

MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT  
EDUCATION ASSOCIATION  
AGREEMENT

This Agreement is entered into by and between the Board of Education of the Montcalm Area Intermediate School District, Stanton, Michigan, hereinafter called the "Board", and the Montcalm Area Intermediate Education Association, hereinafter called the "Association".

WITNESSETH

WHEREAS, the Board and the Association recognize and declare that providing a quality education for the children of the Montcalm Area Intermediate School District is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teaching service, and

WHEREAS, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational standards, and

WHEREAS, the Board has a statutory obligation, pursuant to Act 379 of the Michigan Public Acts of 1965, to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms, and conditions of employment, and

WHEREAS, the Board retains all of the duties and responsibilities, rights and privileges held prior to Act 379, except those specifically provided for by this Agreement, and

WHEREAS, the parties, following extended and deliberate professional negotiations, have reached certain understandings, which they desire to memorialize,

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I  
RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive bargaining representative as defined in Section II of Act 379, Public Acts of 1965, for professional personnel employed by the Board including:

Automotive Body Instructors	Occupational Therapists
Automotive Technology Instructors	Physical Therapists
Child Related Careers Instructors	Personnel on Tenure
Construction Technology Instructors	School Psychologists
Cosmetology Instructors	School Social Workers
Teacher-Consultants	Special Population Coordinators
Medical Careers Instructors	Special Population Counselors
Information Technology Instructors	Machine Tool Instructors
Welding Instructors	Teachers of Speech and Language Impaired
Alternative Education Teachers	Computer Aided Design Instructors
Agriscience/Natural Resources Instructors	TAPP Instructors
Electronics/Computer Repair Instructors	School Nurse
Public Safety/Protective Services Instructors	Speech and Language Therapists
Medium/Heavy Duty Truck Instructors	Special Education Teachers

Plus all full and part-time employment consultants and all other regular full time instructional personnel with teacher certification and/or vocational authorization.

Excluded are:

Technicians of Computer Service  
Hearing Impaired Interpreters  
Life Skills Specialist  
Therapy Assistants  
Para-Educators  
Day Care Program Director  
Office and Clerical Employees  
Supervisory and other Administrative Personnel  
Case Managers  
Transportation Employees  
Curriculum Specialist  
All Others

ARTICLE I – RECOGNITION (Continued)

- B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that the bargaining representative has been given the opportunity to be present at such adjustment.

ARTICLE II  
EMPLOYEE RIGHTS

- A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right freely to organize; that it will not discriminate against any employee with respect to hours, wages or any terms or conditions of employment by reason of his/her membership in the Association, his/her participation in any activities of the Association or collective professional negotiations with the Board, or his/her institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.
- B. The Association and its members shall have the right to use the Intermediate District facilities mutually agreeable to the Superintendent and the Association at all reasonable hours for meetings. Any additional costs incurred through such use shall be paid for by the Association.
- C. Upon reasonable request from the Association the District shall make available to the Association existing information concerning the financial condition of the school district, including annual financial statement, adopted budget and other available and pertinent information relevant to negotiations or the processing of a grievance.
- D. Nothing contained herein shall be construed to deny or restrict to any employee rights he/she may have under the Michigan General School Laws and State and Federal Statutes. The rights granted to employees hereunder shall be deemed to be those specifically provided for in Article II.
- E. Nothing herein shall require any employee to be a member of, or participate in the activities of, any organization.
- F. Upon completion of the probationary periods no employees shall be disciplined, demoted or discharged without just cause.
- G. The provisions of this Agreement and the wages, hours, terms, and conditions of employment shall be applied without regard to race, creed, religion, political activities, color, national origin, age, sex, handicap or marital status.

ARTICLE II – EMPLOYEE RIGHTS (Continued)

- H. Each employee shall have the right upon request to review the contents of his/her own personnel file except personal recommendations and character references. A representative of the Association may be requested to accompany the employee in such review. The employee shall affix his/her signature and the date to the record to signify he/she has reviewed his/her file and is aware of the contents.
  
- I. An employee shall, upon request, be entitled to have present a representative of the Association when he/she is being reprimanded, warned or disciplined for any infraction or discipline or delinquency in professional matters.

ARTICLE III  
BOARD RIGHTS

This District retains all rights, powers and authority vested in it by the laws and constitution of Michigan and the United States. All policies of the Board of Education on behalf of the District as stated in Board of Education Policies or as set forth in any manner or powers which heretofore have been properly exercised by it, shall remain unaffected by this Agreement and in full force and effect, unless and until changed by the Board.

The Board shall be limited only as specifically limited by the express provisions of this Agreement and under Act 379 of the Michigan Public Acts of 1965. Such rights shall include by way of illustration and not by way of limitation, the right to:

1. Manage and control the school's business, the equipment, the operations and to direct the working forces and affairs of the Employer.
2. Continue its rights and past practice of assignment and direction of work of all of its personnel.
3. The right to direct the working forces, including the right to hire, promote, suspend and discharge employees, transfer employees, assign work or extra duties to employees, determine the size of the work force and to lay off employees.
4. Adopt rules and regulations.
5. Determine the qualifications of employees, including physical conditions.
6. Determine the financial policies, including all accounting procedures, and all matters pertaining to public relations.
7. Determine the policy affecting the selection, testing or training of employees, providing such selection shall be based upon lawful criteria.

ARTICLE IV  
WORKING CONDITIONS

A. Qualifications for Employment

1. Each employee must hold a valid Michigan Teacher's Certificate and/or meet the requirements of the Michigan Department of Education for approval to perform the functions under his/her contract. It shall be the responsibility of the employee to provide evidence of such certification and approval.

The Board will seek qualified staff with appropriate Michigan Teacher's Certification. Staff members on annual authorization will be replaced if they do not follow the specific guidelines of certification in Michigan. Teachers with emergency/temporary permits or approvals will take the necessary coursework to maintain those approvals toward certification and any state and/or Federal laws.

2. Each employee shall possess and maintain sufficient good health (physical and mental) to perform adequately his/her respective duties. The Superintendent may at any time request written evidence of good health from appropriate medical authorities. Cost of such an examination when requested by the Superintendent shall be borne by the school district, and not subtracted from sick leave. Each person prior to entering the employment of the Montcalm Area Intermediate Board of Education may be required to have a physical examination, or may be required to provide the Superintendent with other evidence of good health acceptable to him/her.
3. Employees who are not covered by the Tenure Act hired after 7/1/95, (e.g. School Psychologists, Social Workers) upon commencement of employment, will be required to serve a probationary period for their first four (4) years of employment with the Board. Annually authorized employees shall be required to serve only one (1) probationary period as defined above.
4. All annual authorization personnel will be on an individual contract, which expires each year as required by the Michigan Department of Education. Each annual authorization employee with less than a B.A. must present each year by August 15<sup>th</sup> evidence that he or she has successfully completed at least six (6) semester hours of college credit toward a Michigan Teacher's Certification and Vocational Authorization.



