

MASTER AGREEMENT

BETWEEN

BARAGA AREA SCHOOLS  
BOARD OF EDUCATION

AND

BARAGA EDUCATION  
ASSOCIATION

2018-2020

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**BARAGA AREA SCHOOLS/BARAGA EDUCATION ASSOCIATION AGREEMENT**

This agreement is entered into the Second day of September, 2018, by and between the Baraga Area School, hereinafter called the “Board”, and the Baraga Education Association, hereinafter called the “Association” or “BEA”.

**ARTICLE I**  
**RECOGNITION**

Pursuant to act 379, Public Acts of 1965, as amended, the Board hereby recognizes the Copper Country Education Association as the exclusive representative for collective bargaining with respect to rates of pay, hours, and other terms and conditions of employment for the entire term of this Agreement for the professional certified personnel, including classroom teachers, guidance counselors, librarians, and Schedule B personnel, but excluding adult education teachers, all certified and non-certified special programs personnel, part-time or supplemental staff such as teacher’s aides, teacher’s clerical aides, classroom and noon-hour supervisors and substitute teachers.

**ARTICLE II**  
**BOARD RIGHTS**

The Board, on its behalf and on behalf of the electors of the district, hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and constitution of the State of Michigan and/or the United States.

The Baraga Area School District is a general powers school district in accordance with Public Act 289 of 1995, Public Act 451 of 1976, M.C.L. 380.11a.

- A. 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, its operations, and to direct the working forces and affairs of the school district.
  2. Determine the number of personnel and scheduling of all the foregoing, but not in conflict with specific provisions of this Agreement.
  3. 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 layoff employees, but not in conflict with the specific provisions of this Agreement.
  4. Determine the services, supplies, and equipment necessary to continue its operations; and to determine all methods and means of distribution, dissemination and/or selling of its services, the methods, schedules, and standards of operation; and the means, methods, and processes of carrying on the work.

5. Adopt reasonable rules, policies, and regulations, but not in conflict with the specific provisions of this Agreement and then only to the extent such specific and expressed term hereof are in accordance with the Constitution and laws as amended by the State of Michigan and the Constitution and laws of the United States.
  6. Determine the number and location or relocation of its facilities, including the establishment or relocation of new schools, buildings, departments, divisions, or subdivisions thereof.
  7. Determine the financial policies, including all accounting procedures.
  8. Determine the size of the management organization, its functions, authority, amount of supervision, and table of organization.
  9. To establish grades and courses of instruction including special programs and to provide for athletic, recreational, and social events for students.
- B.** The exercise of these powers, rights, authorities, duties, and responsibilities by the Board shall be limited by the specific and expressed terms of this Agreement and then only to the extent such specific and expressed term hereof are in accordance with the Constitution and laws as amended by the State of Michigan and the Constitution and laws of the United States. It is further understood that the above rights are not to be interpreted as abridging or conflicting with any specific provisions of this Agreement. If any provision of this agreement or any application of the Agreement to any employee or group of employees shall be found contrary to the law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect.

### **ARTICLE III**

#### **TEACHER RIGHTS**

- A.** Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board, as specified in Article I A, shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in their employment of any rights conferred by Act 379 or other laws of the State of Michigan and the United States of America. The Board agrees, that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment, activities of the Association or collective professional negotiations with the Board, or his/her institution of any grievance, complaint, or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.
- B.** The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied without unlawful discrimination with regard to race, creed, religion, color, national origin, citizenship, political activity, age, sex, marital status or membership in or association with the activities of any employee organization.

**ARTICLE IV**  
**ASSOCIATION RIGHTS**

- A.** The Association and its members shall be permitted to use school building facilities with the approval of the administration provided they do not interfere with the normal school program. The President of the BEA shall submit a written request by 9:00 a.m. to the building principal in order to use school facilities for a meeting that day. Bulletin boards and other established media of communication shall be made available to the Association and to its members.
- B.** Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property provided that this shall not interfere with or interrupt normal school operation.

**ARTICLE V**  
**PROFESSIONAL COMPENSATION**

- A.** The salaries of teachers covered by this Agreement are set forth in Schedule A which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the term of this Agreement.
- B.** The salary schedule is based upon a normal academic year. For extra work the teacher shall be entitled to appropriate additional professional compensation. See Schedule B.
- C.** Whenever possible teachers involved in voluntary extra-curricular activities will be notified at the end of each school year of such involvement for the ensuing school year. All positions regarding extra-curricular activities including, but not limited to coaching positions, are not tenure positions, and are yearly appointments. Such assignments will be made with due consideration given to the person who had the assignment the previous year. While appointment to and removal from extra-curricular activities is in the Employer's discretion (with or without cause), the Employer will, upon written request from the employee (within five (5) school days after notice of the intended action), advise the employee of the reasons for failure to appoint them to the desired position. The Employer's decision may be reviewed through the Grievance Procedure (excluding arbitration) by submitting the request directly to Step 2 of the Grievance Procedure (the Superintendent's level) within five (5) days following the employee's receipt of such reasons.
- D.** A teacher new to the system may be given credit on the salary scale for previous years of teaching experience in a public school, private school, or institute of higher education beyond a K-12 District. At the sole discretion of the Board, a new teacher may be granted additional experience on a year-to-year experience basis.
- E.** Additional credits earned before September 1 or February 1, will entitle the teacher to move on the salary schedule as soon as certified transcripts are received by the district as follows: If the transcript is received after September 1 or February 1, retroactive pay to those dates will be granted provided the credits were earned before September 1 or February 1, and this contract was in force.
- F.** Teachers in the Baraga Area Schools shall receive their contracted salary pay in twenty (26) equal payments to be made at fourteen (14) day intervals throughout the year.

**G.** If a teacher does not fulfill the contract commitment and chooses to leave for work elsewhere prior to the end of the school year, that teacher will pay a penalty charge to the district of \$1750.00 (One thousand seven hundred and fifty dollars).

**H.** In order to comply with section 164h(1)(d) of PA 108 of 2017, the Board shall adopt a Merit pay policy with this provision and communicate the details of that policy in a reasonable time frame to the Education Association.

