

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on the 5<sup>th</sup> day of June, 2014 by and between the School District of Bloomfield Hills ("Board" or "School District") and the Bloomfield Hills Education Association ("Association").

### **BACKGROUND:**

The parties entered into a Collective Bargaining Agreement covering the period August 31, 2012 through June 30, 2015;

The Agreement provided a re-opener provision regarding compensation for the 2014/15 school year which included consideration of an alternative compensation model; and

The parties were unable to achieve an agreement on an alternative compensation model but have reached an agreement to extend the current Collective Bargaining Agreement through June 30, 2016 with compensation for the 2014/15 and 2015/16 school years, and other matters which are designated in the Letter of Understanding.

### **AGREEMENT:**

Accordingly, the have parties agreed as follows:

1. The current contract between the parties covering the period August 31, 2012 through June 30, 2015 shall be extended by the parties through June 30, 2016.
2. The school calendar for the 2015/16 is attached.
3. Compensation for the 2014/2015 School Year
  - a. Teachers eligible for steps will advance a full step on the salary schedule.
  - b. Teachers at the top of either the 11 step or 14 step salary schedules will receive a 1% on schedule increase.
  - c. There will be no other improvement on the salary schedules.
  - d. Teachers achieving an additional degree or college credit shall be eligible to move to the appropriate salary lane as provided in Article 16 c.
4. Compensation for the 2015/2016 School Year
  - a. Highly Effective or Effective Rating in 2014-15: Teachers eligible for Steps rated overall Effective or Highly Effective for the 2014/15 evaluation cycle shall advance one full Step on the salary schedule for the 2015/16 school year. Teachers at the top of the salary schedule (step 11 or 14 whichever is applicable) will receive a 1% on-schedule increase.
  - b. Minimally Effective Rating in 2014-15: Teachers eligible for Steps rated overall Minimally Effective for the 2014/15 evaluation cycle shall advance one-half ( $\frac{1}{2}$ ) Step on the Salary Schedule for the 2015/16 school year. Teachers at the top of their respective salary schedules shall receive a  $\frac{1}{2}$  % salary increase for the 2015/16 school year.
  - c. Ineffective Rating in 2014-15: Teachers eligible for Steps rated overall Ineffective for the 2014/15 evaluation cycle shall be maintained at the 2014/15 Step placement (or current Step placement) for the 2015/16 school year. Teachers at the top of their respective salary schedules will be maintained at their 2014/15 salary.
  - d. There will be no other improvement on the salary schedule.

e. Teachers achieving an additional degree or college credit shall be eligible to move to the appropriate salary lane as provided in Article 16 c.

5. Advance on Salary Lanes for Additional Degrees or Education: The ability to advance to a higher salary lane upon the achievement of an additional degree or education will not be impacted by the overall effectiveness rating received by the teachers in the 2014-15 school year.

6. Should the current State mandated effectiveness ratings be altered during the term of this Agreement, the resulting ratings will replace the existing rating for determining eligibility for compensation increases.

7. Article 6 - Agency Shop will be modified effective July 1, 2015 pursuant to State law. The revised provision is attached.

8. Article 13(T) High School Department Heads is replaced with K-12 Content Area Teachers. The replacement provision is attached.

9. Article 19 (B) and (J)—Supplemental Schedules is revised. The revised provisions are attached.

10. This Memorandum of Understanding will expire on June 30, 2016 unless extended by mutual agreement of the parties.

11. This Memorandum of Understanding was ratified by the BHEA on May 27, 2014 and by the Board of Education on June 5, 2014 and shall become effective July 1, 2014.

For the Board of Education  
of the Bloomfield Hills School District

For the Bloomfield Hills  
Education Association, MEA/NEA

By: Christine Barnett  
Assistant Superintendent for  
Its: Human Resources + Labor Relations

By: Matt B. Dalt  
President  
Its: Bloomfield Hills Education Association

Dated: 6/6/14

Dated: 6/7/2014

## ARTICLE 6 - AGENCY SHOP

### **A. Membership is not Compulsory**

Membership in the Association is not compulsory. Teachers have the right to join, not join, maintain, or terminate their membership in the Association as they see fit. Neither party shall coerce or discriminate against a teacher as regards such matters.

