

MASTER AGREEMENT

BETWEEN THE

BOARD OF EDUCATION OF

WHITEFORD AGRICULTURAL SCHOOLS

AND THE

MONROE COUNTY EDUCATION ASSOCIATION

WHITEFORD

AUGUST 1, 2017 – July 31, 2020

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AUTHORIZATION

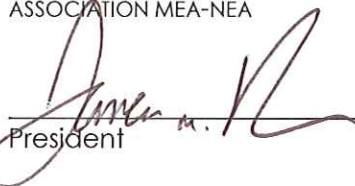
This Agreement is authorized by the Public Employment Relations Act, as amended.

**ARTICLE I
DURATION OF AGREEMENT**

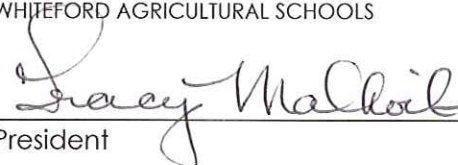
This Agreement will be effective as of August 1, 2017 and will continue in effect until July 31, 2020. This Agreement and all its terms, conditions, and effects will expire on the date indicated. Arrangements for negotiations between the parties for a new Agreement will begin sixty days before the expiration date. This Agreement may be extended by mutual written consent of the parties.

MONROE COUNTY EDUCATION
ASSOCIATION MEA-NEA

BOARD OF EDUCATION
WHITEFORD AGRICULTURAL SCHOOLS




President



President

Secretary



Secretary



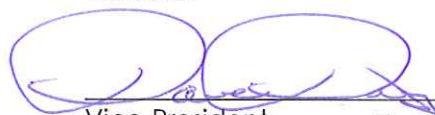
Chairperson, Negotiating Committee



Treasurer



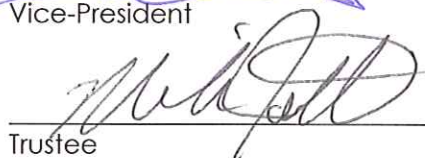
Negotiating Committee Member



Vice-President



Negotiating Committee Member



Trustee

Negotiating Committee Member



Trustee

Trustee

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**ARTICLE II
RECOGNITION**

16 The Whiteford Board of Education recognizes the Monroe County Education Association, MEA-NEA, to be the exclusive bargaining representative for all full-time and regular part-time certified teachers under contract to the Board, including classroom teachers, guidance counselors, librarians, certified classroom teachers employed under federal Title I programs, speech therapists, but excluding administrators, director of guidance, substitutes, teachers' aides, adult and community education teachers and coaches who are not otherwise members of the bargaining unit as teachers, and all other employees.

17
18
19 The Association recognizes that the Board is the representative of the citizens of the School District and has the responsibility and authority to manage and direct the operations and activities of the district under the School Code of the State of Michigan.

20 All references to the male gender shall include the female gender.

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**ARTICLE III
BOARD'S RIGHTS**

- 22 A. Nothing contained herein shall be considered to deny or restrict the Board of Education of its rights, responsibilities, and authority under the Michigan General School Laws or any other laws or regulations.
- 26 B. Except as expressly abridged by the provisions of this Agreement, it is agreed that all rights which ordinarily vest in and have been exercised by the Board shall continue to vest exclusively in and be exercised exclusively by the Board. Such rights shall include by way of illustration and not by way of limitation, the right to:
- 31 1. Manage and control its business, equipment, and operations.
 - 33 2. Continue its rights, policies, and practices of assignment and direction of its personnel and scheduling.
 - 36 3. Direct the working forces, including the right to hire, assign, promote, evaluate, discipline, transfer, layoff, and determine the size of the work force.
 - 39 4. Determine the services, supplies, and equipment necessary to continue its operation, and to establish standards for their use and operation.
 - 42 5. Adopt reasonable rules and regulations pertaining to the operation and administration of the school system and to define the descriptions and requirements of all jobs.
 - 46 6. Determine the qualifications of employees, including job descriptions and the essential job functions of employees.
 - 49 7. Determine overall goals and objectives, as well as all policies affecting the educational programs.

- 1 8. Determine the number and location or relocation of its facilities, including the
2 establishment or relocations of new schools, buildings, departments, divisions or
3 subdivisions thereof, and the relocation or closing of offices, departments,
4 divisions or subdivisions, buildings, or other facilities.
5
- 6 9. Determine the size of the management organization, its functions, authority,
7 amount of supervision and the table organization.
8
- 9 10. Determine all financial policies, including all accounting procedures, and all
10 matters pertaining to public relations.
11
- 12 11. Determine class scheduling, as well as the duties and responsibilities of the
13 teaching staff and other employees with respect to such scheduling.
14

15 C. The exercise of the foregoing powers, rights, authority, duties, and responsibilities of the
16 Board, the adoption of policies, rules, regulations, and practices in furtherance thereof,
17 and the use of judgment and discretion in connection therewith, shall be limited only by
18 the specific and express terms of this Agreement.
19

20 The listing of specific management rights in this Agreement is not intended to be, nor shall
21 it be restricting of, a waiver of any rights of management not listed and specifically
22 surrendered herein, whether or not such rights have been exercised by the Board in the
23 past.
24

25 **ARTICLE IV** 26 **TEACHERS' HOURS**

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29 A. Normal Teacher Duty Hours
30

- 31 1. Elementary teachers, grades K-5, will be in assigned places of duty no later than
32 7:45 a.m. Middle/high school teachers, grades 6-12, will be in assigned places of
33 duty no later than 7:45 a.m.
34
- 35 2. Teachers will remain on duty for ten (10) minutes after the student day ends
36 except on days preceding holidays, vacations/breaks. However, when the
37 Superintendent of Schools determines there is an emergency situation, the
38 Superintendent may require teachers, except those that must leave, to stay until
39 school buses have loaded and left each respective building.
40
- 41 3. Instructional time will be scheduled by the Administration during normal teacher
42 duty hours to ensure a minimum of 1098 instructional clock hours and 180
43 instructional days as required by the State of Michigan are held. These
44 instructional clock hours will be achieved by scheduling 1112 instructional clock
45 hours at the elementary level and 1124 instructional clock hours at the
46 middle/high school level. The building principals will be responsible for making
47 the necessary adjustments in the class/period schedules to reflect the
48 instructional time in the school day schedule for each of the school years.
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1 B. Duty-free lunch period
2

- 3 1. Teachers in grades kindergarten through five will be entitled to an uninterrupted
4 lunch period of thirty minutes daily.
5
6 2. Teachers of secondary grades six through twelve will be entitled to an
7 uninterrupted lunch period of twenty-six minutes daily.
8

