

TENTATIVE AGREEMENT  
Between  
CHIPPEWA VALLEY SCHOOLS (CVS)  
And  
CHIPPEWA VALLEY CHAPTER 1884, SECRETARIAL/CLERICAL  
UNION COUNCIL 25 AFSCME (AFSCME)

(b)  
9-9-2020  
2:34PM  
REF  
9920  
9/1/20

It is agreed that all remains as in the 2018-2020 contract except as indicated below and upon ratification by both parties be effective July 1, 2020 and continue in effect through June 30, 2021.

The 2018-2020 salary schedule has been increased by 3.1% (see attached).

For the 2020-21 school year bargaining unit members not at the top step will receive one step. Those at the top step will receive a 2.5% lump sum off schedule payment on their base salary on June 30, 2021.

Article 4 (A)

Union officers shall include a chapter chairperson and a chief steward. The Union (secretarial/clerical Employees) shall be represented by **UP TO TWO (2)** ~~one (1)~~ stewards for each of the groups listed below:

Article 10 B- Discipline

If the Employee or Union representative believes the disciplinary action to be improper, the Employee or Union must file a written grievance **WITHIN FIVE (5) WORKING DAYS FROM THE DATE THE DISCIPLINE IS RECEIVED BY THE EMPLOYEE OR ASSOCIATION REPRESENTATIVE**, which will automatically begin at Step 2 of the grievance procedure and will be subject to the provisions of the grievance procedure in Article 9.

Article 20-Compensation -B-4 Longevity

Longevity payments shall be made once a year. Employees will receive the longevity payment combined with the Employee's payroll check. Payments shall be made on the **LAST PAY PERIOD OF THE MONTH OF** ~~next normally~~ ~~scheduled pay period following~~ the Employee's anniversary date.

Article 11-F (1) – Promotion

The Employee granted a promotion shall be placed on the salary step of the new position which will grant the Employee the next higher hourly rate than the hourly rate the Employee is receiving on the salary schedule for the Employee's present job assignment. **THE INCREASE SHALL NOT REFLECT AN INCREASE IN PAY LESS THAN \$.50 PER HOUR.**

Article 20-Compensation (A)

Employees shall select one of the following pay options:

- (1) 24 pays
- (2) 21 pays

**AS OF JUNE 30, 2020, 10-MONTH EMPLOYEES ON THE 24 PAY OPTION WILL BE GRANDFATHERED ON THE 24 PAY OPTION. EFFECTIVE JULY 1, 2020, 10 MTH EMPLOYEES NOT CURRENTLY ENROLLED IN 24 PAYS WILL NO LONGER HAVE THE OPTION TO SELECT 24 PAYS AND WILL MOVE TO HOURLY EFFECTIVE JULY 1, 2021.**

Article 20 E- Holidays

Combine 3. And 4. Since similar.

3. Holiday pay will not be granted unless the Employee is present for work on the last scheduled workday preceding the holiday and the first scheduled work day after the holiday. Exceptions will be granted where the superintendent/designee has approved a paid day off (vacation, personal business, or sick).

~~4. Holiday pay shall be paid when the scheduled work day preceding and succeeding the holiday is worked. However, if the Employee is absent the day before or the day after due to an illness, the Employee may be required to furnish a doctor's statement certifying the illness within three (3) days after such absence if requested by the Employer. Exceptions will be granted where the superintendent/designee has approved a paid day off (vacation, personal business, or sick).~~

Letter of Agreement

Continue Temporary long term/temporary short-term assignment LOA from 11-13 contract.

BY: Ronda H. Trowse  
Ronda Trowse, Staff Representative  
Michigan AFSCME Council 25

