will prepare lessons, correct students' papers and be available for student, parent, or administrative conferences. In addition, teachers can be assigned up to ten (10) observations per school year by their building principal during their preparation periods.
- G. Within the parameters of required hours of instruction, bus schedules, and other considerations that also effect other buildings, the scheduling of class periods, preparation periods, lunch periods, recesses (when applicable), starting and ending times shall be implemented only after the bargaining unit members in the building have had an opportunity for input.
- H. There will be three (3) half days for students enabling the teaching staff to engage in ten hours of professional development. These days will be established by the administration and scheduled throughout the school year.

ARTICLE VI
CLASS SIZE

- A. The parties recognize that the availability of optimum school facilities for both students and teachers is desirable to insure the high quality of education that is the goal of both teachers and the Board.
- B. Because the pupil-teacher ratio is an important aspect of the effective educational program, the parties agree that class size shall be as follows:
1. Kindergarten 26 pupils
 2. Elementary grades not more than 30 pupils in grades 4 & 5, and not more than 28 pupils in grades 1, 2, and 3.
 3. Special Education State Limits including sought and granted deviations

The daily per teacher student load in secondary (middle school and high school) shall be as follows:

- Industrial Arts – average of no more than 25 per period
- Physical Education – average of not more than 40 per period
- Band – not more than 200 per day
- All others – average of no more than 30 per period
- An effort will be made to keep similar classes at equitable size.

- C. Whenever the class size limits as stated in Paragraph B are exceeded the involved teacher(s) shall be paid an additional amount determined by the following formula:

$$\frac{PD \times NO \times ND}{CSL}$$

In which PD = per diem pay
 CSL = class size limits
 NO = number of students exceeding the class size limit
 ND = number of days the class size limit was exceeded

- D. Payment of overload conditions shall begin on the first Monday following the third (3rd) week of school provided however, that any excessive student count on said Monday shall be paid back to the original (1st) day of overload. For purposes of eligibility, a student must be in attendance 5 days prior to any retroactive pay to the first day of attendance.

ARTICLE VII
TEACHING CONDITIONS

- A. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, audio visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires and similar materials are the tools of the teaching profession. The administration will confer from time to time with teachers relative to such equipment and materials.
- B. Assuming that building funds are available through bonded millage vote, the Board shall make available, in each school, exclusively for teachers and staff, a lunchroom-workroom and restroom-lavatory facility. Existing facilities will be maintained until that time, to the extent feasible.
- C. Telephone facilities shall be made available in a semi-private environment for teachers during school hours for limited use.
- D. Each teacher shall be provided with a room key and may be provided with a building entry key upon request to the building principal. In the event security becomes a problem, the board may implement additional security measures.
- E. A teacher is required to assume certain school duties without compensation such as student activities and student assemblies during the school day.
- F. A teacher shall not leave a class unattended except in an emergency or the performance of duties. Unusual or extended absences from the classroom due to the performance of duties shall be cleared with the building principal.
- G. Teachers may be required to attend up to twenty-five (25) hours of professional meetings per year. Duration of these meetings shall be up to one (1) hour beyond the normal school day. Professional meeting shall be defined as:
 - 1. Building staff meetings
 - 2. Curriculum meetings - Grade level or subject area meetings
- H. The Board shall provide, for each teacher, a teacher's desk and chair.
- I. Whenever a teacher is requested by an administrator to attend a professional conference, or whenever a particular program has funds appropriated for professional conferences, the teacher shall be reimbursed for conference expenses (such as mileage, lodging, meals, materials and fees).

Whenever a teacher submits a request to attend a professional conference, accompanied with the estimate of cost, and such request is approved by the Superintendent, the teacher shall be reimbursed at a rate of fifty (50%) percent for conference expenses (such as mileage, lodging, meals, materials and fees).

ARTICLE VIII
VACANCIES, TRANSFERS AND ASSIGNMENTS

- A. The following definitions shall apply to this article.
1. A vacancy is a bargaining unit position to which no person has been assigned, and which the Board intends to fill.
 2. An assignment is the position that a bargaining unit member holds within a building.
- B. Whenever a vacancy shall occur between September 1st and May 30th, the Board shall publicize the same by posting in the appropriate place in each school building for seven (7) days. Whenever a vacancy shall occur between May 30th and August 1st, the Board shall publicize the same by appropriately posting a notice in the administration office for a period of ten (10) workdays. The Board further agrees to send additional notices to two (2) members of the bargaining unit, as designated by the Association in writing and provided to the administration. The Board also agrees to post all notices of vacancies on the district website. No vacancy shall be filled except on a temporary basis until the posting period has been completed.
- C. A teacher may apply for any position at any time. Such application should be in writing, addressed to the Superintendent of Schools. The application should be renewed annually.
- D. When it is known that a teacher will be affected by a change in grade assignments in the elementary school grades or by changes in subject assignments in the secondary school grades, he/she will be notified and consulted by the superintendent or personnel director by August 1st. Bargaining unit members affected by changes in assignments occurring after this date will be consulted immediately. Desires of teachers shall be considered, but the final decision shall rest with the Board.

ARTICLE IX
LEAVES

- A. All teachers regularly employed by the district who are absent from duty because of personal illness, injury or family illness (which includes a pregnancy related disability) shall be allowed such leave at the rate of ten (10) days per year. Paid leave days will accumulate without limit for all teachers employed by the district prior to September 1, 1995. All teachers employed by the district on or after September 1, 1995 shall have their paid leave days accumulate to a maximum of 120 days. Sick leave may be used for illness or medical care of the spouse, son or daughter, parents, or other dependents in order to provide the necessary care, or illness of the spouse, child, parents, or other dependents. Any leave granted under

this provision will run concurrently with any leaves for which the employee is eligible under FMLA.