9 C. Conferences and Relief Periods
10

- 11 1. All elementary teachers in grades kindergarten through five will have no less than
12 three hundred (300) minutes of preparation time per week which may include the
13 time their classes are receiving instruction from teaching specialists. This shall
14 include at least one (1) thirty (30) minute period per day. *(This section is subject to*
15 *old letter of agreement. Letter attached.)*
16
17 2. Teachers in grades six through twelve will have at least one class period daily
18 scheduled for a conference or preparation period.
19
20 3. Conference or preparation periods will be duty periods in which the teacher will
21 prepare lessons, correct papers, be available for conferences with students,
22 parents, or administrators.
23
24 4. The Board of Education will grant each special education teacher eleven (11)
25 one-half (1/2) days (total 5 1/2 full days) off each year for the purpose of planning
26 and reports. Such time off must be in not less than 1/2 day increments to be
27 scheduled by mutual agreement with the principal.
28

29 D. Staff Meetings and Other Activities
30

31 Teachers will participate in the following professional activities as a contractual
32 duty:
33

- 34 1. Not more than 9 hours annually (in addition to the regular work schedule) will be
35 required for staff meetings.
36
37 2. The day of the week and the week of the month on which the staff meetings are
38 held will be determined by a vote of the faculty and will be scheduled for one
39 hour after-duty hours, unless otherwise mutually agreed. In the event a particular
40 date will not work, an alternate date will be scheduled. The vote will occur on
41 the first day of the school year with students. If a teacher is at work on the
42 scheduled staff meeting day and does not attend the meeting, except for a
43 reason pre-approved by the Administration or an emergency, the teacher may
44 be subject to disciplinary action. Teachers will typically not be excused from
45 attendance at staff meetings for matters which could have been prearranged or
46 scheduled at other times, such as doctor appointments, absent extenuating
47 circumstances.
48
49 3. A cancelled meeting will count as one hour and one meeting unless cancelled
50 for reasons beyond the control of the Administration.
51

1 4. At a parent's request, teachers shall conduct individual parent/teacher
2 conferences (in addition to the formal parent/teacher conferences referenced in
3 Section E below) as necessary to confer with parents at mutually convenient
4 times.

5
6 5. Teachers shall attend one Open House activity per year which shall be jointly
7 scheduled with the Superintendent and the WEA President.

8
9 E. Parent/Teacher Conferences/In-Service

10 Teachers will be required to participate in a total of six (6) hours of parent/teacher
11 conferences in the first semester, and three (3) hours in the second semester.

12
13
14 F. Teachers and a guest, or their immediate family living within their household, will be
15 admitted to all extra curricular activities without charge that are sponsored by the
16 Whiteford Board of Education.

17
18
19 **ARTICLE V**
20 **SALARIES & OTHER COMPENSATION**

21
22 A. Scheduled salaries, stipends and fringe benefits for teachers are appended to the
23 Agreement. Schedule "A" contains teacher base salaries according to experience and
24 training. Schedule "B" sets forth stipends for extra duty assignments. Schedule "C" is a
25 statement of fringe benefits provided by the Board of Education.

26
27 Teachers shall be paid on one of the following schedules:

- 28
29 1. Twenty-one (21) equal pay periods between September and June.
30
31 2. Twenty-one (21) pay periods based upon twenty-six (26) pays with one lump sum
32 payment.
33
34 3. Twenty-six (26) equal pays for twelve (12) months beginning in September.

35
36 The teacher will notify the Superintendent's office three weeks prior to the first
37 September payroll date if he/she wishes to make a change.

38
39 B. Direct Deposit of Pay. Teachers' pay shall be electronically direct deposited to financial
40 institutions as mutually approved by the teachers and the District.

41
42 C. Stipends for Advanced Training

43
44 Certified teachers who earn at least 3 term or 2 semester graduate credits which must be
45 pre-approved by the Superintendent will receive a stipend of \$250 or a sum equal to the
46 cost of tuition not to exceed a total of \$450 per fiscal year (July 1 - June 30). This will be
47 paid within thirty (30) days after submission of proper documentation for teachers who
48 qualify. Criteria for approval will include: accredited institution; advance degree
49 program in education or relevant to teaching assignment; within the annual stipend
50 amount; any online course must meet criteria acceptable to the Superintendent.

1 The above stipends may be claimed by filing graduate reports for credits earned in the
2 previous twelve month period at the Superintendent's office prior to September 11
3 and/or February 1.
4

5 Teachers who advance from the bachelor's to master's schedule are not eligible to
6 receive the stipend for advanced training for the contractual year.
7

8 D. Determination of Experience, Training & Certification
9

10 1. A teacher's experience level for Schedule "A" will be the total number of full years
11 of experience claimed by the teacher on the first day of the school calendar
12 year. Teachers employed for the first time on or after the effective date of this
13 Contract will receive credit on the salary schedule as determined appropriate by
14 the District for teaching experience in Michigan or in any other state. The
15 teaching experience must be in a state-approved school. Teachers may be
16 asked to submit documentary evidence of experience in other school districts.
17

18 2. The teacher's training level for salary purposes will be determined by the
19 teacher's degree status on the first day of the school calendar year and the first
20 day of the second semester. The teacher must provide the Superintendent with
21 documentary evidence of degree status on or before the Monday preceding the
22 first payroll of the year and second semester. Such evidence may be in the form
23 of a letter from an appropriate official of the degree granting institution
24 indicating that the requirements for the degree have been completed. Prior to
25 the end of the respective semester, the teacher should file with the
26 Superintendent a copy of supporting transcripts.
27

28 3. Each teacher must file with the Superintendent prior to August 1st a valid,
29 notarized Michigan Teacher's certificate upon employment or re-certification.
30

31 E. Definition of School Year & Normal Teaching Schedule
32

33 The school year will consist of 180 days of instruction and 1 professional development day
34 of work to be scheduled on the Wednesday prior to the beginning of the school year.
35 One-half of a day at the beginning of the school year, and one-half of a day at the end
36 of the school year will be used for teacher orientation, preparation, and records.
37 Scheduled days of student instruction which are not held because of conditions not
38 within the control of school authorities such as inclement weather, fires, epidemics,
39 mechanical breakdowns, or health conditions as defined by the city, or county or state
40 health authorities, shall be rescheduled to insure that there are the minimum number of
41 days and/or hours of actual student instruction required by law. Teachers will receive
42 their regular pay for days which are canceled but shall work on any rescheduled days
43 with no additional compensation.
44

45 The actual day(s) on which any makeup day(s) will be scheduled will be negotiated by
46 both parties and will be part of the negotiation process to determine the school
47 calendar as outlined in Article X, Section G.
48

49 In the event the District exceeds the maximum time allowable by the State for Act of
50 God occurrences prior to February 1st, upon mutual agreement between the
51 Administration and Association, Presidents Day may be used as a make-up day.

