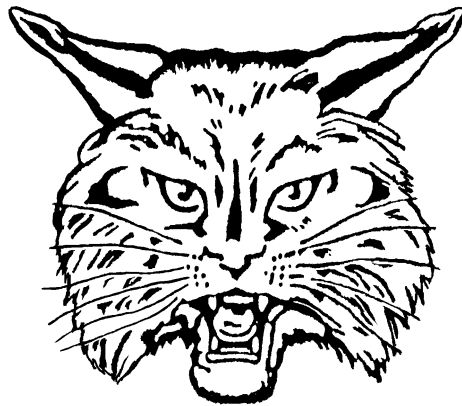


BRANDYWINE COMMUNITY SCHOOLS

***MASTER AGREEMENT
BETWEEN
THE BOARD OF EDUCATION
AND
THE BRANDYWINE DISTRICT EDUCATION ASSOCIATION (MEA-NEA)***

2018-2019, 2019-2020, 2020-2021



NILES, MICHIGAN

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AGREEMENT

THIS AGREEMENT entered into this 25th day of June, 2018 by and between the Board of Education of BRANDYWINE COMMUNITY SCHOOLS, Berrien and Cass Counties, Niles, Michigan, hereinafter referred to as the "Board" or "Employer", and the BRANDYWINE-DISTRICT EDUCATION ASSOCIATION M.E.A. - N.E.A., hereinafter referred to as the "Association",

WITNESSETH:

The purposes of this Agreement are to set forth the wages, salaries, hours, and other terms and conditions of employment which shall prevail for the duration of this Agreement and to promote orderly and peaceful employer-employee relations for the mutual interest of the Board, the faculty, the Association, and the children who attend the schools in this district. Recognizing that providing a quality education for the children in the Brandywine District is the aim and obligation of the parties hereto, the Board and the Association for, and in consideration of, the mutual promises, stipulations, and conditions hereinafter specified, agree to abide by the terms and provisions set forth herein for the duration of this agreement.

DEFINITIONS

- (1) "Teacher" shall be deemed to mean those employees who are included in the bargaining unit as described in Article 1, Section A.
- (2) Wherever the male pronoun is used, it shall be deemed to mean "male and/or female".
- (3) "Secondary teachers", for the purposes of Article 6, Sections C and D, shall be teachers in grades seven (7) through twelve (12).

ARTICLE 1 - RECOGNITION

Section A: Pursuant to and in accordance with provisions of Act 379 of the Michigan Public Acts of 1965, the Board recognizes the Association as the sole and exclusive collective bargaining representative for all of the certified teaching personnel, teaching personnel working under annual authorization, and teaching permit holders, whether under contract or on leave, employed or to be employed by the Board, excluding the superintendent, assistants to the superintendent, principals, assistant principals, nurses, less than full-time adult education or virtual teachers, substitute teachers, administrative employees, office, clerical, and other non-teacher personnel and all other employees engaged fifty (50) percent or more of their time in the supervision or administration of teachers covered by this Agreement.

Section B: The parties hereto recognize and agree that neither shall discriminate in dealing with employees or applicants for employment on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), membership or lack thereof in the Association.

Section C: It is understood and agreed that if any individual(s) or classification(s) of staff now excluded from the bargaining unit accretes thereto by virtue of agreement between the Board and the Association or by virtue of instruction, direction or decision of a court or administrative agency of competent jurisdiction, the Board and the Association will negotiate the rates of pay, hours, fringe benefits and conditions of employment which shall be applicable to such individuals(s) or classification(s).

Section D: The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.

ARTICLE 2 – BOARD OF EDUCATION RIGHTS

Section A: The Board, on its own behalf and on behalf of the electors of the District, unless specifically limited or abrogated by the terms and conditions of this agreement or by law, hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and Constitutions of the State of Michigan, and of the United States, including the right:

1. To the executive management and administrative control of the school system and its properties and facilities, and the professional activities of its employees during scheduled work hours;
2. To hire all employees and subject to the provisions of law, to determine their qualifications; and the conditions for their continued employment, or their dismissal or demotion; and to promote and transfer all such employees;
3. To establish grade levels and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;
4. Through its administrators and agents, to approve the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature;
5. To determine class schedules, school hours, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and non-teaching activities, and the terms and conditions of employment;
6. To deduct, as authorized by law, from teacher salaries any erroneous or mistaken overpayments. A reasonable payment schedule shall be reached with the teacher;

Section B: The exercise of the foregoing powers, rights, authority, duties and express terms hereof are in conformance with the Constitution and laws of the State of Michigan, and the Constitution and laws of the United States.

Section C: Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the Michigan Revised School Code, MCL 380.1 et. seq. or any other national, state, county, district, or local laws or regulations as they pertain to education.

ARTICLE 3 - SEXUAL HARASSMENT

Section A: Definition

Sexual harassment against or by teachers will not be tolerated in the District's employment practices and/or educational programs or activities. Sexual harassment for the purposes of this Article is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to the conduct is made either an explicit or implicit condition of employment or participation in an educational opportunity or activity;
2. Submission to or rejection of the condition is used as the basis for an employment or an educational decision affecting the harassed teacher or individual, or
3. The harassment substantially interferes with a teacher's or other individual's work or educational environment or creates an intimidating, hostile, or offensive work or educational environment.

Section B: Process

For the purposes of this Article, sexual harassment does not refer to behavior or occasional compliments of a socially acceptable nature as determined by a reasonable person. It refers to behavior which is not welcome and is personally offensive, or that fails to respect the rights of others, or that lowers morale, and therefore interferes with the victim's work or academic effectiveness. Sexual harassment includes, but is not limited to, the distribution or displaying of sexually suggestive or related photographs, drawings, and graffiti; sexually degrading words and innuendoes; sexual advances and propositions; and verbal or physical abuse of a sexual nature.

All complaints of sexual harassment shall be processed in accordance with Brandywine Board of Education Policies GAAD and GAAD-R.

Section C: Member Protection.

Any teacher who is dissatisfied with the Employer's response to his/her complaint of harassment may file a grievance (ARTICLE 17). However, whenever resort to the grievance procedure would result in the accused harasser hearing the grievance, the grievance may be transmitted to the next step at the option of the grievant. The District assures employees that all complaints will be handled confidentially and shall be investigated without delay. In no event will the District permit or engage in retaliation of any kind against any employee who initiates a complaint.

Any teacher accused of sexual harassment shall be entitled to all the protections of this Agreement, including, but not limited to, those provisions in ARTICLE, 14, ARTICLE 17, and ARTICLE 18.

ARTICLE 4 - TEACHER-ASSOCIATION ACTIVITIES

Section A: Duly authorized representatives of the Association and its respective affiliates shall be permitted to transact official Association business on school property at times other than regular duty

hours, and under conditions which shall not interfere with a teacher's assignment or the operation of the school.