## **ARTICLE VI** **TEACHING HOURS**

- A.** No teacher shall be required to check in earlier than fifteen (15) minutes before the opening of the pupils' regular school day in the morning or afternoon. Teachers are expected to be in their classroom or in the hall in front of their classroom five (5) minutes before the final bell.
1. All teachers may leave at 3:30 p.m. However, teachers will remain for a sufficient period after the close of the pupils' school day to attend to the matters which require attention at the time including consultations with parents or students when scheduled directly with the teacher, except on Fridays or on days preceding holidays or vacations, the teachers' day may end at the close of the school day. Teachers may be required detention...(See the Letter of Understanding, Section 2.A)
  2. At Philip LaTendresse, the elementary school day shall begin at 8:25 a.m. and end at 3:21 p.m. The lunch hour shall be thirty-five (35) minutes.
  3. The duration of the school day at the high school shall be 8:25 a.m. to 3:23 p.m. with a thirty (30) minute lunch period giving a length of 6 ½ hours. Unassigned time shall be considered as preparation time.
  4. Each full-time teacher shall be scheduled at least five (5) periods per week of preparation time (prorated for part-time teachers). The normal full-time weekly teaching load for grades 6-12 shall be limited to thirty (30) student contact periods per week.
- B.** Teachers must notify their respective office staff when instruction is being conducted outside of their assigned classrooms, except during an emergency. If instruction is taking place off campus the teacher must have prior administrative approval.
- C.** Each teacher shall be entitled to a duty-free lunch period for the length of time equal to the regular lunch period of his/her students excluding the supervision time needed for seating of students at lunch tables. All teachers shall be entitled to a duty-free uninterrupted lunch period in no event less than thirty (30) minutes.
- D.** General staff meetings shall be called when necessary by the building administration. Teachers may request a staff meeting. The administrator will attempt to minimize these meetings. The building administration will coordinate these meeting times.
- E.** In-service training sessions shall be specified in the school calendar.

- F. When an elementary teacher's entire class is being taught by a highly qualified teacher in the following areas: art, vocal music, physical education, world language, library, or any other class that is necessary for the District to use as a substitute class to provide elementary classroom teachers preparation time. The regular classroom teacher shall be considered to be on preparation time during any of the above substitute classes. A minimum of three (3) elementary preparation periods will be covered by a combination of the subjects listed above.
- G. Each elementary special class period shall consist of not less than forty (40) minutes.
- H. Parent-Teacher Conference and Exam Schedule:
  - 1. The first Thursday following the end of the first marking period will be a half-day session for elementary and high school students. Conferences will take place from 1:00 p.m.- 4:00 p.m. and 5:00 p.m. – 7:00 p.m.
  - 2. The first Thursday following the end of the third marking period will be a half-day session for elementary and high school students. Conferences will take place from 12:30 p.m. – 3:00 p.m. and 4:00 p.m. – 6:30 p.m.
  - 3. The three days of high school exams, in the second semester, will be half days for all students.

**ARTICLE VII**  
**TEACHING LOADS AND ASSIGNMENTS**

- A. Every reasonable effort will be made by the Board to achieve reduced class size. The recommended academic class size throughout the system shall be twenty-five (25) students. Any teacher who has a class size which exceeds the recommended class size by more than five (5) students may have this problem taken up by the Class Size Review Board.
  - 1. "Academic" as used herein shall mean all subjects of instruction except those which of necessity or by educationally accepted practice are normally taught or handled in larger class sizes, such as physical education or band.
  - 2. A Class Size Review Board shall be established and shall be made up of two (2) teachers appointed by the Association and one (1) principal. This Review Board shall be empowered to investigate complaints having to do with excessive class size and shall make recommendations by unanimous decision for solutions to the Superintendent and the Board of Education. The Superintendent and the Board shall at the earliest possible opportunity, but in any event within one month, act upon these recommendations.
  - 3. Any elementary teacher who has an academic class which exceeds thirty (30) pupils may have this problem taken up by the Class Size Review Board.
  - 4. Any secondary teacher who has an academic class which exceeds twenty-five (25) pupils may have this problem taken up by the Class Size Review Board.
  - 5. Recommendations of the Class Size Review Board and actions or inaction by the Board based upon such recommendations are not subject to the Grievance Procedure.

- B. The administration shall make every effort to ensure that any classroom which has two (2) or more grade levels consist of at least five (5) fewer students than those in single-grade rooms, which have the same grade students as the mixed class.
- C. The elementary recess schedule shall be determined by the principal and elementary staff, not to exceed thirty (30) minutes per day.
- D. Teachers, when requested to substitute during their preparation period, shall have the option of being reimbursed at a rate of thirty dollars (\$30.00) for each period (or portion of a period) or earning one-seventh (1/7<sup>th</sup>) hour compensatory time in the form of additional personal leave per each period (or a portion of a period) in which they substitute.
  - 1. To qualify for an additional comp day a teacher must complete seven (7) such substitutions. Comp Time shall be granted in accordance with the criteria established in the Paid Leave Article of this Agreement.
  - 2. Teachers shall not be arbitrarily prevented the opportunity to earn said comp time; however, in the event a teacher electing comp time is unable to accrue 7/7 time, the teacher shall instead be compensated at the rate in Paragraph D above
  - 3. The maximum number of comp days a teacher may earn for compensatory time during the school year shall be two (2) per semester.
  - 4. If a qualified substitute is not otherwise available and if no teachers desire such assignment, available teachers with a preparation period at the necessary time may be assigned to such substitute duty provided such assignments will be rotated among such teachers on an equitable basis.

**ARTICLE VIII**  
**TEACHING CONDITIONS**

- A. The parties recognize that optimum school facilities for both students and teachers are desirable to insure the high quality of education that is the goal of both teacher and the Board.
  - 1. The elementary classroom teachers shall record daily attendance in the CA-60.

**ARTICLE IX**  
**PAID LEAVE**

- A. Each full-time teacher in the school district shall have twelve (12) sick-leave days-(prorated for part-time teachers) credited to their yearly account at the start of the school year. If starting after the start day of classes or leaving prior to the end of the scheduled school year sick days will be prorated. All unused days from the yearly account will be credited to the teacher's cumulative account at the end of the school year, with the cumulative total not to exceed one hundred ninety five (195) days. If a teacher has accumulated at least 195 sick leave days at the end of the school year, teachers shall be compensated at a rate of (\$20.00) twenty dollars per day for any unused sick days
- B. When bargaining unit members are absent from their assignments, as set forth in Section A, such absence shall be a chargeable absence and shall be deducted from their accumulated leave days. Absences for one-half (1/2) day or less shall be chargeable as one-half (1/2) day, but more than one-half (1/2) day shall be chargeable as one (1) day.