## ARTICLE IV – WORKING CONDITIONS (Continued)

The Board agrees to reimburse \$300.00 from in-service (conference) funds for this purpose, per annually authorized employee. An annual authorized employee failing to complete the 6 hours will remain at his/her present step on the salary schedule until the six (6) credit hours are earned.

5. Staff members on Annual Vocational Authorization will be replaced if requirements for authorization are not met.
6. The administration will allow the MAISD Education Association to hold a 30-45 minute meeting on the first day of work in the fall. This meeting will be held on employee time and the work day will be extended to make up for any lost work time.

### B. Duties and Responsibilities

#### 1. Work Day

- a. The workweek will consist of a minimum of 35 hours, not including lunch. The workweek will generally not exceed 39.5 hours, not including lunch, on a regular basis. A regular basis is defined as four consecutive weeks. The general work schedule will be approved by the program supervisor and the department head or superintendent. The general work schedules shall be reviewed by staff and supervisors within the first month of school and/or when changes in transportation or when local district schedules and days/hours changes necessitate. Any deviation from the general work schedule to attend special meetings or conferences or out-of-the county meetings (trips) must be approved by the Director or the Superintendent.
- b. The Board reserves the right to make arrangements with an individual staff member for extended contract work days that are mutually agreed upon.
- c. More hours or evening work are often expected when it is necessary to improve or further the efficiency of the educational program.
- d. Some staff may be scheduled at the beginning of the school year to work hours other than those of their assigned building. This consistent schedule of non-traditional hours will be set by the supervisor in conjunction with the employee. Changes during the school year will be made in writing, with prior agreement of both the employee and the supervisor. This flexibility is to allow staff to meet with students and/or families outside of the regular school day when it is the only way student needs can be addressed.

## ARTICLE IV – WORKING CONDITIONS (Continued)

- e. A mutually agreeable planning time of a minimum of 30 minutes per day shall be provided to all staff. The supervisor shall provide a written, objective explanation of expectations for lesson/service planning by October 1<sup>st</sup> of each school year.
2. Employees will be punctual and accurate in all records.
3. Clerical services, office materials, and supplies shall be available to the Association upon reasonable payment when obtained from the Intermediate Office.

### C. Employee Travel

Employee travel by car shall be established at the current rate established by the I.R.S. as of January 1 each year. The rate would remain in effect for the ensuing year.

1. A monthly travel report of mileage record and places of visitation is required. Authorized meals and lodging outside of the school district will be reimbursed. The travel report will be accepted for reimbursement no later than the month after the expenses were incurred.
  - a. On days when all seven public school districts in the Montcalm Area Intermediate School District are closed due to inclement weather, Intermediate School District employees will not be expected to report to work.
  - b. Specific procedures for reporting on days when Intermediate School District employees are scheduled in constituent school districts that are closed due to inclement weather will be outlined in administrative rules and made part of staff meeting minutes.
  - c. In the event the Board is required by law to make-up lost instructional day(s), such day(s) will be made-up at no added salary cost to the Board.

ARTICLE V  
LEAVES OF ABSENCE

A. Sick Leave

1. Full-time employees shall be entitled to sick and injury leave with pay and benefits to a total of ten (10) days per year, and will accumulate unused sick leave to a maximum of one hundred thirty (130) days.
2. Employees working beyond the regular school year will not accumulate additional sick leave days. Sick leave days used during the summer contract will not be reimbursed.
3. All sick leave used shall be substantiated by a written physician's statement upon request, or by such other evidence as the appointing authority may require. Falsification of such evidence will be cause for disciplinary action. An employee before returning to his/her duties from an illness of over twelve (12) working days may be asked for a statement as to the cause of illness from his/her physician. Such a statement shall be submitted to the Administration.
4. Use of sick leave will be allowed for absences due to personal illness or disability, pregnancy and childbirth related disability, and illness in the family.
5. Any employee whose personal illness extends beyond the time compensated, upon recovery from such illness, shall be assigned to the same position, if available, or the first open position for which the person is qualified.
6. Any employee absent from work for more than ninety-five (95) days per school year due to disabilities, childcare leaves, etc., will not be given credit for the school year as it applies to advancement on the salary schedule.

B. Bereavement

1. An employee will be granted up to four (4) bereavement days in the event of a death. An additional four (4) days of bereavement leave can be used from accumulated sick leave in the event of a death. A maximum of eight (8) days per school year will be allowed.
2. One additional day of bereavement leave may be allowed at the discretion of the Superintendent, which will be deducted from accumulated sick leave.

## ARTICLE V – LEAVES OF ABSENCE (Continued)

3. In the event of an absence using bereavement leave to attend a funeral, the employee must provide the relationship of the person and prior notification to the Administration. The Administration may require proof of attendance.
4. This bereavement procedure will be reviewed annually by both parties and expires by its terms at the expiration date of this agreement without regard to extensions unless by mutual agreement of the parties.

### C. Maternity Leave

1. The Board shall grant a leave of absence for the purpose of childbirth, upon written request of the employee, which will include beginning date, ending date, and any specific use of sick leave days in connection with this request.
2. In order to provide for continuity within the classroom or service to the district, the employee shall notify the Superintendent's Office in writing not less than four (4) months prior to the expected date of birth so that necessary arrangements can be made to procure the employee's replacement.
3. The leave shall commence when the employee is no longer able to adequately perform the duties to which she is regularly assigned. The employee shall specify in her request an approximate termination date in accordance with the anticipated date of delivery.
4. The employee may be required to furnish medical certification of her continued ability to perform her duties as often as the Board of Education may, in its discretion, request, but not more than bi-weekly.
5. In a case of a dispute as to whether an employee, under the provisions of this article, is able to adequately perform the duties to which she is regularly assigned, the employee shall be entitled to a private hearing before the Board.
6. Parental Childcare. By mutual consent of the employee and the Board, the leave may be extended to the end of the school year in which the leave commenced or may be extended up to one (1) calendar year from the date of childbirth. Male employees may also request a parental childcare leave.

## ARTICLE V – LEAVES OF ABSENCE (Continued)

7. If the leave terminates within one month prior to the end of the semester, the employee may be assigned another position for which the employee is qualified until the beginning of the next semester, when the employee shall be reinstated to his/her former position, or in the discretion of the Board, shall not be reinstated until commencement of the next semester.
8. The Board agrees to provide health insurance benefits in accordance with Article XIII, Section C of the Master Agreement during child care leave. The employee shall reimburse the Board for the cost of the above stated insurance coverage unless the employee qualifies under the Family Medical Leave Act. The coverage shall be provided for the duration of the childcare leave.