Section B: The Association shall have the privilege of using school facilities and equipment, including, computers, printers, duplicating equipment, calculators, fax machines, e-mail, and all types of audio-visual equipment for Association business at times other than regular duty hours when such facilities and equipment are not otherwise in use.

1. The Association shall pay for the cost of all materials and supplies incidental to such usage and for any damage to any equipment which occurs because of such usage thereof.
2. The Association's usage of space within the school building shall be limited to after regular duty hours and shall be permitted only with the advance permission of the building principal, and with the understanding that the Association will pay any costs incurred by the Board which are necessitated by reason of such usage or the necessity for keeping the facility open for that purpose.

Section C: The Board agrees to make available to the Association any and all information which it makes available to the public, and that information which is related to or necessary for contract negotiations or for the proper processing of grievances or complaints.

Section D: The Association may use the regularly established district mail service and teacher mail boxes for communications to teachers.

Section E: The Association shall be granted a maximum of seven (7) business days in the aggregate for designated members thereof for the purpose of Association business. The Association shall reimburse the Board in full for the cost of substitute teachers incurred when these business days are used.

ARTICLE 5

Section A: The Board will make credit union and annuity deductions twice a month, and monthly deductions for United Way, and for any other plans or programs approved by the Board, upon written authorization from teachers after written notification thereof to the Association.

Section B: All payroll checks will be directly deposited to the financial institution of the teacher's choice, or the teacher will be issued a debit/credit card for the deposit of the teacher's regular payroll check.

ARTICLE 6 - TEACHING HOURS AND CONDITIONS

Section A: Teachers shall be required to be on duty for a period of not more than seven (7) hours fifteen (15) minutes except as specified in subsection (1) hereof. Said period shall be distributed in accordance with general administrative rules established after consultation with teachers in a building or their representative. (Teachers who are contracted to work less than one FTE, shall be required to be on duty for a period that is equal to the percentage of their FTE, except as specified in subsection (1) hereof.)

1. All full time and part time teachers shall be required, as a regular part of their teaching duties, to attend faculty meetings called by the administration, grade or department meetings, and/or curriculum meetings, which will be held at times outside regular duty hours. It is understood that faculty and curriculum meetings shall not be scheduled more than four times per month and shall not be more than one hour in length.
2. At the request of either party, consultations with regard to time apportionments shall be initiated.

Section B: Within aforementioned schedule, teachers shall be provided an unassigned lunch period which shall be equal in length to the student lunch period. Teachers who teach less than a full day shall be provided a proportionate amount of paid lunch time per day. If they extend their day, they may be able to have a lunch period consistent with all other teachers. That additional portion of lunch time will be unpaid time.

Section C: Secondary teachers normally will be provided one regular preparation period per day according to the scheduled assignment. It is expressly understood that elementary teachers will not be required to be present in the classroom during periods in which their class is receiving instruction from teaching specialists, and that such time is for preparation and planning. Elementary teachers will be provided with at least forty-five (45) minutes of consecutive planning time for each full school day. Teachers who teach less than a full day shall be provided a proportionate amount of planning time per day. Adjustments in the schedule due to school delays, cancellations, or other reasons such as in-service, assembly, and special programs may result in reduction of planning time where the cancellation or delay affects the schedule of the "specials." Teachers scheduled to proctor student testing during their planning time will be paid the agreed upon rate for having to be assigned to duties during their planning time.

Section D: If a secondary teacher teaches more than the normal teaching periods for a period of at least twenty (20) consecutive teaching days, he shall receive additional compensation prorated to one-seventh (if in a seven (7) period day) or one-sixth (if in a six (6) period day) of his salary (excluding pay for extracurricular activities) during such period. The acceptance of more than the normal number of teaching periods will be voluntary.

Section E: The Board agrees that, with the following exceptions, it will schedule sizes of sections within each elementary grade before the end of the first month of the school year to vary not more than three in number from the size of the average section in each grade.

Exceptions:

1. The superintendent may schedule sections of disproportionate size when, in his opinion, the educational needs of the school system demand.
2. The superintendent may schedule sections of disproportionate size when the teacher whose class will exceed the maximum permitted above and the Association consent.
3. The superintendent may schedule sections of disproportionate size if a paraprofessional is hired to assist the teacher whose class size will exceed the maximum permitted above.

After the end of the first month of school, the Board shall attempt to maintain such balance.

Section F: Recognizing the fact that a classroom teacher may unexpectedly be absent for one or more

consecutive days, it is therefore understood and agreed that each classroom teacher is expected to have on hand in his room, lesson plans on a week-to-week basis, together with class rosters and any other information which will help the substitute teacher carry out his assignment efficiently. Building principals may require that teachers keep a substitute folder that includes current class lists, seating charts, classroom rules, and emergency lesson plans, and require teachers to undertake reasonable efforts to communicate lessons and/or assignments to students and parents, by using websites, or other technology that is available.

Section G: Calendars for all years covered by this agreement shall be included in Appendix B of this agreement.

ARTICLE 7 - ACADEMIC FREEDOM

Both the employer and the Association are pledged to work together to create and preserve an atmosphere which is free from censorship and artificial restraint, and in which academic freedom for teacher and student is protected.

Teachers shall work within their respective department or grade level to choose appropriate materials and methodology consistent with the educational goals and objectives of the district.

ARTICLE 8 - DEPARTMENT AND GRADE LEVEL CHAIRS

Department and grade level chairs may be appointed by the superintendent upon the advice and recommendations of the principals after consultation with the teachers in the department. The chairs, in addition to their teaching responsibilities, are required to coordinate programs and materials and serve as instructional liaison between teachers of the department and school administration. The chairs will meet with their principal to assist in preparing budget priorities, agendas for meetings, and the selection of materials and tools with the aim of upgrading the educational process. Department and grade level chairs will serve on the District Curriculum Council/School Improvement Committee and attend meetings of the Curriculum Council/School Improvement Committee.

Chairs will be required as part of their regular duties to hold a minimum of six (6) departmental meetings during each school year. Copies of the minutes of each meeting are to be filed with the principal in whatever number of copies he may request. Department and grade level chairs shall not be considered to be supervisory employees, but may be assigned some supervisory duties.

ARTICLE 9 – SCHOOL IMPROVEMENT

Faculty and administration at each building, and other representatives who have an interest in the school's improvement efforts, will work collaboratively to develop and implement goals, strategies, and tasks for school improvement.

ARTICLE 10 - VACANCIES

The following provisions shall apply to filling of vacancies in a position:

Section A: Vacancies.

1. Vacancy Defined: A vacancy shall be defined as a regular teaching position that will be, or is anticipated to be, unoccupied for more than one (1) semester, due to the resignation, termination, or death of a bargaining unit member and which the Board intends to fill. Approved paid leaves of absence shall not constitute a vacancy under this section.
2. Filling Vacancies: Vacancies which occur within two weeks of the start of school need not be filled by bargaining unit members for the balance of the school year. However, vacancies which occur prior to two weeks of the start of school, or which occurred during the preceding school year, shall be filled by the following procedure.
3. Posting: Whenever a vacancy in a regular teaching position occurs, the Board shall post a notice in a prominent place in all school buildings. When school is not in session (during Christmas, Spring and Summer vacations), notices of vacancies shall be posted in the payroll office and posted on the district website.