1. In the event that a teacher is retiring under the Michigan Public School Employees Retirement System and provides a written resignation to the superintendent before the dates listed below the amount designated will be paid to said teacher for each unused sick day accumulated:
 - a. For notice of retirement given before April 1st, the Employer will credit \$35 per day of sick days to be paid upon retirement;
 - b. For notice of retirement given after April 1st but before May 1st, the Employer will credit \$30 for each sick day to be paid upon retirement; and,
 - c. For notice of retirement given after May 1st but before July 1st, the board will credit \$25 per sick day to be paid upon retirement.
 - d. For notice of retirement given after July 1st, the Board will make no payment for accumulated sick leave.
 2. In the event of death of a teacher prior to retirement, the district will pay \$30 for day of unused sick leave accumulated to the teacher's designee, if any, or otherwise to his/her estate.
- B. The computation of a teacher's daily wage will be based on a school year equal to the number of working days covered by the school calendar. This divided into the contract salary of the teacher will provide the daily wage. A working day is defined as any day that teachers are expected to report at school.
- C. In the event of absence due to personal illness of a teacher in excess of five (5) consecutive working days, or when a teacher exceeds ten (10) working days of absence due to personal illness in a school calendar year without documentation from a doctor, the Board may, at its expense, require an examination by a physician.
- D. The superintendent may, with good cause, at the Board's expense, require the teacher to receive a physical or mental examination by an appropriate physician to determine whether involuntary sick leave is warranted.
- The doctor will be asked for his/her opinion as to whether the teacher is capable of performing the essential functions of his/her assignments.
- E. The Board shall furnish to each teacher, at the beginning of the school year, a written statement setting forth the teacher's total sick leave credit.

- F. A teacher who is unable to teach because of personal illness or disability (which includes a pregnancy related disability), shall be granted a leave of absence for the duration of such illness for up to one year, or the duration of his/her accumulated sick leave, whichever is longer. Extensions of leave beyond this period shall be at the discretion of the Board. Any leave granted under this provision will run concurrently with any leaves for which the employee is eligible under FMLA.
- G. Any teacher who is absent because of an injury or disease compensable under the Michigan Worker's Compensation Act shall receive from the Board the difference between the allowance under the Worker's Disability Compensation Act and his/her regular salary which would be paid for his/her accumulated sick leave days.
- H. Additional Sick Leave Requests

Teachers who are unable to work due to personal illness or disability and who have exhausted their personal sick leave shall be eligible to apply for additional sick leave under the following conditions:

1. A teacher who believes that he/she may need additional sick leave beyond the teacher's current sick day accumulation for personal illness or injury and any associated recovery period may notify the superintendent and apply to the union president in writing requesting that a voluntary contribution letter be sent to all teachers asking for volunteers willing to contribute sick day(s) to the requesting staff member.
2. Upon receipt of the request the union president will notify all staff via email that the named teacher is requesting voluntary contributions. The request will have a notification deadline five work days from the time it is sent. All offers for voluntary contributions will be sent directly to the union president, or designee.
3. Only the number of sick days needed for recovery will be awarded to the requesting teacher and in the event that more days are voluntarily contributed than are needed, the secretary, or designee, of the HEA will select the teachers by a voluntary lottery until the sufficient number of sick days are awarded.
4. There is no assurance that an employee will receive any or all of the paid leave time requested through this process as this process is a voluntary process and in no way obligates the district, the teachers, or the HEA to provide any additional sick days to any applicant.
5. In the event that a teacher does not receive the leave time or full amount of leave time requested they will be able to use their own accumulated personal days or take unpaid leave.

I. Leaves of absence with pay not chargeable to the teacher's sick allowance shall be granted as follows:

1. Two (2) personal days with written notice to the building principal five (5) days prior to the personal day unless in an emergency. Days will be granted on a "first come, first serve" basis and if qualified substitutes are available.
2. Personal days shall not be requested on the first or last days of the school year. Days granted immediately before or after vacation periods shall be subject to the availability of a substitute teacher and shall not exceed 10% of the teaching staff of each building. Percentages shall be rounded up to the higher whole number. Days will be granted on a first come, first serve basis, no more than a year in advance. Emergencies shall be approved by the building administrator.
3. Teachers who do not use their personal leave days may carryover the first one into the next year and may add their second one to their accumulated sick leave days and be paid according to the schedule listed in Article IX, Paragraph A., 1.a., b., c., and d. Personal days will be capped at three (3) days.
4. A maximum of five (5) days for each death in the immediate family, consisting of parents and parents of spouse, brothers, sisters, spouse, children, and grandparents. A teacher may request additional days beyond the five (5) days granted for funeral leave, and if approved by the superintendent, such days shall be deducted from the teacher's accumulated sick leave. Days may also be granted in the case of deaths outside the family, depending on the circumstances. Granting of these days shall be at the discretion of the superintendent and if granted they shall be deducted from sick leave.
5. A leave of absence shall be granted to a teacher called for jury service. The Board shall pay an amount equal to the difference between the teacher's salary and the daily jury duty fee paid by the court (not including travel allowances or reimbursements of expense) which he/she otherwise would have been scheduled to work, provided that the teacher cooperates with the administration in seeking to be excused from such service. A leave of absence with pay may be granted for the time necessary for appearances in any court appearance connected with the teacher's employment or with the school system, if the teacher is required by law.

J. Leaves of absence without pay and benefits may be granted upon application for the following reasons:

1. Study related to the teacher's profession.

2. Study, research or special teaching assignment involving probable advantage to the school system, subject to Board approval.
- K. The Board shall grant a leave of absence without pay and benefits to any teacher to campaign for, or serve in, a public office or an officer of the MEA or NEA. The length of such leave shall correspond with the period of elected service.
- L. Teachers who have been employees for seven (7) years may be granted a leave for one (1) year without pay for study or travel. A teacher, upon return from such leave, shall be restored to his/her former position or one of like nature and status.
- M. At the beginning of every school year, the Association shall be credited with ten (10) days to be used by teachers who are officers or agents of the Association; such use to be at the discretion of the Association. In the event the Board or Association opt out of Article IX, S (Bonus Days Provision), the days shall revert to twenty (20).
- N. A one (1) year unpaid child care leave may be granted to any teacher provided that they give sixty (60) days notice of their intent to take such leave. Any leave granted under this provision will run concurrently with any leaves for which the employee is eligible under FMLA.
- O. The Board may grant a leave of absence upon written request for purposes not described above.
- P. No credit toward incremental salary adjustments are earned nor granted during unpaid leaves of absence.
- Q. Some employees may be eligible for other leaves of absence under the Family Medical Leave Act. When an employee is eligible for an FMLA leave and makes proper application, and a leave for the same or overlapping period is available by contract, the leave shall run concurrently.
- R. Leaves, in lieu of maternity/paternity leave, will be granted upon request in cases of adoption, but may only use personal accumulated sick leave, not from days donated from other teachers.
- S. Bonus Accumulated Sick Days – Any employee whose personal day, sick day or donated sick day usage totals four (4) or less for a given school year shall be credited with a “bonus” day. This bonus day shall be treated as an additional accumulated sick day available for payout at retirement at \$50 per day, while all other accumulated sick leave will be paid at the amount specified above.