### D. Jury Duty – Legal Matters

1. A regular full-time employee who is called for jury duty shall be granted a leave of absence to serve as required. He/she shall be expected to be at work during regular working hours when not serving as a juror.
2. Leave of absence for jury duty shall be with full pay, less the amount received by the employee for such jury duty.
3. A regular full-time employee who is subpoenaed to testify about an employment related legal action shall be granted a paid leave of absence to serve as required.

### E. Personal Business Leave

1. Two (2) days per year may be used for personal business, which cannot be conducted outside of the regular school day. Personal business leave days will not be allowed for: Days preceding or following holidays, or vacations (Exceptions: Emergencies or situations not intended to extend holidays or vacations).
2. Any employee who abuses personal business leave shall be subject to discipline by the Board.
3. Requests for use of a personal business leave day must, except in case of emergency, be made to the Superintendent or his/her designee at least forty-eight (48) hours prior to the requested leave date.

## ARTICLE V – LEAVES OF ABSENCE (Continued)

4. Additional days may be granted at the discretion of the Superintendent. Such days shall be deducted from accumulated sick leave. The denial of such additional days is specifically not subject to the grievance procedure.
5. This personal business procedure will be reviewed annually by both parties and expires by its terms at the expiration date of this agreement without regard to extensions unless by mutual agreement of the parties.

### F. Special Leave for Association Business

1. Employees who are officers of the Association who are appointed to State and National office should, upon proper application, be given leave of absence without pay not to exceed one (1) year, for the purpose of performing duties for the Association. Employees given leaves of absence without pay shall receive credit toward annual salary increment on the schedule appropriate to their rank.
2. Special leave for Association business, with or without pay, may be granted for special conditions not specifically covered in the above outlined conditions. These leaves must be requested through the immediate supervisor and may be granted at the discretion of the Superintendent.

### G. Professional Leave

1. Full-time employees covered by this agreement may be allowed up to four (4) work days of leave a year to attend authorized conferences and/or conventions. They shall be allowed up to \$500.00 per school year as expense money covering the cost of attending such conferences or conventions. Expenses covered are defined as hotel/motel fees, mileage, and IRS reimbursable meals. Up to \$300.00 of the annual allotment may be used for approved job-related college courses at accredited colleges. Teachers requesting funds for tuition reimbursement must have prior approval from the administration, and once approved, the employee must provide written verification of completion and receipt of at least a 3.0 grade in the class. Professional development funding shall be utilized to the extent possible as part of the annual expense allotment.
2. Each employee shall submit to the Superintendent absence requests indicating what conventions he/she plans to attend at least two (2) weeks in advance of the convention.

ARTICLE V – LEAVES OF ABSENCE (Continued)

3. Each employee will submit a written report to the administration, evaluating the workshop, in-service or conference attended and how it has affected his/her teaching, if any.

H. Association Leave Day

1. The Board shall grant one day release time per year, non-accumulative for an employee designated by the Association to attend a function of the MEA/NEA. Requests for the use of such time shall be submitted to the Superintendent at least five (5) work days in advance of the requested leave date.

I. Family and Medical Leave Act

1. In accordance with the specific requirements and definitions of the Family and Medical Leave Act of 1993, a leave of up to twelve (12) work weeks unpaid is available once every twelve (12) months for any employee who has worked for the District for over one year and at least 1250 hours in the last twelve (12) month period, for:
  - a. the birth or care of the employee's child;
  - b. adoption or foster care of the employee's child;
  - c. care for the employee's spouse, child or parent with a serious health condition;
  - d. where the employee is unable to perform his/her job functions due to the employee's serious health condition.
2. Spouses who both work for the District are entitled to a combined twelve (12) work weeks unpaid leave under this policy for any reasons stated in 1 (a), (b), or (c) above. In all other instances, each employee will receive up to twelve work weeks of unpaid leave.
3. Where possible, any employee requesting leave under this policy will give the District thirty (30) calendar days notice of the date the leave will begin.
4. The District may require a medical certification for any leave requested under 1(c) and (d) above and may require a second medical opinion regarding the need for the leave at its expense. If there is a dispute between medical opinions, Section 103, Paragraph C of the Family Medical Leave Act provides for a third opinion from a mutually selected health care provider.

ARTICLE V – LEAVES OF ABSENCE (Continued)

5. An employee may take a reduced or intermittent leave when necessary for medical treatment of a serious health condition of the employee or to care for the employee's spouse, child or parent with a serious health condition. The district may permit any employee to take a reduced or intermittent leave for any leave requested for 1(a) and 1(b) above.
6. Any leave granted under this policy is a part of any other leave to which the employee may be entitled under the collective bargaining agreement. Any employee requesting a leave under 1(a)-(c) above must use personal business leave as part of the twelve (12) work week's unpaid leave. Any employee requesting leave under 1(d) above must use 80% of their accrued sick leave as part of the twelve (12) work week's unpaid leave.
7. The District will continue the employee's group health care benefits during the twelve (12) work week's unpaid leave.
8. The District will restore the employee to his/her former position or to an equivalent position after the leave.
9. No employee on a leave under this policy will accrue any other benefits during the leave.

J. Leaves without Pay or Fringe Benefits

Any employee requesting and having approved unpaid leave for any reason not covered under the Medical Leave Provisions of Article VIII, Section E, under the Family Medical Leave Act or unpaid snow day provisions, will reimburse the District for all fringe benefits including health insurance Plan A or Plan B, or Annuity options beginning on the sixth (6th) consecutive and/or nonconsecutive day taken as unpaid leave in any school year. It is expressly understood that the employee will reimburse the District on the sixth (6th) day of leave and will reimburse the District for the cost of insurance for the first five days also.

1. Employees are exempt from the provisions of Paragraph J above during optional summer employment periods.
2. Approval or denial will be on an individual basis. The above procedure will be reviewed by both parties and it will expire by its terms at the expiration date of this Agreement without regard to extensions unless by mutual agreement by both parties.



ARTICLE V – LEAVES OF ABSENCE (Continued)

- K. The Association and the Board jointly recognize that abuse of alcoholism and/or other drug addiction is a treatable illness. Staff who are so diagnosed shall receive the same consideration, benefits, and opportunity for treatment, which is extended, to staff with other leave provisions.

ARTICLE VI  
LAYOFF AND RECALL

In the event of a layoff the Board will, except in case of emergency or economic necessity, honor staff contracts during the school year. Reductions will be effectuated at the start of the following school year utilizing the following procedure.

- a. Layoffs shall be by department (Special Education, General Education, Career Technical Education) utilizing the following criteria:
  - 1. Certification and/or other State or Federally mandated qualifications.
  - 2. Seniority.

