

AGREEMENT

Between

**Constantine Public Schools
One Falcon Drive
Constantine MI 49042**

And

Constantine Education Association

2016-2019

August 1, 2016-July 31, 2019

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**Agreement
Between**

**The Constantine Board of Education
And
Southwestern Michigan Education Association
MEA/NEA**

Article I

Recognition Clause

- A. This agreement shall be effective as of the date ratified by both parties and shall continue until July 31, 2019.
- B. Pursuant to Act 379, Public Acts of 1965, as amended, the Constantine Board of Education (hereinafter referred to as the Board) recognizes the Southwestern Michigan Education Association, MEA/NEA (hereinafter referred to as the SMEA or Association) as the exclusive bargaining agent for employees of the Board (hereinafter referred to as employees) in the bargaining unit defined as:

All professional certified personnel with regular teaching assignments including personnel on tenure and probationary teachers. This includes guidance counselors, student services coordinator, and teaching specialists, but excluding the superintendent, all principals (full or part-time), alternative education coordinator and teachers, assistant principals, substitute teachers, administrative assistants, athletic director, school media specialists, and all other employees.

During that portion of the day when the Administrative Assistant, Alternative Education Coordinator, or Athletic Director is in a teaching assignment; he/she shall be covered by the Master Agreement and shall be considered a member of the teachers bargaining unit. Dues will be paid the association as follows:

- C. The Board agrees not to negotiate with any organization purporting to represent teachers, other than the SMEA, for the duration of this agreement.
- D. Any reference to male teachers in this agreement shall include female teachers.

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- H. Upon the request of the Association, the Board shall consult with the teachers on any new or modified fiscal, budgetary, or tax programs; construction programs, or major revisions of educational policies and the Association may advise the Board with respect to said matters prior to their adoption and/or general publication.

- I. The private and personal life of a teacher is not within the appropriate concern or attention of the Board unless such action of the teacher affects his/her ability to effectively carry out the duties of a teacher in the School District.

Article 3

Board Rights

- A. In order to carry out its responsibility for the development and operation of educational programs providing the best possible educational opportunity for the Constantine School District consistent with community resources, the Board retains and reserves unto itself all powers, rights, authority, duties, and responsibilities conferred upon and vested in the Board by law including by way of illustration, and not by way of limitation, the following;
1. The supervision, direction, and control of the management and administration of the school system, its properties and facilities.
 2. The right to hire all employees and subject to the provisions of the law to determine their qualifications, to discharge, demote and promote employees for reasonable and just cause which are arbitrary and capricious.
 3. The right to establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students as deemed necessary or advisable by the Board.
 4. The selection of textbooks and teaching materials and various teaching aids.
 5. The right to determine class schedules, class size, the hours of instruction and assignment of teachers with respect thereto.
 6. The right to require an employee to undergo a medical examination, cost to be borne by Constantine Public Schools, if there is reasonable cause as determined through documentation by the administrator and/or superintendent to believe the employee cannot perform the duties of his/her position or that the employee poses a threat to himself, herself or others.
- B. The exercise of the foregoing powers, rights, duties, and responsibilities by the Board and the adoption of policies rules, regulations and practices in the furtherance thereof, shall be the exclusive prerogative of the Board except as otherwise limited by provisions of this Agreement.
- C. The Board will adhere to the legislated prohibited subjects of bargaining; discipline, placement of employees, recall and evaluation.

Article 4

Teaching Hours and Class Loads

- A. The instructional school day shall not be more than seven (7) hours and twenty (20) minutes. The Administration will set the normal teaching hours for each building, which may be extended for the purpose of faculty meetings, parent-teacher conferences, open houses, IEP staffing, or placement meetings. Teachers' will be in their respective buildings ten (10) minutes prior to, and ten (10) minutes after student instructional time, either in their classroom or supervising hallways, as determined by the building administrator. The 10-minute arrival/dismissal time requirement may be reduced by administration, with prior approval.
1. The principal may expect teachers to remain at school after the normal day, when necessary in his/her judgment, to solve a problem which cannot be handled during the regular school day. When possible this request will be made at least one (1) day in advance.
 2. Professional Development for teachers will be schedule one time per week (Wednesday) for one hour prior to the start of the school day.
 3. The Board and Association understand and agree that the Board may adjust the normal teaching hours to satisfy State requirements pertaining to hours of pupil instruction, as specified in Section 1284(1) of the Revised School Code.
 4. If, during the course of the school year, it becomes necessary to add hours to make-up for lost hours of instruction, the Board will consult with the CEA prior to making any adjustments in an attempt to develop a mutual agreement as to how the time will be added. The CEA will have 10 working days after being notified of the need to add time to come to a mutual agreement with the Board or the Board's designee. If mutual agreement cannot be met in that time period, the Board or tits designee reserves the right to make a final determination so as to avoid any penalty.
- A. All teachers shall be entitled to a duty-free, uninterrupted, thirty (30) minute lunch period: however, in cooperation with the Administration and the Association, teachers may be requested to assist with supervision during an emergency situation or problems connected with inclement weather.

The teaching load will provide forty-five minutes per day, excluding lunchtime, for teachers' preparation. Preparation time shall be accumulated using no more than 3 blocks of time per day.

Prior to a major change in a building program, such as, but not limited to: Block Scheduling, MAC, Team-Teaching, the building administrator will consult with the staff and building School Improvement Team.

- B. Full-time teachers employed by the district in special areas (art, music, special education, media specialists, alternative education coordinator, and counselors) shall be provided with lunch preparation time to the same extent as other teachers in the district.

- C. No departures from these norms, except in the case of an emergency, shall be made without mutual consent of teacher and administration.
- D. Daily preparation for effective teaching, correcting examination papers, themes, attending faculty meetings, and similar activities require many hours of application outside the classroom and add to the professional responsibilities of the teacher.
- E. An employee member of the bargaining unit, when required by a mediator, fact-finder or arbitrator, to engage in contract negotiations or formal grievance negotiation regarding the Constantine contract, shall be released from regular duties without loss of pay.