Teachers who earn bonus days shall not be limited to 120 accumulated leave days for retirement purposes. Their maximum limit shall be 120 days plus one additional day for every bonus day earned.

In the event that a teacher needs to use accumulated sick leave beyond the ten (10) days available for the current school year, bonus days must be used before other accumulated sick leave and before requesting days to be donated by other teachers.

At the expiration of this contract, either party (Board of HEA) may opt out of this contract language for succeeding contracts.

ARTICLE X

PROTECTION OF TEACHERS

- A. The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. A teacher may temporarily exclude a pupil from his/her class when the grossness of the offense, the persistence of the misbehavior, or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. The pupil shall not return to class until after communication has taken place between the principal and the teacher. Whenever it appears that a particular student requires the attention of special counselors, social workers, law enforcement personnel, physicians or other professional persons, the Board will take reasonable steps to provide such services.
- B. Any case of assault upon a teacher which had its inception in a school centered problem shall be promptly reported to the Board or its designated representative. The Board shall render assistance to the teacher in connection with handling the incident by law enforcement and judicial authority; provided, however, the Board shall not be obligated to employ legal counsel, pay costs of suit or incur any other type of financial obligations in reference to the prosecution of civil suit instituted by the teacher resulting from the assault; and, further provided, that such alleged assault on the teacher did take place while the teacher was operating within the policies, rules, and regulations of the Board of Education.
- C. If any teacher is complained against or sued by reason of disciplinary action taken by the teacher against a student, the Board will render assistance to the teacher in his/her defense and may provide legal counsel so long as the teacher is acting within the Board's policies, rules, and regulations.
- D. Provided that the teacher was operating within the policies, rules and regulations of the Board, time lost by the teacher for consultation or court appearances in connection with any incidents mentioned in B and C above shall not be charged against the teacher, up to a maximum of 30 days.

ARTICLE XI
SENIORITY

"Seniority" shall be defined as the continuous length of service in the bargaining unit beginning with the first date of work.

- A. Work on schedule B positions does not count for seniority purposes.
- B. In the event of a tie in seniority, the last four digits of the social security number will be used with the highest number having the greatest seniority.
- C. Time spent on leave or on lay off shall not be construed as a break in continuous service and seniority shall continue to accrue.
- D. Bargaining unit members who accept a supervisory or executive position within the district shall retain such seniority as was accrued while a member of the bargaining unit should they leave the supervisory or executive position and return to the bargaining unit. This accrued seniority shall be shown on the seniority list.
- E. On or before October 1 of each school year the district shall prepare and present to the association and its members a current seniority list of bargaining unit members.
 - 1. Accompanying the name of each teacher on the list shall be the first date of work, each teacher's certification, and in the event two or more teachers share a common first date of work, the seniority ranking as computed in part 2 above.
 - 2. Unless an objection to this list is made in writing to the superintendent within 45 calendar days of publication, it shall be considered correct as published and acceptable to all parties.
- F. Attached to this contract as appendix "S" is a seniority list, which is adopted by reference and binding on all parties henceforth all changes and additions to the seniority list will be in accordance with the definition above.

ARTICLE XII
GRIEVANCE PROCEDURE

- A. Any teacher, group of teachers or the Association believing that there has been a violation, misinterpretation or misapplication of any provision of this Agreement relating to wages, hours, terms, or conditions of employment shall meet within ten (10) calendar days of its alleged occurrence with the building principal to discuss the problem in an attempt to resolve it. If no solution is reached within ten (10) calendar days of the discussion, the teacher shall reduce the grievance to writing and file the same. The Board hereby appoints as its representative for such

purpose, the principal of each school building and the Superintendent of Schools when the particular grievance arises in more than one building. Written grievances must be specific and include the following:

1. Statement of the facts upon which grievance is based, stating the date or dates of the alleged violations.
 2. A reference to the articles and sections of this Agreement which have allegedly been violated, misinterpreted or misapplied.
 3. A statement of relief sought.
 4. The name and signature of the employee submitting the grievance.
- B. Within ten (10) calendar days of receipt of the grievance, the designated representative of the Board shall meet with the Association in an effort to resolve the grievance. It shall not be mandatory for the teacher to be present at such meeting unless so notified by the representative of the Board. If the grievance has not been solved at the building principal's level, it shall within ten (10) calendar days be transferred to the Superintendent who shall have ten (10) calendar days to approve or disapprove it.
- C. If the Association is not satisfied with the disposition of the grievance by the superintendent, or if no disposition has been made within the period provided above, the Association may submit the grievance to arbitration by providing the superintendent with written notice of its intention within 10 calendar days of his/her answer and submitting a demand for arbitration in writing to the American Arbitration Association within thirty (30) calendar days of the Superintendent's answer. The Association shall have the sole authority to submit the grievance to the arbitration process. The arbitrator shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration proceeding. The Board and the Association shall not be permitted to assert in such arbitration proceedings any ground or to rely on any evidence not previously disclosed to the other party. The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. Any monetary awards of the arbitrator shall be limited to the actual losses of wages and fringe benefits subject to this contract claimed by the grievant, and no awards for punitive damages shall be prescribed. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon may be entered in any court of competent jurisdiction. The fees and expenses of the arbitrator shall be shared equally by the parties. In the event the arbitration process is cancelled or postponed, the cancellation or postponement fee, if any, shall be paid by the party requesting the cancellation or postponement.
- D. The time limit provided in this Article shall be strictly observed but may be extended by written mutual agreement of the parties.

- E. All preparation, filing, presentation or consideration of grievances shall be held at times other than when a teacher or a participating Association representative is to be present at their assigned duty stations.
- F. Arbitration awards or grievance settlements will not be retroactive beyond the date of the occurrence or non-occurrence of the event upon which the grievance is based. In no event, however, shall the settlement be earlier than the beginning date of the school year in which the grievance was filed.
- G. Probationary teachers who are non-renewed or discharged shall not have access to the grievance arbitration procedure. Grievances involving the demotion or discharge of a tenured teacher may be processed through the grievance arbitration procedure contained in this Article. In regard to any non-renewal or the demotion or discharge of a tenured teacher, if such teacher elects the grievance arbitration remedy, the initial steps of this grievance Article shall be waived and the dispute will be filed initially with the American Arbitration Association; provided however, that the demand for arbitration in such cases shall be filed not less than 45 days, nor more than 60 days after the teacher has received notice of non-renewal or notice of demotion of dismissal.