### **~~B. Join Union or Pay Service Charge~~**

~~Except as provided elsewhere herein, all teachers in the bargaining unit shall, on the 45th day following the beginning of the school year, beginning of their employment, or the execution of the Collective Bargaining Agreement, whichever is later, either:~~

- ~~1. Become members of the Association, or~~
- ~~2. Pay a service charge equal to the amount of the periodic dues required by a member of the union, which amount is related to the Union's core representational activities such as collective bargaining and administration of the labor contract. The parties acknowledge that this provision does not apply to Political Action Committees.~~

### **~~C. Failure to Join Union or Pay Service Charge~~**

~~If a teacher does not join the Association or pay a service charge to the Association, by the 45th day as required, the Association may request that the employee be terminated, and upon that request, to the extent permitted by law, the teacher's services shall be terminated in conformance with the Michigan Tenure of Teachers Act; provided the Association has notified the affected employee of the obligation under this Article and given the employee a period of ten days from receipt of such notice for tenure of such obligation. A copy of such notice shall be sent to the Board. The Association shall then notify the Board in writing (copy to the employee) that the employee has not fulfilled the obligation by the requisite date.~~

### **~~D. Defense and Indemnification~~**

~~In the event of any action against the Board brought in a court or administrative agency because of its compliance with this Article, the Association agrees to defend such action, at its own expense and through its own counsel, provided:~~

- ~~1. The Board gives timely notice of such action to the Association; and,~~
- ~~2. The Board gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses, and making relevant information available at both trial and appellate levels.~~
- ~~3. Any challenge by a teacher to this Article is not subject to the grievance procedure contained in Article 11, but must be referred to the Michigan Employment Relations Commission.~~

~~The Association agrees that in any action so defended it will indemnify and hold harmless the Board from any liability from damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Board's compliance with this Article.~~



# MEMO

**To:** BHEA Negotiations Team  
**From:** Board Negotiations Team  
**Date:** April 24, 2014  
**Re:** Contract Changes for 2014-15 school year

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The following are contractual changes that the parties have agreed to:

**Article 19 – Supplemental Schedules (pp. 45 – 46)**

**B. Co-Curricular Supplemental Contracts**

1- 4 and 6: current contract language

**5. Options for Receipt of Co-Curricular Salaries**

The board will provide ~~three (3)~~ two options for the receipt of co-curricular salaries and those options are:

- a. Equal payments while activity/sport is being conducted.
- ~~b. (Full time teachers only) Payment for all contracts paid in equal installments from the beginning to the end of the school year.~~
- ~~c. (Full time teachers only) Payment in equal payments for twelve (12) months.~~

**b. Lump sum at the conclusion of the activity.**

The option to be elected will be so indicated on the supplemental contract and determined at the time the assignment is assumed.

**J. Co-Curricular schedule (pp. 48 – 49)**

Add the following to the co-curricular schedule.

- Equestrian on the same schedule as cheerleading.
- Bowling on the same schedule as tennis/cc/golf.
- Sports Sampler (5<sup>th</sup> grade) on the same schedule as middle school softball/baseball/volleyball.
- Musical – Add high school producer on the same schedule as high school director.



**MEMO**

To: BHEA Negotiations Team  
From: Board Negotiations Team  
Date: May 2, 2014  
RE: K-12 Content Area Teacher Leaders

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The following is the Board's proposal to replace the positions of High School Department Heads with K-12 Content Area Teacher Leaders beginning in the 2014-15 school year.

**Article 13 (T) – High School Department Heads K-12 Content Area Teachers**

**1. Remuneration**

~~Department heads at Andover and Lahser High Schools will receive annual remuneration as follows:~~

| <u>NUMBER TEACHERS IN DEPARTMENT</u> | <u>REMUNERATION</u> |
|--------------------------------------|---------------------|
| 5+                                   | \$4,000             |
| 4                                    | \$3,200             |
| 3                                    | \$2,400             |
| 2                                    | \$1,600             |
| 1                                    | \$ 800              |

**2. Departments**

~~The following departments are established at the high schools:~~

Math  
Science  
~~World Language/ELL~~  
Language Arts (English) including debate, speech, drama and forensics  
Social Studies  
~~Academic Support including community service, counselors and PAGES~~

~~Communication, Performing and Visual Arts including art, dance and music~~  
~~Practical Arts including business, computers, engineering and family and consumer science~~  
~~Special Education/DHH~~  
~~Media including TV and media specialists~~  
~~Physical Education and Health~~