Article 5

Special Student Programs

- A. The parties recognize that some children have special physical, mental, and emotional problems that may require specialized classroom experiences. Special attention will be given to reducing class size or providing other special assistance when children with special needs are placed in regular classrooms.
- B. The Constantine administration, Board and teachers dedicate themselves to working with these students, their parents, and the St. Joseph County Intermediate School District to provide programs that meet their needs.

Article 6

Teaching Conditions

- A. The parties recognize that the availability of best school facilities for both the student and teacher is desirable to insure the high quality of education that is the goal of both teacher and the Board.

The recommended goals for class size may or may not be achieved and are listed below;

1. Kindergarten	22	
2. Grades 1-3	23	
3. Grades 4-5	25	
4. English)	
Social Studies)	
General Education)	
Mathematics)	25
Science)	
Language)	
Business)	
Industrial Arts	20	
Art	25	
Music	35	
Band	No Limit	
P.E.	40	
Health	25	

- B. The Board recognizes that appropriate tests, media center reference facilities, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires, and similar materials are the tools of the teaching profession. The parties will confer annually for the purpose of improving the selection and use of such educational tools and the Board undertakes promptly to implement all joint decisions thereon made by its representative and the Association. The Board agrees, within its financial ability, to keep the schools reasonably and properly equipped and maintained. No teacher shall be required to spend his/her money on supplies for the school.
- C. Under no conditions shall a teacher be required to drive a school bus as part of his/her regular teaching assignment.

- D. The Board will make available in each school at least one room, appropriately furnished, which shall be reserved for use as a faculty lounge in which smoking is not permitted. The Constantine Public School's campus (within and outside of buildings) became a smoke free environment as of 8/1/93.
- E. Telephone facilities shall be made available to teachers for their reasonable use. All personal long distance calls shall be charged to the teacher's home phone number or personal calling card. The District will not be financially responsible for personal phone calls.
- F. Enough parking facilities shall be made available to teachers for their exclusive use during regular school hours.
- G. Notwithstanding their employment, teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher.

Article 7

Qualifications

- A. Both the Board and the Association agree it is highly desirable to set and maintain high qualifications for teachers. The parties acknowledge the legal and professional obligations of the school district to comply with the provisions of the No Child Left Behind Act of 2001, 20 USC 6301 et seq., and the regulations promulgated thereunder, including adequately yearly bargaining agreement shall be applied or construed, directly or indirectly, to in any manner interfere with or prohibit the school district from fully complying with the definitions standards and requirements of the NCLB Act.

Article 8

Layoff Recall Procedures and Seniority

- A. For purposes of the Article, seniority shall be defined as an employee's length of continuous service with the school district from the employee's last date of hire. When two or more employees have the same years of service and dates of hire, they will be ranked in order of their respective Board approval dates. When two or more employees have the same years of service and dates of hire, they will be ranked in order of their respective Board approval dates. When two or more employees have the same Board approval dates, they will be ranked by having the most graduate hours beyond the BA or BS degree. If still tied, a lottery will be used with participation by all affected bargaining unit members. Seniority shall accrue during Board approved leaves of absence. Seniority shall be frozen for the duration of a layoff period.
1. No later than thirty (30) days following the implementation of this Agreement, and by every November 30 thereafter, the District shall prepare a seniority list, ranking employees in order of their seniority, and provide a copy to the Association President and each building representative for posting. In the circumstances where the lottery is necessary, all individuals so affected will participate in a drawing to determine placement on the seniority list. The Association and bargaining unit members so affected will be notified in writing of the date, place, and time of the drawing. The drawing shall be conducted openly and at a time and place that will reasonably allow affected bargaining unit members and Association representatives to be in attendance. All affected bargaining unit members will be notified in writing by the central office of the results of the drawing within forty-eight (48) hours of the drawing.
 2. A copy of the seniority list shall be given to the Association upon its written request.
 3. Bargaining unit members employed in a teaching capacity of 50% or more of a normal load will accrue full-year seniority. Association member who teach less than 50% of a full load will have their seniority pro-rated according to the teaching load assigned. This procedure shall begin with the 1992-93 school year and shall not be applied retroactively.
- B. Teachers will not be entitled to any compensation or benefits while on lay-off. However, subject to approval and regulations of the carrier, teachers will be allowed to make premium payments toward health insurance (cobra).
- C. Teachers shall inform the Superintendent, in writing, of any contemplated changes in certification or highly qualified status by May 1st of each year.

Article 9

Illness or Disability, Personal Business, Unpaid Leaves of Absence

- A. Each teacher will be granted ten (10) days sick leave of absence per year. Teacher newly employed shall not receive sick leave allowance until such time as they have actually reported for duty and have provided service for not less than one day. The teacher may use all or any portion of his or her leave to recover from his or her illness or disability, which shall include childbirth and complications of pregnancy.
- B. The unused portion of such allowance shall accumulate from year to year. If such credit results in the accumulation of 50 days or more, the Board will pay the teacher upon retirement from the District, in the following manner; 1 – 100 accumulated days - \$15 per day (\$1,500 maximum), 101 – 201 accumulated days = \$25 per day (\$2,500 maximum in addition to the monies received from 1 – 100 days). A maximum of \$4,000 may be granted for 201 days accumulated. No additional pay will be granted for unused sick day beyond 201.
- C. Any unused personal days roll over to accumulated sick days at the end of the school year.
- D. Any teacher whose personal illness or disability, including childbirth and complications of pregnancy, extending beyond the period compensated by Section A shall be granted a leave of absence without pay for such time as is necessary for complete recover from such illness or disability, including childbirth and complications of pregnancy, up to one (1) calendar year for tenure teacher and up to June 1st of the current school year of probationary teachers.

Except as required by the FMLA no benefits will provided by the District while a bargaining unit member is on unpaid leave. Subject to the approval of the insurance carrier, a bargaining unit member will be given the option of continuing insurance benefits at his/her own expense during an unpaid leave after exhaustion of the District's obligation to pay such benefits. In the event a bargaining unit member elects to continue insurance benefits at his/her own expense, the bargaining unit member shall pay the full premium payments owed by the bargaining unit member to the District before the first day of the month during which coverage is being extended. A pro-rata payment shall be made for a partial month of coverage.