A copy of all postings will be sent to the Association President via e-mail.

ARTICLE 11 - SENIORITY

Section A:

1. For purposes of this article, seniority shall be determined by the number of years of experience in the Brandywine Public Schools, dating from the most recent date of employment, under a contract in a bargaining unit position. The following specifications are recognized:
 - (a) Positions which existed in substantially equivalent form prior to the first Master Agreement and which are classified as bargaining unit positions in the current Master Agreement shall be considered to fall within the definition of "bargaining unit position" for purposes of seniority accrual.
 - (b) Persons promoted from a bargaining unit position to an administrative position shall retain the years of seniority accrued while employed in a bargaining unit position.
 - (c) Persons on Article 12 leaves of absence will not accrue seniority time. However, seniority accrued prior to such leave of absence or layoff shall be maintained.

- (d) Persons who terminate employment or whose employment is terminated and are later rehired will not receive seniority credit for any period(s) of employment prior to the most recent date of hire or rehire.
- (e) Part-time employment shall be prorated on the basis of the relationship of the part-time worked to normal full-time employment.
- (f) Standards of educational certification, qualifications, satisfactory performance, ability, and background will be determined by the Board.
- (g) In October of each year the Board will provide the Association with an updated seniority list of bargaining unit members. Said seniority list shall include the following information:

Employee name
 Most recent date of hire
 Seniority exceptions
 Certification

Section B: The Board shall have the right to select which program(s) shall be created, preserved, or eliminated.

ARTICLE 12 - SICK LEAVE

Section A: At the beginning of each school year each full-time teacher (If on a leave of absence the days will be credited upon the teachers return to work) shall be credited with a ten (10) day sick leave allowance to be used for absence caused by illness or physical disability of the teacher. One (1) day per month worked (September-June). Leave will be pro-rated for less than a full year worked. Unused portions of said leave shall accumulate from year to year, and shall be used in not less than One Half (1/2) day increments. Sick leave allowance may also be used for illness in the teacher's immediate family. Immediate family shall mean spouse, children, and parents for which the teacher has primary responsibility. A teacher, at the discretion of the superintendent, may be required to provide documentation that he/she has primary responsibility for his/her parent. The unused portion of such allowance shall accumulate from year to year without limit. For purposes of this Section, "step" and other relatives residing in the same household and for which the teacher has primary responsibility will have the same consideration as any other relative listed.

Section B: Full-time teachers, subject to the provisions set forth in this Article, shall be eligible to receive paid sick leaves from, and to the extent of, their unused accumulated paid sick leave credits when it is necessary for them to be absent from duty due to an illness, injury or other disability which is non-compensable under the Michigan Workmen's Compensation Act.

Teachers who give birth shall be eligible to receive up to 12 consecutive weeks, which are contiguous to the birth, of paid sick leave from their unused accumulated paid sick leave credits. If opting for FMLA,

the paid leave will run concurrently. Scheduled teacher duty days within the 12 weeks directly following the birth are eligible to be paid days and will be subtracted from their accumulated sick leave bank if they are available. The teacher may have additional unpaid days under the provisions of FMLA.

A teacher whose spouse has given birth shall be eligible to receive up to 5 days, which are contiguous to the birth, of paid sick leave from their unused accumulated paid sick leave credits. If opting for FMLA, the paid leave will run concurrently and the teacher may be eligible to have additional unpaid days under the provisions of FMLA.

Section C: The Board reserves the right to require a physician's statement to support the necessity for such absences and/or to certify that the teacher is physically able to return to duty at the conclusion of such illness or disability.

Section D: Necessary time off with pay, but not to exceed five (5) days which shall not be deducted from a teacher's accumulated, unused paid sick leave will be allowed for each death in the teacher's immediate family. This allowance may be extended at the discretion of the superintendent in unusual circumstances. For purposes of this Section D "Immediate family" means current spouse, child, parent, grandparent, grandchildren, brother, sister, father-in-law, mother-in-law, daughter-in-law, son-in-law, or any other member of the family who lives in the home of the teacher. For purposes of this Section, "step" relatives will have the same consideration as any other relative listed.

Section E: Subject to the following provisions, teachers will be permitted to take personal business leave each year. Two days of paid sick leave each year shall be authorized from a teacher's accumulated sick leave for personal business leave. Teachers who have accumulated more than 2 days personal business leave as of June 30, 2011 may keep those days in their leave bank until they have reduced them down to 2 days. No further accumulation beyond 2 days will occur.

1. Personal business days shall only be for personal business which cannot be scheduled outside of school hours.
2. Such personal business days shall be deducted from the teacher's unused paid sick leave days. If the teacher has no unused paid sick leave days, there shall be no allowance for additional personal business leave days.
3. Except in unusual circumstances, personal business leave days shall not be used on the last teacher duty day prior to or the first teacher duty day following a holiday or vacation period, or the last week of each semester.
4. Teachers shall submit a written request at least five (5) days prior to taking personal business days and receive written approval from the central office in advance of any personal business leave days. A copy of the request shall go to the building principal for his or her information. Time limits specified herein may be adjusted due to emergencies.
 - (a) Absence of advance written approval shall relieve the school district of any responsibility for payment to the teacher.
 - (b) In an emergency condition, a personal or telephone request may be granted, subject to written verification and

documentation no later than the next date on which the teacher appears for work or no later than two (2) regularly scheduled teacher duty days, whichever comes first.

- (c) An "emergency" shall be defined as an unforeseen or unforeseeable event.
5. At the teacher's option, and except for personal business days specified in paragraph (b) above, the reason for making request for personal business leave may not be required in the requisition and approval process. However, this does not absolve the teacher of any responsibility for using personal business leave days in compliance with provisions stated above.
6. Abuse of personal business leave days as defined and regulated in this section shall be just cause for disciplinary action.

Section F: There shall be no compensation for unused sick leave when teachers resign or when their services are terminated, except for the following:

Teachers who meet *all of the following requirements* shall be paid \$25 per unused sick day up to a maximum of 180 days.

- Must have achieved 10 or more years of *active* service with the district
(Unpaid leaves of absence or layoffs do not count toward their active years)
- Must Retire under the provisions of the Michigan Public Schools Employee Retirement System
- Must notify the district by March 1 of their retirement at the end of the school year
- Must have at least the following minimum amounts remaining in their sick leave allowance on the last day worked of their retirement year:

75 days for the 2018-2019 school year

100 days for the years 2019-2020 and beyond

Section G: The benefits provided for in this Article shall be prorated for part-time teachers and full-time teachers hired for less than a full school year.