Probationary employees will be laid off first except when no non-probationary employee is certified and qualified to fill the vacancy.

- B.
  - 1. If for any reason the Board anticipates a reduction in staff for the following year, it shall, prior to taking formal action, consult with the association to receive recommendations regarding priorities and procedures to be followed.
  - 2. The Board shall, except in case of emergency, give sixty (60) calendar days notice prior to the effective date of the layoff.
  - 3. Changes in a staff member's certification while on layoff shall not affect the individual's status during the layoff period. Since layoffs are not to be effectuated until the fall, all staff members subject to layoff for the following school year shall not lose their fringe benefits or salary over the summer months afforded them under this Agreement and individual or supplemental employment contracts.
  - 4. Any staff member on layoff shall be recalled in inverse order of layoff provided he/she is certified and qualified for the vacancy. No new staff member shall be employed by the Board while there are staff members of the district who are laid off unless there are no laid off staff members with proper certification and qualifications to fill any vacancy which may arise.
  - 5. The Board shall give written notice of recall from layoff by sending a registered or certified letter, return receipt requested, to said staff member at his/her last known address. It shall be the responsibility of each staff member to notify the Board of any

ARTICLE VI – LAYOFF AND RECALL (Continued)

changes of address. The staff member's address as it appears on the Board's records shall be conclusive when used in connection with layoffs, recall or other notice to the staff member. Staff members shall respond to a notice of recall within three (3) weeks following the sending of said notice or shall lose all rights of recall and employment in the District.

6. Recall from layoff is limited to two (2) years after date the lay-off becomes effective.
  7. Any employee who is laid off and who is paid unemployment benefits (associated with his/her regular teaching assignment) during the summer immediately following the layoff and who is subsequently recalled to a teaching position prior to September 1 of the next school year shall have his/her teaching compensation reduced by the gross dollar amount of the unemployment compensation benefits he/she received in the summer.
- C. 1. Seniority is defined as the length of continuous service commencing with the employee's beginning date of employment in the department. Part-time employment shall be credited on the basis of service credited under the Michigan Public School Employees Retirement System. Seniority does not accrue during unpaid leaves, layoff periods or periods served in administration; however, an employee returning from such will be credited with seniority, which he/she has accrued prior to the leave, layoff or administrative service.
2. Seniority shall accrue and be applied within department:

DEPARTMENT

Special Education

DEPARTMENTAL CLASSIFICATIONS

Psychologists, O.T., P.T., Teacher Consultants, School Social Workers, School Nurse, Speech and Language Therapists, Early Childhood Special Education Teachers, Teachers of Cognitively Impaired, Teachers of Students with Emotional Impairments and Autism; Teachers of Hearing Impaired

General Education

Career Technical Education

Career Pathways of:  
Agriscience and Natural Resources,  
Business Management and Marketing Technology,  
Human Services, Health Sciences, Engineering/  
Manufacturing and Industry, Technology, Special  
Populations Counselor, Special Populations  
Coordinator.

ARTICLE VI – LAYOFF AND RECALL (Continued)

3. Employees with experience in the district as a teacher-coordinator prior to July 1, 1983, shall be given seniority credit for such services.
4. In the event that more than one employee has the same starting date of employment, the order of seniority shall be determined by the date on the hire letter. In the event that two or more employees have the same hire letter date, the last four (4) digits of the employee's social security number will be used in determining order of seniority. The highest ascending four (4) digit number will determine the most senior employee.

ARTICLE VII  
EMPLOYEE EVALUATION

A. Employee evaluation shall be according to the following procedure:

1. Probationary employees shall be evaluated according to State Law (see supervisor for copy).
2. Non-probationary employee evaluations shall be completed not less than once every three (3) years on or before April 1.
3. Employee evaluations shall be made by the Intermediate Superintendent, the appropriate Department Head, or the employee's immediate supervisor. Itinerant staff evaluations will involve the principal of the building served.

The employees being observed will choose one of the buildings for the observation.

4. Employee evaluations for instructional staff shall include personal observations of the service for a period of not less than one-half hour.
5. Total effectiveness of the service shall be given primary consideration. Daily routine and job performance are part of each employee's evaluation. Specific determinants of this effectiveness might include:
  - a. Curriculum/Content Knowledge
  - b. Instructional Performance
  - c. Instructional Planning/Recordkeeping
  - d. Evaluate Student Growth/Assessment
  - e. Classroom Environment
  - f. Communication and Professionalism
6. An employee shall have the right to attach written comments to his/her evaluation within thirty (30) days following receipt of the evaluation.
7. An employee will be provided with a copy of his/her evaluation report. Evaluation reports will be provided to the employee a reasonable time in advance of a post-evaluation conference when requested by the employee.

ARTICLE VIII  
VACANCIES

A. Posting Positions

When a vacancy in a professional position within the district occurs, the Board agrees to post notice of the vacancy in a conspicuous place in appropriate buildings and to provide a copy of the notice to the Association President five (5) work days prior to filling the vacancy. The Board agrees to review the applications of any employees applying within the five (5) work days prior to awarding the position. The Board retains the right to fill vacancies at its discretion.

B. Summer Employment

The posting of scheduled summer programs and corresponding job openings will be made no later than the Monday following April 15. In the event that approval and funding for summer programs are not determined by the Monday following May 15 date, the MAISD administration will keep the staff informed on the status of summer program approval and post notices of staff assignments as soon as program approval and funding are established. If program approval and funding are not established in a timely fashion, the administration will notify the staff that the program has been canceled. Summer employment will be determined by Administration based on qualifications and experience.

ARTICLE IX  
RETIREMENT PAY

- A. When a staff member retires from the district and has completed at least ten (10) years service in the Montcalm Area Intermediate School District, he/she shall be entitled to retirement pay as follows:
  - 1. Ten (10) to nineteen (19) years of continuous (uninterrupted) service in this system equals one-third (1/3) of his/her unused sick leave.
  - 2. Twenty (20) or more years of continuous (uninterrupted) service in this system equals one-half (1/2) of his/her unused sick leave.
  
- B. Retirement pay shall be computed on an average of the employee's five (5) highest year's base pay.
  
- C. The maximum sick leave accumulation allowed for retirement pay will be 120 days.

ARTICLE X  
AGENCY SHOP

- A. It is further understood that the terms and conditions of this article do not apply to any employee hired prior to June 1, 1983, provided they remain continuously employed in the unit.
- B. All employees hired after May 31, 1983, shall within sixty (60) days after commencement of employment, either:
  - 1. Sign and deliver to the Board an assignment authorizing deduction of membership dues of the Association and such authorization shall continue in effect from year to year unless revoked in writing.
  - 2. Pay a representation service fee equivalent to the amount of dues uniformly required of members of the Association.