- E. Leaves of absence with pay chargeable against the teacher's sick leave allowance may be granted for the following reasons:
 - 1. In hardship cases, a teacher may file a written request with the Board, for use of additional accumulated sick leave days. The decision of the Board will be final and this decision will not be subject to arbitration. Immediate family shall be defined as spouse, parents, children, brother, sister, mother-in-law, father-in-law, grandparent, grandchild, or any person for whom a teacher has care, control, and custody.

2. Doctor, dentist or other appointments dealing directly with the teacher's health, but excluding routine medical appointments.
 3. One (1) day, except when travel requires additional time, for attendance at school graduation of a son, daughter, husband or wife, with Superintendent or his designee approval. Staff may also use one (1) day to attend their own graduation if the degree acquired is in relationship to their teaching assignment. To use this day, graduation must take place on a day that school is in session and granted by the Superintendent or designee.
 4. Time necessary for attendance at the funeral service of a person whose relationship to the teacher warrants such attendance, with administrative approval.
- F. Leaves of absence with pay not chargeable against teacher's sick leave allowance shall be granted for the following reasons:
1. Death Leaves – Three (3) days per incident using present immediate family definition with additional days approved by the Board only.
 2. Court Appearance as a witness in any case connected with the teacher's employment or the school or whenever a teacher is subpoenaed to attend any proceeding.
 3. At the beginning of every school year, each teacher shall be credited with time to be used for the teacher's professional business. Professional business days shall be used for purpose of:
 - a. Visitation to view other instructional techniques or programs;
 - b. Conferences, workshops, or seminars conducted by colleges, universities, or other professional organizations. The teacher planning to use a professional business day, shall apply at least three (3) days in advance. Professional business days will be taken only with the prior approval of the administration, which may deny teachers' requests if funds are lacking or if the administration determines the activity not to be worthwhile. The teacher may be requested to file a written report within one (1) week of his/her attendance at such visitation, conference, workshop or seminar.
 4. Personal Days – Two (2) days, for the conduct of personal affairs which cannot be handled normally outside school hours. All medical situations shall be covered under Paragraph A.
 - a. The day immediately preceding or the day immediately following a school vacation will not be recognized by the Board as a personal leave day with the exception, however, of such cases, which may cause undue hardship on the individual concerned. Circumstances presenting unusual conditions will be reviewed upon request by the Principal to determine whether such time will be granted.
 - b. No personal day will be granted for the first or last day of the school year in which teachers are to report.
 - c. Each request for personal leave shall be in writing

- d. The teacher shall prepare necessary lesson plans or other professional materials necessary for the performance of the teacher's duties by a substitute.
 - e. The Employer shall not be required to grant leave on any one day to more than two (2) teachers from any one building.
- G. Leaves of absence without pay may be granted upon application for the following purposes:
- 1. Study related to the teacher's licensed field.
 - 2. Study to meet eligibility requirement for a license other than that held by the teacher.
 - 3. Study, research, or special teaching assignment involving probable advantage to the school system.
- H. At the beginning of each school year, the Association shall be credited with a pool of ten (10) Association business leave days with pay. These days shall be used at the direction and discretion of the Association for Association-related business, and shall not be used for more than two (2) consecutive school days by any one teacher. The appropriate building principal shall be notified three (3) days in advance of the use of an Association business day. The Association shall fully reimburse the Board for the cost of substitutes necessitated by the use of Association business days.

Article 10

Academic Freedom

- A. The parties seek to educate young people in the democratic tradition, to foster recognition of individual freedom and social responsibility, to inspire meaning awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality.
- B. Academic freedom shall be guaranteed to teacher to study, to investigate, to interpret facts and ideas concerning man, human society, the physical and biological world, and other branches of learning commensurate with the law of the State of Michigan and approved curriculum guides of the Constantine Public Schools. Media center materials and adopted textbooks shall be considered as part of the approved curriculum guides. In the absence of an approved curriculum guide, the principal's approval will be required.
- C. Academic Freedom carries with it many responsibilities when we consider that students in public schools are in fact a captive audience.
 - 1. Teachers have an obligation to preserve an attitude of impartiality when dealing with controversial issues in classroom situations.
 - 2. Not all topics are suitable for discussion by children of any age.
 - 3. Good judgment must be used by teacher in the timing of teaching controversial issues.
 - 4. The role of the teacher in the presentation of controversial issues may be delicate but is not impossible.

Article 11

Professional Behavior

- A. Teachers are expected to comply with reasonable rules, regulations, and directions from time to time adopted by the by the Board or its representatives , which are not inconsistent with the provisions of this Agreement, provided that a teacher may reasonably refuse to carry out an order which threatens physical safety or well-being or is professionally demeaning. Any order which the teacher consider to be threatening to physical safety or well-being or is professionally demeaning shall be reported, in writing, to the Superintendent of School's Office within two (2) business days.
- B. The Association recognizes that abuses of sick leave or other leaves, chronic tardiness or absence, willful deficiencies in professional performance, or other violations of discipline by a teacher reflect adversely upon the teaching profession and create undesirable conditions in the school building. Medical releases and/or excuses used for verification of leaves of 5 consecutive days or longer, must be submitted to the teacher's principal no later than the day of return from a medical leave.
- C. A bargaining unit member will have the right to review the contents of their personnel file in accordance with the provisions of the Employee Right-to-Know Act (Public Act No. 397 of 1978, as amended). The bargaining unit member shall have the right to have a representative of the Association accompany him/her in such a review. The employee may obtain a copy of any or all information contained in the file upon request and in accordance with the Employee Right-to-Know Act. The member may submit a written notation or reply regarding any material found in their personnel file and the same shall be attached to the file copy of the material in question. When individual performance and/or disciplinary material is to be placed in a member's file, the affected member shall review and sign said material; such signature shall be understood to indicate awareness of the material but in no instance shall said signature be interpreted to mean agreement with the content of the material.