ARTICLE 13 - LEAVES OF ABSENCE

Section A: A teacher who is unable to teach because of personal illness or disability as certified by a medical doctor shall, upon written request, be granted a leave of absence without pay for the duration of such illness or disability for a period not to extend beyond the then current school year. Renewals of such leaves for periods not to exceed one additional school year are at the discretion of the Board and will be considered only upon written request of the affected teacher.

Section B: A leave of absence of up to one (1) year without pay may be granted to any tenure teacher, upon application, for the purpose of participating in exchange teaching programs in other states, territories,

or countries; foreign or military teaching programs, the Peace Corps, Teacher's Corps or Job Corps as a full-time participant in such programs; or a cultural travel or work program related to his teaching responsibilities, provided said teacher gives assurances in writing of his intention to return to the school system. Such leave may be extended in the discretion of the Board, provided a written request for such extension is received by the Board at least two (2) months prior to the expiration of the initial leave.

Upon return from such leave, the activity engaged in shall be evaluated by an evaluation committee composed of the teacher's building principal, department chair, and a representative of the Association who will recommend to the superintendent whether such activity, in whole or in part, should be considered as the equivalent of time taught in the district.

Section C: A leave of absence of up to one (1) year without pay may be granted to any teacher, upon application, for the purpose of engaging in study at an accredited college or university reasonably related to his teaching responsibilities.

Section D: A teacher who is summoned and reports for jury duty, as prescribed by applicable law, for each day upon which he performs jury duty and on which he otherwise would have been scheduled to teach, shall be paid the difference between what he received from the Court as daily jury duty fees and what he would have earned from his employment by the district on such day. In order to receive the payment above referred to, the teacher must give the administration prior written notice that he has been summoned for jury duty and must furnish documentary evidence that he performed such duty on the day for which he claims such payment, and produce documentary evidence as to the amount he was paid by the Court for such jury duty.

Section E: Pursuant to the Family and Medical Leave Act of 1993, as amended, the employer shall abide by the provisions of the act and shall provide leave for the following situations:

- a. Birth, adoption, or foster care placement of an employee's child;
- b. serious health condition of an employee's spouse, child, or parent;
- c. the employee's own serious health condition.

Leave for such situations shall be granted in accordance with the provisions of the Act.

The Family Medical Leave is a total of 12 weeks for the 12 months ending one year from the start of the leave. An employee requesting leave under the Act must do so as soon as practicable.

This Family and Medical Leave section is not intended to interfere with the use of any other leave provision in this Agreement. Sick leave shall run concurrently with FLMA leave as allowed by law.

Section F: On days when school is closed due to conditions beyond the control of the Board, teachers need not report for work. On days when the school schedule is altered due to conditions beyond the control of the Board, teachers will remain on duty at the discretion of the superintendent. A reasonable attempt will be made to adjust the school schedule in order to avoid the loss of state aid due to a reduction of days or hours.

Section G: Requests for leaves of absence specified in Sections B and C of this Article must be

submitted in writing to the superintendent at least forty-five (45) days prior to the start of the anticipated leave. The forty-five (45) days' notice for a request for leave of absence may be waived by the administration. Each request for such leave shall be considered by the Board, which shall either approve or disapprove such requests.

Section H: The Board or its designee will consider individual requests for unpaid leave of absence for reasons not otherwise addressed in this or other articles. Such requests shall be submitted in written form to the superintendent no less than forty-five (45) days prior to the start of requested leave of absence. Consideration of such requests shall be on an individual basis. Considerations and subsequent decisions made by the Board of Education shall not become subject to precedent or past practice considerations.

1. Leaves of absence requested under this section shall extend no longer than one (1) academic year.
2. Such leaves of absence must terminate on the date immediately prior to the first regular teacher duty day of an academic semester.

Section I: Any bargaining unit member elected or appointed to a full-time position in an education related organization will be granted, upon request, an unpaid leave of up to one year in duration without fringe benefits. The member will continue to accrue seniority within the bargaining unit during this leave. Upon application such shall be renewed.

Section J: Leaves of absence referred to in this Article, unless otherwise specified, shall be without pay, experience credit, and fringe benefits.

Section K: A teacher on a leave of absence shall notify the Board, in writing, ninety (90) days prior to the anticipated resumption of his duties. In cases of intent to return in September the teacher shall send notification by the preceding March 15.

ARTICLE 14 – STUDENT DISCIPLINE AND PROTECTION

Section 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.

1. A teacher may send a pupil to the principal 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, but not later than the close of the school day, full particulars of the incident in writing. The pupil shall not be returned to the class until after consultation by the principal with the teacher.
2. Any case of physical assault upon a teacher shall be promptly reported to the principal. In any case of physical assault upon a teacher while performing his duties, the Board and the Association will render all reasonable assistance to the teacher which may include legal counsel.
3. The Board will reimburse teachers for any loss of clothing or personal

property, less depreciation, or repair such damaged personal property, not covered by insurance, when caused through physical assault while on duty.

Section B: Personnel records.

1. A teacher shall have the right to review his or her personnel record pursuant to the provision of the Bullard-Plawecki Employee Right to Know Act. No material will be placed in a teacher's personnel file unless the teacher has had an opportunity to review the material. The teacher may submit a written notation or reply regarding any material and the notation or reply will be attached to the file copy of the material in question. Bullard-Plawecki shall apply to the maintenance review (except there will be no limit to the number of times teachers may review their file) and disclosure of personnel records.
2. When material is placed in a teacher's personnel file the teacher will review and sign such material. The teacher's signature shall be understood to indicate awareness of the material, but shall not be interpreted to mean agreement with its contents.
2. In the event a teacher's personnel record is the subject of a FOIA request, a reasonable attempt will be made to contact the teacher personally and a copy of the request shall be provided to the teacher.

ARTICLE 15 - TEACHER GROWTH AND IMPROVEMENT

Section A: The parties support the principle of continuing training of teachers, participation by teachers in professional organizations in their area of specialization, and participation in community educational projects. Leave of absence for advanced work on degrees will continue to be encouraged.

Section B: At the discretion of the administration:

1. Teachers may be permitted to attend conferences and workshops.
2. Teachers may be allowed days for professional visitation in their specific teaching areas. A brief written summary is to be allowed to the building principal and superintendent. Teachers participating in professional visitation shall not exceed two (2) persons per department per day. Participants in such programs may be recommended by the principal and approved by the superintendent.
3. A teacher on an IDP **may** be allowed, at the discretion of the administrator, to attend a conference directly related to his/her IDP goals, at the expense of the district.

ARTICLE 16 - MENTOR TEACHERS

Section A: Mentor Teachers shall be individuals as identified in Section 1526 of P.A. 335 of 1993 and

shall perform the duties of a Master Teacher as specified in the code. The Mentor Teacher shall preferably be a member of the bargaining unit.

Section B: Each teacher in his/her first three (3) years of classroom teaching shall be assigned a Mentor Teacher. The Mentor Teacher shall be available to provide professional support, instruction and guidance. The purpose of the mentor assignment is to provide a peer who can offer assistance, resources and information in a non-threatening collegial fashion.