1
2 In addition to the specified days of instruction, there will be the equivalent of five
3 professional development days. Total annual salary is based upon 181 days of work
4 during the entire school year regardless of whether the days actually worked are the
5 same as originally scheduled or are different from those originally scheduled due to
6 rescheduling by the Board.
7

8 The standard weekly teaching load in the secondary school will be thirty (30) periods of
9 teaching or supervision and five (5) conference/preparation periods. The standard
10 weekly teaching load in the elementary school will be twenty-five (25) teaching periods.
11

12 F. Computing Daily and Hourly Rate
13

14 When necessary for computation of salary deduction or in determining compensation for
15 teacher work days in excess of 181, the teacher's daily base rate will be determined by
16 dividing his/her total Schedule A salary and longevity excluding stipends by 181.
17

18 To determine compensation for teaching an extra class on a conference period, the
19 teacher's Schedule A salary and longevity excluding stipends will be divided by total
20 number of periods in the school day (7). If teaching an extra class on a conference
21 period for one semester, the payment will be prorated accordingly.
22

23 Hourly rates will be determined by dividing the teacher's daily rate by 6.5.
24

25 G. Compensation for Extra Teaching Days
26

27 Teachers who are employed by the Board to provide services in addition to the 181 day
28 school calendar will be compensated for the additional service at their appropriate daily
29 or hourly rates as scheduled for the term of the collective bargaining agreement.
30

31 Any teacher who is paid for more than the normal daily teaching assignment will be
32 given the option of choosing to request the prorated services of an adult teacher aide in
33 lieu of additional compensation.
34

35 H. No teacher will be required to teach as a substitute during a regular scheduled
36 conference period. If a teacher chooses to teach as a substitute during his/her
37 conference period, the teacher will be paid \$25.00 for a conference period of
38 approximately 60 minutes.
39

40 I. Reimbursement For Mileage and Other Expenses
41

42 The Board will reimburse teachers for reasonable expenses incurred in connection with
43 attendance at meetings, conferences or workshops as approved by the principals and
44 the Superintendent. Teachers who are required to use their personal automobiles in their
45 work will car pool whenever possible and will be reimbursed at the current IRS mileage
46 rate. Itemized statements of such expenses must be submitted on a Mileage and
47 Employee Reimbursement Request Form. The Board will provide non-owned auto liability
48 insurance when teachers' personal autos are used as provided in this Section. However,
49 neither mileage reimbursement nor lunch (or lunch reimbursement) will be provided on
50 any county or District-wide professional development day held in Monroe County.
51

1 J. Each full time teacher who does not have two hundred (200) sick days accumulated at
2 the end of the prior school year will be credited up to a maximum of thirteen (13) days of
3 sick leave on the first day of the contract year. Unused sick days shall accumulate from
4 year to year with a cap of accumulated days at two hundred (200) days. For those
5 teachers having more than two hundred (200) days accumulated as of June 30, 2014,
6 they will be capped at the amount of days they have accumulated as of June 30, 2014.
7 In the event the teacher's sick leave allowance is exhausted, a leave of absence without
8 pay up to one year will be granted and will be renewed. Sick leave pay chargeable
9 against the teacher's accumulated allowance will be granted for the following reasons:

- 10
- 11 1. Family illness. Family is defined as spouse, child, stepchild, parents, and parent-in-
12 law. Family sick leave will be granted for thirteen (13) days per year.
 - 13
 - 14 2. Bereavement leave will be granted, up to three days per occurrence without
15 limit, in the event of a death of an immediate family of the employee. Immediate
16 family will be defined as spouse, child, parents, siblings, Parent-in-law, brother-in-
17 law, sister-in-law, grandparents and grandchildren. The Board may require proof
18 of relationship. This leave will not be charged to the employee's sick leave
19 account. Two (2) additional days charged against the teacher's personal
20 business leave, if available then sick leave allowance, may be approved by the
21 Superintendent if conditions warrant.

22

23 The Board will notify each teacher of his/her accumulated sick leave and
24 personal/emergency leave via Employee Access Center. Teachers may examine
25 their sick leave records at any time.

26

27 Teachers reporting absences chargeable to sick leave will use the substitute
28 teacher notification system before 6:30 a.m. on the day of absence.

29

30 Sick Days and personal days will be granted on either a half day or whole day
31 basis.

32

33 Professional Courtesy: The parties endorse the concept of Professional Courtesy
34 which is defined as duties performed by a teacher during released or non-
35 instructional time for another teacher who is indisposed by circumstance either
36 by or beyond his/her control. The absent teacher may be absent for no more
37 than 2 periods per day (preparation period counts as one period); this practice is
38 for occasional and infrequent absences and as monitored by the building
39 administrator. The absent teacher will not be assessed sick time and the covering
40 teacher will not be paid for extending professional courtesy. In any case,
41 professional courtesy shall be extended only with the consent of both the teacher
42 extending the courtesy and the teacher receiving the courtesy. This coverage is
43 only to be extended with prior knowledge and notification to the building
44 administrator.

45

46 A teacher using ten consecutive days of sick leave will provide the Board upon
47 request, with a physician's statement on his/her condition which will include the
48 anticipated date of return. Physician's statements will be required for each
49 subsequent thirty day period.

50

51

1 K. Compensation for Unused Sick Leave Upon Termination of Employment

2
3 Teachers resigning with at least ten (10) years of service in the Whiteford Schools or
4 retiring at age 54 or older will be compensated for unused sick leave at the rate of \$35.00
5 per day. This sum will be paid in monthly installments of \$500.00. The monthly installment
6 payment will be paid to the Whiteford Agricultural Special Pay Plan (403b).

7
8 Teachers resigning their positions at the Whiteford Schools after serving for five years as
9 teachers in the Whiteford Schools will be compensated for unused sick leave days 01 to
10 75 at \$10.00 per day (\$750).

11
12 In the event of the death of a teacher in service or of a former teacher receiving
13 terminal reimbursement payments, the beneficiary or estate of the teacher may elect
14 one of the following options through the Whiteford Agricultural Special Pay Plan (403b):

- 15
16 1. In monthly installments of \$400.
17
18 2. In a lump sum which will be issued within (30) days of the teacher's death.

19
20 Teachers who are discharged from service in the Whiteford Schools under the provisions
21 of the Michigan Teacher Tenure Act will not be entitled to compensation for unused sick
22 leave days.

23
24 A teacher placed on an involuntary leave of absence by the Board, who resigns during
25 that leave of absence may elect to receive payment for unused sick leave days at
26 either 1) one half (1/2) of the teacher's daily rate of pay or 2) the rate of pay established
27 by the Board for substitute teachers. The election by the teacher shall be in writing and
28 must be received by the superintendent within eight (8) calendar days following receipt
29 by the School District of the teacher's resignation.