1. K-12 Content Area Teacher Leaders will replace High School Department Heads effective with the 2014-15 school year. The number and annual remuneration for the appointed content area teachers will be as follows:

| POSITIONS                           | TOTAL POSITIONS | ANNUAL STIPEND |
|-------------------------------------|-----------------|----------------|
| English (2 elem, 2 MS, 2 HS)        | Up to 6         | \$1750         |
| Math (2 elem, 2 MS, 2 HS)           | Up to 6         | \$1750         |
| Social Studies (2 elem, 2 MS, 2 HS) | Up to 6         | \$1750         |
| Science (2 elem, 2 MH, 2 HS)        | Up to 6         | \$1750         |
| Arts (1 K-8, 1 HS)                  | Up to 2         | \$1500         |
| World Languages (1 K-8, 1 HS)       | Up to 2         | \$1500         |
| Technology (1 K-8, 1 HS)            | Up to 2         | \$1500         |
| PE/Health (1 K-8, 1 HS)             | Up to 2         | \$1500         |

**NOTE:** All positions may not be filled each school year.

32. Cost of Department Heads K-12 Content Area Teacher Leaders Capped

The total cost of the remuneration of the ~~department heads at each high school~~ K-12 Content Area Teacher Leaders is capped at \$41,360 (~~\$82,720 total for both schools~~) \$55,000 during the term of the contract. If the ~~size number of the departments teacher leaders~~ exceeds the remuneration available, the available remuneration will be proportionally adjusted among the ~~departments teacher leaders~~.

NOTE: A teacher may only be counted in one department.

4. Departments of More Than One Discipline

~~Each department may recommend to the principal who will be the chair or chairs.~~

**Salary Schedule for 2014-15 for Staff Hired On or After March 19, 2009**

2014-2015  
14 Step Schedule

| Step | Code | B2<br>Salary | MA2<br>Salary | M32<br>Salary | DR2<br>Salary |
|------|------|--------------|---------------|---------------|---------------|
| 1    | (02) | \$41,649     | \$43,770      | \$46,757      | \$48,257      |
| 1.5  | (03) | \$42,386     | \$44,641      | \$47,664      | \$49,164      |
| 2    | (04) | \$43,136     | \$45,527      | \$48,589      | \$50,089      |
| 2.5  | (05) | \$43,900     | \$46,431      | \$49,532      | \$51,032      |
| 3    | (06) | \$44,677     | \$47,353      | \$50,492      | \$51,992      |
| 3.5  | (07) | \$45,468     | \$48,293      | \$51,472      | \$52,972      |
| 4    | (08) | \$46,273     | \$49,252      | \$52,471      | \$53,971      |
| 4.5  | (09) | \$47,092     | \$50,230      | \$53,489      | \$54,989      |
| 5    | (10) | \$48,149     | \$51,493      | \$54,804      | \$56,304      |
| 5.5  | (11) | \$48,229     | \$52,788      | \$56,150      | \$57,650      |
| 6    | (12) | \$50,333     | \$54,115      | \$57,530      | \$59,030      |
| 6.5  | (13) | \$51,462     | \$55,476      | \$58,944      | \$60,444      |
| 7    | (14) | \$52,616     | \$56,871      | \$60,393      | \$61,893      |
| 7.5  | (15) | \$53,796     | \$58,302      | \$61,877      | \$63,377      |
| 8    | (16) | \$55,193     | \$59,999      | \$63,638      | \$65,138      |
| 8.5  | (17) | \$56,626     | \$61,726      | \$65,449      | \$66,949      |
| 9    | (18) | \$58,097     | \$63,544      | \$67,311      | \$68,811      |
| 9.5  | (19) | \$59,606     | \$65,394      | \$69,227      | \$70,727      |
| 10   | (20) | \$61,153     | \$67,298      | \$71,197      | \$72,697      |
| 10.5 | (21) | \$62,742     | \$69,257      | \$73,223      | \$74,723      |
| 11   | (22) | \$64,518     | \$71,457      | \$75,496      | \$76,996      |
| 11.5 | (23) | \$66,347     | \$73,728      | \$77,840      | \$79,340      |
| 12   | (24) | \$68,226     | \$76,069      | \$80,257      | \$81,757      |
| 12.5 | (25) | \$70,159     | \$78,486      | \$82,747      | \$84,247      |
| 13   | (26) | \$72,146     | \$80,979      | \$85,317      | \$86,817      |
| 13.5 | (27) | \$74,190     | \$83,551      | \$87,965      | \$89,465      |
| 14   | (28) | \$79,500     | \$89,842      | \$94,522      | \$96,037      |