It is understood and agreed that if a teacher elects a hearing under the Michigan Teacher Tenure Act, then any grievance pending under this agreement related to the same subject matter as the Teacher Tenure Act charge, or any part of it, shall be deemed immediately dismissed.

- H. Unless expressly agreed to by the parties in writing, an arbitrator is limited to hearing one grievance upon its merits.

ARTICLE XIII **NO STRIKE**

The Association and the Board subscribe to the principle that differences shall be resolved by peaceful and appropriate means without interruption of the school program. The Association therefore agrees that its officers, representatives and members shall not authorize, instigate, cause, aid, encourage, ratify, or condone, nor shall any teacher take part in any strike, slowdown or stoppage of work, boycott assigned duties, picketing or other interruption of activities in the Hart Public School System.

ARTICLE XIV **NEGOTIATION PROCEDURE**

- A. Matters of common concern to the parties may be subject to professional negotiations between them from time to time during the period of this Agreement upon request by either party to the other. These negotiations shall only be held at the mutual agreement of both parties.

- B. On or before April 1, the parties will begin negotiations for a new contract covering those areas allowable under the law.
- C. In any negotiations described in this Article, neither party shall have control over the selection of the negotiating or bargaining representatives of the other party and each party may select its own representatives from within or outside the school district. It is recognized that no final agreement between the parties may be executed or binding without ratification by a majority of the membership of the Association and the Board 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.
- D. If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the Michigan Employment Relations Commission or take any other lawful measure it may deem appropriate.
- E. The mutually negotiated school calendar for the school year(s) covered by this Agreement is set forth in Appendix D of this Agreement.

ARTICLE XV
MISCELLANEOUS PROVISIONS

- A. The Board agrees at all times to maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they may call at least one hour before their check-in time to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute teacher.
- B. The Association recognizes that the Board of Education is not responsible for unauthorized purchases made by teachers of the Hart Public Schools.
- C. Effective February 1, 2007, this Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this Agreement.
- D. Copies of the Agreement shall be printed at the shared expense of the Board and the Association and presented to all teachers now employed or hereafter employed by the Board.
- E. If any provisions 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.

- F. Days on which students are dismissed prior to the regular dismissal time due to “Acts of God”, teachers shall not be required to remain at school beyond the departure of the student busses.
- G. Whenever the bargaining unit members within a particular building or buildings shall deem it advantageous to adjust the evening time schedule of the Parent-Teacher Conferences, the building staff shall meet with the administration/principal for the purpose of discussing the possibility of changing the evening time schedule.
- H. Teachers would be required to make up any time lost in professional duties due to Act of God days after 30 hours unless the State requires professional duty make up days or hours of less than 30 hours for the District to receive state aid for such time. It is the parties’ intention that the District not suffer any financial loss or penalty for Acts of God days. Make up time for teachers would be unpaid.

ARTICLE XVI
FRINGE BENEFITS

Plan A

The district share of annual health insurance premiums shall be \$16,342.66 for full family, \$12,531.75 for two persons, and \$5,992.30 for single coverage as of July 1, 2015. These rates shall be adjusted in conformance with the law in subsequent years.

Plan B

Teachers electing Plan B shall additionally receive \$400 per month cash in lieu of health insurance to be allocated in accordance with the Section 125 Cafeteria Plan.

All employees receiving Plan A or B shall receive the following coverages.

- | | | |
|------------------|--|---|
| Negotiated LTD: | <ul style="list-style-type: none"> • 66 2/3% of Max. Eligible Mon. Salary of \$5,250 • \$3,500 Maximum Monthly Benefit • 90 Calendar days modified fill • Alcohol/Drug-Same as illness • Mental/Nervous-Same as illness • Family Social Security Offset • 2 year Own Occupation | <ul style="list-style-type: none"> • 5% Minimum Payout • No Survivor Income • Pre-Existing Limits Waived • COLA - Yes • No Education Supplement • Freeze on Offsets |
| Negotiated Life: | \$10,000 AD&D | |
| Vision: | VSP-2 Plan year is July to July | |
| Delta Dental: | 80/80/80: \$1,000 Annual Max
80: \$1,300 Lifetime Max | |

- A. Deductibles are computed on a calendar year basis. The district shall pay \$1,300/\$2,600 for a high deductible plan and the employer shall establish for each employee covered by the Plan a health savings account (HSA) and/or a health reimbursement account (HRA). A debit card issued in the employee's name that may be used to pay for deductible costs and/or other qualified medical costs shall accompany each account. Beginning January 1st the employer shall establish and fund a HSA for each eligible employee. The employer shall deposit in each account not later than January 14th of each year an amount equal to the employees deductible amount consistent with the provisions of the Internal Revenue Code.
- B. If a teacher becomes eligible for Medicare and elects Medicare in lieu of health insurance coverage, Medicare Part B premiums shall be paid by the Board on behalf of the teacher, spouse and/or dependents as defined by the underwriter.
- C. In the event a teacher is laid-off, terminated, or dies during the school year, health insurance coverage, Life, Dental, Vision Care and Negotiated Life insurance (excluding all salary protection plans) for the teacher and his/her entire family, shall be continued by the Board until the teacher has received the full pro-rata portion of the twelve (12) month insurance year earned at the time of lay-off, termination, or death.
- D. Any teacher who retires at the end of the academic year will have his/her insurance benefits terminated on the first of the month following the eligibility of insurance coverage through the retirement system. However, the board shall be responsible for any financial costs regarding the co-payment required of the retiree by the MPSERS premium until the completion of the regular insurance year. Under COBRA the benefits may continue provided the teacher requests it.
- E. Any teacher who resigns at the end of the academic year will have his/her insurance benefits terminated on the first day of the following September. Said insurance coverage shall be terminated at the beginning of any month prior to September 1st if he/she shall be insured by another employer.
- F. Any teacher who retires prior to the end of the academic year, will have the insurance benefits terminated on the first of the month following the eligibility of insurance coverage through the retirement system. However, the board shall be responsible for any financial costs regarding the co-payment required of the retiree by the MPSERS premium until the completion of the pro-rated insurance year. Under COBRA the benefits may continue provided the teacher requests it.
- G. Any teacher who resigns (other than retirement) prior to the end of the academic year will have his/her insurance benefits terminated on the first day of the month following resignation.
- H. The Board shall provide without cost to the teacher assigned less than a full workload the same Plan B benefit (i.e. Delta Dental Plan, VSP-2 Vision Plan and

Long Term Disability Insurance) as the teacher assigned a full workload. Any teacher who is employed less than full time shall be provided the health insurance coverage and the Term Life Insurance protection based upon a pro-rata basis.