Section C: A Mentor Teacher shall be assigned in accordance with the following:

1. The Mentor Teacher shall preferably be a tenured member of the bargaining unit.
2. Participation as a Mentor Teacher shall be voluntary.
3. Every effort will be made to match Mentor Teachers and probationary teachers who work in the same building and have the same area of certification.
4. The Mentor Teacher assignment shall be for one (1) school year subject to periodic review by the Mentor Teacher, probationary teacher, and the administration. The appointment may be renewed in succeeding years.

Section D: Because the purpose of the Mentor Teacher is to help acclimate the new bargaining unit member and to provide necessary assistance toward the end of quality instruction, the Board and the Association agree:

1. The relationship shall not, in any fashion, be a matter included in the evaluation of either teacher.
2. Neither the Mentor Teacher nor the probationary teacher shall be permitted to participate in any matter related to the evaluation or supervision of the other.
3. Neither the Mentor Teacher nor the probationary teacher shall be called as a witness in any grievance or administrative hearing involving the other in any matter arising from the mentoring relationship.

Section E: Whenever possible, the Mentor Teacher and the probationary teacher shall be assigned the same preparation time.

Section F: Mentor Teachers shall be compensated for the extra responsibilities at the rate of \$300 per year, per mentee assigned. Compensation shall be calculated on a pro-rata basis for an assignment of less than 90% of the school year. In order to qualify for the \$300 compensation, the Mentor Teacher must do the following:

1. Meet with the Mentee at least one time per week unless circumstances beyond the control of the Mentor and Mentee prevent the meeting;
2. If Mentor and Mentee have a common planning period, they must meet more frequently

- than once a week;
3. The Mentor and Mentee shall meet for at least 15 minutes per week.
 4. Documentation of meeting dates and length of time shall be maintained and provided to the administration upon request on a log sheet provided by the administration.
 5. Mentor is to receive a copy of Mentee's IDP and work with the Mentee on it (no requirement for Mentor to inform administration of progress).

ARTICLE 17 - GRIEVANCE PROCEDURE

Section A: Definition of Grievance.

A grievance is defined as a claim of a violation of a specific provision or provisions of this agreement. Any grievance filed shall refer to the specific provision or provisions of this agreement alleged to have been violated, and it shall set forth the facts pertaining to such alleged violation, specific events giving rise to the alleged violation, and the relief requested.

Section B: Non-Grievable Matters.

The following matters shall not be subject to any grievance under this Article:

1. Decisions relating to the organization and structure, or reorganization or restructuring of, the curriculum or services offered by the School District.
2. The establishment of new jobs or the elimination of current jobs.
3. The failure to re-employ any teacher.
4. The offer or withdrawal of extra duty or extra curricular assignments from year to year, or the failure to re-employ any teacher into a position on the extra curricular schedule, or the termination of an extra-curricular assignment prior to the end of the employee's assignment where the termination results from the dropping or discontinuation of the extra-curricular activity.
5. Discharge or demotion or any other matter subject to the procedures specified in the Michigan Teachers Tenure Act.
6. All matters reserved to the discretion of the Board under Article 1 of this Agreement.

Section C: Grievance Procedure.

In the event a teacher believes there is a basis for a grievance, as defined in Section A above, he/she shall first discuss the alleged grievance with his/her building principal within fifteen (15) duty days after the occurrence of the event upon which it is based. The teacher may have an Association representative

present during such discussion. (As used in this Article, "duty days" shall mean all days for which teachers are scheduled to work during the regular school year and all non-holiday week days.)

Step 1: If after the informal discussion with the building principal, a grievance still exists, to be further processed hereunder, the grievance must be reduced to writing, state the facts upon which it is based, when the event is alleged to have occurred, specify the section of the contract which allegedly has been violated, list the requested remedy, must be signed by the aggrieved teacher or teachers and by his/her Association representative, and must be presented to the building principal concerned with the problem within three (3) duty days after the informal conference referred to above. The building principal shall give the aggrieved teacher a written answer within five (5) duty days after receipt of the written grievance and give a copy thereof to the chair of the Association's grievance committee.

STEP 2: If the aggrieved teacher(s) desires to appeal the decision of the principal, either he/she shall notify the superintendent in writing of the desire to appeal within seven (7) duty days after the receipt of the principal's answer. The superintendent shall meet with the grievant and his/her representative within ten (10) days after receipt by the superintendent of the written notice of appeal. The superintendent shall prepare the written second step answer and give one (1) copy thereof to the aggrieved teacher and one (1) copy to the chair of the Association's grievance committee within seven (7) duty days after such meeting.

STEP 3: In the event the grievance is not resolved at the second step, the matter may be appealed to the Board of Education's grievance committee provided that a written notice of such appeal by the aggrieved teacher and chair of the Association's grievance committee is presented to the secretary of the Board of Education within fifteen (15) duty days after receipt of the second step answer. If such appeal is taken, the Board of Education's grievance committee shall meet with the Association's grievance committee and the grievant to attempt to resolve the grievance within fifteen (15) duty days after receipt of the notice of appeal to this step. A copy of the Board committee disposition of the grievance shall be given to the Association and the teacher involved within five (5) consecutive duty days after such meeting.

STEP 4: If, at Step 3, the grievance has not been satisfactorily settled, either party hereto shall have the right to submit such grievance to arbitration to the American Arbitration

Association in accordance with its Voluntary Labor Arbitration Rules, then obtaining, providing such submission is made within thirty (30) calendar days after receipt by the Association of the Board of Education's third step answer. If the grievance has not been submitted to arbitration within said thirty (30) calendar day period, it shall be considered as being withdrawn by the Association. The decision of the arbitrator shall be final and binding upon the parties hereto.

Section E: Powers of the Arbitrator.

The arbitrator shall be empowered to rule only on the grievance submitted to him or her and may not add to, or delete from, or modify, any of the terms or provisions of this Agreement, or change any of the established wage schedules contained herein. The powers of the arbitrator are subject to the following limitations:

1. He or she shall have no power to change any decision of the Board or substitute his judgment for that of the Board as to any matter reserved to the sole discretion of the Board.
2. He or she shall not hear any grievance previously barred from the scope of the grievance procedure or barred from collective bargaining under PERA.
3. More than one grievance may not be considered by the arbitrator at the same time, except upon the express written mutual consent of the parties, and then only if they are of a similar nature.

Section F: Election of Remedies.

When remedies are available for any complaint and/or grievance of an employee through any administrative or statutory scheme or procedure, such as, but not limited to, civil rights hearings, Department of Labor hearings, tenure hearings, and the like, in addition to the procedure provided under this Agreement, and the employee elects to utilize the statutory or administrative remedy, the Union and the affected employee shall not process the complaint through the grievance procedure provided for in this agreement.

Section G: Consolidation.

All teachers who possess adverse claims that will be affected by the outcome of a specific grievance procedure shall submit their cases simultaneously in one proceeding, provided they possess notice of such adverse claims.

Section H: Cost of the Arbitrator.