**Salary Schedule for 2015-16 for Staff Hired On or After March 19, 2009**

2015-2016  
14 Step Schedule

| Step | Code | B2<br>Salary | MA2<br>Salary | M32<br>Salary | DR2<br>Salary |
|------|------|--------------|---------------|---------------|---------------|
| 1    | (02) | \$41,649     | \$43,770      | \$46,757      | \$48,257      |
| 1.5  | (03) | \$42,386     | \$44,641      | \$47,664      | \$49,164      |
| 2    | (04) | \$43,136     | \$45,527      | \$48,589      | \$50,089      |
| 2.5  | (05) | \$43,900     | \$46,431      | \$49,532      | \$51,032      |
| 3    | (06) | \$44,677     | \$47,353      | \$50,492      | \$51,992      |
| 3.5  | (07) | \$45,468     | \$48,293      | \$51,472      | \$52,972      |
| 4    | (08) | \$46,273     | \$49,252      | \$52,471      | \$53,971      |
| 4.5  | (09) | \$47,092     | \$50,230      | \$53,489      | \$54,989      |
| 5    | (10) | \$48,149     | \$51,493      | \$54,804      | \$56,304      |
| 5.5  | (11) | \$49,229     | \$52,788      | \$56,150      | \$57,650      |
| 6    | (12) | \$50,333     | \$54,115      | \$57,530      | \$59,030      |
| 6.5  | (13) | \$51,462     | \$55,476      | \$58,944      | \$60,444      |
| 7    | (14) | \$52,616     | \$56,871      | \$60,393      | \$61,893      |
| 7.5  | (15) | \$53,796     | \$58,302      | \$61,877      | \$63,377      |
| 8    | (16) | \$55,193     | \$59,999      | \$63,638      | \$65,138      |
| 8.5  | (17) | \$56,626     | \$61,726      | \$65,449      | \$66,949      |
| 9    | (18) | \$58,097     | \$63,544      | \$67,311      | \$68,811      |
| 9.5  | (19) | \$59,606     | \$65,394      | \$69,227      | \$70,727      |
| 10   | (20) | \$61,153     | \$67,298      | \$71,197      | \$72,697      |
| 10.5 | (21) | \$62,742     | \$69,257      | \$73,223      | \$74,723      |
| 11   | (22) | \$64,518     | \$71,457      | \$75,496      | \$76,996      |
| 11.5 | (23) | \$66,347     | \$73,728      | \$77,840      | \$79,340      |
| 12   | (24) | \$68,226     | \$76,069      | \$80,257      | \$81,757      |
| 12.5 | (25) | \$70,159     | \$78,486      | \$82,747      | \$84,247      |
| 13   | (26) | \$72,146     | \$80,979      | \$85,317      | \$86,817      |
| 13.5 | (27) | \$74,190     | \$83,551      | \$87,965      | \$89,465      |
| 14   | (28) | \$80,295     | \$90,740      | \$95,467      | \$96,997      |



**Salary Schedule for 2014-15 for Staff Hired Prior to March 19, 2009**

**2014-2015  
11 Step Schedule**

| <b>Step</b> | <b>Code</b> | <b>BA<br/>Salary</b> | <b>MA<br/>Salary</b> | <b>M3<br/>Salary</b> | <b>DR<br/>Salary</b> |
|-------------|-------------|----------------------|----------------------|----------------------|----------------------|
| 1           | (02)        | \$41,649             | \$43,770             | \$46,757             | \$48,257             |
| 1.5         | (03)        | \$42,093             | \$44,494             | \$47,477             | \$48,977             |
| 2           | (04)        | \$42,537             | \$45,218             | \$48,197             | \$49,697             |
| 2.5         | (05)        | \$42,845             | \$45,774             | \$48,740             | \$50,240             |
| 3           | (06)        | \$43,152             | \$46,330             | \$49,283             | \$50,783             |
| 3.5         | (07)        | \$44,256             | \$47,726             | \$50,725             | \$52,225             |
| 4           | (08)        | \$45,359             | \$49,122             | \$52,167             | \$53,667             |
| 4.5         | (09)        | \$46,762             | \$50,834             | \$53,939             | \$55,439             |
| 5           | (10)        | \$48,164             | \$52,547             | \$55,712             | \$57,212             |
| 5.5         | (11)        | \$49,694             | \$54,416             | \$57,656             | \$59,156             |
| 6           | (12)        | \$51,223             | \$56,286             | \$59,601             | \$61,101             |
| 6.5         | (13)        | \$52,820             | \$58,201             | \$61,602             | \$63,102             |
| 7           | (14)        | \$54,416             | \$60,117             | \$63,603             | \$65,103             |
| 7.5         | (15)        | \$56,019             | \$62,053             | \$65,623             | \$67,123             |
| 8           | (16)        | \$57,621             | \$63,990             | \$67,643             | \$69,143             |
| 8.5         | (17)        | \$59,209             | \$65,918             | \$69,651             | \$71,151             |
| 9           | (18)        | \$60,797             | \$67,846             | \$71,659             | \$73,159             |
| 9.5         | (19)        | \$65,356             | \$73,428             | \$77,393             | \$78,893             |
| 10          | (20)        | \$69,915             | \$79,010             | \$83,126             | \$84,626             |
| 10.5        | (21)        | \$73,157             | \$82,673             | \$86,980             | \$88,480             |
| 11          | (22)        | \$79,500             | \$89,842             | \$94,522             | \$96,037             |