The Board and the Association expressly recognize that the failure of an employee to comply with the membership and/or service fee provisions of this article is reasonable and just cause for discharge from employment.

- C. The procedure in all cases involving an employee's non-compliance with the provisions of this article shall be as follows: The Association shall notify the employee and the Board of non-compliance within ninety (90) days of the initial employee work day. Said notice shall be by certified mail and shall detail the non-compliance. The notice shall provide ten (10) days for compliance by the employee and shall further advise that a request for discharge shall be filed with the Board in the event that compliance is not effected. If compliance is effected, payroll deduction of the total amount of the requisite dues or non-member service fee shall be deducted in equal installments beginning with the first day of the second semester. If compliance is not effected, the employee's employment shall be terminated upon written request of the Association within thirty (30) days.
- D. The Association agrees to indemnify and save the Board, and including each individual school board member, harmless against any and all claims, demands, costs, suits, or other forms of liability, including back pay and all court or administrative agency costs that may arise out of, or by reason of, action by the Board for the purpose of complying with this Article.



ARTICLE X – AGENCY SHOP (Continued)

- E. Within thirty (30) days of the beginning of their employment hereunder, employees may deliver to the Board an assignment authorizing deduction or membership dues or assessments of the Association (including the National Education Association and the Michigan Education Association) upon such conditions as the Association shall establish. Such sum shall be deducted as dues from the regular salaries of all teachers and remitted in a manner and at times as agreed between officers of the Association and the Superintendent.

ARTICLE XI  
PROTECTION OF EMPLOYEES

A. Any complaints by a parent of a student directed toward an employee to the Intermediate School Office shall be promptly called to the employee's attention, prior to consideration by the Intermediate School Board.

B. Medical Care for Employees Injured During Working Hours.

Any Montcalm Area Intermediate District employee who is injured from activity arising out of and in the course of employment and requires medical attention shall notify their immediate supervisor and call any hospital within Montcalm County. It is the responsibility of the employee to fill out the Michigan Workmen's Compensation Law forms provided at the Office of the Montcalm Area Intermediate School District.

C. Disability Payment.

In case of work incapacitating injury or illness for which an employee is, or may be eligible for work disability benefits under the Michigan Worker's Compensation Law, such employee shall be allowed salary payment, which, with his/her work disability benefit, equals his/her regular salary or wage. Board paid insurance premiums and other board paid benefits for individuals receiving worker's compensation benefits will be limited to not exceed one year commencing with the beginning of the 2001-2002 school year.

Sick leave shall be utilized to the extent of the difference as permitted between such payment and the employee's regular salary or wage. Upon exhaustion of sick leave accumulation the differential payment shall be discontinued.

When a doctor releases an employee to return to work, the employee will be reinstated as soon as possible.

D. 1. Itinerant Staff:

An employee who feels that existing facilities are inadequate may file a written statement with the appropriate Director specifically outlining needed improvements. At the next regular meeting following the written notice, the Board will appoint a committee consisting of the Director, a representative of the Board, and an administrator in the local district involved to consider the written statement and recommend immediate action for improvement.

ARTICLE XI – PROTECTION OF EMPLOYEES (Continued)

2. Classroom Staff:

The Board shall provide procedures for reporting inadequate facilities and equipment for classroom staff.

E. Contracts

1. All employees are hired through a written contract, which shall specify the work year.
2. Annual Contract for Probationary employees. An annual contract shall bind the employee and the Board only to the year as defined in the contract.
3. Contracts or above-mentioned memorandums of employment shall be returned promptly. Provisions of the Michigan Tenure Act apply.
4. The individual contract, executed between each employee and the employer, is subject to the terms and conditions of this agreement. It is specifically agreed that this Agreement takes precedence over and governs the individual contract and the individual contract is expressly conditioned upon this Agreement.

ARTICLE XII  
GRIEVANCE PROCEDURE

- A. A grievance shall be defined as an alleged violation of the expressed terms and conditions of this contract.

The following matters shall not be the basis of any grievance filed under the procedure outlined in this Article:

1. The termination of services of or failure to re-employ any probationary employee;
2. Any matter involving content of employee evaluation.

It is expressly understood that the Grievance Procedure shall not apply to those areas in which the Tenure Act prescribes a procedure or authorizes a remedy (discharge and/or demotion).

- B. The term "days" as used herein shall mean days in which school is in session.

- C. Written grievances as required herein shall contain the following:

1. It shall be signed by the grievant or grievants;
2. It shall be specific;
3. It shall contain a synopsis of the facts giving rise to the alleged violation;
4. It shall cite the section or subsections of this contract alleged to have been violated;
5. It shall contain the date of the alleged violation;
6. It shall specify the relief requested.

Any written grievance not in accordance with the above requirements may be rejected as improper. Such a rejection shall not extend the limitations hereinafter set forth.

- D. Level One - An employee alleging a violation of the express provisions of this contract shall within fifteen (15) days of its alleged occurrence orally discuss the grievance with his/her program director in an attempt to resolve same.

If no resolution is obtained within three (3) days of the discussion, the employee shall reduce the grievance to writing and proceed within seven (7) days of said discussion to Level Two.

## ARTICLE XII – GRIEVANCE PROCEDURE (Continued)

Level Two - A copy of the written grievance shall be filed with the Superintendent or his/her designated agent as specified in Level One with the endorsement thereon of the approval or disapproval of the Association. Within ten (10) days of receipt of the grievance, the Superintendent or his/her designated agent shall arrange a meeting with the grievant and/or the designated Association representative, at the option of the grievant, to discuss the grievance. Within ten (10) days of the discussion, the Superintendent or his/her designated agent shall render his decision in writing, transmitting a copy of the same to the grievant, the Association secretary, the program director in the program when the grievance arose, and place a copy of same in a permanent file in his/her office.

Level Three - Individual employees shall not have the right to process a grievance at Level Three.

1. If the Association is not satisfied with the disposition of the grievance at Level Two, it may within ten (10) days after the decision of the Superintendent refer the matter to arbitration, with written notification of such to the Superintendent. If the parties cannot agree on an arbitrator within ten (10) days he/she shall be selected in accordance with the rules of the American Arbitration Association.
2. Neither party may raise a new defense or grounds at Level Three not previously raised or disclosed. Each party shall submit to the other party not less than five (5) days prior to the hearing a prehearing statement alleging facts, grounds and defenses which will be proven at the hearing and hold a conference at that time, in an attempt to settle the grievance.
3. The decision of the arbitrator shall be final and conclusive and binding upon employees, the Board and the Association. Subject to the right of the Board or the Association to judicial review, any lawful decision of the arbitrator shall be forthwith placed into effect.
4. Powers of the arbitrator are subject to the following limitations:
  - a. He shall have no power to add to, subtract from, disregard, alter, or modify any of the terms of this Agreement.
  - b. He shall have no power to decide any question, which under this Agreement, is within the responsibility of the management to decide.