1. Absences for which sick leave may be used:
  - a. Personal illness or injury (unless compensable by Workers' Compensation).
  - b. Illness or injury of the teachers' spouse, parents, children, court appointed ward or other relative living with the teacher of which the teacher has a Medical Specific Power of Attorney for such relative necessitating the teacher's presence.
  - c. Treatment of the teacher by a physician, dentist, or oculist, if the appointment cannot be scheduled during off-duty hours.
  - d. Quarantine of the teacher.
  - e. Personal emergency requiring the teacher's immediate presence to avoid serious loss of personal property (such as a household fire, flooding, etc.).
2. Up to three funeral days will be granted not chargeable to sick leave for the death of a parent, spouse, child, or sibling from the time of the death through the day of the funeral (including necessary travel), so long as the funeral is held within five (5) calendar days following death. Up to two funeral days will be granted not chargeable to sick leave for death of a mother-in-law, father-in-law, sister-in-law, brother-in-law, grandparent, or grandchild, for the day of the funeral plus necessary travel. Additional days chargeable to sick leave may be granted at the discretion of the Superintendent.
3. In absences of three (3) or more consecutive days, a physician's statement or other reasonable proof may be required by the Administration.
4. Teachers shall be informed of a telephone number they must call before 7:30 a.m. to report unavailability to work. However, it is recognized as the professional responsibility of the teacher to call between 6:30 a.m. and 7:30 a.m. whenever possible. Once a teacher has reported unavailability, it shall be the responsibility of the administration to make every effort to arrange for a substitute teacher.
5. Full-time teachers (prorated for part-time teachers)
  - a. Teachers who are in their first year of service to Baraga Area Schools shall be granted one (1) personal day.
  - b. Teachers who are in their second through eighth years of service to the Baraga Area Schools shall be granted two (2) personal days.
  - c. Teachers who are in their ninth through twentieth years of service to the Baraga Area Schools shall be granted three (3) personal days.
  - d. Teachers who are in their twenty-first service year and beyond shall be granted four (4) personal days.
6. Personal days may be requested at any time provided that substitute teachers are available. To permit proper scheduling, the teachers must notify their immediate supervisor in writing at least two (2) weeks in advance of the requested leave. The administration may limit the number of teachers absent if competent subs are not available.

7. At the end of the school year, full-time teachers (prorated for part-time) can request to be paid at a rate of seventy dollars (\$70.00) per unused personal day. If requesting personal day pay, request must be made to the business manager by the last day of classes, otherwise days shall be added to their accumulated sick leave total. If no such request is made, the unused personal days shall be added to their accumulated sick leave total.
  8. A combined total of forty (40) days shall be available to the teaching staff to permit teachers to attend conferences in their major or minor field of study, or other teaching assignment. Use of such hours for conferences must be approved in advance by the administration. Teachers will be encouraged to attend such conferences for improvement of their teaching skills in the District.
  9. When a teacher retires from the Baraga Area Schools at a time when they are eligible to receive immediate normal retirement benefits (whether or not they elect to receive such benefits at that time), they shall receive per diem pay for (51%) of their unused sick leave days up to a maximum of 85 days to be paid.
  10. Teachers who are absent due to injury which is compensable under the Michigan Workers' Compensation laws, may use their accumulated sick leave, on a proportional basis, to supplement the benefit received from workers' compensation, such that the amount of expendable income the teacher receives from workers' compensation and sick leave does not exceed the amount of expendable income the teacher would have received from their regular salary amount according to their placement on the salary schedule at the time of the injury. The obligation of the employer is only for the proportional amount necessary to supplement the maximum benefit provided to the teacher from workers' compensation until the teacher is able to return to work, whichever happens first. Sick leave utilized for this purpose shall be deducted on a prorated basis. Should this supplemental payment be found to be subject to the coordination requirements of workers' compensation is reduced, the teacher shall not be allowed the use of sick leave and shall receive only the workers' compensation benefit provided by the statute.
- G.** Disability due to pregnancy shall be treated in the same manner as any other disability.
- H.** Members of the bargaining unit called to jury duty or subpoenaed as a witness will be paid the difference between the fee they receive and their regular daily rate of pay.
- I.** The Association shall be able to assign its officers and members, Association Leave Days, with pay, up to a maximum combined total of ten (10) days per year. Additional days may be granted at the discretion of the Superintendent. Such leaves are to be used for Association business, attendance at MEA meetings and workshops and to serve as an appointed and elected MEA officer or committee member. Such leaves will be requested by the Association at least one (1) week in advance of the leave.

**ARTICLE X**  
**LEAVE OF ABSENCE**

- A.** Subject to the limits provided below, any teacher whose personal illness extends beyond the period compensated under Article IX shall be granted a leave of absence without pay for such time as is necessary for complete recovery from such illness.

- B. Military leave of absence up to four (4) years or the duration of one enlistment or period of induction, without pay, shall be granted to any teacher for military duty in any branch of the Armed Services of the United States.
- C. An Association member may, upon written request and the approval of the Board, be granted a leave of absence without pay, not to exceed one (1) year, subject to renewal at the discretion of the Board for:
  - 1. Maternity/child care leave
  - 2. Illness leave (physical or mental)
  - 3. Prolonged illness in the family
  - 4. Educational leave
  - 5. Work experience leave for any reason approved by the Board after completion of seven (7) years in the system
  - 6. Other
  - 7. Requests for extension must be submitted in writing at least thirty (30) days prior to the expiration of the leave.
- D. In the event of new requirements by the State for valid certification of a teacher already employed by the school system, said teacher shall be granted an unpaid leave of absence if requested to fulfill the new requirements. This leave of absence shall only be granted if no other alternatives for obtaining the requirements are available and the requirements are such that the teacher must comply with them to remain qualified under State regulations for the position filled.

**ARTICLE XI**  
**POLICIES FOR SUPERVISING STUDENT TEACHERS**

This policy for supervising student teachers is written on the premise that we, as administrators and teachers will do all in our power to help prepare the finest teacher candidates possible.