30
31 L. Other Paid Leaves of Absence

- 32
33 1. At the beginning of each school year a total of three (3) paid
34 personal/emergency leave days will be credited to each teacher for use at the
35 teacher's discretion. A teacher planning to use personal leave days will notify the
36 principal at least one day in advance except in emergencies. No deduction in
37 the teacher sick leave allowance will be made under this provision. Any unused
38 personal/emergency days will be credited to the teacher's accumulated unused
39 sick leave at the end of the school year. A teacher may not use a personal day
40 the day before the beginning of a vacation or holiday nor on the first day at the
41 conclusion of a vacation or holiday without obtaining approval from the Principal
42 and/or Superintendent and following the criteria below. The District reserves the
43 right to limit the number of personal days taken on any one day to not more than
44 seven (7) personal days District wide except for approved emergencies. If a
45 substitute is not needed for a personal day absence, that personal day would not
46 count as one of the seven (7). Partial days of one-half (1/2) day or less will not be
47 counted either.

48
49 The following criteria shall apply to the use of personal days immediately
50 preceding or following a scheduled school holiday closure:
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- a. No one will avail themselves of this option more than once per year.
 - b. Written notification must be made to the WEA secretary at least one week prior to the requested personal day.
 - c. Usage of these days shall be on a rotating basis and be limited to four persons per day preceding and four persons per day following the holiday closure. In the event the number of applicants exceeds four per day preceding or four per day following the scheduled holiday closure, the personal days shall be awarded based on the following:
 - 1. Anyone never having used this option shall be considered first.
 - 2. Should the above-mentioned criterion not reduce the applicants to four days preceding or four days per day following, a lottery shall be utilized.

Should a fifth application be submitted due to extenuating circumstance, that request shall be referred to the Superintendent for approval.
2. When a teacher is subpoenaed for jury duty, leave pay will be granted in a sum to equal the difference between the teacher's jury stipend and the teacher's regular salary providing:
- a. The teacher notifies the principal immediately upon being notified that he or she will have jury duty.
 - b. The principal or the Superintendent cannot arrange to have the teacher excused.
3. The Association shall be granted up to eight (8) days to be used by officers or agents of the Association to attend local, county, state, and national meetings of the MEA and its affiliates provided the principal is notified five (5) school days in advance. The Association shall reimburse the Board for salaries of substitute teachers contracted under this Article.

M. Leave For Professional Business

Each school year a teacher may request up to three days of paid leave for professional business. The objective of the professional business day will be related to the improvement of the teacher's professional competence and teaching assignment. Requests will be submitted in writing to the principal and the superintendent. If the principal and the superintendent approve the request, professional business days shall be used for the purpose of:

- 1. Visitation to view other instructional techniques or programs.
- 2. Conferences, workshops, or seminars conducted by colleges, universities, or professional organizations.

1 The teacher will be requested to file a written report on each visitation,
2 conference, workshop or seminar, within one week.

3
4 N. Sabbatical Leave

5
6 Sabbatical leave may be granted to tenure teachers under the following conditions:

- 7
8 1. The teacher will have been employed by the Board for not less than seven years.
9
10 2. The Board will have declared a budgetary surplus in excess of its needs at the
11 close of the preceding fiscal year.
12
13 3. If continuation of salary is requested the teacher will agree by contract with the
14 Board:
15
16 a. To use the Sabbatical Leave solely for additional formal study at a college
17 or university.
18
19 b. To engage in no other gainful employment during the Sabbatical Leave.
20
21 c. To return, at the option of the Board, to the teaching assignment with the
22 Whiteford School District for a minimum of three years following the
23 Sabbatical Leave.
24
25 d. Provide for pro-rated reimbursement for each year not taught after
26 returning from sabbatical.
27
28 1. A teacher who does not return must reimburse the School District
29 the full amount of the stipend.
30
31 2. A teacher who leaves after one (1) year must reimburse the
32 School District two-thirds (2/3) of the stipend.
33
34 3. A teacher who leaves the School District after two (2) years, must
35 reimburse the District one third (1/3) of the stipend.
36
37 4. A teacher leaving before a school year is complete will not be
38 given credit for that year and will reimburse the School District for
39 his/her stipend up to the previous completed year according to
40 the pro-rated schedule.
41

42 O. Pursuant to the Family and Medical Leave Act of 1993, an employee who has been
43 employed at least twelve (12) months and worked at least 1,250 hours during the prior
44 twelve-month (12) period is entitled to twelve (12) work weeks of leave during any
45 twelve-month (12) period without pay but with group health insurance coverage
46 maintained for one or more of the following reasons:

- 47
48 1. due to the birth of the employee's child in order to care for the child;
49
50 2. due to the placement of a child with the employee for adoption or foster care;
51

- 1 3. to care for the employee's spouse, child, or parent who has a serious health
2 condition; or
3
4 4. due to a serious health condition that renders the employee incapable of
5 performing the functions of his or her job.
6
7 5. Other reasons provided by the Act.
8

9 A "serious health condition" is defined by the law as an illness, injury, impairment, or
10 physical or mental condition that involves (1) inpatient care in a hospital, hospice or
11 residential medical care facility or (2) continuing treatment by a health care provider.
12 Other mandated conditions of the Family and Medical Leave Act shall apply to leaves in
13 this section. Applicable paid leave shall be concurrent with the Family Medical Leave
14 Act of 1993. If the employee fails to return to work on his/her own volition and is on paid
15 leave, the employee shall notify the district of the employee's intent to either cancel their
16 insurance or elect COBRA insurance.
17

- 18 P. In the event that school is closed on a day for which a teacher had been granted
19 bereavement, personal or sick leave, the teacher will not be charged for that day's
20 leave.
21

22
23 **ARTICLE VI**
24 **CONDITIONS OF EMPLOYMENT**
25

26 A. Association Rights
27

- 28 1. The Association has the right to have a representative present at the adjustment
29 of a grievance submitted by an individual teacher.
30
31 2. The Association may use school buildings for meetings under the same conditions
32 applying to other community groups.
33
34 3. School equipment and supplies may be used on the premises by the Association.
35 Unless rental arrangements are made, the Association will not use school
36 equipment or supplies for preparing, supporting or carrying on collective
37 bargaining activities. Faculty room bulletin boards and teacher mailboxes may
38 be used by the Association for posting and distributing materials. The Association
39 will be responsible for all materials so posted or distributed.
40
41 4. The Board acknowledges the Association's rights of access to the public records
42 of the District including those dealing with financial resources and budgeted
43 expenditures and will provide the Association with copies of these materials in
44 response to reasonable requests.
45
46 5. The Board acknowledges the Association's right to recite the provisions of this
47 Agreement to its members as well as other rights of the teachers set forth in the
48 statutes of the State of Michigan and of the United States.
49
50 6. The Board will place on the agenda of any regular Board meeting as the first or
51 second item under new business any matter not subject to this contract brought

1 to its attention by the Association. The Superintendent will be apprised of these
2 matters in writing one week in advance of the meeting.
3