ARTICLE XII – GRIEVANCE PROCEDURE (Continued)

- c. He shall not hear any grievance previously barred from the scope of the Grievance Procedure.
  - d. More than one grievance may not be considered by the arbitrator at the same time except upon expressed written mutual consent and then only if they are of similar nature.
  - e. Where no wage loss has been caused by the action of the Superintendent complained of, the Superintendent shall be under no obligation to make monetary adjustments and the arbitrator shall have no power to order one.
  - f. Arbitration awards or grievance settlements will not be made retroactive beyond the date of the occurrence or nonoccurrence of the event upon which the grievance is based.
  - g. The fees and expenses of the arbitrator shall be shared at a rate of 50% for the Association and 50% for the Board.
- E. Should an employee fail to institute a grievance within the time limits specified, the grievance will not be processed. Should an employee fail to appeal a decision within the limits specified, or leave the employ of the Board (except a claim involving a remedy directly benefiting the grievant regardless of his/her employment), all further proceedings on a previously instituted grievance shall be barred.
- F. The Association shall have no right to initiate a grievance involving the right of an employee or group of employees without his/her or their express approval in writing thereon.
- G. All preparation, filing, presentation or consideration of grievances shall be held at times other than when an employee or a participating Association representative are to be at their assigned duty stations.
- H. 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 15 of any year, the Superintendent shall use his/her best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.

ARTICLE XII – GRIEVANCE PROCEDURE (Continued)

- I. Notwithstanding the expiration of this Agreement, any claim or grievance arising thereunder may be processed through the Grievance Procedure until resolution.
- J. Class action grievances may be filed on behalf of the employees by the Association provided:
  - 1. The Association has the written approval of each employee in the group it purports to represent;
  - 2. If the Superintendent determines individual cases are distinguishable on the facts, such cases will be adjudicated apart from the class action.

ARTICLE XIII  
COMPENSATION

A. Rules for placement on the salary schedule:

1. All full-time professional employees of the Montcalm Area Intermediate School District will receive credit on the appropriate salary schedule in effect.
2. The salary schedule for the current year shall be a part of the policy for that year.
3. The annual salary will be paid in regular, bi-weekly installments, commencing with the start of the traditional fall (August/Sept) teacher's school year through the end of the school year. This will normally result in twenty-one (21) or twenty-two (22) pay periods.

Employees may, consistent with I.R.S. regulations, elect to receive their annual salary over twenty-six (26) equal, bi-weekly payments. Forms will be provided for this option. Currently this requires a written, irrevocable election for 26 pays, submitted prior to the start of the school year. The District may require this election be submitted by a date certain to allow adequate time to set up the payroll for processing. The election will need to renew annually.

4. Full credit for prior professional experience with the Montcalm Area Intermediate School District will be allowed; or full credit for professional experience in the particular area of specialization outside the Montcalm Area Intermediate School District will be allowed; or professional experience in other school districts with full or partial credit for related experience may be granted by the Board of Education upon recommendation of the Superintendent.
5. New hires of the MAISD will be given a copy of the Master Agreement prior to finalizing and signing an agreement.



Credit for placement on the salary schedule will be determined as follows:

<u>Years Experience</u>	<u>Years Credit</u>
1	1 Full Year
2	1 Full Year
3	1 Full Year
4	1 Full Year
5	1 Full Year
6	1 Full Year
7	1 Full Year
8	1 Full Year
9	1/2 Year
10	1/2 Year
11	1/2 Year
12	1/2 Year
13	1/4 Year
14	1/4 Year

Credit will be rounded upward to next whole number

6. Salaries of part-time employees will be paid in accordance with Article XIV.
  
7. An employee who is at the top of their column on the Salary Schedule for more than one (1) year, and subsequently earns an advanced degree, he/she will advance one step the first year following notification of advanced degree earned; on the following years subsequent to placement on the advanced degree schedule, he/she will progress at a maximum of 2 steps until the appropriate step has been attained.
  
8. State board approved continuing education units (CEU's) may be used for credit on the salary schedule toward BA+20; MA+20 and MA+45. One semester hour of college credit at a state approved higher education institution equals three (3) state approved CEU's. Three (3) state approved CEU's equal one semester of college credit at a state approved higher education institution. A combination of both approved college credit and approved CEU's may be used toward the salary schedule column. The accumulation of CEU's does not qualify an employee for degreed status on the salary schedule. The employee must present all state approved CEU documentation at one time. Only approved credit and approved CEU's earned after employment in this unit count toward the salary schedule. CEU's will be counted effective July 1, 2004.

## ARTICLE XIII – COMPENSATION (Continued)

### B. Parent Child Learning Group

The Parent Child Learning Group and the Early On Consultant will operate on a year-round calendar operating from July 1<sup>st</sup> to June 30<sup>th</sup> of each school year. Employees will be paid in twenty-six (26) equal installments. Pay periods and benefits will run from July 1st to June 30<sup>th</sup> of each year. All employees of the Parent Child Learning Group and the Early On Consultant will have identical 187 day work schedules to be determined annually. Parent Child Learning Group and the Early On Consultant will submit calendars to their supervisors prior to July 1st for approval. In the event of a voluntary severance from the District, employees identified under this provision agree to work their scheduled days until the salary paid to them equals their actual days worked before terminating their employment.

### C. Longevity Pay

1. A staff member after 15 continuous (uninterrupted) years will receive a three (3) percent increase above the staff member's base salary for the appropriate degree schedule, staff members after 20 years, six (6) percent and staff members after 25 years, eight (8) percent. Only experience in the Montcalm Area Intermediate School District will be considered. In order to qualify for an initial longevity pay step or to advance to a higher level of such pay, a staff member must have earned five (5) semester credit hours (or an equivalent in term hours) in each five (5) year period preceding his/her 15<sup>th</sup>, 20<sup>th</sup> and 25<sup>th</sup> years. It is expressly understood that staff members will have the responsibility for presenting written evidence of qualification for this benefit to the Superintendent. Experience outside the district given to Career Technical education staff who were employed when the vocational education employees were accreted to the bargaining unit will not be deemed precedent setting for other employees and/or future instances.

- D. In recognition of the work done outside the regularly scheduled work day, employees who have worked a full school year will receive a \$300.00 stipend in lieu of compensation time. To qualify for this stipend, employees must have been hired before the first student day of the school year and have accumulated no unpaid leave time due to disciplinary action. This stipend is not subject to proration of any kind. The stipend will be paid on the last pay period in June.

ARTICLE XIII – COMPENSATION (Continued)

E. Insurance Protection for 2010-2013

1. Employee co-pay on insurance premiums

In the 2010-2011, 2011-2012 and 2012-2013 school years, the employees will pay \$270.00 per month (\$3,240.00 per year) towards the insurance Super Care I Plan A premium.