Article 12

Maintenance of Standards

- A. Teaching hours, relief periods, and leaves shall be maintained at not less than the highest minimum standards in effect in the district at the time this Agreement is signed, provided that such conditions shall be improved for the benefit of teachers as required by the express provisions of this Agreement.
- B. All other conditions of employment and general working conditions shall be maintained except as student enrollment and/or lack of funds require changes. Full facts and information concerning such changes shall be furnished to the Association.

Article 13

Continuity of Operations

- A. Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year, and the avoidance of disputes, which threaten to interfere with such operations. Since the parties are establishing a comprehensive grievance procedure under which unresolved disputes may be settled by an impartial third party, parties have removed the basic cause of work interruptions during the period of this Agreement. The Association accordingly agrees that it will not, during the period of this Agreement, directly or indirectly, engage in or assist in any strike, and the Board agrees it will not engage in any lockout, as defined by Section I of the Public Employment Relations Act.

Article 14

School Calendar

- A. The 2016-2019 school calendar and Professional Development days, as adopted, shall be set forth in Appendix A. Prior to adoption by the Board of the annual school calendar for subsequent years during the term of this Agreement, the Board agrees to negotiate the content thereof with representatives of the Association. When the calendar is agreed upon, it must satisfy requirements pertaining to minimum number of days and hours of instruction set forth in Section 1284 of the Revised School Code. In addition, it must satisfy the professional development day requirements set forth in Section 1527 of the Revised School Code.
- B. Scheduled days of instruction, which are not held because of conditions not within the control of school authorities, such as inclement weather, fires, epidemics, mechanical breakdowns, or health conditions, will be rescheduled, at the end of the regular school year to the extent permitted by law to insure that the district meets the annual instructional minimum number of days and hours required by law and Department of Education requirements so as to qualify the district for full state aid. Scheduled hours of student instruction which are not held because of delays may also be rescheduled in the event it is necessary to do so to satisfy State requirements pertaining to hours of pupil instruction. Teachers will receive their regular pay for days that are canceled or delayed but shall work the rescheduled days or hours with no additional compensation. Total annual salary is based on the contracted number of days and/or hours required during the entire school year.
- C. The Board of Education shall not be required to cancel a "workday/professional development day" (i.e., a day when teachers report but students are not in session such as an end of semester grading day, a parent teacher conference day, or an in-service day) or that portion of any day which is so scheduled. However, the Board may do so in its discretion. The Board shall not be required to reschedule a "workday/professional development day" or a partial workday/professional development day" which is canceled, but may do so in its discretion, provided the total amount of work time is not increased.
- D. When session days are delayed, teachers will report at least fifteen (15) minutes before the opening of the students' rescheduled school day. It is understood that the normal day may have to be revised when the beginning of the day is delayed. However, the school day will not be extended beyond the normal close of the school day. On any scheduled student session days when students do not report, it is agreed that bargaining unit members will be excused from reporting for duty unless it is a partial "work day" referred to above.
- E. If, at any time during the life of this Agreement, it becomes lawful to count as days of pupil instruction, days when pupil instruction is not provided due to conditions not within the control of school authorities in addition to the current thirty (30) hours, it is agreed that of these specific days bargaining unit members shall be excused from reporting to duty without loss of pay. These specific days lost due to school closing under the foregoing circumstances shall not be

rescheduled. To the extent that any other provision of this Agreement is inconsistent with the foregoing, such provision shall be null and void to the extent of the inconsistency.

- F. In the event a teacher receives unemployment compensation benefits (which as used herein also includes "under-employment benefits") during the school year (associated with his/her regular teaching assignment) due to days of instruction not being held when scheduled because of conditions not within the control of school authorities as stated above, and those days of instruction are rescheduled so that the teacher works those instructional days at a later time, the teacher will have his/her pay adjusted, such that his/her unemployment compensation plus the salary paid to the teacher for the year will be equal to the annual salary he/she would have earned for the school year had there not been scheduled day of instruction canceled for such reasons.
- G. Any decision to cancel days, or delay the starting time, shall not be grieved.

Article 15

Professional Compensation

- A. The contract year begins on August 1 and ends on July 31 each year. Salary will be paid in 26/27 equal installments beginning on the last Friday in August or the first Friday in September, whichever allows for a continuation of the every other week pay cycle. In the event that using a 26 pay period year creates a gap in the pay cycle at the end of the year, a 27 pay year will be used. Employees may also choose to be paid in 22/23 equal installments rather than 26/27. The employee must notify the Business Office prior to August 1, each year or they will automatically be paid in 22 installments. The basic salaries of teachers covered by this agreement are set forth in Schedule B, which is attached to and incorporated in this Agreement.
- B. All teachers newly employed may be given full credit on the salary schedule set forth in Schedule B for full years of outside teaching experience in any school district in the State of Michigan and/or other teaching experience for which credit is allowed.
- C. Teacher will be moved on the salary schedule, provided they have given the District written notice, either at the beginning of the year (the first day of school) or at the halfway point (first day of school in February), upon verification of credits. If a teacher is awaiting verification they will remain in the previous year classification (BA, BA + 20, BA + 40, MA, MA + 10, MA + 20) until verification is approved. Pay will be retroactive upon verification.
- D. Credits to move over must be graduate level classes. Undergraduate level classes will only count towards salary advancement if preapproved, in writing, by the Superintendent.
- E. The salary schedule is based upon the regular school calendar as set forth in Schedule A and the normal teaching load as defined in this Agreement.
- F. Teachers involved in extra-duty assignments set forth in Schedules B-1 and B-2 which are attached to and incorporated in this Agreement shall be compensated in accordance with the provisions thereof.
- G. Teachers required in the course of their work to drive personal automobiles from one school building to another shall receive a car allowance at the current IRS rate upon submitting the appropriate district approved form for mileage reimbursement. Approved trip mileage: Current IRS rate for approved trips.

- H. Middle School Counselor and individuals temporarily covering elementary and social worker tasks that are CEA bargaining unit members will receive additional compensation as listed in the B-1 schedule. Additionally, they will be compensated for their specific school related work done before the contractual school years begins (August 1 or later) or after the contractual school year ends, with the prior approval of the building principal, at the normal daily rate of contractual obligation. The maximum amount for all counselors is 36 hours. Such work is to be scheduled and completed under the supervision of the respective building principal. Hours are the maximum allowed and the employee may complete their duties in fewer than the maximum allowed hours.