- I. The Board shall make payment of insurance contributions when due for all persons to assure continuance of coverage during the full twelve (12) month period, of each year of this agreement, commencing July 1, and ending June 30 even though the teacher may not be returning the next school year. The open enrollment period shall be jointly established by the Board, the Association and the insurance carrier, including opportunities for summer pre-enrollment and fall open enrollment and whenever group or individual subsidy amounts change which could affect the benefit. When necessary, contributions on behalf of the teacher shall be made retroactively or prospectively to assure uninterrupted participation and coverage. The Board shall be responsible for providing insurance information including application and claim materials.
- J. The Board shall provide without cost to the teacher or to the Association all services necessary, including payroll deduction, to enable the teacher to participate in all of the programs to which he/she may be entitled.
- K. In the event any benefit legislation is enacted that would affect the benefits and/or delivery system of those benefits in the agreement, both parties would agree to meet and negotiate over the impact of such legislation on the benefit package contained in this agreement.

ARTICLE XVII

PROFESSIONAL COMPENSATION

- A. The regular salaries of teachers covered by this Agreement are set forth in Schedule A., which is attached to and incorporated within this Agreement. Salaries for extra duty services are set forth in Schedule B, which is attached to and incorporated within this Agreement.
- B. All teachers under contract shall be paid according to salary Schedule A. Teachers working less than a full school year will receive a pro rata rate of the amount indicated on Schedule A.
- C. For salary schedule advancement purposes, all teachers hired on or before the forty-fifth (45th) school day of the school year, shall be granted an additional year of teaching experience at the beginning of each subsequent school year. Teachers employed after the forty-fifth (45th) school day of the school year shall be granted an additional year of teaching experience at the beginning of the second semester of each subsequent school year.

New teachers who are hired on or before the first 45 days of the second semester will receive an increment at the end of the first semester of the following year. New teachers who are hired after the first 45 days of the second semester will

receive no credit toward increments based on work for the remainder of the school year.

- D. Lateral transfers on the salary schedule will be made the pay period after documentation is received in the business office. To qualify for a BA plus 20 column, a teacher must earn 20 semester hours after completing the bachelor's degree, at least 10 of which are graduate hours; to qualify for the MA plus 15 column, 15 semester hours of graduate work must be earned after completing the masters degree. All hours and/or degrees must be from a college or university certified by North Central or equivalent college or university certifying agency unless approved by the superintendent in advance of taking said course work.
- E. Teachers using personal automobiles for field trips or other official school district travel when a school-owned vehicle is not available for the teacher's use, shall receive a mileage allowance allowed by the IRS, as of July 1 of the fiscal year.
- F. The normal school year for the Band Director and Librarian shall be forty (40) weeks. However, the parties recognize it is highly desirable for the Band Director to work forty-five (45) weeks and the Librarian to work forty-two weeks provided the employer deems these additional weeks financially feasible. The employer has significant discretion under this language not to assign the extra weeks of work, if it chooses to do so.
- G. Initial placement on the salary schedule for newly hired teachers is at the discretion of the district on a case by case basis, up to a level not to exceed the actual years of teaching experience of the teacher, and not to exceed a salary amount of any existing teacher with the same number of years of experience. Placement of an experienced teacher on a step has no bearing on longevity.
- H. Longevity compensation is only awarded to those for actual years of teaching in the District. The Board of Education shall pay the following longevity schedule:
- After 15 years: 2% of per teachers salary
 - After 20 years: 4% of per teachers salary
 - After 25 years: 6% of per teachers salary
- I. All teachers are responsible to check their individual contract and their pay stubs to assure that he/she is being paid the correct amount according to the master agreement. Any claim of error shall be reported to the business office.
- J. In the event a teacher agrees to take a regular class during his/her preparation period he/she will be compensated at the teacher's pro-rata rate compared to a regular full time assignment. For example, in a six period day where the normal assignment is five classes, such teachers would be paid one-sixth additional pay. In a four period day where normal assignment is three classes, a teacher would be paid one-fourth additional pay. If a teacher substitutes for another teacher on an hourly basis, the rate of pay is \$19.00 per clock hour.

- K. Start and ending days for counselors, with a window of five (5) days prior to school and five (5) days after school with the exception of pre-registration. Days need to be agreed upon by Principal and Counselor.
- L. A bargaining unit member who is paid unemployment compensation benefit during the summer months chargeable to the Employer and who is subsequently employed in the bargaining unit in the ensuing school year shall have his/her compensation for that school year adjusted such that his/her unemployment compensation benefits received plus adjusted compensation will be equal to the total compensation he/she would have earned for the ensuing school year had he/she not received unemployment compensation benefits during the summer months.
- M. The Hart Public Schools and the Hart Education Association agree that for every 6 hour day a teacher attends staff development that meets the criteria of and is paid for by Title II A funds will be compensated at \$100 per day stipend, except for staff development training for which a teacher registered prior to July 1, 2013, which shall be paid at \$125 per day.
- N. Base salary will increase 1% to \$35,435. Steps will increase by 1. Longevity increments will be awarded based upon years of service to the District.
- O. Compensatory Time – Regularly employed teachers shall be compensated at a rate of \$19.00 per hour while serving as a substitute or other regularly or irregularly scheduled activity that is of benefit to our students or school system. As an alternative to receiving the hourly pay rate for substituting or other regularly or irregularly scheduled activity that is of benefit to our students or school system, a teacher may elect to accumulate compensatory time. The following guidelines will be followed:
1. Compensatory time will be rounded to the nearest fifteen (15) minutes.
 2. Six (6) hours of compensatory time equals one compensatory day.
 3. No more than three (3) days of compensatory time can be accumulated at one time. All days accumulated beyond three (3) days will be paid at the compensated rate of \$19.00 per hour.
 4. Any partial hours at the end of the school year will continue over into the next school year.
 5. Granting of these compensatory days shall be based on availability of substitute teachers and on a first-come, first-served basis.
 6. Compensatory days shall not be requested immediately before or after vacation periods except in case of emergency.
 7. The Central Business Office will do all recording of compensatory time.