4 B. Teacher Rights - Protection of Teachers
5

6 1. The Board of Education will furnish liability insurance coverage for their
7 employees. If a teacher is complained against or sued as a result of student
8 disciplinary action taken by the teacher which is consistent with Board policies,
9 the Board will support the teacher and provide for assistance as mutually agreed
10 upon.
11

12 2. Teachers exercising reasonable care with respect to the safety of pupils will not
13 be held by the Board to be individually liable except for unlawful acts.
14

15 3. A teacher may examine his/her personnel record file in the office of the
16 Superintendent and may arrange for the presence of a representative of the
17 Association during such examination. These files will contain application of
18 employment, personal and family data, copies of correspondence, and copies
19 of evaluations. Confidential credentials received from placement offices will not
20 be open to teacher inspection.
21

22 After initial employment no materials will be placed in the teacher's personnel file
23 unless the teacher has had an opportunity to review the material or receive
24 copies. Teachers who take exception to materials contained in their personnel
25 files may submit written statements, which will be attached to the questioned
26 material.
27

28 If the teacher is asked to sign material placed in the personnel file, such signature
29 will indicate only the teacher's awareness of the material and will not be
30 interpreted to mean agreement with the content of the material.
31

32 4. Teachers' personnel files will be considered confidential to the extent permitted
33 by law, including the Freedom of Information Act. When an inspection of a
34 teacher's files is requested, the Board will notify the teacher of said request. The
35 teacher will then have three (3) business days to review the file and to take any
36 legal and/or contractual action pertaining to his files.
37

38 5. At the beginning of the school year the teacher will be advised in specific terms
39 of teaching responsibilities.
40

41 6. If any person assaults a teacher in the course of his/her duties, the Board will
42 provide the teacher with assistance determined appropriate by the Board in
43 dealing with law enforcement and judicial authorities.
44

45 7. When a pupil on school premises deliberately damages or destroys the personal
46 property of a teacher on duty the Board will reimburse the teacher for any sum
47 related to the loss which is not covered by insurance policies of the teacher or
48 the District up to a maximum of \$125.
49

50 8. The teacher shall bring to the attention of the principal any undisciplined student
51 who continually disrupts the classroom. The teacher will keep an anecdotal

1 record of the student's disruptive behavior in the classroom. Action shall be taken
2 by the principal to remedy the situation before the educational process of the
3 rest of the class suffers. If the teacher feels the problem has not been resolved,
4 the teacher shall notify the Superintendent of the situation. The Superintendent
5 will take appropriate action.
6

7 C. Teacher Rights - Teaching Conditions
8

9 1. Teaching Load and Class Size
10

11 a. Normal class size will be 28 students in the elementary school (grades K-5)
12 and 180 students per teacher in the secondary school (grades 6-12) with
13 the exception of secondary music and physical education classes. In the
14 event there are self-contained classrooms at the sixth grade level, normal
15 class size will be 28 students. If an elementary class or a self-contained
16 sixth grade class exceeds 28 students, the teacher shall be paid an
17 amount of \$75 per student per marking period in excess of 28, but shall
18 under no circumstances be assigned a student load in excess of 33
19 students. Payment to self-contained sixth grade teachers will be
20 calculated by taking the number of students in excess of 28 in each core
21 subject area class (Math, Science, Social Studies, and English) and
22 multiplying by \$75. Class size is based on the class enrollment on the last
23 day of the marking period. If a secondary teacher, with the exception of
24 teachers of music and physical education, is assigned a student load in
25 excess of 180, the teacher shall be paid an amount of \$75 per student per
26 marking period in excess of 180, but shall under no circumstances be
27 assigned a student load in excess of 195. Class size is based on the class
28 enrollment on the last day of the marking period.
29

30 b. Elementary, middle, or high school classes that have three or more special
31 education students who are officially assigned to a resource room
32 classroom will have a normal class size of 26 students. If such class
33 exceeds 26 students, the teachers shall be paid an amount of \$75 per
34 student per marking period in excess of 26, but shall under no
35 circumstances be assigned a student load in excess of 33 students. This
36 language does not apply to co-taught classes.
37

38 c. Additional payment for excess students will be disbursed for each marking
39 period no longer than thirty (30) days after the marking period ends.
40

41 2. Providing that funds are available, textbooks will be furnished with edition dates
42 falling within the past five years. Personal copies of texts will be provided for
43 teachers' use but will remain the property of the District.
44

45 3. Adequate word processing and duplicating materials and equipment will be
46 made available in each school for preparation of instructional materials.
47

48 4. Each teacher will be furnished with a separate desk with lockable drawer and
49 closet space for coats, overshoes, and personal articles.
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5. Each teacher who requests it will be furnished with class record books, plan books, and other consumable items needed for daily classroom duties. Requests will be given to the Principal electronically (via e-mail), and items will be given to the teacher within ten (10) business days.
6. The Board will provide lunchroom and lavatory facilities for teacher use.
7. Personal long distance telephone calls must be recorded on forms provided by the Administration.
8. Teachers will be provided with designated parking areas during regular school hours.
9. All new file cabinets will be equipped with locks.
10. Teachers will not be required to post standard test score labels, heights and weights, or vaccination records in students' permanent record files.
11. The Board will be reimbursed by the teacher for the cost of lost keys and for desk locks which must be replaced when keys are lost.
12. A minimum of 42 sq. ft. of writing board space will be provided in each classroom.
13. Minimum classroom storage space of 27 cu. ft. will be provided for instructional materials.
14. On an annual basis, elementary teachers will input attendance in the students' CA-60 one time. If an appropriate computer generated document is available, that will be an acceptable means of recording grades and attendance in a CA-60.

D. Seniority

1. Seniority is defined as continuous length of service within the bargaining unit and shall be pro-rated for regular part-time bargaining unit members and members who work fractional years. All teachers will be ranked in the order of their effective date of employment. When more than one individual has the same effective date of employment they will participate in a drawing to determine placement on the seniority list. The Association President and teachers affected will be notified in writing of the date, place and time of the drawing. The drawing will be conducted openly at a time and place that will allow affected teachers and Association representatives to be present.
2. The seniority list will be published and posted conspicuously in all buildings of the District by October 15 of each school year. Revisions and updates of the seniority list will also be published and posted as they are made. A copy of the seniority list and subsequent revisions and updates will be forwarded to the Association.
3. All seniority is lost when employment is severed by resignation, retirement, discharge, or transfer to a non-bargaining unit position. Seniority is retained if

1 severance of employment is due to lay-off. In cases of lay-off, teachers so
2 affected will retain all seniority accumulated as of the effective day of lay-off.