- 1. All supervising teachers must be recommended by the building principal. This recommendation should be made to the Superintendent.
- 2. All supervising teachers must be tenured teachers; however, a minimum of three (3) years of teacher experience is recommended.
- 3. A supervising teacher shall have no more than one (1) student teacher per year. An exception to this policy can be made in cases where it is requested by the sponsoring university and approved by the supervising teacher.
- 4. Whenever it is in the best interest of the student teacher, the student teacher will be assigned to no more than two (2) supervising teachers. Clearance for this will be received from the sponsoring university.
- 5. There will be no more than three (3) supervising teachers at any one time in the high school and three (3) in the elementary school. Any exceptions will be considered for approval by the building supervisor.
- 6. The first (1<sup>st</sup>) week the supervising teacher will do the majority of the teaching. The second (2<sup>nd</sup>) and third (3<sup>rd</sup>) weeks the supervising teachers will be present in the classroom.

7. After the first three (3) weeks the supervising teacher will be expected to spend the equivalent of at least one (1) hour daily in the classroom either teaching or observing the student teacher. Closer supervision is recommended in subject areas such as shop, physical education, chemistry, etc., where there is more danger of accidents.
8. The supervising teacher and student teacher shall meet weekly to discuss problems, teaching techniques, etc., which will benefit all concerned.
9. The student teacher will be allowed to observe other teachers occasionally, with the mutual consent of the teachers concerned.

## **ARTICLE XII** **CURRICULUM**

- A. Teachers shall work collaboratively with the Administration to establish direct measures for student growth.
- B. Each elementary teacher's class shall receive instruction in special subject (art, vocal, music, physical education) when programs are offered by the Board of Education.
- C. The Board of Education realizes the importance of an elementary physical education program and will, if possible, employ a full-time elementary physical education teacher. If finances do not permit this, they will provide for an in-service training program for all elementary teachers.
- D. The high school library will be open every day for the same number of periods as are in the regular school day.
- E. A committee of three (3) high school teachers and the high school principal will be appointed by the Superintendent to consider improvements relative to the high school schedule and curriculum. The same shall be done in the elementary school. The Superintendent shall give full consideration of staff members who express an interest in serving on the committee. Copies of tentative recommendations made by the curriculum committee shall be distributed to the teaching staff represented by said committee prior to it being submitted for Board action. The Board will take under advisement all mutual decisions of this committee as recommended by the teaching staff.

## **ARTICLE XIII** **BUILDING CONDITIONS AND TEACHING EQUIPMENT**

- A. The Board recognizes that quality education entails much preparation on the part of the teachers outside of the regular school day. Therefore, the Board agrees to the following procedures so as to encourage teachers to make use of the school building after regular hours in order to further that end.
- B. The teacher, upon request, shall be provided with a key to the outside entrance door of the building to which she/he is assigned. Such a key must be returned to the building administrator the following school day after the intended purpose has been accomplished.

**ARTICLE XIV**  
**PROTECTION OF TEACHERS**

- A.** Since the teacher's authority and effectiveness in his/her classroom is undermined when students discover that there is insufficient administrative backing and support of the teacher, the administration recognizes its responsibility to give support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. Whenever it appears to teachers involved with a problem student that she/he requires the attention of special counselors, social workers, law enforcement personnel, physicians, or other professional persons, the administration will take appropriate and immediate steps to alleviate the situation.
- B.** Any case of assault upon a teacher or vandalism to his/her property shall be promptly reported to the Board or its designated representative. The Board will render assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities.
- C.** Any complaints by a parent of a student directed toward a teacher shall promptly be called to the teacher's attention.
- D.** Teachers shall be expected to exercise reasonable care with respect to the safety of pupils' property. To the extent permitted by the District's insurance policies then existing, the Board agrees to indemnify teachers against and hold them harmless from liability for school-related activities so long as the teacher exercised reasonable care in compliance with school board policies and regulations; the District insurance policy shall be considered as the primary policy covering bargaining unit members notwithstanding that such individual may have their own personal insurance.

**ARTICLE XV**  
**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, may file a written grievance with the Board or its designated representative
1. Termination of services or failure to employ any teacher to a position on the extra-curricular schedule may be appealed directly to Step 2 (the "Superintendent's level") of the Grievance Procedure with five (5) school days following receipt of reasons for such action as otherwise provided in this Agreement, but such appeal may not be processed beyond Step 3 (the Board's level) to Step 4 (Arbitration).
- B.** A written grievance as required herein shall contain the following:
1. It shall be signed by the grievant or grievants.
  2. It shall be specific.
  3. It shall contain a synopsis of the facts giving rise to the alleged violation.
  4. It shall cite the section or subsections of this contract alleged to have been violated.
  5. It shall contain the date of the alleged violation.
  6. It shall state the specific relief requested.

C. Step 1: A teacher alleging a violation of the express provisions of this contract shall, within twenty (20) school days of its alleged occurrence, file a written grievance with their principal (or the Superintendent of schools where the grievance involves more than one school building). The teacher and their principal (or Superintendent), or designate shall give written signed deposition within five (5) school days after their receipt of such grievance at Step 1.

Step 2: If the grievance remains unresolved, it may, within five (5) school days after the grievant's receipt of the Step 1 answer, be appealed by the grievant and/or the Association's representative to the Superintendent. (If the grievance was submitted directly to the Superintendent at Step 1, appeal shall proceed directly to Step 3.) Within five (5) school days after the Superintendent's receipt of such appeal with Superintendent, or designate, shall meet with the grievant and/or Association's representative in an effort to resolve the grievance. The Superintendent, or designate, shall respond in writing within five (5) school days after such meeting.

Step 3: If the grievance remains unresolved, it may, within five (5) school days after the grievant's receipt of Step 2 answer, be appealed by the teacher and/or the Association's representative to the Board. Within twenty (20) school days following the Board's receipt of such appeal, the Board, or designate, shall meet with the grievant and/or Association's representative in an effort to resolve the grievance. The Board, or designate, shall respond in writing within ten (10) school days after the first regular Board meeting following the grievance meeting.