ARTICLE XVIII
MENTOR TEACHERS

- A. In accordance with P.A. 335 of 1993, Section 1526, for the first three (3) years of employment in classroom teaching, a probationary teacher (mentee) will be assigned one or more master teachers (retired or active) who will act as a mentor or mentors to the teacher. The administration will make assignments as follows:
1. The Hart Board will post each mentor vacancy for ten (10) working days.
 2. Hart teachers may apply for a mentor assignment. However, the Board is free to hire any person (Hart teacher or some other person) for the assignment.
 3. The administration may request a Hart teacher to accept a mentor assignment.
 4. Hart teacher(s) will not be required to participate in the direct supervision or evaluation of the mentee.
 5. Matters pertaining to duties as a mentor shall not be included in the mentor's classroom teaching evaluation.
 6. If the building principal, mentor or mentee find that the mentor/mentee relationship is not satisfactory, it can be severed at the end of the semester or year, by the mentee, mentor or the building principal.
 7. Mentor/mentee discussions shall remain confidential. Neither shall be called upon to evaluate the other. This section in no way excuses a teacher who suspects child abuse from reporting same, or from disclosing any other evidence of violation of law.
 8. Training for the role of mentor shall be provided by the Board without cost to the mentor.
 9. Hart teachers who serve as a mentor will receive a stipend of \$300 per semester (\$600 per year) per mentee.
 10. In the event the administration appoints a person(s) who is/are not employed as a Hart teacher none of the above must be applied.

ARTICLE XIX
TEMPORARY TEACHERS

- A. The Board of Education may employ temporary teachers who shall be members of the HEA bargaining unit.

- B. In any job posting, contract of employment, and/or letter of assignment, the position shall be clearly marked as a temporary teaching position.
- C. No teacher in the bargaining unit as of June 21, 2000, except those who served as temporary teachers before June 30, 2001, shall become a temporary teacher unless he/she elects to do so on a voluntary basis.
- D. Bargaining unit members as of June 21, 2000, except those who served as temporary teachers before June 30, 2001, who accept voluntary-temporary employment shall be compensated according to Schedule A based upon degree and experience. All other temporary teachers shall be compensated at the per diem rate for a new teacher hired at step B.A. 0.
- E. Temporary teachers are not eligible to participate in the fringe benefit provisions found in Article XVI of the contract.
- F. In addition to the pay as set forth in part 4 above, each temporary teacher will receive a severance payment at the end of his/her temporary teaching assignment equal to 1/186.5 of the annual premium of \$5,500 for a single subscriber, Plan A, for each day worked.
- G. Temporary teachers may be laid off at any time subject to a two-week notice of lay off.
- H. The principal shall evaluate a temporary teacher during his/her assignment. Temporary teachers who do not receive an unsatisfactory evaluation will be granted "Temporary Teacher Seniority" for the number of actual days worked.
- I. Temporary teachers on lay off will have the first opportunity to substitute, if he/she signs up for substitute work. Temporary teachers who sign up may be dropped from the first call substitute list after having declined five or more substitute assignments. For the purpose of this section it is understood that participants in the Professional Services Program are not "substitutes" as used herein, and may be called before laid off Temporary Teachers.
- J. Temporary teaching positions may or may not be posted, depending on how far in advance the administration knows the need for such positions. Persons interested in a temporary teaching position may apply at any time, and will be considered when a position is available.
- K. Temporary teachers will earn one day of sick leave for each 18 days worked. Unused days will be carried forward in the event of re-employment. Other leave provisions of the contract shall not be available to temporary teachers.
- L. Temporary employees shall be subject to all terms and conditions of the Master Agreement with the exception of those items excluded by this article and provisions of the following articles:

- VIII Vacancies, Transfers, Assignments
- IX Leaves
- XVI Fringe Benefits
- XVII Professional Compensation
- XVIII Mentor Teachers

M. TEMPORARY TEACHER SENIORITY

1. Temporary teachers do not receive credit on the seniority list and/or provisions set forth elsewhere in the agreement.
2. A temporary teacher seniority list shall be maintained by the district. Temporary teachers will receive one day of seniority credit for each day of actual teaching. A temporary teacher who has not taught as a temporary teacher for two calendar years will lose all seniority credit.

N. PURPOSE

The purpose of the temporary teacher is to offer teaching assistance during peak enrollment periods and/or to assist in curriculum enrichment for periods of less than one year. Should one or more temporary teacher positions develop to the point that it would be feasible according to scheduling, qualifications, certifications, and availability, the work shall be combined for the purpose of offering the work as a regular teaching position.

O. TEMPORARY TEACHERS VS. LONG TERM SUBSTITUTES

When the Board has cause to believe that a substitute teacher may be needed for a period of 30 successive teaching days or more in one assignment, the Board will have the option of filling the position with a temporary teacher rather than a substitute.

ARTICLE XX
DURATION OF AGREEMENT


This Agreement shall become effective upon ratification by both parties, that date being **July 1, 2015**, and shall remain in effect through **June 30, 2016**.