The cost of the arbitrator shall be shared equally between the Employer and the Union in a case of a divided award. The Employer shall bear the cost of the arbitrator if the grievance is sustained. The Union shall bear the cost of the arbitrator if the grievance is denied. Cancellation fees shall be divided

equally.

Section I: The time limit at any step of the grievance procedure may be extended by written mutual agreement. In the event a grievance is not appealed from one step to the next within the time limits specified, the grievance shall be deemed to have been settled on the basis of the last answer thereto. In the event a grievance is not answered at any step of the grievance procedure within the specified time limit, the grievance shall automatically be advanced to the next step, except that nothing herein contained shall be construed so as to automatically refer a grievance to the arbitration level.

Section J: It is agreed by the parties hereto that grievances shall be processed during times which do not interfere with assigned duties. In the event it is mutually agreed by the aggrieved teacher, the Association, and the Board to hold proceedings during regular working hours, a teacher participating in any level of the grievance procedure on his own behalf or on behalf of the Association, with any representative of the Board, shall be released from assigned duties, for the period necessary, without loss of salary.

Section K: If a grievance involves a group or class of teachers under more than one (1) administrator or supervisor, it shall be initiated at the second step of the grievance procedure.

Section L: The grievance procedure may be expedited to a higher step at any time when mutually agreed upon by the Association and the Employer.

ARTICLE 18 - MISCELLANEOUS PROVISIONS

Section A: Individual contracts between the Board and teachers shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with the provision of this Agreement, the provisions hereof shall be controlling.

Section B: This Agreement shall supersede any rules, regulations, or practices of the Board which shall be contrary to or inconsistent with its terms.

Section C: If, during the life of this Agreement, any of the provisions contained herein are held to be invalid by operation of law or by any tribunal of competent jurisdiction, the remainder of this Agreement shall not be affected thereby. In the event any provisions herein contained are so rendered invalid, upon written request by either party hereto, the Board and the Association shall enter into collective bargaining for the purpose of negotiating mutually satisfactory replacements for such provisions.

Section D: Individuals who are required to travel between buildings due to their professional assignment shall be compensated mileage at the Board approved rate.

ARTICLE 19 - NO STRIKE/NO LOCKOUT


The Association agrees that during the life of this Agreement neither the Association, its agents, nor its members will authorize, instigate, aid, condone, or engage in a work stoppage, slowdown, or strike. The Employer agrees that during the same period there will be no lockouts.

ARTICLE 20 – DURATION

This Agreement shall become effective on the first day of July, 2018 and shall continue in effect until June 30, 2021, unless extended by mutual written consent of the parties. No terms of this Agreement shall be altered during its duration, except by the written mutual consent of the parties.

Signed in Niles, Michigan this 31st day of July, 2018.

BRANDYWINE – DISTRICT
ASSOCIATION/M.E.A.-N.E.A.



President

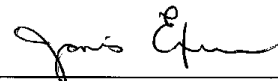


Secretary



Negotiator

BRANDYWINE BOARD OF EDUCATION



President



Secretary

APPENDIX A

Section A:

1. Effective as of July 31st, 2018 all teachers served by this Agreement shall be paid in accordance with the following salary schedule for a school year consisting of a minimum the state mandated student attendance hours. If the requirement of student attendance hours as set forth in the school calendar has not been met by the termination dates of the individual contracts, such termination dates shall be extended by the next day or days (excluding Saturdays and Sundays) if necessary to provide student attendance hours as required by law.
2. Starting in year 2018-2019 steps 1 through 28 represent the number of years in teaching. A first-year teacher will be placed on Step 1, a second-year teacher will be placed on Step 2, a third-year teacher will be placed on Step 3, and so on.
3. Starting in 2018-2019 teachers who have served in the district in the prior year will be converted to the new BA – MA (2 lane) salary schedule. Teachers who are evaluated as effective or highly effective will have 1% + \$1,200 added to their 2017-2018 salary, excluding longevity. They will be placed on the nearest ½ step that is closest to the newly calculated amount. Due to the conversion, teachers placed on the new scale will not have steps that represent their number of years in teaching.
4. Teachers with "½ year credit experience" will have their salary based on the arithmetic mean of the two salary pays directly surrounding their years of experience. An example being a teacher with 10.5 years' experience with a B.A. will have his salary computed by taking the average of the B.A. 10-year level and the B.A. 11-year level.
5. The Association recognizes that because of unusual circumstances, it may be necessary for the district to retain the services of a non-degreed person in a vocational subject.

If this is necessary to meet the needs of students and in the event no person within the bargaining unit with proper degrees has the necessary requirements to be vocationally certified, the person assigned shall become subject to the terms of the referenced Master Agreement and shall receive pay commensurate with experience.

Pay will be according to experience and at a rate no greater than the top of the B.A. schedule. Step placement will be at the discretion of the superintendent. Number of years' experience may not equal step placement.

6. Any teacher evaluated as ineffective or minimally effective will remain on their prior year step/lane salary schedule until such time that they receive a rating of effective or highly effective and will then move to the next successor salary step/lane in the following school year.

Section B:

Teachers teaching less than full-time will be paid on a pro rata basis for the number of hours taught per day in relation to what a full-time teacher will be paid for teaching a

full day. Part-time teachers must report for full-time Professional Development Day sessions and will receive pro-rated compensation for time worked on those scheduled days.

Section C: Teachers who earn sufficient credits to advance to the next degree schedule level of the salary schedule prior to September 1 of any year will be paid on that schedule for the full school year. If the necessary credits are completed after September 1 but prior to the beginning of the second semester, the teacher will be placed on the higher schedule for the second one-half (1/2) of the school year. It is understood and agreed that only those credits which can reasonably be expected to contribute to the teacher's effectiveness in his position in the field of education and *are acceptable to the superintendent*, will be counted for salary purposes.

Section D: The Board may grant up to eighteen (18) years of outside teaching experience on the salary schedule.

Section E: The superintendent is authorized to grant up to three (3) years' credit on the salary schedule to a teacher for outside work experience which is directly related to the teaching assignment of the teacher.

Section F: A teacher asked by the Board to do substitute teaching or test proctoring during his preparation period shall be paid at the rate of \$25 per period taught. Daily substitute pay will be distributed equally to those teachers who accommodate any students from a class without a substitute teacher for an entire day. (Example: 3 teachers who take 1/3 of the students from one classroom for an entire day will each receive 1/3 the daily substitute pay for that day.) Teachers accommodating extra students for half a day will be given equal portions of half day substitute pay.

Section G: Department chairs, K-6 grade level chairs, and the director of counseling will be paid \$700.00.

It is understood and agreed that if any department chair does not perform the duties specified in Article 8 of this Agreement, the above amounts will not be paid.

Section H: Teachers assigned to extra duty will be paid according to Schedules I and II attached.

Section I: Teachers who are *required* to return to school by an administrator before the first or after the last contractual day will receive their hourly per diem rate of pay.