- 3
4 4. Seniority will continue to accumulate for up to two (2) years when teachers are
5 on leaves of absence.
6

7 E. Unpaid Leaves of Absences
8

- 9 1. A leave of absence without pay for one year, subject to renewal at the will of the
10 Board, may be granted to any teacher for the purpose of participating in
11 exchange teaching programs in other states, territories, or countries.
12
13 2. A military leave of absence without pay will be granted to any teacher under the
14 provisions of Michigan Act 145 of 1943.
15
16 3. A leave of absence without pay of one year, subject to renewal at the will of the
17 Board, may be granted to any teacher to campaign for or serve in public office.
18
19 4. Childcare leaves will initially be approved for periods of up to twelve months. At
20 the teacher's request an additional leave of up to twelve months may be
21 approved providing the teacher is not employed by any other school district.
22
23 5. A leave of absence will be granted to any teacher for the purpose of child care.
24 The leave will begin one month after the teacher's request unless an emergency
25 exists.
26
27 a. Leaves of absence for child care may be approved for periods of up to
28 one (1) year. An additional year may be approved upon request.
29
30 6. On leaves of absence other than military, notice of intention to return to teaching
31 duty must be given at least ninety days before the leave expires.
32
33
34

35 **ARTICLE VII**
36 **GRIEVANCE PROCEDURE & ARBITRATION**
37

38 A. Grievance Procedure
39

- 40 1. Any grievance which occurs outside the realm of the principal may be started at
41 the Superintendent's level.
42
43 2. The term days as used herein shall mean days when school is in session. (During
44 the summer recess, "days" shall mean week days, excluding weekends and
45 holidays.)
46
47 3. The time limits provided in this Article shall be strictly observed but may be
48 extended by written agreement of the parties. Failure to move grievance to the
49 next level within the time limits shall result in grievance being denied based on the
50 previous response.
51

- 1 4. The Board shall, upon request, provide all information, documents, and materials
2 necessary to the determination of the grievance.
3
- 4 5. The following matters shall not be the basis of any grievance filed under the
5 procedure outlined in this Article:
6
 - 7 a. The termination of or failure to re-employ any probationary teacher.
 - 8 b. The termination of services of, or failure to re-employ, any teacher to a
9 position on the extracurricular schedule.
 - 10 c. Any matter which is being pursued through the Tenure Commission, other
11 administrative agency, or courts.
 - 12 d. Prohibited subjects including layoff/recall; assignment/placement;
13 transfer; evaluations; merit pay; discipline; and discharge.
14
15

16
17
18 B. Grievance Steps

- 19
20 1. When a teacher, group of teachers, or the Association believes that there has
21 been a violation, misinterpretation or misapplication of any provision of this
22 Agreement, the teacher, group of teachers, or the Association will discuss the
23 matter with the principal during non-teaching hours, to attempt to resolve it
24 informally within five (5) days (as defined above) of the occurrence giving rise to
25 the grievance, or within five (5) days of knowledge of the occurrence. The
26 building representative will also be present, if requested. If the informal meeting
27 does not resolve the problem, a written grievance will be filed with the principal
28 within five (5) days of the informal meeting.
29
- 30 2. If the matter is not satisfactorily resolved, the written grievance shall contain:
31
 - 32 a. A statement of the facts upon which the grievance is based.
 - 33 b. A reference to the Articles or Sections of this Contract which have
34 allegedly been violated.
 - 35 c. A statement of the relief requested.
- 36
37 3. The principal shall submit an answer within five (5) school days in writing. One
38 copy of this decision will go to the grievant, one copy to the building
39 representative, and one copy to the Association.
40

41
42
43 Level Two: Within five (5) school days after reviewing the decision of the principal,
44 the aggrieved teacher may appeal to the Superintendent of Schools. The
45 appeal will be in writing, specify the Article and Section of the Agreement
46 allegedly violated and will contain the reason for the appeal, including a copy of
47 the principal's decision.
48

49 Within five (5) school days after receipt of the appeal, the Superintendent will
50 investigate the grievance, give the aggrieved teacher and the building
51 representative a reasonable opportunity to be heard, and render his/her decision

1 in writing. A copy of his/her decision will be delivered to the teacher involved,
2 the building representative, the Association and the school principal.

3
4 Level Three: Within five (5) school days after receiving the decision of the
5 Superintendent the aggrieved teacher or the Association may deliver an appeal
6 to the Secretary of the Board of Education. The appeal will be in writing and
7 contain the reason for the appeal and copies of the principal's decision and the
8 Superintendent's decision.
9

10 The appeal will be heard at the next regularly scheduled board meeting, after
11 receipt of the appeal or within ten (10) days, whichever is later. The Board or its
12 designated representative, will investigate the grievance, and give the
13 aggrieved teacher and the Association a reasonable opportunity to be heard.
14 The Board will render its decision in writing within ten (10) days after holding a
15 hearing on the appeal. A copy of the Board's decision will be delivered to the
16 teacher involved, the building representative, the Association, the principal and
17 the School Superintendent.
18

19 C. Arbitration

- 20
- 21 1. Any grievance which is not resolved through the procedures prescribed in
22 paragraph B may be submitted to arbitration provided that a notification of
23 intent to arbitrate is provided to the Board of Education no later than thirty (30)
24 days from the receipt of the written response at Level III.
25
 - 26 2. Arbitration will be before an impartial arbitrator selected by the parties. If the
27 parties cannot agree on an arbitrator he/she will be selected by the American
28 Arbitration Association in accord with its rules, which will likewise govern the
29 arbitration hearing.
30
 - 31 3. The powers of the Arbitrator will be limited to interpretation of the Articles and
32 parts of this Agreement unless mutually agreed otherwise. The Arbitrator shall
33 have no power to require back pay for more than ten (10) days prior to the date
34 a written grievance is filed.
35
 - 36 4. Both parties agree to be bound by the award of the Arbitrator.
37
 - 38 5. The fees and expenses of the Arbitrator will be shared equally by the Board and
39 Association, except postponement or cancellation fees will be paid by the party
40 requesting the postponement or cancellation unless agreed otherwise.
41
 - 42 6. The Monroe County Education Association is the only party to this Agreement
43 who has the right to process a grievance to arbitration.
44
45

46 **ARTICLE VIII**
47 **NEGOTIATION PROCEDURES**
48

49 At the request of either party representatives of the Board and the Association's bargaining
50 committees will meet on the last school day of each month for the purpose of reviewing the

1 Contract and to resolve problems that may arise. These meetings are not intended to by-pass
2 the grievance procedure.

3
4 Each party will submit to the other forty-eight hours prior to the meeting, an agenda covering
5 what they wish to discuss.

6
7 Should such a meeting result in a mutually acceptable amendment to the Agreement, then the
8 amendment shall be subject to ratification by the Board and the bargaining unit members.

9
10 The Association will designate a teacher in each school building as Association Representative
11 (A.R.). On request of either party the principal and Association Representative will meet at least
12 once each month for the purpose of reviewing the administration of the contract and to resolve
13 problems which may arise. These meetings are not intended to by-pass the grievance
14 procedure.