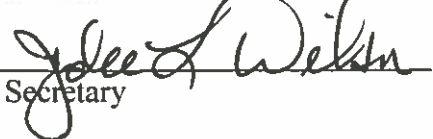
HART EDUCATION ASSOCIATION

By 
President JULY 22, 2015

By 
Secretary JULY 23, 2015

HART PUBLIC SCHOOLS
BOARD OF EDUCATION

By 
President

By 
Secretary
JULY 20, 2015

**HART PUBLIC SCHOOL
TEACHER SALARY SCHEDULE
Schedule A
2015/16**

Base Pay \$ 35,435											
Step	Index	BA	Index	BA + 20	Index	MA	Index	MA + 15	Index	2 MA	
0	1	35,435	1 02	36,144	1 024	36,285	1 045	37,030	1 067	37,809	
1	1 08	38,270	1 115	39,510	1 16	41,105	1 195	42,345	1 23	43,586	
2	1 13	40,041	1 17	41,459	1 22	43,231	1 26	44,648	1 3	46,066	
3	1 18	41,814	1 22	43,231	1 27	45,003	1 32	46,774	1 37	48,547	
4	1 23	43,586	1 27	45,003	1 32	46,774	1 38	48,900	1 43	50,673	
5	1 28	45,357	1 32	46,774	1 37	48,547	1 43	50,673	1 48	52,444	
6	1 33	47,129	1 37	48,547	1 42	50,318	1 48	52,444	1 53	54,216	
7	1 38	48,900	1 42	50,318	1 47	52,090	1 53	54,216	1 58	55,987	
8	1 43	50,673	1 47	52,090	1 52	53,861	1 58	55,987	1 63	57,760	
9	1 47	52,090	1 515	53,685	1 57	55,633	1 63	57,760	1 68	59,531	
10	1 51	53,507	1 56	55,279	1 62	57,405	1 68	59,531	1 73	61,303	
11	1 61	57,051	1 665	58,999	1 77	62,720	1 84	65,201	1 91	67,681	
Longevity 15 yrs	2%	58,192		60,179		63,974		66,505		69,035	
Longevity 20 yrs	4%	59,332		61,359		65,229		67,809		70,388	
Longevity 25 yrs	6%	60,474		62,539		66,483		69,113		71,742	

SCHEDULE B
EXTRA-CURRICULAR COMPENSATION

The salary is computed by multiplying the percentage listed for each activity times the step on the BA Salary Schedule corresponding to years of experience in that particular activity giving one full step credit for each two (2) years of experience, to a maximum of eleven (11) full years or to Step 5 on the BA Schedule.

- Current positions: Freeze all schedule B position salaries at current level.
- When current positions reach that point on Schedule B where they would benefit, they would then be moved to new schedule.
- Subordinate experience would apply
- New Schedule B – for newly hired coaches
 - 1-2 years in sport/activity = percentage applied to Base BA 0
 - 3-4 years in sport/activity = percentage applied to Base BA 1
 - 5-6 years in sport/activity = percentage applied to Base BA 2
 - 7-8 years in sport/activity = percentage applied to Base BA 3
 - 9-10 years in sport/activity = percentage applied to Base BA 4
 - 11 or more years in sport/activity=percentage applied to Base BA 5

- Position Bonuses:
 - 15-18 years \$200 Bonus
 - 19-23 years \$400 Bonus
 - 24 years and up \$600 Bonus

New percentage for the following sports or activities

- 13% Head Varsity Football Coach
 Head Varsity Basketball Coach

- 12% Head Varsity Volleyball Coach
 Head Varsity Wrestling Coach

- 10% Senior Band Director
 High School Drama Coach Director
 High School Choir Director

- 9% Head Varsity Baseball Coach
 Head Varsity Softball Coach
 Head Varsity Track Coach
 Head Varsity Soccer Coach

- 8% Assistant Football Coach
Assistant Basketball Coach
High School Yearbook Advisor
Assistant Wrestling Coach
Assistant Volleyball Coach
Varsity Cross Country Coach
Competitive Cheerleading Coach
Varsity Golf Coach
- 7% High School Assistant Track Coach
High School Assistant Baseball Coach
High School Assistant Softball Coach
High School Assistant Soccer Coach
- 6% Head Middle School Football Coach
Head Middle School Basketball Coach
Head Middle School Volleyball Coach
Head Middle School Wrestling Coach
Middle School Drama Advisor
Cheerleading Advisory (Fall/Winter)
- 5% J.V. Cheerleading Coach
J.V. Cheerleading Advisor (Fall/Winter)
Middle School Track Coach
Middle School Band Director
Middle School Drama Advisor
Middle School Choir Director
- 4% Middle School Cheerleading Advisory (All squads/Full Year)
- 3% National Honor Society Advisor
High School Student Council Advisor
Middle School Student Council Advisor
Quiz Bowl Team Advisor
Middle School Yearbook Advisor
- 2% Ski Club Advisor
Prom Advisor

**HART PUBLIC SCHOOLS
Teachers
Seniority List 2015-2016**

Revised 07/17/2015

	Employee Name	Date of Hire	Certification	Expiration Date
1	Copus, Dorene	Sep-81	Continuing	none
2	Marshall, Neil	Aug-85	Continuing	none
3	Woodbury, Melissa	Jun-86	Continuing	none
4	Blohm, Cheryl	Jun-86	Continuing	none
5	Dennert, Cheryl	Jun-86	Continuing	none
6	Kokx, Tami	Jun-86	Continuing	none
7	Needham, Beatta	Jun-86	Continuing	none
8	Taranko, John	Aug-88	Professional-S	6/30/2015
9	Carskadon, Gayla	Jan-89	Professional-E	6/30/2017
10	Nordlund, Sara	Jul-89	Continuing	none
11	Kokx, Karyn	Jan-90	Continuing	none
12	Huribut, Lori	Aug-91	Professional-E	6/30/2015
13	Saucedo-Gonzalez, December	Aug-94	Professional-E	6/30/2018
14	Gaylard, Rebecca	Nov-94	Professional-E	6/30/2018
15	DuMonte, Dave	Apr-95	Professional-S	6/30/2016
16	McCall, Wendy	Jul-95	Professional-E	6/30/2015
17	Vanderlaan, Becky	Aug-96	Professional-S	6/30/2015
18	Mead, Sherice	Aug-96	Professional-E	6/30/2015
19	Williamson, Tracy	Aug-97	Professional-E	6/30/2017
20	Smith, Beth	Nov-97	Professional-E	6/30/2015
21	Dickinson, Kathy	Jul-98	Professional-E	6/30/2018
22	Ackley, Calvin	Jul-98	Professional-E	6/30/2016
23	Kistler, Jamison	Aug-98	Professional-E	6/30/2018
24	Hansen, Michelle	Sep-98	Professional-E	6/30/2019
25	Hall, Susan	Sep-98	Professional-S	6/30/2016
26	Albus, Donis	Aug-99	Master's Social Worker Limited License	4/30/2015
27	Slotegraaf, Kris	Aug-99	Professional-S	6/30/2015
28	Mattson, Michelle	Aug-99	Professional-E	6/30/2015
29	Ramseyer, Brett	Jun-00	Professional-S	6/30/2016
30	Lewandowski, Michelle	Aug-00	Professional-E	6/30/2019
31	Laaksonen, Tracey	Sep-00	Professional-E	6/30/2016
32	Jensen, Eric	Sep-00	Professional-E	6/30/2016
33	Copenhaver, Jennifer	05/02/01	Professional-S	6/30/2020
34	Chickering, Jesse	08/23/01	Professional-S	6/30/2017
35	VanAgtmael, Alma	08/22/02	Professional-E	6/30/2017
36	Gross, Kelli	08/25/04	Professional-E	6/30/2019
37	Castillo, Shanda	01/17/05	Professional-E	6/30/2015
38	Hansen, Tim	8/29/2005	Professional-S	6/30/2016
39	Saari, Mark	8/29/2005	Professional-S	6/30/2015
40	Fralic, Mark	8/29/2005	Professional S	6/30/2016
41	Hlady, Jennifer	8/29/2005	Professional-S	6/30/2019
42	Eisenlohr, Tara	8/29/2005	Professional-E	6/30/2019
43	Marek, Candida	8/23/2007	Professional-E	6/30/2018
44	Schlukebir, Aaron	8/23/2007	Provisional-E	6/30/2019
45	Pioli, Sarah	9/4/2007	Professional-E	6/30/2016
46	Hlady, Steven	9/17/2007	Provisional-S	6/30/2017
47	Francis, Brad	10/9/2007	Professional-S	6/30/2019
48	Herrygers, Ann	2/12/2008	Professional-E	6/30/2017
49	Scott, Meghan	8/26/2008	Professional-S	6/30/2018
50	Vanderwall, Yvonne	8/26/2008	Professional-S	6/30/2016
51	Brinkman, Anthony	8/26/2008	Professional-E	6/30/2018
52	Kammerud, Emily	9/1/2009	Provisional-E	6/30/2015