Step 4:

1. If the grievance remains unresolved, the Association may, within ten (10) school days after the receipt of the Step 3 answer, notify the Board in writing of its intent to pursue the grievance to arbitration. Within five (5) school days following the Board's receipt of such appeal, the parties shall attempt to agree upon an arbitrator. If the parties cannot agree upon an arbitrator, the grievance may, within ten (10) school days after such appeal, be submitted to the American Arbitration Association in accordance with its rules and procedures for appointment of an impartial arbitrator.
2. The arbitrator shall have authority and jurisdiction only to interpret and apply the provisions of this Agreement insofar as shall be necessary to the determination of the merits of the grievance, but shall not have jurisdiction or authority to add to, detract from, or alter in any way the provisions of this Agreement. Subject to the limitations herein specified, the decision of the arbitrator shall be final and binding.
3. Any back pay award shall recognize the duty to reasonably mitigate damages.
4. The costs of any arbitration under this Article shall be shared equally (50-50) by the Board and the Association.
5. Notwithstanding the above grievance procedure steps, the grievance shall be submitted in writing directly to Step 2 if the decision upon which the grievance is based was made by the Superintendent, the Board, or any of its committees.

6. As used in this Article, school days shall mean days on which school is in session during the normal school year and work days during the summer (from the last day of school until school reopens); work days shall mean Monday through Friday excluding holidays recognized by the Board; calendar days shall mean Monday through Sunday during the entire calendar year. Any time limits may be extended by mutual agreement, confirmed in writing.
7. The Board agrees not to negotiate with or recognize any organization other than the Association with respect to the bargaining unit covered by this Agreement. This will not prevent an individual teacher from presenting a grievance and having it corrected provided that the correction is not in violation of any terms and conditions of this Agreement. A representative of the Association may be present at such meeting if the teacher desires.

**ARTICLE XVI**  
**MISCELLANEOUS**

- A. Information deemed pertinent by the administration concerning educational conferences received by the administration shall be circulated to all teachers in the appropriate buildings.
- B. The Board agrees to furnish five (5) copies of the ratified Master Agreement (salary schedule, calendars, etc.) to the BEA within ten (10) days of mutual ratification of the Agreement.
- C. This Agreement shall supersede any rules, regulations, or practices of the Board which shall be contrary to, or inconsistent with, its terms unless such rules, regulations and practices are enacted by the District to become in compliance with State and Federal Education Laws or State and Federal General Laws that pertain to the operation of the District. 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. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- D.
  1. This agreement, including attachments, constitutes the entire agreement between the parties during its term, subject to interpretation in light of established past practice. Matters not specifically covered under this Agreement shall be subject to negotiations from time to time by request of either party. The parties shall attempt to resolve the problem through negotiations.
  2. The parties may form a committee to discuss and attempt to agree upon past practice to be binding upon them as part of this Agreement.
  3. This Agreement may be modified at any time by written agreement of the Board and the Association. Such amendment, unless otherwise specified, will become a part of this Agreement without modifying or changing any of its terms. Any agreement reached between the Board and the Association is binding on all bargaining unit members affected and cannot be changed by any individual.

- E. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provisions 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. “An emergency manager appointed under the local financial stability and choice act, 2012 PA 436, MCL 141.1541 to 141.1575 act may reject, modify or terminate the collective bargaining agreement as provided within that act.

**ARTICLE XVII**  
**PAYROLL DEDUCTIONS**

- A. The employee may authorize the District to make payroll deductions for employee requested “payroll deductions” not prohibited by state law for school districts to perform.

**ARTICLE XVIII**  
**NO STRIKE CLAUSE**

The Association and the Board recognizes that strikes and other forms of work stoppages by the teachers are contrary to law and public policy. 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 during the term of this Agreement, its officers, representatives and members shall not authorize, instigate, cause, aid, encourage, ratify or condone any strike action.

**ARTICLE XIX**  
**SENIORITY**

- A. Seniority shall be defined as the length of service in the Baraga Area School District measured by total service in the bargaining unit when under regular contract and does not include periods of leave. Relative seniority of teachers is determined by: (1) years of continuous service (prorated for part-time teachers); (2) if years of service are equal, hours over the degree; (3) if still equal, a credit for previous experience; and (4) if still equal, a drawing. A seniority list shall be agreed upon and provided annually by the Board of Education to the president of the Association.

**ARTICLE XX**  
**INSURANCE PROTECTION**

- A. The Board will limit its expenditures for employee “Medical Benefit Plans” to be in compliance with Public Act 152 of 2011, the (Publicly Funded Health Insurance Act)

The “Medical Benefit Plan” that is negotiated must be from plans that qualify under Public Act 152 of 2011; Section 2, Subsection (e).

The Board agrees to provide premium payments in accordance with Public Act 152 of 2011; Section 3, as described below for an employee “Medical Benefit Plan” for a



coverage year of twelve (12) months (July 1, 2018 through June 30, 2019) and for a coverage year of twelve (12) months (July 1, 2019 through June 30, 2020) provided the individual is employed full-time, employees less than full-time will be prorated accordingly. For employees who work less than the applicable positions work year due to being hired after the contracted year or who resign, retire or are terminated before the end of the contract year or whose census category changes during the contract year will receive prorated Board premium payments accordingly.

The Board provided premium contributions for any employee’s applicable “Medical Benefit Plan”, (Single, Two-Person or Family), shall pay no more of the annual costs, charged for the applicable plans or illustrative rates for those applicable plans, including any payments for reimbursements of co-pays, deductibles, or payments into health savings accounts, flexible spending accounts, or similar accounts used for health care costs, than a total amount equal to \$6,560.52 times the number of employees with single person coverage, \$13,720.07 times the number of employees with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage plus \$17,892.36 times the number of employees with family coverage, for the coverage year period from 7/1/2018 to 6/30/ 2019.

Note: In Coverage Year (7-1-2018 to 6-30-2019) The Board will pay premium payments for the “Medical Benefit Plan-Coverage Year” at the “Annual Cost Limitations” set by the State of Michigan Department of Treasury for Calendar Year 2018. In the Coverage Year (July 1, 2018 to June 30, 2019) the applicable plans “Annual Cost Limitation” amounts for Calendar Year 2018 will replace the Calendar Year 2017 “Annual Cost Limitation” amounts in all appropriate sections of this Article and all Sections referencing (7-1-2017 to 6-30-2018) will be replaced by (7-1-2018 to 6-30-2019).