Article 16

Student Discipline and Teacher Protection

- A. The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom.
- B. It is recognized that discipline problems are less likely to occur in classes which are well taught and where a high level of student interest is maintained. It is likewise recognized that, when discipline problems occur, they may most constructively be dealt with by encouragement, praise and emphasis upon the child's desirable characteristics. A teacher may use such force as is necessary in compliance with Michigan school law to protect him or her self from attack or to prevent injury to another student.

A written statement of discipline guidelines will be distributed to the teachers by the Board or its representative sometime during the first two weeks that school is in session each school year.

- C. A teacher may exclude a pupil from one class period when the grossness of the offense, the persistence of the misbehavior, or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. In such cases, the teacher will furnish the principal, as promptly as his teaching obligations will allow, full particulars of the incident and contact the parent as mandated by the law.
- D. Suspension of student from school may be imposed only by a principal or his designated representative. School authorities will endeavor to achieve correction of student misbehavior through counseling and interviews with the child and his parents when warranted.
- E. Any case of assault upon a teacher shall be reported promptly to the Board or its designated representative. The Board will provide legal counsel and/or advise the teacher of his rights and obligations with respect to such assault and shall render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities.
- F. Time lost by a teacher to meet with attorney, police or judicial authorities in connection with any incident mentioned in the Article or school-connected lawsuit shall not be charged against the teacher if found innocent or provided the teacher has acted appropriately as determined by the proper forum of jurisdiction.
- G. Upon approval of the principal, the Board will reimburse teachers for any loss, damage, or destruction of clothing or personal property of teacher while on duty in the school or on a school assignment. The maximum to be paid is \$500 per incident, or up to no more than \$1,000 per year. (The maximums \$500 per incident and \$1,000 per year) may be increased to \$1,000 per incident and \$2,000 per year only by approval of the Board of Education. The Board's decision concerning the increased amounts is not subject to arbitration.

H. No action shall be taken upon any complaint by a parent of a student directed toward a teacher; nor shall any notice thereof be included in said teacher's personnel file unless such matter is promptly reported in writing to the teacher concerned.

Article 17

Student Grading

- A. The parties agree the evaluation of student performance is the responsibility of the professional staff working within the framework of the Board's policy on grading.
- B. Changing of a student's grade must be done in accordance with the Board policy.

Article 18

Insurance

- A. The Board of Education shall pay the partial cost of premiums for employee life insurance, family vision, dental, medical, and hospitalization group health insurance coverage for each participating full-time teacher up to medical insurance caps set by the State Law. Beginning September 1, 2013, as authorized by Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act, the School District shall pay the following annual amount toward the cost of United Health Care premiums for 2014-2015:
- \$5,857 for Single Subscribers
 - \$12,250 for Employee and Employee's Spouse
 - \$15,975 for Employee with family coverage.

For 2016-2017 The Board contribution shall reflect the State Mandated amount allowed. The balance of the insurance premium shall be paid by the employee through monthly employee contribution.

Constantine Public Schools will be the policy holder for insurance. A committee including; representatives from the CEA, Superintendent, Business Manager, School Board Member, Building Supervisor and Administrator will meet each year to review insurance bids and make a recommendation for the following year.

Beginning September 1, 2014, the district will contribute either 1,250 for Single or 1,500 for 2-person/full family to an HSA. There will be no contribution to an HSA if the traditional health coverage plan is chosen. The District will once again fund the HSA, January 1, 2017.

For employees on FMLA unpaid leave the District will follow Federal Cobra guidelines for health insurance coverage.

The employer shall formally adopt a qualified plan document which complies with Section 125 of the Internal Revenue Code. Bargaining unit members electing to use the Premium Contribution Plan shall do so through a salary reduction agreement and payroll deduction.

- B. Teachers not electing to take health insurance will receive the PAK B Plan of Benefits and will receive a cash option in lieu of benefits. The cash amount will be \$434 per month.
- C. Plan Summary for September 1, 2014 – August 31, 2015

Health: Benefit Summaries will be provided to each employee

BCBSM Traditional Plan

BCBSM HSA 1250 Plan

Dental: Self-Funded Network Not Required

Basic Benefits

Individual Deductible \$0

Family Deductible	\$0
Benefit Maximum	\$1,000
Orthodontia Lifetime Maximum	\$1,200

Coverage Levels

Preventative	80%
Basic	80%
Major	50%
Endo/Perio	50%
Orthodontia	50%

Waiting Periods

Preventative	None
Basic	None
Major	None
Orthodontia	None

Vision: Self-Funded Network Not Required

Basic Benefits

Vision Exam	\$6.50 Deductible
Frames	\$18 Deductible up to \$130 Allowance
Lenses (Single/Bifocal)	Varies lens type
Lenses (Progressive)	Not Covered
Contact Lenses (Elective)	Up to \$110 Allowance
Contact Lenses (Medically)	Up to \$110 Allowance

Frequency

Exam	12 months
Frames	12 months
Lenses	12 months

Term Life and AD&D Insurance: United of Mutual of Omaha Company

Employee's must be actively at work (able to perform all normal duties for your job) to be eligible for coverage. Employee's must be working a minimum of 30 hours per week to be eligible for coverage and the employer will pay 100% of the premium for \$5,000 of Life Insurance Benefit amount.

50% of the amount of the life insurance benefit is available to the employee if terminally ill, up to \$100,000. There are age restrictions; at age 65, amounts reduce to 65%. At age 70+, amounts reduce to 50%. Coverage terminates at retirement.