53	Zost, Cindy	9/1/2009	School Guidance Counselor License	6/30/2019
54	Ball, Nicole	08/31/10	Provisional-S	6/30/2016
55	Baker, Kara	8/31/2010	Provisional-E	8/21/2016
56	Wolgammott, Jaclyn	1/9/2012	Provisional-E	6/30/2015
57	Martinez, Leonardo	2/13/2012	Provisional-E	6/30/2017
58	Giddings, Michael	8/27/2012	Provisional-S	6/30/2018
59	Jerry, Adam	8/27/2012	Provisional-S	6/30/2017
60	Balkema, Amanda	8/27/2012	Provisional-E	6/30/2017
61	Schulz, Robert	8/27/2012	Provisional-E	6/30/2017
62	Weesies, Army	8/27/2012	Professional-S	6/30/2019
63	Beckman, April	8/26/2013	Provisional-E	6/30/2019
64	Ambrose, Elliott	9/3/2013	Provisional-S	6/30/2019
65	Timiniski, Alison	8/25/2014	Provisional-S	6/30/2020
66	Jensen, Erin	8/25/2014	Professional-E	6/30/2015
67	Kaminski, Carrie	8/25/2014	Professional-S	6/30/2019
68	Olson, Kelly	8/25/2014	Provisional-S	6/30/2015
69	Difede, Anna	8/25/2014	Provisional-S	6/30/2018
70	Seidelman, Alison 1/2 time	8/25/2014	Provisional-S	6/30/2017
71	Riley, David	8/25/2014	Provisional-E	6/30/2019
72	Uber, Leo	8/25/2014	Provisional-E	6/30/2020
73	Saunders, Misstee	8/25/2014	Provisional-E	6/30/2017
74	Schmalz, Sarah	9/29/2014	Provisional-E	6/30/2015
Note **	Taranko, Amy	May-93	Professional Education Certificate	Admin. On 7/1/2009
Note **	Ackley, Kevin	Aug-99	Professional Education Certificate	Admin. On 7/1/2009

Total Full Time Teachers	74
Less Than Full Time	-
1/2 Time	1
Total	75

Please Note: Teachers hired for 2015-16 school year prior to August 31, 2015 are not included on this Seniority List.



Hart Public Schools Calendar for 2015-16

AUGUST 2015

S	M	TU	W	TH	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2015

SU	M	TU	W	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30		W16	H1

OCTOBER 2015

SU	M	TU	W	TH	FR	SA
W21				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2015

SU	M	TU	W	TH	FR	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30				W17	H1

DECEMBER 2015

SU	M	TU	W	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		W14

JANUARY 2016

SU	M	TU	W	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31					W18	H1



Daily Start/End Times:

Full Days: 8:15 AM—3:15 PM

Half Days: 8:15 AM—11:30 AM

"Act of God" days called prior to school and "Act of God" days called on less than half a day will be made up unless they are credited as one of the state allowed attendance days.



FEBRUARY 2016

SU	M	TU	W	TH	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29				W20	H1

MARCH 2016

SU	M	TU	W	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		W18

APRIL 2016

SU	M	TU	W	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
					W18	H1

CALENDAR DETAIL

- August 31 Teacher Work Day (Full Day)
- September 1-3 PD* Days for Staff
- September 7 Labor Day (No School)
- September 8 Students First Day—Half Day for Students and Staff/AM Schedule
- October 23 ESD PD* Day—No School for students
- November 6 End of Marking Period 1
- November 13 Half Day for Students/PD* for Teachers PM Schedule
- November 25-27 Thanksgiving Break—No School
- Dec. 21-Jan.1 Christmas/New Year: Break
- January 4 School Resumes
- January 29 Records Day—Half Day for Students AM Schedule/End of First Sem./MP 2
- February 12 Half Day for Students/PD* for Teachers PM Schedule
- March 25-April 1 Spring Break
- April 6 End of Marking Period 3
- April 29 Half Day for Students/PD* for Teachers AM Schedule
- May 27 High School Graduation 7:00 PM
- May 30 Memorial Day—No School
- June 7 Half Day of School/Exams—PM Schedule Full Day for Staff
- June 8 Last Day of School—AM Schedule/Exams Half Day for Students/Full Day for Staff End of Second Semester/MP 4

MAY 2016

SU	M	TU	W	TH	FR	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				W21

JUNE 2016

SU	M	TU	W	TH	FR	SA
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
					W4	H2



Revised: June 16, 2015

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