Current employees who pay a pro rated deductible for their insurance will pay insurance as always, beginning with their first pay of the 2010-2011 school year. This tax-sheltered initiative applies to the \$270.00 on October 1, 2010.

All employees' July and August co pays will be withdrawn in June each year.

For employees who miss a health insurance premium payment (because of FMLA, extended leave, etc.) applicable deduct adjustments will be made in the subsequent checks.

Starting with January 1, 2011, a \$200/\$400 in-network deductible will be added to the MESSA Choices II insurance plan. This deductible will be paid by the employee and reimbursed at ½ the applicable deductible according to the following:

In order to qualify for the deductible reimbursement, claims must be submitted not later than the 10<sup>th</sup> calendar day (January 10, April 10, July 10 and October 10) of the end of a quarter in which the staff member believes the deductible has been met. At that time, the employee shall be reimbursed by the district ½ of the applicable deductible paid by the employee.

In the event the deductible was not met for the calendar year, the employee will be reimbursed ½ of any out of pocket amounts that were applicable toward the deductible for the year. The MESSA Explanation of Benefits statements and/or receipts will be sufficient proof of the amount spent out of pocket. Confidential medical information may be blacked out when being submitted for reimbursement.

2. Hospital/Medical

- a. The provisions of the insurance benefits in this article are subject to the rules and regulations of the various insurance carriers and/or Administrators.
- b. Upon submission of written application, the Board agrees to provide to all full-time employees one of the three following Plans – MESSA PAK or Choices II including:

For employees electing health insurance:

## **CHOICES II**

Health: MESSA Choices II PPO in-network deductible –\$200 individual; \$400 family  
MESSA Choices II PPO out-of-network deductible \$400 individual; \$800 family  
per calendar year;  
MESSA Choices II PPO in-network \$10.00 preferred Rx program  
MESSA Choices II PPO out-of-network– 75% of the approved amount, minus the  
co-payment  
(Includes \$5,000 Basic Term Life with AD&D)

Negotiated LTD: 66 2/3% Max. Mon. Salary \$7,500 5% Minimum Payout  
\$5,000 Maximum Monthly Income Survivor Income Benefit – NO  
90 Calendar days modified fill Pre-Existing Condition Waiver- YES  
Alcohol/Drug – Same as any other illness COLA-YES  
Mental/Nervous – Same as any other illness Education Supplement Program –  
Freeze on Offsets – YES NO  
Family Social Security Offset Maternity Coverage, rehabilitation  
2 year Own Occupation Benefits

Negotiated Life: \$25,000  
\$25,000 AD&D

Vision: VSP-3  
Plan year is July to July

Delta Dental: 6186-0003 80/80/80/80: \$1300; \$1,000 Class I, II, & III Maximum  
Montcalm Cleanings: 2

## **MESSA SUPER CARE PLAN A**

Health: Super Care I \$100/\$200 Ded. \$5.00/10.00 preferred Rx program  
(Includes \$5,000 Basic Term Life with AD&D)

Negotiated LTD: 66 2/3% Max. Mon. Salary \$7,500 5% Minimum Payout  
\$5,000 Maximum Monthly Income Survivor Income Benefit – NO  
90 Calendar days modified fill Pre-Existing Condition Waiver- YES  
Alcohol/Drug – Same as any other illness COLA-YES  
Mental/Nervous – Same as any other illness Education Supplement Program –  
Freeze on Offsets – YES NO  
Family Social Security Offset Maternity Coverage, rehabilitation  
2 year Own Occupation Benefits

ARTICLE XIII – COMPENSATION (Continued)

Negotiated Life: \$25,000  
\$25,000 AD&D

Vision: VSP-3  
Plan year is July to July

Delta Dental: 6186-0003 80/80/80/80: \$1300; \$1,000 Class I, II, & III Maximum  
Montcalm Cleanings: 2

**For employees not electing MESSA health insurance:**

PLAN B

Health:	None	
Negotiated LTD:	66 2/3% Max. Mon. Salary \$7,500 \$5,000 Maximum Monthly Income 90 Calendar days modified fill Alcohol/Drug – Same as any other illness Mental/Nervous – Same as any other illness Freeze on Offsets – YES Family Social Security Offset 2 year Own Occupation	5% Minimum Payout Survivor Income Benefit – NO Pre-Existing Condition Waiver- YES COLA-YES Education Supplement Program – NO Maternity Coverage, rehabilitation Benefits

Negotiated Life: \$25,000  
\$25,000 AD&D

Vision: VSP-3  
Plan year is July to July

Delta Dental: 6186-0004 80/80/80/80: \$1300; \$1,000 Class I, II & III Maximum  
Montcalm Cleanings: 2

Special Note: For employees not electing health insurance, the Board will contribute three hundred dollars (\$300.00) per month Cash Option through a Section 125 Plan of the Internal Revenue Code.

Part-time employees working one-half time or more shall be eligible for a prorated amount to be applied toward benefits on Plan A; or Plan B and options. Premiums not allowed (per Article XIV) for health insurance will be collected by payroll deduction.

ARTICLE XIV  
PART-TIME EMPLOYEES

- A. 1. A part-time staff member is defined as a person regularly employed on an individual contract by the Board for anything less than a full-time position.
2. Part-time employees shall have their salaries prorated at their step for time actually worked in accordance with Salary Schedule.
3. Part-time employees who work sixty (60) days or less in a school year shall receive no increment. Part-time employees who work 61-120 school days shall be granted half an increment the following school year (i.e. half the amount which would equal a full step). Those who work more than 120 days shall receive a full increment.
4. Part-time employees will be provided a prorated amount toward the purchase of health insurance.
5. Part-time employees will earn paid sick leave at a rate of one (1) sick day per nineteen (19) full days or part-time equivalent worked, cumulative to sixty (60) days.
6. All other benefits provided under this contract will be prorated for part-time employees.
7. Career Technical Education Staff:
- a. Part-time employees will be those working a full school year but working less than a full day.
- b. Each part day worked will be counted as a full day for advancement on the salary schedule.
- c. If an employee working half-time or less becomes employed full time, he/she shall be reduced to the step that would have been accrued based on the equivalent full days worked but shall not be reduced more than three (3) steps, and any time period of 1/2 year or less resulting from the final calculation shall be rounded down.

ARTICLE XV  
MISCELLANEOUS PROVISIONS

- A. If any provisions of the Agreement or any application of the Agreement to any employee shall be found contrary to law, then such provision or application shall be deemed null and void, but all other provisions or applications shall continue in full force and effect.
  