Article 19

Professional Grievance Procedure

- A. A claim by a teacher of the Association that there has been a violation of any provision of this master contract may be processed as a grievance as hereinafter provided.
- B. If any teacher has a complaint regarding any condition of employment covered by the Michigan Teacher Tenure Act, such complaint or grievance shall be dealt with exclusively through the provision of said Act and the established procedures thereof.
- C. Limitations – The following matters shall not be submitted to arbitration under the procedure outlined in this article:
 - 1. The termination of services of, or failure to re-employ any probationary teacher.
 - 2. Any dispute within the jurisdiction of a State or Federal agency.
 - 3. The termination of services or failure to re-employ any teacher to a position on the extra-curricular schedule.
 - 4. Any dispute concerning the content of an evaluation or the content of an insurance policy.
- D. For the purposes of this article, “days” will be defined as days that school is in session during the academic year and days that the central office is open for business during the summer break period between academic years.
- E. Level One. Within seven (7) days of the alleged violation, the teacher with a grievance shall discuss it with his/her immediate supervisor or principal, individually or together with his/her Association representative. In the event the aggrieved person is not satisfied with the disposition of his grievance his/her then, within four (4) days of the discussion, may invoke the formal grievance procedure.
- F. The grievant or association may invoke the formal grievance procedure on the form illustrated in Schedule C, signed by the grievant and/or an Association Officer. A copy of the grievance form shall be delivered to the principal or supervisor and to the Superintendent. If the grievance involves more than one school building, it may be filed with the superintendent or a representative designated by him/her.
- G. Level Two. Within seven (7) days of receipt of the grievance, the Superintendent shall meet with the principal or supervisor and the Association representative in an effort to resolve the grievance. Within seven (7) days of such meeting, the superintendent or his/her designee shall indicate his/her disposition of the grievance in writing and shall furnish a copy thereof to the Association.

- H. Level Three. If the Association is not satisfied with the disposition of the grievance by the superintendent or his/her designee, or if no disposition has been made within seven (7) days of such meeting or eight (8) days from the date of filing, whichever shall be later, the grievance shall be transmitted to the Board within seven (7) days by filing a written copy thereof with the Secretary or other designee of the Board. The Board, no later than its next regular meeting or two calendar weeks, whichever shall be later, may hold a hearing on the grievance, review such a grievance in executive session, or give such other consideration as it shall deem appropriate. Disposition of the grievance in writing by the Board shall be made no later than seven (7) days thereafter. A copy of such disposition shall be furnished to the Association.
- I. Level Four. If the Association is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made within the period above provided, the grievance parties cannot agree as to the arbitrator, he/she shall be selected by the America Arbitration Association in accord with its rules, which shall likewise govern the arbitration proceeding. The Board and the Association shall not be permitted to assert in such arbitration proceeding, any ground, or to rely on any evidence not previously disclosed to any other party. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon may be entered in any court of competent jurisdiction.
- J. Powers of the arbitrator are subject to the following limitations:
1. The arbitrators shall have no power to alter, modify, disregard, add to, or subtract from the terms of this Agreement.
 2. The arbitrator shall have no power to establish salary scales or change any salary scales or schedules.
 3. In the event that a case is appealed to the arbitrator on which he/she has no power to rule, it shall be referred back to the parties without decision or recommendation on its merits.
 4. More than one grievance may not be considered by the arbitrator at the same time except upon express written mutual consent and then only if they are of similar nature.
 5. The arbitrator shall have no power to award interest or punitive damages.
 6. The arbitrator shall have no power to hear, consider or make a determination on a grievance issue which is claimed as a violation of state or federal law. A single grievance which has a combined claim of a contract violation and a violation of state or federal law shall have only the contract violation considered by the arbitrator.
 7. The arbitrator may not, in effect, grant the Association that which the Association was unable to secure in collective bargaining
 8. The arbitrator shall have no power or authority to review or rule on:
 1. Any matter which is a prohibited subject of bargaining, e.g., under the Public Employee Relations Act/PERA, MCL 423.215.
 2. Any matter for which the Teacher's Tenure Act (Act 4, P.A. 1927, as amended), prescribes a procedure or a remedy or which may be filed under the Teachers' Tenure Act with the State Tenure Commission.
 3. Any matter for which there is recourse under State or Federal law.
 4. The content of any insurance policy or the administration of any insurance related policy, coverage or benefit which policy, coverage and benefit(s) are administered by a third party.

5. Any matter filed by the Association in its own name, except in a case where express contractual rights have been given to the Association through this Agreement.
 6. No new grievance may be filed and/or processed by the Association or a teacher on behalf of any teacher if that teacher, for any reason, is no longer an employee of the District.
- K. The fees and expenses of the arbitrator shall be shared equally by the parties.
- L. If any teacher for whom a grievance is sustained through arbitration shall be found to have been discharged unjustly, he/she shall be reinstated with reimbursement of compensation to be determined by the arbitrator.
- M. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15th of any year, and strict adherence to the time limits may result in hardship to any party, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter.
- N. If an individual teacher has a personal complaint, which he/she desires to discuss with a supervisor, he/she is free to do so without recourse to the grievance procedure. However, no grievance shall be adjusted without prior notification to the Association and opportunity for an Association representative to be present, nor shall any adjustment of a grievance procedure, the interests of the teacher's shall be the sole responsibility of the Association.
- O. It shall be the general practice of all parties involved to process grievance procedures during times which do not interfere with assigned duties. However, in the event it is agreed by the Board to hold proceedings during regular working hours, a teacher participating in any level of the grievance procedure with any representative of the Board shall be released from assigned duties without loss of salary.

Article 20

District Committee's

Professional Study Committee (PSC)

Each building will be allowed six (6) teachers to research, collect data, implement changes, or some other type of school improvement work. These six teachers may work individually or collectively on work mutually agreed upon topic with the building administrator. The work will be done on a semester basis with a report to the Board of Education with their recommendations and/or findings required prior to payment (Appendix B-1).

Constantine Tech High School will have 2 spots available for this purpose.

At the conclusion of the 1st Semester the teachers will consult with the principal to determine whether they'll continue on for another semester with their current topic, work on something else or let others begin work on another topic for 2nd Semester.

District Communications Committee (DCC)

Three times per year, the School Board Personnel Committee and Superintendent will meet with; Building Representatives, and CEA President(s) to create a forum for discussion regarding concerns, issues and solutions for the District.