15
16 When negotiations are conducted during regular school hours, released time shall be provided
17 for the Association negotiating committee.

18
19 Neither party in contract negotiations shall have any control over the selection of the
20 negotiating or bargaining representatives of the other party. The parties mutually pledge that
21 their representatives will be clothed with all the necessary power and authority to make
22 proposals, consider proposals, and make concessions in the course of negotiations.

23
24 There shall be three signed copies of any final Agreement. One hard copy and one electronic
25 copy shall be retained by the Board, one by the Association, and one by the Superintendent.

26
27 Copies of a new Master Agreement will be distributed electronically either via a Word document
28 or PDF document that is converted from Word and is searchable to each teacher by the Board
29 within thirty (30) days from the time a proofread copy of the Agreement has been signed
30 following ratification by both parties.

31
32
33 **ARTICLE IX**
34 **LIMITS ON TEACHING**

35
36 The Board will place no arbitrary limits upon the study, investigation, or presentation of facts and
37 ideas concerning man, human society, the physical and biological world and other branches of
38 learning.

39
40
41 **ARTICLE X**
42 **MISCELLANEOUS PROVISIONS**

- 43
44 A. This Agreement may be amended by mutual consent of the parties.
45
46 B. Individual contracts between the Board and the teacher will be subject to and
47 consistent with this Agreement and Board policy.
48
49 C. No Board policy will contradict any terms or conditions of this bargaining Agreement.
50

- 1 D. Teachers will be issued keys to school buildings according to their needs as determined
2 by the principals.
3
- 4 E. Teachers will not be required to report on duty days when school is closed due to
5 inclement weather, but will make these days up as outlined by the provision in Article V,
6 Paragraph E.
7
- 8 F. When conditions permit, teachers will be advised of emergency school closing by radio
9 announcements prior to 7:15 a.m.
10
- 11 G. Prior to March 1 annually, representatives of the Administration and the MCEA/WEA, will
12 meet with representatives from other school districts of the county for the purpose of
13 developing a "common calendar". Consideration in developing the "common calendar"
14 will be given to obligations to other employee groups and special transportation
15 requirements. The MCEA\WEA president and one member of the negotiating team will
16 prepare two proposed calendars, based upon said "common calendar" for the
17 subsequent year. On or before April 1, members of the MCEA/WEA will approve one of
18 the proposed calendars to be presented to the Board of Education each year at the
19 regular April board meeting. The Board of Education reserves the right to recommend
20 changes to the Administration and MCEA\WEA.
21
- 22 If necessary, a revised "common calendar" will be considered by the Board of Education
23 at the regular May board meeting. If no agreement is reached on a revised "common
24 calendar" the Board of Education will adopt a calendar based upon that approved by
25 the Administration and the MCEA/WEA but with adjustments to reflect the Board's
26 obligations to other employee groups and special transportation requirements.
27
- 28 The calendar will include the pupil instruction time required by the state. The Contract
29 provisions relating to instructional time are subject to being reopened if state
30 requirements are changed. In addition, if changes can be made to starting/ending
31 times, days, and/or hours, the Board and Association will open discussion on this
32 possibility. When an agreement is reached, it will become a part of this Agreement.
33 One-half (½) of a day at the beginning of the school year, and one-half (½) of a day at
34 the end of the school year will be used for teacher orientation, preparation and records.
35 (Letter of agreement with regard to district calendar will remain in effect for the length of
36 this contract).
37
- 38 H. Nothing in this Contract shall prevent the Board of Education from complying with
39 requirements mandated under the provisions of the Americans with Disabilities Act.
40
- 41 I. Due to the Teacher Access Center and the availability of parents to monitor student's
42 progress, no teacher will be expected to provide interim/progress reports at any time,
43 except for parents who request a copy.
44
- 45 J. If an emergency financial manager is appointed by the state under the Fiscal
46 Accountability Act, the emergency manager may reject, modify, or terminate the
47 collective bargaining agreement in his/her sole discretion. This authority is a prohibited
48 subject of bargaining under the Public Employment Relations Act (PERA).
49
50

SCHEDULE A

All teachers will move to this new schedule. Each teacher will move up to the salary that is closest to their current salary (including longevity) in their lane for the 2016-17 school year. Each teacher shall increase one step for the 2017-18 school year, 2018-19, and the 2019-2020 school year.

For example, a teacher with a salary of \$42,221 will move to \$43,645 for the 2016-17 school year. No teacher shall have a lesser salary, but no teachers shall be compensated at this rate for the 2016-17 school year. This teacher will be paid \$45,675 in 2017-18, \$48,421 in 2018-19, \$52,026 in 2019-20.

A teacher who is currently at BA10 or MA10 and currently earns at least \$1800 in longevity during the 2016-2017 school year, will be placed at BA17 or MA17, respectively. The teacher will receive the difference between their current (2016-2017) longevity pay and \$1200. For example, a teacher who is currently receiving \$1800 in longevity pay and is on Step MA10 will be compensated in 2017-2018 at Step 17 (\$65,200) and also receive \$600 (\$1800 - \$1200) in additional compensation yearly until they separate from the district.

	2017-18 1.5% increase		2018-19 1.5% increase		2019-2020 1% increase	
	BA	MA	BA	MA	BA	MA
1	35,525	37,555	36,058	38,118	36,418	38,500
2	36,033	38,570	36,573	39,149	36,939	39,540
3	36,540	39,585	37,088	40,179	37,459	40,581
4	37,555	41,615	38,118	42,239	38,500	42,662
5	38,570	42,630	39,149	43,269	39,540	43,702
6	39,585	45,675	40,179	46,630	40,581	46,824
7	40,600	46,690	41,209	47,390	41,621	47,864
8	41,615	48,720	42,239	49,451	42,662	49,945
9	43,645	50,750	44,300	51,511	44,743	52,026
10	45,675	52,780	46,360	53,572	46,824	54,107
11	47,705	54,810	48,421	55,632	48,905	56,188
12	50,750	56,840	51,511	57,693	52,026	58,270
13	53,795	59,885	54,602	60,783	55,148	61,391
14	56,840	63,945	57,693	64,904	58,270	65,553
15	59,885	64,960	60,783	65,934	61,391	66,594
16	60,485	65,560	61,392	66,543	62,006	67,209
17	61,085	66,160	62,001	67,152	62,621	67,824

Add \$500 for the Master's Degree plus 30 additional semester hours (or equivalent term hours in certified teaching field; \$250 for master's degree plus 15 additional semester hours (or equivalent term hours) in certified teaching field. (teacher major/minor).