Section J: Administering Medication to Students in School: The following provisions relate to the administration of medicines and medical services:

Teachers are not required to administer medications, administer injections, or perform medical services. However, those who do elect to assist administering medications, injections, or other medical services will receive necessary training for listed procedures from the district.

Section K: Insurance. (*Will Explore Consortium Participation*)

1. The insurance benefit year shall be September 1, through August 31.
 - A. On January 1st of every year, the Board agrees to pay a maximum amount toward the annual medical premiums as provided by PA-152 of 2011 (the determined "CAPS"), as set by the state in January of that same year. These amounts will be adjusted annually effective January 1 of each year of this contract

On all non-medical coverages not subject to the hard cap (PA-152) rates, the employer will pay the cost of the premiums. The non-medical coverages include the following:

- LTD 60%; 90-calendar day modified fill; \$4,000 monthly maximum benefit
- Delta Dental, or its equivalent 100/90/90: \$1,000; 60: \$1,000
- Life: \$10,000 negotiated life with A D & D
- Vision: VSP 3-or its equivalent

- B. Employees not choosing a medical coverage plan above may choose to enroll in the non-medical coverages below, for which the employer will pay the premium cost.

- Delta Dental, or its equivalent 100/90/90: \$1,500; 90: \$1,500
- Vision: VSP-3 plus, or its equivalent
- Life: \$50,000 negotiated life, with AD & D
- LTD: 66-2/3%; 90-calendar-day modified fill; \$4,000 monthly maximum benefit
- Cash: \$400.00 per month, in lieu of medical coverage

- C. The Board of Education shall not be responsible for coverage at any time that the employee is not actually enrolled for coverage with the carrier. Any contribution amounts exceeding the Board's subsidy shall be payroll deducted.

2. For teachers who are assigned to less than a full-time position the Board's contribution shall be prorated by using the fraction of the full-time rate the teacher is contracted to teach.
5. If a teacher does not teach the full length of the school year, the Board contributions toward the payment of the above mentioned premiums will be prorated to reflect that part of the year taught, except the teachers who are on a leave of absence under the Family Medical Leave Act.
6. Insurance premium contribution deductions and cash option payment shall be provided in accordance with the Section 125 Plan adopted by the Board of Education and the Association.

Section L: All personnel shall have their choice of the following payroll options and such choice will continue from year to year unless a request to change is made in writing to the administration no later than August 15 each year:

1. Twenty-six (26) equal bi-weekly installments throughout the year, except that the number of installments shall be twenty-seven (27) if necessary to prevent payment for services prior to the performance of those services. Personnel leaving the school system or planning to retire may request a lump sum payment of the balance of their contract at the end of the school year or on the next payroll date following termination of services. Personnel who are not leaving the school system but who desire to receive a lump sum payment of the balance of their salary at the end of the school year, may receive the same provided they make written request therefore at least sixty (60) days prior to the payment thereof.
2. Twenty-one (21) equal bi-weekly installments from September through June, except the number of installments shall be twenty-two (22) if necessary to prevent payment for services prior to performance of those services. No unusual payroll deduction procedures will be made to cover periods when paychecks are not being received.

When bi-weekly pays require three (3) bi-weekly pay installments in one month, for two months between August and June, installments shall be (22) if necessary to prevent payment for services prior to performance of those services.

Section M: When it becomes necessary to reduce a teacher's pay because of an unpaid absence from work, the per diem pay will be computed as 1/185, returning teachers & 1/186, new teachers, of his/her annual salary plus benefits. FMLA qualified benefits will not be deducted.

Section N: A teacher who is hired with an effective first work day, after the first required work day of the school year, shall be entitled to fringe benefits for a duration determined on the pro rata basis of the remaining work days, computed on the basis of equivalent full-time days.

Section O: For the purpose of movement on the salary schedule, teachers who work less than a full school year in Brandywine under contract shall receive credit as follows:

1. No experience credit if the number of days worked during the school year is forty-six (46) or less.
2. One-half (1/2) year experience credit if the number of days worked during the school year is more than forty-six (46) and less than one hundred thirty-nine (139).
3. One year experience credit if the number of days worked during the school year is one hundred thirty-nine (139) or more.
4. "Days worked" shall include student and non-student attendance days and shall be computed on the basis of equivalent full-time days.
5. This section shall not affect teachers on a paid leave of absence or on a leave of absence for which experience is granted for salary schedule placement.

The following salary schedule is based upon 180 student days and 185 returning/186 new

BRANDYWINE COMMUNITY SCHOOLS
2018/2019 – 2020/2021 (SEE Page 21 for details)

STEP	BA	MA
1	\$ 37,165	\$ 39,745
	\$ 37,765	\$ 40,345
2	\$ 38,365	\$ 40,945
	\$ 38,965	\$ 41,545
3	\$ 39,565	\$ 42,145
	\$ 40,165	\$ 42,745
4	\$ 40,765	\$ 43,345
	\$ 41,365	\$ 43,945
5	\$ 41,965	\$ 44,545
	\$ 42,565	\$ 45,145
6	\$ 43,165	\$ 45,745
	\$ 43,765	\$ 46,345
7	\$ 44,365	\$ 46,945
	\$ 44,965	\$ 47,545
8	\$ 45,565	\$ 48,145
	\$ 46,165	\$ 48,745
9	\$ 46,765	\$ 49,345
	\$ 47,365	\$ 49,945
10	\$ 47,965	\$ 50,545
	\$ 48,565	\$ 51,145
11	\$ 49,165	\$ 51,745
	\$ 49,765	\$ 52,345
12	\$ 50,365	\$ 52,945
	\$ 50,965	\$ 53,545
13	\$ 51,565	\$ 54,145
	\$ 52,165	\$ 54,745
14	\$ 52,765	\$ 55,345
	\$ 53,365	\$ 55,945
15	\$ 53,965	\$ 56,545
	\$ 54,565	\$ 57,145
16	\$ 55,165	\$ 57,745
	\$ 55,765	\$ 58,345
17	\$ 56,365	\$ 58,945
	\$ 56,965	\$ 59,545
18	\$ 57,565	\$ 60,145
	\$ 58,165	\$ 60,745
19	\$ 58,765	\$ 61,345
	\$ 59,365	\$ 61,945
20	\$ 59,965	\$ 62,545
	\$ 60,565	\$ 63,145
21	\$ 61,165	\$ 63,745
	\$ 61,765	\$ 64,345
22	\$ 62,365	\$ 64,945
	\$ 62,965	\$ 65,545
23	\$ 63,565	\$ 66,145
	\$ 64,165	\$ 66,745
24	\$ 64,765	\$ 67,345
	\$ 65,365	\$ 67,945
25	\$ 65,965	\$ 68,545
	\$ 66,565	\$ 69,145
26	\$ 67,165	\$ 69,745
		\$ 70,345
27		\$ 70,945
		\$ 71,545
28		\$ 72,145

403 (B) Programs

- A. The Board and The Association recognize the importance of each employee pursuing an active retirement savings program and in providing sound investment alternatives to assist them in achieving their retirement savings goal. The parties agree that MEA Financial Services products, along with any other mutually selected investment providers shall be named as vendor(s) in the 403(B) Plan Document as appropriate under IRS regulations.