Article 21

Miscellaneous Provisions

- A. This agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written and signed amendment to the Agreement.
- B. Any individual contract between the Board and an individual teacher, theretofore executed shall be subject to and consistent with the terms and conditions of the Agreement and any individual contract hereafter executed shall be expressly made subject to and consistent with the terms of this or subsequent agreements to be executed by the parties. If an individual contract contains any language inconsistent with this agreement, this agreement, during its duration, shall be controlling.
- C. This Agreement shall supersede any rules, regulations or practice of the Board, which shall be contrary to or inconsistent with its terms.
- D. If any provision of the Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall be deemed null and void, but all other provision or applications shall continue in full force and effect.
- E. Copies of this Agreement shall be provided at the expense of the board and made available as soon as possible to all teachers now employed or hereafter employed.
- F. At the beginning of each school year a record of accumulative sick leave shall be provided for each teacher.
- G. Principals shall inform teachers of a number they may call to report unavailability of work. Teachers shall make every effort to provide the principal or his/her designee with sufficient and reasonable notice.
- H. By March 1st or any time thereafter with fifteen (15) day notice prior to expiration of this Agreement, upon request of either party, negotiations will be undertaken for an agreement covering the school year.

It is mutually agreed that the Board of Education will pay a \$500 stipend to teacher who, on or before April 1st of the school year of retirement, submits a non-rescindable letter of resignation.

This letter will be applicable to the end of the school year in which the letter of resignation is submitted. The payment is to be made within one (1) month from receipt of the binding letter of resignation.

- I. The district will provide the member of the CEA the opportunity to invest in a 403(b) retirement account:
 1. That for a number of years, the District has established and maintained a tax sheltered deferred retirement program. Recently, the Internal Revenue Service has issued significantly new regulations impacting such programs. These new regulations take effect January 1, 2009.
 2. In response to the promulgation of these IRS regulations, over 260 public school districts, 25 intermediate school districts and other public education employers formed a Consortium which is now known as the Michigan Retirement Investment Consortium. That Consortium undertook a Request of Proposal process and selected TSA Consulting Group as the third party administrator for the Consortium.
 3. The District and Association recognize the importance of each employee pursuing an active retirement savings program and providing sound investment alternatives to assist them in achieving their retirement savings goals. All bargaining unit members are eligible to participate in the Plan.
 4. Investment products presently offered to Association members include; MEA Paradigm/Prudential, AIG Valic, American General, Modern Woodmen of America, Ameriprise (IDS/American Express), Edward Jones, Lincoln National Life Insurance, Pioneering Services Corporation, AG Edwards-Wachovia, Fidelity Investments & Thrivent Financial for Lutherans. All of these products will be included in the initial list of investments offered to Association member except Ameriprise (IDS/American Express), Modern Woodmen of America, Lincoln Life Insurance, AG Edwards-Wachovia, Fidelity Investments and Thrivent Financial for Lutherans due to low participation, and Edward Jones and Pioneering Services Corporation which has declined to participate. None of the remaining products will be discontinued by the District without prior consultation with the Association.
 5. The parties agree that fees as may be required to administer the 403(b) Plan will be kept as low as possible. TSA may require investment providers to pay reasonable administrative costs. The consortium is requiring all core vendors to provide a quarterly report card of the investment product's performance and fees that will be shared with all employees. The district will encourage its wild card vendors to provide the same information.
 6. The Plan Document shall allow employees the ability to make changes in their investment portfolio. Provision for emergency or hardship withdrawals will be included within the Plan.

Employees shall also be permitted to take loans from their investment as permitted in the Plan Document. Prompt remittance of contributions as defined by the Internal Revenue Code from participants will be made to the third party administrator.

7. The Plan Document shall include a list of investment providers. MEA Financial Services will continue to be on the approved list of investment providers. If, at any time, MEA Financial Services is removed from the list of investment providers, the District will withdraw from the Consortium as soon as possible.
8. The District and Association agree to conduct ongoing review and assessment of the performance of MRIC, TSA and participating investment firms with the goal of maintain a quality 403(b) program. The District and the Association recognize that changes may be made in the selection of administrative firms including MRIC, TSA and the selected investment firms. Such changes shall only be made after timely consultation with the Association.
9. The District and Association agree to conduct ongoing review and assessment of the performance of the Consortium and the providers mad available under the Consortium with the goal of maintaining a quality 403(b) program.
10. **Teacher Retirement Enhancement**
The District will offer a "Voluntary Separation Agreement" from June 1, 2014 – June 30, 2016. See Appendix B-3.

Article 22

Local Financial Stability and Choice Act

An emergency financial manager appointed under the Local Financial Stability and Choice Act, 2012 P.A. 436, shall have the authority to reject, modify or terminate the collective bargaining agreement as provided in 2012 P. A. 436.

Article 23

Staff Retirement Incentive

The parties agree to the following retirement incentive for staff beyond the current provisions of the master agreement. In order to comply with this, the parties agree to the following upon completion of thirty years of teaching;

1. Staff Retirement Incentive will be as follows;
Year 30 - \$25,000
Year 31 - \$20,000
Year 32 - \$15,000
Year 33 - \$10,000
2. Those staff members who have 30 or more years of experience as of June 30, 2016 will be grandfathered to receive \$25,000 over a two-year period with the first year payment of \$15,000 and the second year payment of \$10,000.
3. Staff may or may not use purchased years toward Year 30.
4. The terms of Article 23 will become inactive on June 30, 2019. Article 23 will be removed from this agreement as of July 1, 2019.

Duration of Agreement

This agreement shall be effective upon ratification by both parties and shall continue in effect until July 31 2019.

This agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

Southwestern Michigan
Education Association

Board of Education

President

President

Vice-President

Vice-President

Negotiating Committee Member

Secretary

Negotiating Committee Member

Treasurer

Dated this _____ day of _____, _____

Appendix B

CEA Salary Schedule for 2014-2016

The District agrees if any employee group receives a percentage (%) increase in salary the CEA teaching salary schedule will receive the same equivalent raise for the 2017-2018 contract year.