**Salary Schedule for 2015-16 for Staff Hired Prior to March 19, 2009**

**2015-2016  
11 Step Schedule**

| <b>Step</b> | <b>Code</b> | <b>BA<br/>Salary</b> | <b>MA<br/>Salary</b> | <b>M3<br/>Salary</b> | <b>DR<br/>Salary</b> |
|-------------|-------------|----------------------|----------------------|----------------------|----------------------|
| 1           | (02)        | \$41,649             | \$43,770             | \$46,757             | \$48,257             |
| 1.5         | (03)        | \$42,093             | \$44,494             | \$47,477             | \$48,977             |
| 2           | (04)        | \$42,537             | \$45,218             | \$48,197             | \$49,697             |
| 2.5         | (05)        | \$42,845             | \$45,774             | \$48,740             | \$50,240             |
| 3           | (06)        | \$43,152             | \$46,330             | \$49,283             | \$50,783             |
| 3.5         | (07)        | \$44,256             | \$47,726             | \$50,725             | \$52,225             |
| 4           | (08)        | \$45,359             | \$49,122             | \$52,167             | \$53,667             |
| 4.5         | (09)        | \$46,762             | \$50,834             | \$53,939             | \$55,439             |
| 5           | (10)        | \$48,164             | \$52,547             | \$55,712             | \$57,212             |
| 5.5         | (11)        | \$49,694             | \$54,416             | \$57,656             | \$59,156             |
| 6           | (12)        | \$51,223             | \$56,286             | \$59,601             | \$61,101             |
| 6.5         | (13)        | \$52,820             | \$58,201             | \$61,602             | \$63,102             |
| 7           | (14)        | \$54,416             | \$60,117             | \$63,603             | \$65,103             |
| 7.5         | (15)        | \$56,019             | \$62,053             | \$65,623             | \$67,123             |
| 8           | (16)        | \$57,621             | \$63,990             | \$67,643             | \$69,143             |
| 8.5         | (17)        | \$59,209             | \$65,918             | \$69,651             | \$71,151             |
| 9           | (18)        | \$60,797             | \$67,846             | \$71,659             | \$73,159             |
| 9.5         | (19)        | \$65,356             | \$73,428             | \$77,393             | \$78,893             |
| 10          | (20)        | \$69,915             | \$79,010             | \$83,126             | \$84,626             |
| 10.5        | (21)        | \$73,157             | \$82,673             | \$86,980             | \$88,480             |
| 11          | (22)        | \$80,295             | \$90,740             | \$95,467             | \$96,997             |