1 **SCHEDULE B**
2 **STIPENDS FOR EXTRA DUTY ASSIGNMENTS**
3

4 All school employees who are recipients of stipends under Schedules B-1 and B-2 who aren't
5 terminated by the June Board meeting will be considered re-hired for the same position for the
6 next school year without Board approval. It is understood that the Board may terminate any
7 sport or activity or dismiss any employee under Schedules B-1 and B-2 at their discretion. It is
8 further understood that a teacher may decline B-1 assignments, except for the positions of Band
9 Director, Choir director, FFA Advisor and Yearbook Advisor.

10
11 The Board will pay the stipends indicated below to teachers who are assigned extra duties. If an
12 activity is canceled after the start of its normal schedule, the employee's stipend will be pro-
13 rated. All Schedule B Stipends may be split in half if two people agree to share the position.
14

15 All recipients of a stipend paid on a percentage basis will include information in their program
16 on the harmful affects of drug and alcohol use.
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SCHEDULE B-1

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		<u>Percent of BA Scale</u>
<u>Fine Arts:</u>		
	H.S. Spring Musical Director	6%
	H.S. Spring Musical Asst. Dir. Music	2%
	H.S. Spring Musical Stage Manager	1.5%
	Elem. Spring Musical Director	2%
	Elem. Spring Musical Asst. Dir.	1%
	Band Director	10%
	Choir Director	6%
	<u>HS Journalism/Yearbook Advisor</u>	8%
	<u>FFA Advisor</u>	8%
	<u>Athletic Staff:</u>	<u>6%</u>
	Head Football	Head J.V./Assistant Varsity Baseball (1)
	Head Basketball	Head J.V./Assistant Varsity Softball (1)
	Head Softball	Head J.V./Assistant Varsity Football (1)
	Head Volleyball	Head J.V./Assistant Varsity Volleyball (1)
	Head Baseball	
	<u>8%</u>	<u>4%</u>
	Combined Head Track (1)	Golf
	Varsity Football Assistants (2)	Combined Cross Country (1)
	Head J.V. Basketball (1)	Varsity Track Assistant (2)
		Freshman Basketball
		Middle School Basketball (2)
		Middle School Volleyball (2)
		Middle School Track (2)
		Middle School Football (2)
		H.S. Winter Cheerleading*
		H.S. Fall Cheerleading*
		*[For both J.V. and Varsity squads]
	<u>1.5%</u>	
	Middle School Fall Cheerleading*	
	Middle School Winter Cheerleading*	
	*[For both 7th & 8th grade squads]	
	<u>Faculty Game Manager</u>	\$10/hr., \$30 minimum

Each September members of the faculty will be asked to volunteer for class advisor.

The percentage in this schedule will be used to calculate the payment to the coach, advisor, or director, based on the contract year's salary for the B.A. degree with this percentage to be capped at step 10 on the salary schedule. The step will be determined by the total number of years of experience of the employee in that particular activity. This experience does not have

1 to be continuous, or in the Whiteford School System. All experience as an assistant or head
2 coach at the junior high school or high school level shall be included.
3

4 If no regularly employed Whiteford teacher is available and qualified, persons may be
5 employed in these extracurricular positions who are not employed as teachers in the Whiteford
6 School System and may have their salaries negotiated on an individual basis, but at no time will
7 the amount paid to them exceed the amount scheduled to be paid a regular staff member.
8

9 EXAMPLE: Mr. X coached football at a junior high school in another system 2 years. He
10 coached football as an assistant for 2 years at Whiteford before retiring from coaching. Mr. X
11 returned 1 year later to coach as an assistant football coach for 2 more years. This year, if he
12 would be hired as a head coach, he would be paid 10% of the teacher's salary on step 6 (7th
13 year) of the B.A. schedule.
14
15

SCHEDULE B-2

Percent of BA Base

Art: Two Exhibits 1.1%

The coordinator of art will arrange for a spring and fall exhibit of student art work.

School Improvement Chairperson (total of 3): 1.25% per person

Technology Committee:

Lead District Chairperson 4%
Elementary Co-Chairperson 2%
Secondary Co-Chairperson 2%

Advisor of Student Organizations:

Class Advisor One Senior - 2.5%
One Junior - 2.5%
One Sophomore - 1.0%
One Freshman - 1.0%

Outdoor Education Advisor (5th Grade Camp) 1.0%

Science Fair Advisor Elementary - 1.0%
Middle School - 1.0%
High School - 1.0%

Club Advisors: For each group which requires an advisor as approved by the administration and the Board of Education, the advisor will be given a stipend of 1.0% per year. Advisors to groups who through their leadership and the enthusiasm of their students provide more than three activities a year will be reimbursed up to 0.15% per activity with a maximum of three (3) activities in addition to the 1.0% stipend.

Teacher Mentor: \$500 per year, per mentee. A maximum of two mentees per year.

SCHEDULE C

A. The Board will provide to each teacher the following insurance coverage, or District self-insured coverage, as determined by mutual agreement by the Board and the Association for the teacher and his/her eligible dependents, subject to the applicable maximum Board contributions limits for major medical/health insurance, and subject to the applicable teacher contribution requirements.

1. MESSA Choices II or generally comparable coverage as determined by mutual agreement by the Board and the Association with a \$500/\$1,000 in-network deductible; \$1,000/\$2,000 out-of-network deductible; the Saver RX prescription drug card plan; \$20 office co-pay; \$25 urgent co-pay; \$50 emergency room co-pay, or: MESSA ABC HSA Plan 1 with a \$1300/\$2600 deductible.

The Whiteford Education Association will be allowed to choose its healthcare plan annually, as long as the hard caps under Public Act 152 are in effect.

Pursuant to Public Act 152 of 2011, the Board shall contribute the "hard cap" amounts for medical/health insurance coverage (not including negotiated life, vision or dental) which are currently (and will be adjusted annually consistent with Public Act 152):

For 2017-2018 plan year:	Single: \$6,344.80
	Two-person: \$13,268.93
	Full family: \$17,304.02

All bargaining unit members taking medical/health insurance will be responsible for paying any amount over the "hard cap" amounts. The employees premium contribution will be payroll deducted in equal amounts the first two checks of each month from the employee's paycheck. Such deductions shall be through a qualified Section 125 Plan and, as such will not be subject to withholding to the extent permitted by law.

All other non-medical benefits described in Schedule C shall be fully Board paid.

2. MESSA Delta Dental E/007 (80/80/80)
3. \$50,000 MESSA Group Term Life w/AD/D
4. VSP Platinum or its equivalent eye insurance. The Board at its option will be able to select the carrier.

B. PLAN B - An amount equivalent to the Board's medical benefit plan cost up to the single subscriber "hard cap" per year shall be contributed on behalf of the employee upon the employee completing application toward other options provided in this contract on the conditions that: (1) If the employee voluntarily and in writing opts out of the health benefit coverage available under Plan A; and (2) provides documentation to the Board that the employee has other health coverage that meets the minimum value and coverage requirements of the Affordable Care Act. The employee shall be eligible for Plan B.