	BA	BA+20	BA+40/MA	MA+15
0	\$34,415	36,215	38,015	38,815
1	\$35,215	37,015	38,815	39,615
2	\$36,215	38,015	39,815	40,615
3	\$37,415	39,215	41,015	41,815
4	\$38,815	40,615	42,415	43,215
5	\$40,415	42,215	44,015	44,815
6	\$42,215	44,015	45,815	46,615
7	\$44,015	45,815	47,615	48,415
8	\$44,515	47,615	49,415	50,215
9	\$45,015	49,415	51,215	52,015
10	\$45,515	51,215	53,015	53,815
11		51,715	54,815	55,615
12		52,215	56,615	57,415
13		52,715	58,415	59,215
14		53,215	60,215	61,015
15		53,715	62,015	62,815
16			62,515	63,315
17			63,015	63,815
18			63,515	64,315
19			64,015	64,815
20-21			64,515	65,315
22-23				65,815
24-25				66,315
26-27				66,815
28-29				67,315
30+				67,815

Appendix B-1

Additional Compensation for Extra Duties

The Arts	
Band Director -school year	\$6,885
Band 6 week summer	\$4,475
Vocal director	\$1,375
Choristers	\$1,375
Musicals/plays	\$2,000
Class sponsors	
freshman	\$690
sophomore	\$690
junior	\$1,900
senior	\$1,550
Middle School	
yearbook	\$1,380 *if not a class
student council	\$1,035
quiz bowl	\$690
science Olympiad	\$1,600
High School	
yearbook	\$1,380 *if not part of teachers schedule
student senate	\$1,380
NHS	\$1,000
quiz bowl	\$690
Science Olympiad	\$1,600
Youth in government	\$690
Elementary Mentoring	\$2,800 *if not part of teachers schedule
Interact club	\$690
Test Coordinator	\$1,200 *if not part of teachers schedule
SSD Coordinator	\$500

Elementary	
Clue me in	\$600
Young Authors	\$300
K-12	
Teacher mentoring	\$550
CIMS Coordinator	\$690
SIT	\$250

For up to 6 people total or \$1500 per building if more

HOURLY RATES

Other Teaching Hours including Lunch Room Duty, Additional Supervision Hours prior or after school	23.00
Mutually approved non-teaching time, including Up to 5 hours/teacher for Kindergarten Round-up	15.50
Summer Conference Reimbursement – approval of Principal required	15.50
Internal Substitute Reimbursement	23.00

The Board reserves the right not to fill any position.

Appendix B-2

Athletic Coaches Salary Schedule

Fall Sports		Winter Sports		Spring Sports	
Football		Wrestling		Golf	
Head Coach	\$5,215	Head Coach	\$5,215	Head Coach	\$2,760
5 Assistants	\$16,825	Assistant	\$3,450	Asst.	\$1,720
2 MS	\$4,130	Extra Assistant	\$500		\$4,490
MS asst (2)	\$1,000	MS head	\$2,065	Tennis	
	\$27,170	MS Asst.	\$500	Head Coach	\$2,760
Cross Country			\$11,730	Asst.	\$1,720
Head Coach	\$3,510	Basketball			\$4,490
Assistant	\$2,065	Head coach	\$5,215	Track	
MS	\$2,065	Assistant	\$3,450	Head Coach	\$4,160
	\$7,640	Extra Assistant	\$2,065	Asst. Coach	\$2,750
Volleyball		2 MS	\$4,140	Extra Assistant	\$500
Head Coach	\$5,215		\$14,870	Head MS	\$2,060
Assistant	\$3,450	Bowling		Asst. MS	\$1,030
Extra Assistant	\$2,065	Head Coach	\$1,000	Extra Asst. MS	\$500
2 MS	\$4,130	Assistant	\$500		\$1,010
	\$14,860		\$1,500	Softball/Baseball	
Cheerleading		Cheerleading		Head Coach	\$4,160
Head Coach	\$2,300	Head Coach	\$2,300	1 Assistant Coach	\$2,750
Assistant (16+)	\$500	Assistant (16+)	\$500	2 Extra Assistants	\$1,000
MS	\$500	MS	\$500		\$7,910
	\$3,300		\$3,300		

Longevity *Head coach in the same position in the same sport in Constantine
 Years 16-20 –Additional \$350 each year
 Years 21+ -Additional \$500 each year

*Scale is contingent on numbers of participants warranting the position as decided upon by Board of Education. The Board reserves the right not to fill any position

Constantine Public Schools

2017-2018 School Calendar

August '17						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4 membership days

September '17						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

19 membership days

October '17						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

22 membership days

November '17						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

19 membership days

December '17						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

16 membership days

January '18						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

18 membership days

February '18						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

18 membership days

March '18						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21 membership days

April '18						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

16 membership days

May '18						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

22 membership days

June '18						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5 membership days

July '18						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



School Closed/ Holidays



Teacher in-Service Day (no school for students)



Half Day Students and staff



Early Release -Teacher PD



Half Day -PM Teacher PD

*End of marking period 10/27, 1/19, 3/23, 6/8

Appendix A-1
Yearly Calendar

(Attached)

Duration of Agreement

This agreement shall be effective upon ratification by both parties and shall continue in effect until July 31 2019.

This agreement shall not be extended orally, and it is expressly understood that is shall expire on the date indicated.

Southwestern Michigan
Education Association

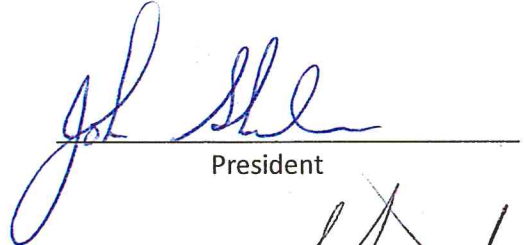


President

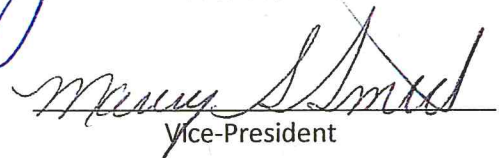

Vice-President

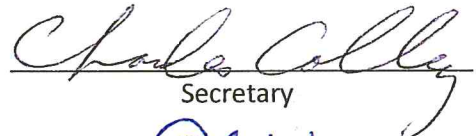

Negotiating Committee Member

Board of Education



President


Vice-President


Secretary


Superintendent