- B. The Parties further understand and agree that the regulations regarding the administration of 403(B) plans continue to evolve, and it is the intent of the parties to comply with all legal requirements. Accordingly, the Parties agree that:
 - 1. The Board of Education will maintain a plan document that complies with all IRS requirements.
 - 2. The plan document shall allow employees the ability to make changes in the investment portfolio that are in compliance with IRS regulations and the guidelines of the investment company.
 - 3. All bargaining unit members are eligible to participate in the plan. .

SCHEDULES I AND II

The following schedules set forth the wages for extra duty assignments. Tenure does not attach to extra duty assignments, and all such assignments are subject to annual appointment at the discretion of the Board. The Board possesses the right to determine which extra duty activities to offer each year and may cancel such activities whenever, in its judgment, it is in the best interest of the School District to discontinue offering such activity. If such an activity is canceled, the employee assigned to the extra duty shall receive pay for only those days in which he or she has performed extra duty work.

SCHEDULE I – COACHING SALARIES

Coaches have the option of being paid 1) in two (2) installments, or 2) at the completion of the season.
(Increase Pay: 0% 2018-19 , 1% 2019-20, 1% 2020-21)

SCHEDULE I - COACHING SALARIES			
BASEBALL			
Varsity	\$4,725		
JV	\$2,940		
SOFTBALL			
Varsity	\$4,725		
JV	\$2,940		
BASKETBALL			
Girls/Boys Varsity	\$6,300		
Girls/Boys JV	\$4,200		
Girls/Boys 9th Grade	\$3,255		
Girls/Boys 8th Grade	\$2,415		
Girls/Boys 7th Grade	\$2,415		
CHEERLEADING			
Varsity (1 team/2 seasons) (\$2,150 ea.)	\$4,515		
JV (1 Team/2 seasons) (\$1,400 each season)	\$2,940		
Freshman (1 team/2 seasons) (\$1,100 ea.)	\$2,310		
Middle School (2 teams/1 season)	\$1,470		
CROSS COUNTRY			
Varsity (1 team)	\$4,515		
Middle School	\$1,785		
SOCCER			
Girls/Boys Varsity	\$4,515		
BOWLING			
Varsity	\$3,465		
FOOTBALL			
Varsity Head		\$6,510	
Varsity Assistant		\$4,515	
JV Head		\$3,780	
JV Assistant		\$3,780	
Freshman Head		\$3,045	
Freshman Assistant		\$3,045	
Middle School		\$2,730	
TENNIS			
Girls/Boys		\$3,465	
TRACK			
Varsity (1 team)		\$4,515	
Varsity Assistant		\$2,835	
Middle School (1team)		\$2,520	
VOLLEYBALL			
Varsity		\$4,935	
JV		\$3,045	
Freshman		\$2,520	
8th Grade		\$2,205	
7th Grade		\$2,205	
WRESTLING			
Varsity		\$4,935	
Assistant Varsity		\$2,940	
Middle School		\$2,205	
GOLF			
Varsity		\$3,465	

SCHEDULE II - EXTRA PAY FOR EXTRA DUTIES

Individuals have the option of being paid 1) bi-weekly, or 2) in two (2) installments, or 3) at the completion of duty.

SCHEDULE II - EXTRA PAY FOR EXTRA DUTIES	
(Items in table only)	(Increase Pay: 0% 2018-19 , 1% 2019-20, 1% 2020-21)
Instrumental Music	\$4,725
Vocal Music*	\$4,305
Yearbook	\$2,940
Drama/Musical	\$2,940
Elementary Musical	\$1,050+ (Supply budget of \$400)
High School Student Senate	\$1,155
Middle Student Senate	\$1,050
7th and 8th Grade Sponsor	\$368 each
9th and 10th Grade Sponsor	\$368 each
11th and 12th Grade Sponsor	\$1,050
National Honor Society	\$735
Spanish National Honor Society	\$368
French National Honor Society	\$368
Flag Corps	\$735
Art (H/S, Elementary)	\$315
Science Olympiad	\$368
Competitive Teams(Rube Goldberg)	\$1,050

Grade/Department Chairs	\$700
Mentor Teacher	\$300 (per Mentee-(pro-rated for partial year)
Fifth Grade Camp	\$350 (2 days) additional day \$75
Teacher in charge of building	\$ 50 per day (BIA excluded)
Elementary Detention Monitor	\$ 18 per hour

APPENDIX B

Brandywine Community Schools “Committed to Every Student’s Success” 2018-2019 School Calendar

August	27	Monday	New Teacher Orientation
	28	Tuesday	Teacher Professional Development - No Students ; Staff Work Day
	29	Wednesday	Teacher Professional Development - No Students ; Staff Work Day
	30	Thursday	Teacher Professional Development - No Students ; Staff Work Day
September	3	Monday	Labor Day Break - No School
	4	Tuesday	First Day for Students - Half Day for K-6, Full for 7-12
November	2	Friday	End of Marking Period - Half Day for All Students
		<i>First Quarter:</i>	<i>44 Student Days, 47 Teacher Days</i>
	7	Wednesday	Full Day School, Evening Parent/Teacher Conferences
	8	Thursday	Half Day for Students, Afternoon and Evening Conferences
	9	Friday	Half Day for Students and Staff
	21	Wednesday	Thanksgiving Break - No School
	22	Thursday	Thanksgiving Break - No School
	23	Friday	Thanksgiving Break - No School
December	24	Monday	Winter Break Begins
January	7	Monday	Classes Resume
	21	Monday, MLK Day	No School for Students; Professional Dev. for Staff
	24	Thursday	Full Day for K-6; Half Day MS/HS - Exams
	25	Friday	All Students Half Day - End of Semester
		<i>Second Quarter:</i>	<i>46 Student Days, 47 Teacher Days</i>
February	25	Monday	No School for Students; Professional Dev. for Staff
	28	Thursday	Half Day for Students, Afternoon and Evening Conferences
March	1	Friday	Half Day for Students and Staff- Midwinter Break
	29	Friday	End of Marking Period - Half Day for All Students
		<i>Third Quarter:</i>	<i>44 Student Days, 45 Teacher Days</i>
April	1	Monday	Spring Break Begins
	8	Monday	Classes Resume
	19	Friday	Good Friday- Half Day for Students and Staff
May	27	Monday	Memorial Day Break - No School
June	2	Sunday	Graduation
	10	Monday	Half Day K-6; Half Day MS/HS - Exams
	11	Tuesday	All Students Half Day - MS/HS Exams - End of School Year
		<i>Fourth Quarter:</i>	<i>46 Student Days, 46 Teacher Days</i>

Instruction Days **180**
Teacher Duty Days **185 Returning Teachers**
186 New Teachers

Final Calendar