BY: Dr. Adam Blanchard  
Dr. Adam Blanchard, Chief Negotiator

BY: Traci Fusco  
Traci Fusco, Co-Chapter Chairperson

BY: Dawn Leone  
Dawn Leone, Human Resources Supervisor

BY: Joann Dodt  
Joann Dodt, Co-Chapter Chairperson

BY: Scott Sederlund  
Scott Sederlund, Negotiator

BY: Pam Infante  
Pam Infante, Negotiator

BY: Lisa Edgell  
Lisa Edgell, Negotiator

BY: Wendy Wolfe via zoom call  
Wendy Wolfe, Negotiator

**Chippewa Valley Schools  
Secretarial/Clerical Salary Schedule**

**2020-21**

<b>PAY GRADE</b>	<b>CLASSIFICATION</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>	<b>STEP 7</b>	<b>STEP 8</b>
1	Voc Education Clerk (Cul Arts, Market) Clerk Typist II - Food Service Elementary Clerk	\$11.39	\$11.97	\$12.55	\$13.13	\$13.71	\$14.29	\$14.87	\$15.44
2	General Clerk Media Clerk II (9th Grd, HS) Receptionist	\$12.68	\$13.34	\$14.00	\$14.66	\$15.31	\$15.97	\$16.63	\$17.29
3	Clerk Typist III - Community Education - 9th Grd Center - Accounts Payable - Athletics - Guidance - Human Resources - Middle School - Adult Ed/Little Turtle	\$14.24	\$14.98	\$15.72	\$16.47	\$17.21	\$17.95	\$18.69	\$19.43
4	Bookkeeper - Athletics Building Support Technician Clerk IV (FS,MHS,Grants,Spec Ed,AP) Curriculum/Instructional Clerk Dispatcher Clerk Media Clerk IV (Elem, MS) Media Tech Clerk Payroll Clerk Scheduling Clerk Secretary (HS AP,9th,Guidance,Trans) Secretary/Bookkeeper (HS)	\$15.54	\$16.42	\$17.30	\$18.18	\$19.06	\$19.94	\$20.82	\$21.70
5	Bookkeeper - Community/Adult Ed Pupil Accounting Clerk Secretary (Maint,Elem,MS,CTE)	\$16.09	\$17.02	\$17.95	\$18.87	\$19.80	\$20.73	\$21.65	\$22.58
6	Accounts Payable Network Support Technician Payroll Clerk Community Relations Clerk Secretary (Ed Serv,Spec Ed,HS,Business)	\$16.75	\$17.71	\$18.66	\$19.61	\$20.56	\$21.51	\$22.46	\$23.41
7	District Bookkeeper Bookkeeper	\$17.42	\$18.42	\$19.41	\$20.40	\$21.39	\$22.38	\$23.37	\$24.36

LETTER OF AGREEMENT  
Between  
CHIPPEWA VALLEY SCHOOLS  
And  
MICHIGAN AFSCME COUNCIL 25, AFL-CIO  
LOCAL 1884  
CHIPPEWA VALLEY SCHOOLS SECRETARIAL/CLERICAL CHAPTER

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The following is agreed to by the parties heret effective July 1, 2011 through June 30, 2013:

Temporary long term assignments

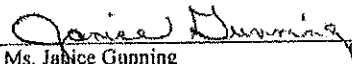
1. Positions posted as temporary assignments are positions that remain vacant after posting for (7) seven days per the Labor Agreement.
2. The temporary assignment will be posted for (3) three work days. The posting will list grade level and hours worked.
3. Hours of the posted position will not be flexible for an adjustment in work schedule unless posted as flexible.
4. Health benefits, holiday, sick accrual, personal business, and vacation benefits will not apply to temporary long term assignments, and will not be approved. Employees will only be paid when they work.
5. Mileage will not be paid between buildings.
6. Additional hours will not be added to employee's regular hours and considered in a bump.
7. Assignment will be filled by the employee with the most seniority who meets the minimum qualifications.
8. Pay for temporary assignments will be at the pay grade of the temporary assignment closet to the hourly rate the employee is currently paid.

Temporary short term assignments


1. Human Resources will notify membership by e-mail for interest to be included in a sub pool for day-to-day short term assignments.
2. Employees interested will submit in writing to the Human Resources their available hours and months.
3. Assignments will be made by the Human Resources Department by seniority rotation for open positions as needed.
4. Employees requiring sub clerk absences for day-to-day absences for sick/pb will be arranged by the building. Sub coverage is only authorized by Human Resources.
5. Some positions may require additional training, and will require a separate pool of interested candidates.
6. Pay will be paid at the employee's current rate of pay.

If no clerical members apply for long term or short term assignments, the Human Resources Department will place a clerk from a third party contractor in the assignment.

This Memorandum of Understanding is not set precedent for any other situation now or in the future and will expire on June 30, 2011.

  
Ms. Janice Gunning  
Chapterchair Local 1884 Secretarial/Clerical

8/16/11  
Date

  
Ms. Kathie Sherrill  
AFSCME, Council 25

8/16/11  
Date

  
Dr. Michael C. Reeber  
Assistant Superintendent  
Human Resources

8-16-11  
Date