“Medical Benefit Plan”- (PAK-A, Part-1) or (PAK-C, Part-1) Coverage Year July 1, 2018-June 30, 2019:

Medical: MESSA Choices-PAK-A		Medical: MESSA ABC Plan-1 PAK-C
OV/UC/ER Copay: \$10/\$25/\$50	OR	In Deductible: \$1250 1P; \$2500 2P&FF-HSA
RX Drug Copay: \$10/\$20		Rx Coverage ABC Rx
Deductible: In-\$500/\$1000		

The Board will prefund the “HSA” fee in an installment plan approved by the provider and employees will reimburse the employer via Payroll deduction. Note: If an employee who is ill or injured has used up their entire District advanced “HSA” pre-funding the District will advance the remaining pre-funding of the “HSA” under the same reimbursement plan.

Board Paid “Medical Benefit Plan” (PAK-A, Part-1) and (PAK-C, Part-1) Annual Coverage Year  
Maximum Premium 2018-2019 Year:

Board Paid Maximum Annual Premium Payment for Full Time Employees for Coverage  
Year July 1, 2018 through June 30, 2019:

Family Plan: \$17,892.36 annually.

Two Person Plan: \$13,720.07 annually.

Single Subscriber Plan: \$6,560.52 annually.

The Board will pay its premium contribution monthly for active employees under contract.

If the maximum cap rate that the state allows the District to pay towards health care increases/decreases effective January 1<sup>st</sup> of 2019 then the District will pay the increase/decrease maximum cap rate through December 31<sup>st</sup> of 2019

If the maximum cap rate that the state allows the District to pay towards health care increases/decreases effective January 1<sup>st</sup> of 2020 then the District will pay the increase/decrease maximum cap rate through December 31<sup>st</sup> of 2020

Any portion of the actual applicable plans annual (Coverage Year) premium cost not covered by the Board paid “Medical Benefit Plan” annual coverage year maximum premiums (PAK-A, Part-1 or PAK-C, Part-1) shall be paid by the employee via payroll deduction. Employees must authorize the District the right to deduct the employee’s portion of the applicable plans premium contribution via payroll deduction as a condition to be eligible for the “Medical Benefit Plan”.

The employee paid applicable plan premium payments made via payroll deduction to cover the employee contribution shall be evenly spread over the existing pay-periods the employee has selected for their salary payments.

Employees will also pay all deductibles, co-pays, payments into health savings accounts and flexible spending accounts associated with the employee “Medical Benefit Plan” (Pak-A, Part-1, or PAK-C, Part-1).

(Non-Medical Benefit Plan) - (PAK-A, Part-2, PAK-C, Part-2) 2018-2019 and 2019-2020 Contract Years:

Dental:

Class I: 80%

Class II: 80%

Class III: 80%

Annual Max: \$1,000

Class IV: 80%

Lifetime Max: \$1,200

Riders: 2 Cleanings

Vision: VSP 3 Plus

Life Insurance: \$10,000

AD&D Coverage: \$10,000

The Board in accordance with the above paragraphs shall provide premium contribution payments as described below toward an employee “Non-Medical Benefit Plan” (PAK-A, Part-2 or PAK-C, Part-2) from July 1, 2018 through June 30, 2019;

Board Paid Plan (PAK-A, Part-2 or PAK-C, Part-2) (“Non-Medical Benefit Plan”):

- Family Plan:                 \$ 100% of the total costs monthly premium.
- Two Person Plan:         \$ 100% of the total costs monthly premium.
- Single Subscriber Plan: \$ 100% of the total costs monthly premium.

Employees’ not electing health insurance PAK-A, Part-1 or PAK-C, Part-1-A will also receive the below benefit.

(PAK-B): For Employees who qualify for the “Medical Benefit Plan” (Pak-A, Part-1 or PAK-C, Part-1) and do not elect to receive the “Medical Benefit Plan”:

The Board agrees to provide a (Non-Medical Benefit Plan) for (PAK-B) as negotiated and listed below) and monthly premium payments from July 1, 2018 through June 30, 2019, as described below for twenty-four (24) months provided the individual is employed full-time, employees less than full time will be prorated accordingly. For employees who work less than the applicable positions work year due to being hired after the contracted year or who resign or retire before the end of the contract year or whose census category changes during the contract year will receive prorated Board premium payments accordingly.

(Non-Medical Benefit Plan) - (PAK-B) 2018-2019 Contract Year and 2019-2020 Contract Year:

Dental:

- Class I:                         80%
- Class II:                        80%
- Class III:                       80%
- Annual Max:                    \$1,000
- Class IV:                       80%
- Lifetime Max:                  \$1,200
- Riders:                         2 Cleanings

Vision:                         VSP 3 Plus

Life Insurance:             \$10,000

AD&D Coverage:          \$10,000

Board Paid Premiums for (PAK-B) (Non-Medical Benefit Plan):

- Family Plan:                 \$ 100% of the total monthly premium.
- Two Person Plan:         \$ 100% of the total monthly premium.
- Single Subscriber Plan:   \$ 100% of the total monthly premium.

Eligible employees not electing the “Medical Benefit Plans” cited above shall be eligible for a Board paid subsidy for 2018-2019 school year in the amount of \$550 (five hundred fifty) per month, which equates to \$6600 per year. For the 2019-2020 school year in the amount of \$466.67 (four hundred sixty-six and .67/100) per month which equates to \$5600 per year. This Board paid subsidy may be used for one of the following:

1. Tax sheltered annuity
2. Paid semi-annually in December and June of each year.

**B. Insurance benefits are provided through a cafeteria plan.**

1. If the Board desires to change any of the above provided insurance coverage or carriers, it will so notify the Association and request a special conference to explain the differences between the existing insurance program and the new program. The parties will attempt to reach agreement upon conversion to the new program. If agreement is not reached, the current coverage and carrier will continue.
2. Except as otherwise specifically provided, the Board’s obligation for payment of insurance premiums shall continue with respect to bargaining unit members only while they are active employees with earnings from the Board for hours actually worked; such obligation shall terminate when they retire, quit, are discharged, are laid off, are on leave, or for any other reason active employment is terminated with the Board. The Board will, however, continue to pay the premiums necessary for an eligible full-time (prorated for part-time) employee’s insurance coverage during paid leaves, holidays and, for contract teachers employed during the school year who have completed their full contractual obligation for teaching such school year, continuing through the summer break from the last day of school to the following August 31.
3. The sole obligation of the Board for insurance coverage is payment of insurance premiums; by payment of such premiums the Board is relieved of any further liability with respect to insurance benefits of any further liability with respect to insurance benefits or coverage. If the Board disputes the obligation to pay premiums for any employee, the employee must arrange for continued coverage (through the Board’s policy, if available), the sole remedy against the Board for failure to pay insurance premiums being reimbursement of premiums to the appropriate party. Employees have the responsibility for making arrangements necessary for continuance of insurance coverage at their own expense, by payroll deduction, if available, during any period when the Board does not have the obligation to pay the full premium. This section shall not be interpreted to deny any employee’s rights as provided for under COBRA.
4. In the event of any legal action brought against the Association or its agents in a court or administrative agency because of its compliance with this Article, the Board agrees to defend such action at its own expense and through its own counsel. The Board agrees that in any action so defended, it will indemnify and hold harmless the Association and its agents from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Association’s compliance with this Article.