**Bloomfield Hills Schools 2015-2016 Calendar: K-12**

|  | <u>Student</u> | <u>Teacher</u> |
|--|----------------|----------------|
| <b><u>August 2015</u></b>  |                |                |
| Monday/Tuesday, August 24/25 – New Teacher/New Staff Orientation   | 0              | 4              |
| Wednesday, August 26 – Teacher Work Day  |                |                |
| Thursday, August 27 – Professional Development Day   |                |                |
| Friday, August 28 – Professional Development Day   |                |                |
| Monday, August 31 – Professional Development Day   |                |                |
| <b><u>September 2015</u></b>   |                |                |
| Tuesday, September 1 – Welcome Back Day  | 15             | 18             |
| Wednesday, September 2 – Professional Development Day  |                |                |
| Thursday, September 3 – Teacher Work Day   |                |                |
| Friday, September 4 – NO SCHOOL – Pre-Labor Day Holiday  |                |                |
| Monday, September 7 – NO SCHOOL – Labor Day  |                |                |
| Tuesday, September 8 – First Full Day of School for 6-12 Students/half day K-5 a.m.  |                |                |
| Tuesday, September 15 – NO SCHOOL  |                |                |
| Wednesday, September 23 – NO SCHOOL  |                |                |
| <b><u>October 2015</u></b>   |                |                |
| Friday, October 30 – Half Day for K-12/Half Day Professional Development   | 22             | 22             |
| <b><u>November 2015</u></b>  |                |                |
| Tuesday, November 24 – Half Day (am) Middle School (and elementary at middle school)<br>NO SCHOOL (pm) Middle School (and elementary at middle school)                                     | 18             | 18             |
| Wednesday, November 25 – NO SCHOOL K-12 (P/T Conference Comp Day)  |                |                |
| Thursday/Friday, November 26/27 – Thanksgiving – No School K-12  |                |                |
| <b><u>December 2015</u></b>  |                |                |
| Monday, December 21 – Friday, January 1, 2016 – NO SCHOOL Winter Break K-12  | 14             | 14             |
| <b><u>January 2016</u></b>   |                |                |
| Monday, January 4 – Classes Resume   | 19             | 19             |
| Monday, January 18 - Martin Luther King Day - NO SCHOOL K-12   |                |                |
| Friday, January 29 – Half Day K-12/Half Day for Teacher Records*   |                |                |
| <b><u>February 2016</u></b>  |                |                |
| Monday, February 1 – 2 <sup>nd</sup> Semester Begins   | 20             | 21             |
| Monday, February 15 NO SCHOOL/Mid-Winter Break for Students/PD for Teachers  |                |                |
| <b><u>March 2016</u></b>   |                |                |
| Tuesday, March 8 - MME/NO SCHOOL except for 11 <sup>th</sup> grade/PD for K - 8 teachers**   | 21             | 22             |
| Wednesday, March 9 – Late Start for High School  |                |                |
| Friday, March 25 – NO SCHOOL   |                |                |
| <b><u>April 2016</u></b>   |                |                |
| Friday, April 1 - Half Day K-12 (am) - (P/T Conference Comp Half Day - pm)<br>(not applicable to Wing Lake)  | 16             | 16             |
| Monday, April 4 – Friday, April 8 – NO SCHOOL – Spring Break K-12  |                |                |
| Monday, April 11 – Classes Resume  |                |                |
| Friday, April 29 – Half day for High Schools (am) – Grades 9, 11, and 12<br>MYP Personal Project Adjudication (pm) for Grade 10<br>(tentative date)(may need full day instead of half day) |                |                |
| <b><u>May 2016</u></b>   |                |                |
| Friday, May 27 – Half Day for K-12/Half Day Professional Development   | 21             | 21             |
| Monday, May 30 – Memorial Day – NO SCHOOL  |                |                |
| <b><u>June 2016</u></b>  |                |                |
| Friday, June 17 - Last day for K-12 students (Half Day)  | 13             | 14             |
| Monday, June 20 - Last day for K-12 staff/Teacher Record Day*  |                |                |
| Six (6) hours Professional Development/non-school time   |                | 1              |
| <b>TOTAL DAYS IN SESSION</b>   | <b>179</b>     | <b>190</b>     |

**\*Records Full or Half Day:** Teachers do not need to report unless records are not complete.

**\*\*MME** date subject to change based on date set by ACT

**Note:** Wing Lake does not usually follow the K-12 professional development schedule.

**Note #1:**

**Elementary Teachers Only**

- The first day of school for students (9/2/14) is a half-day for students in the a.m.; 3.75 hours in the p.m. is to be used for elementary team planning and is considered part of the 21 elementary team planning contractual hours.

**Note #2:**

**All Teachers**

- **One day (6 hours) of professional development will be scheduled and completed by teachers by June 1, 2015.**
- The professional development referred to on this page is separate from the professional development referenced in Article 13(P) of the Contract.

**\*Instructional Hours & Minutes (for informational purposes) (subject to updating by JoAnne Messina)**

- Elementary Half Day = 3 hours & 15 minutes
  - Full Day = 6 hours 20 minutes
- Middle School Half Day = 3 hours 20 minutes
  - Full Day = 6 hours 19 minutes
- High School Half Day = 3 hours 35 minutes (except exam days)
  - Full Day = 6 hours 26 minutes (all day - block schedule)  
6 hours 29 minutes (even & odd day – block schedule)  
5 hours 49 minutes (delayed start)  
3 hours 15 minutes (exam days)  
1 hour 30 minutes (exam days)

\*Does not include lunch but includes passing time.

05/13/14