- B. This Agreement constitutes the sole and entire existing Agreement between the parties and supersedes all prior practices whether oral or written, and expresses all obligations of, and restrictions imposed upon, the District and the Association. This Agreement is subject to amendment, alteration or additions, only by a subsequent written agreement between, and executed by, the District and the Association. The waiver of any breach, term or condition of the Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.
  
- c. The Board reserves the right to subcontract services as in the past where services are difficult to obtain or where the frequency of services does not warrant the hiring of a regular employee.

Any other contracting which is not expressly permitted under the terms and conditions of the Master Contract shall be subject to negotiation between the parties.

ARTICLE XVI  
NEGOTIATION PROCEDURES

- d. It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this Agreement upon consent of both parties.
- e. By May 1 of the final year of this agreement, the parties will likewise begin negotiations for a new Agreement covering wages, hours, terms, and conditions of employment of teachers employed by the Board.



ARTICLE XVII  
DURATION OF AGREEMENT

This Agreement shall be effective upon ratification by the parties and shall remain in effect until June 30, 2013. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT

BY \_\_\_\_\_  
President

BY \_\_\_\_\_  
Secretary

MONTCALM AREA INTERMEDIATE EDUCATION ASSOCIATION

BY \_\_\_\_\_  
President

BY \_\_\_\_\_  
President

BY \_\_\_\_\_  
Vice President

MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT

Letter of Agreement

It is agreed between the Montcalm Area Intermediate School District and the Montcalm Area Intermediate School District Education Association that Kurt Goodman, Welding Instructor, will be employed by the Intermediate School District on a 50% basis for its welding program, and 50% for the Montcalm Community College Program. If the agreement with the College changes the 2<sup>nd</sup> semester than what is planned, the percent will be changed depending on contact student hours by the instructor.

The Intermediate School District will contract with Kurt Goodman on the basis of 100% agreement on a salary schedule and 100% fringe benefits entitled to him under the master agreement. It is agreed that Kurt Goodman may authorize the Board, in writing, to deduct from his paycheck(s) (at payroll department option), the amount necessary to continue his dental and/or vision insurance. (i.e. The dollar difference between his pro-rated insurance amount and the dental and/or vision insurance premium).

This letter of agreement is in effect for the duration of this contract.

The above percentages may fluctuate depending upon student enrollment for the college from year to year and semester to semester.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Dr. Scott Koenigsknecht  
Intermediate Superintendent  
Montcalm Area Intermediate School District

Signed: \_\_\_\_\_

Paula Dwyer  
Montcalm Area Intermediate School  
District Education Association

SALARY SCHEDULE

2010-2011

1.5%

<u>STEP</u>	<u>BA</u>	<u>BA+20</u>	<u>MA</u>	<u>MA+20</u>	<u>MA+45</u> <u>EDS</u>	
0	38,092	---	43,722	44,271	46,151	
1	39,639	40,483	45,392	45,944	47,820	
2	41,183	42,490	47,064	47,613	49,493	
3	43,086	44,495	48,732	49,286	51,165	
4	44,715	46,501	50,403	50,958	52,836	
5	46,690	48,507	52,077	52,156	54,502	
6	48,665	50,510	53,745	54,300	56,175	
7	50,641	52,519	55,418	55,968	57,850	
8	52,621	54,525	57,092	57,642	59,517	
9	54,597	56,532	58,759	59,313	61,188	
10	56,572	58,540	60,430	60,981	62,857	
11	58,549	60,547	62,102	62,656	64,530	
12	60,527	62,555	63,778	64,327	66,201	
15	61,670	63,770	65,090	65,655	67,586	
20	62,813	64,984	66,401	66,983	68,970	
25	63,574	65,794	67,276	67,869	69,893	
Longevity:						
15 yrs	1,143	1,215	1,312	1,328	1,385	3%
20 yrs	2,286	2,429	2,623	2,656	2,769	6%
25 yrs	3,047	3,239	3,498	3,542	3,692	8%

One time \$500.00 off schedule payment for employees currently (June 2009) on step twelve

SALARY SCHEDULE

2011 – 2012

1.0%

<u>STEP</u>	<u>BA</u>	<u>BA+20</u>	<u>MA</u>	<u>MA+20</u>	<u>MA+45</u> <u>EDS</u>	
0	38,473	---	44,159	44,714	46,613	
1	40,035	40,888	45,846	46,403	48,298	
2	41,595	42,915	47,535	48,089	49,988	
3	43,517	44,940	49,219	49,779	51,677	
4	45,162	46,966	50,907	51,468	53,364	
5	47,157	48,992	52,598	52,678	55,047	
6	49,152	51,015	54,282	54,843	56,737	
7	51,147	53,044	55,972	56,528	58,429	
8	53,147	55,070	57,663	58,218	60,112	
9	55,143	57,097	59,347	59,906	61,800	
10	57,138	59,125	61,034	61,591	63,486	
11	59,134	61,152	62,723	63,283	65,175	
12	61,132	63,181	64,416	64,970	66,863	
15	62,286	64,408	65,741	66,311	68,261	
20	63,440	65,634	67,066	67,653	69,660	
25	64,210	66,452	67,949	68,547	70,592	
Longevity:						
15 yrs	1,154	1,227	1,325	1,341	1,398	3%
20 yrs	2,308	2,453	2,650	2,683	2,797	6%
25 yrs	3,078	3,271	3,533	3,577	3,729	8%

One time \$500.00 off schedule payment for employees currently (June 2010) on step twelve

SALARY SCHEDULE

2012 – 2013

1.0%

<u>STEP</u>	<u>BA</u>	<u>BA+20</u>	<u>MA</u>	<u>MA+20</u>	<u>MA+45</u> <u>EDS</u>
0	38,858	---	44,601	45,161	47,079
1	40,435	41,297	46,304	46,867	48,781
2	42,011	43,344	48,010	48,579	50,488
3	43,952	45,389	49,711	50,277	52,194
4	45,614	47,436	51,416	51,983	53,898
5	47,629	49,482	53,124	53,205	55,597
6	49,644	51,525	54,825	55,391	57,304
7	51,658	53,574	56,532	57,093	59,013
8	53,678	55,621	58,240	58,800	60,713
9	55,694	57,668	59,940	60,505	62,418
10	57,709	59,716	61,644	62,207	64,121
11	59,725	61,764	63,350	63,916	65,827
12	61,743	63,813	65,060	65,620	67,532
15	62,909	65,052	66,398	66,975	68,944
20	64,074	66,291	67,736	68,330	70,357
25	64,852	67,117	68,628	69,233	71,298
Longevity:					
15 yrs	1,166	1,239	1,338	1,355	1,412 3%
20 yrs	2,331	2,478	2,676	2,710	2,825 6%
25 yrs	3,109	3,304	3,568	3,613	3,766 8%

One time \$500.00 off schedule payment for employees currently (June 2011) on step twelve