- C. The above-named benefits are subject to the underwriting rules and regulations as set forth by the carrier.

**ARTICLE XXI**  
**SHARED PROGRAMMING**

- A. A shared program is defined as a class or program by the school district which involves staff and/or students giving or receiving instruction in conjunction with staff and/or students from another school district.
- B. "Host District" will be the school district in which a specific program class is being offered.
- C. "Itinerant District" will be the school district whose students are being transported to enable them to participate in a shared program class.
- D. The parties mutually agree that the purpose of the shared program shall be to provide quality cooperative academic programming in order to be able to enhance the educational opportunities for students by providing class offerings mutually agreed to through existing curriculum change procedures.
- E. Class sizes shall be based upon the appropriate number of students and stations available for the specific learning activity. Total class size including students from the host district and those from the itinerant district(s) shall be mutually agreed upon prior to students enrolling in the classes.
- F. Prerequisites in the host district for student enrollment in a class shall also be a pre-requisite for students enrolling in the class from the itinerant district.

**ARTICLE XXII**  
**DURATION OF AGREEMENT**

All new provisions of this Agreement shall be effective as of September 10, 2018 and shall continue in effect for approximately two (2) years until the 30<sup>th</sup> day of June, 2020. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

The terms of such collective bargaining agreement between the parties are incorporated herein and by accepting and signing this "Master Agreement-Execution of Instrument- Signature Enactment Clause" in this contract below, the parties agree to be bound by all such terms for the duration of this Agreement.

This agreement will become enacted and implemented in full effect on the date of ratification by both parties. Ratification will be recognized by the last person to sign and date the Master Agreement. The Master Agreement will then take effect on the date of the last signature of the last party below.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their signatures on the day and year below written.

"Master Agreement-Execution of Instrument-Signature Execution Clause"

BARAGA AREA SCHOOLS BOARD OF EDUCATION

Signed By William W. Jendreas, Jr. Date \_\_\_\_\_

Signed By Robert G. Minic Date \_\_\_\_\_

BARAGA EDUCATION ASSOCIATION

Signed By \_\_\_\_\_ Date \_\_\_\_\_

Signed By \_\_\_\_\_ Date \_\_\_\_\_

## Schedule A 2018-2019

Step	BA/BS	MA	MA+	off-schedule (.25%)		
				BA/BS	MA	MA+
Step 1	36,194	38,194	40,194			
Step 2	38,071	40,091	42,111	94	99	104
Step 3	39,586	41,606	43,626	98	103	108
Step 4	41,101	43,121	45,141	102	107	112
Step 5	42,616	44,636	46,656	105	110	115
Step 6	44,131	46,151	48,171	109	114	119
Step 7	45,646	47,666	49,686	113	118	123
Step 8	47,161	49,181	51,201	117	122	127
Step 9	48,676	50,696	52,716	120	125	130
Step 10	50,191	52,211	54,231	124	129	134
Step 11	51,706	53,726	55,746	128	133	138
Step 12	53,221	55,241	57,261	132	137	142
Step 13	54,736	56,756	58,776	135	140	145
Step 14	56,251	58,271	60,291	139	144	149
Step 15	57,766	59,786	61,806	143	148	153
Step 16	61,392	64,242	66,084	152	159	164

## Schedule A 2019-2020

Step	BA/BS	MA	MA+	off-schedule (.25%)		
				BA/BS	MA	MA+
Step 1	36,194	38,194	40,194			
Step 2	38,452	40,492	42,532	95	100	105
Step 3	39,982	42,022	44,062	99	104	109
Step 4	41,512	43,552	45,592	103	108	113
Step 5	43,042	45,082	47,123	107	112	117
Step 6	44,572	46,613	48,653	110	115	120
Step 7	46,102	48,143	50,183	114	119	124
Step 8	47,633	49,673	51,713	118	123	128
Step 9	49,163	51,203	53,243	122	127	132
Step 10	50,693	52,733	54,773	125	131	136
Step 11	52,223	54,263	56,303	129	134	139
Step 12	53,753	55,793	57,834	133	138	143
Step 13	55,283	57,324	59,364	137	142	147
Step 14	56,814	58,854	60,894	141	146	151
Step 15	58,344	60,384	62,424	144	149	155
Step 16	62,006	64,884	66,745	153	161	165



## GRADUATE HOURS BEYOND MASTERS DEGREE

Prior to taking graduate hours which are intended for advancement on the salary schedule, it is suggested the teacher and their principal and/or Superintendent meet to discuss the course work contemplated. Graduate hours earned after completion of their Masters degree, that are reasonably related to the teacher's professional development in their teaching field (excluding administration) and hours specifically approved by the Administration in writing as meeting a particular need of the District, will be credited.

"Quarter" hours will be converted to "semester" hours by dividing by three and multiplying by two. Such hours must be satisfactorily completed (grade C or better) from an accredited graduate school.

### BA/BS CONTINUING CERTIFICATE

An employee who completes the necessary hours to be eligible for state certification which qualifies him/her for a BA/BS Permanent Certificate shall be paid at the BA/BS Permanent level of the salary schedule.

### LONGEVITY PAY

Step 1 After ten (10) years of service in the Baraga Area School District, each teacher shall earn longevity pay at the rate of 4.75% of the base rate.

New employees hired after September 1, 2011 will not start longevity pay until they have reached their 15<sup>th</sup> year of teaching in the Baraga Area Schools.

### MASTER TEACHER LEVEL PAYMENTS

In order to qualify for *Master Teacher Payment* on Step 2, 3, and 4 of this Schedule, a teacher must earn four (4) college credits or five (5) years of service of Schedule B. A combination credits and years may be used. These requirements must be satisfied for a teacher to move from Step 1 to another Step. Once a teacher qualifies for a higher Step, she/he cannot be returned to a lower Step.

Step 2 After sixteen (16) years of service in the Baraga Area School District, teachers qualifying for *Master Teacher Payment* will earn an additional 2% of the base rate.

Step 3 After twenty-two (22) years of service in the Baraga Area School District, teachers qualifying for *Master Teacher Payment* will earn an additional 4% of the base rate.

Step 4 After twenty-eight (28) years of service in Baraga Area School District, teachers qualifying for *Master Teacher Payment* will earn an additional 6% of the base rate.

#### Schedule B

##### College Credits Calculation

$$4/6 \times 4 = 16/6 = 8/3 = 2 \frac{2}{3}$$

##### Service Credit Calculation

$$4/6 \times 5 = 20/6 = 10/3 = 3 \frac{1}{3}$$

For this teacher to be eligible for Step 3 Schedule B benefits, she/he must earn 2 2/3 college credits or 3 1/3 service years and at least four (4) more years of services in the Baraga Area Schools.

## SCHEDULE “B”

### I. COACHES

(The Step is the BA salary schedule Step, but based on years of coach the position rather than years of teaching with a maximum of the sixth (6<sup>th</sup>) year of service Step.)

For, new coaches hired after August 31, 2011 salaries will be based on years of teaching with a maximum pay at step four. Those coaches who were coaching on August 31, 2011 will be grandfathered on the former salary calculation. That former salary calculation is:

Head Football	12% of Step + .725% of base per week for pre-school (Four (4) weeks maximum)
Assistant Football	8% of Step + .725% of base per week for pre-school (Four (4) weeks maximum)
Junior Varsity Football and Assistant Junior Varsity Football	8% of Step + .725% of base per week for pre-school (Four (4) weeks maximum)
Head Girls’ Basketball	13% of Step
Junior Varsity Girls’	9% of Step
Head Boys’ Basketball	13% of Step
Junior Varsity Boys Basketball	9% of Step
Junior High Basketball	2.5% of Step
Elementary Basketball	Rate to be determined
Golf	4% of Step
Combined Boys & Girls Track	8% of Step
Varsity Assistant Track Coach	4% of Step
Junior High Track	2.5% of Step
Volleyball	12% of Step + .725% of base per week for pre-school (Four (4) weeks maximum)
Assistant Volleyball	8% of Step + .725% of base per week for pre-school (Four (4) weeks maximum)
High School Cheerleading	5.8%
Junior High Cheerleading	2.0%

Varsity and Assistant coaches get 1% pay for every week of post-season play with a maximum of 3% for the following sports:

- Football – playoffs until eliminated
- Volleyball and basketball – when advancing after winning a district final, until eliminated.
- Track – when a player(s) qualifies and participates in the U. P. Finals or State Tournament.
- Any other sport, with approval of the Board.

Strength Conditioning	Rate to be determined
Mentors (Teaching)	1% of Base

## II. GAME WORKERS

(Percent of BA Base rounded to nearest half dollar.)

### Basketball:

Scorer	.095%
Timer	.090%
Ticket Seller	.070%

### Football:

Timer	.090%
Announcer	.058%
Ticket Seller	.058%
Chain Gang	.058%

### Volleyball:

Scorer	.095%
Timer	.058%

## III. STUDENT ACTIVITIES

(Percent of BA Base rounded to nearest half dollar.)

Class Advisor 6-10	2.0%
Class Advisor 11-12	3.5%
School Play Director	4.0%
Chaperons-Day	.145%
Chaperons-Night	.100%
Yearbook High School	4.9%
Yearbook Elementary	2.5%
Driver Education	.070%
Camp Nesbit Assistant	2.0%
Noon Supervisor	1.8%
National Honor Society	1.0%
Student Council	2.8%
Band (10 games, 1 parade, 2 concerts)	3.0%
High School Bowl	1.5%
SADD	1.4%
Elementary Student Council	1.4%
Local History Smack Down	1.5%
Art (5 shows)	1.5%

School Improvement \$30.00 per hour per teacher for all meetings called by Principal or approved by Principal paid last check in June if teacher has completed their defined responsibility by June 15<sup>th</sup>.

- IV. Rates are based on completion of the full schedule for the sport or activity.
- V. Coaches moving from one position to another in the same sport will be given credit of one year for each two years of coaching in the prior position.
- VI. If the rate is different from first to second semester and the activity extends into both semesters, the salary will be prorated.

## APPENDIX A

The Board of Education agrees to provide to the Association in writing one copy of all Board Policies and procedures pertaining to the Policy Book Professional Staff section and other relevant work conditions.

If such policies and/or procedures are changed or altered the Board agrees to provide a written copy of the changes within five (5) business days from the adoption of the polices and/or procedures by the Board.

The Board also agrees to provide to the Association president any School Board meeting (including committee meetings) posting complete with the proposed agenda.

School Calendar Notice:

The Baraga Area Schools 2018-2019 School Calendar is attached.

The Baraga Area Schools 2019-2020 School Calendar will be developed by a Calendar Committee. Any State mandated Increase in Student Contact Time in hours and/or days necessary to receive full State Aid in 2018-2019 will be added in the 2019-2020 School Year Calendar.

# 2018/19 School Calendar

August 2018						
Su	Mo	Tu	We	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 2018						
Su	Mo	Tu	We	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						

October 2018						
Su	Mo	Tu	We	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			

November 2018						
Su	Mo	Tu	We	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	

December 2018						
Su	Mo	Tu	We	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					

January 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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		

February 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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	

March 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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						

April 2019						
Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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	

June 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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						

July 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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			

## Federal holidays 2018/19

Full day PD	Early release PD 2:00 pm	2-hour delay senior breakfast	10/5, 12/7, 2/28, 5/10 Progress Reports
Holidays	Final exams 1/2 day	Parent teacher conferences 1/2 day	11/2, end of quarter 1/18 end of semester 1 4/5 end of quarter 3, 6/14 end of semester 2

## Letter of Understanding concerning sick bank

The administration supports establishing a sick bank. The BEA will take the responsibility to come up with language and guidelines regarding the implementation of said sick bank. The BEA will bring the language and guidelines to the Board of Education for approval. Upon such time that the sick bank is approved it will be considered as part of the current contract.