

3332

Extended 6/30/96
6/30/98

AGREEMENT

Between The

MECOSTA-OSCEOLA INTERMEDIATE SCHOOL DISTRICT

And The

**MECOSTA-OSCEOLA INTERMEDIATE SCHOOL DISTRICT
EDUCATION ASSOCIATION MEA-NEA**

1993-94 1994-95 1995-96 1996-97 1997-98

Mecosta-Osceola Intermediate School District

Michigan Education Association



13-A Uniserv Office

1215-B Maple Street, Big Rapids, Michigan 49307
616/796-3521

November 12, 1996

Roger D. Dixon, Ed. D.
Superintendent
Mecosta Osceola Intermediate School District
15760 190th Avenue
Big Rapids, MI 49307

Dear Dr. Dixon:

The MOISDEA/MEA/NEA has voted to extend the Master Agreement with the Board of Education of the MOISD. We concur that the extension will be for an additional year, 1997-98, with the following provisions:

Contract language will remain as is with the exception that part-time personnel in the bargaining unit will advance one-half year on the salary schedule for each semester they work at the MOISD during any given school calendar year. This provision will be made retroactive to August 1996.

The current fringe benefit package will remain in effect through the life of the contract.

A 3% salary increase for the 1997-98 school year will be implemented. Final approval pending the publication of said salary schedule.

We appreciate your efforts and leadership in making this extension possible and your dedication and commitment to the staff and children of the Mecosta Osceola Intermediate School District.

Sincerely,

Joan Herrick, President
MOISDEA/MEA/NEA

Roger D. Dixon, Ed. D.
Superintendent



October 21, 1996

Ms. Joan Herrick, President
MOISD-EA/MEA/NEA
13505 Millpond Road
Big Rapids, MI 49307

Dear Ms. Herrick:

Re the proposed extension of the Master Agreement between the MOISD Board of Education and the MOISD-EA/MEA/NEA, I am pleased to officially notify you that the Mecosta-Osceola Intermediate School District Board of Education during their regularly scheduled meeting on Monday, October 14, 1996, voted unanimously to ratify the extension of the Master Agreement with the MOISD Special Education professional staff.

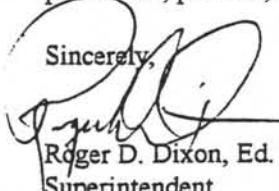
As approved by your association membership as well, the contract extension provides for the following conditions:

- The contract language will remain the same as is currently in place with the exception being
- how seniority and advancement on the salary schedule are handled for part-time personnel.
- Part-time personnel in the bargaining unit will advance one-half year in seniority and one-half year on the salary schedule for each semester they work at the MOISD during any given school calendar year. This provision will be made retroactive to August 1996.
- The current fringe benefit packages will remain in effect through the life of the contract.
- A 3.0% salary increase for the 1997-98 school year will be implemented.

As my new (relatively) daughter-in-law and music teacher so aptly notes at times: **Hooray for us!**

Thank you and your members for your help in addressing these issues and the other challenges that seem to continually develop in this exciting, humanistic profession we have chosen. One of the great pleasures and blessings we share in education, and particularly at the MOISD, is the ability to work together in a productive, positive, and supportive atmosphere.

Sincerely,


Roger D. Dixon, Ed. D.
Superintendent

Mecosta Osceola Intermediate School District

P.O. Box 1137, 15760 190th Avenue, Big Rapids, Michigan 49307
Phone (616) 796-3543

Roger D. Dixon, Ed. D.
Superintendent



July 8, 1994

Ms. Joan Herrick, President
MOISD-EA/MEA/NEA
13505 Millpond Road
Big Rapids, MI 49307

Dear Ms. Herrick:

Re the proposed extension of the Master Agreement between the MOISD Board of Education and the MOISD-EA/MEA/NEA, I am pleased to officially notify you that the Mecosta-Osceola Intermediate School District Board of Education, during their regularly scheduled meeting on July 6, 1994, voted unanimously to ratify the extension of the Master Agreement.

As approved by your Association membership as well, the contract extension provides for the three following conditions:

- A. The contract language will remain the same as is currently in place.
- B. The current fringe benefit packages will remain in effect.
- C. A 3.5% salary increase for the 1996-97 school year will be implemented.

Congratulations to us all!

When I was fortunate enough to be selected by the Board of Education to serve as the Superintendent of the MOISD, one of the most striking impressions I had upon my arrival was the spirit of both professionalism and cooperation by all members of the school family, working together as a team to help boys and girls.

Thank you and your members for your help in this matter. The results only go to prove that by working together we can continue to not only maintain, but to improve, the positive, productive and beneficial atmosphere to be found at the MOISD.

Sincerely,



Roger D. Dixon, Ed. D.
Superintendent

Mecosta Osceola Intermediate School District

P.O. Box 1137, 15760 190th Avenue, Big Rapids, Michigan 49307
Phone (616) 796-3543

RECEIVED

JUL 6 1994

**MECOSTA-OSCEOLA INTERMEDIATE
SCHOOL DISTRICT**

July 6, 1994

To: Dr. Roger Dixon
Superintendent
Mecosta Osceola Intermediate School District

From: Joan Herrick
President
MOISD-EA/MEA/NEA

RE: Proposed extension of the Master Agreement between the
MOISD Board of Education and the MOISD-EA/MEA/NEA

It is with pleasure that I inform you that the members of the Association have ratified the proposed extension of the Master Agreement. Our understanding of the agreement is as follows:

1. The contract language will remain the same as is currently in effect.
2. The current fringe benefit packages will remain in effect.
3. A 3.5% salary increase for the 1996-97 school year will be implemented.

I am instructed to thank you for your participation and leadership. It has been, as usual, a pleasant experience discussing these matters. This staff appreciates the approach that the Board of Education and Administration have taken. Your consideration and professional treatment which you have extended have not gone unnoticed by the Association and by our local members.

Sincerely,


Joan Herrick

TABLE OF CONTENTS

ARTICLE I - Recognition.....	Article 1-1
Association.....	Article 1-1
No Other Organization.....	Article 1-1
Michigan General School Laws.....	Article 1-1
Agency Shop.....	Article 1-2
ARTICLE II - Employee Rights.....	Article 2-1
Act 379 - Right to Negotiate.....	Article 2-1
Buildings.....	Article 2-1
Financial Resources.....	Article 2-1
ARTICLE III - Management Rights.....	Article 3-1
ARTICLE IV - Privileges and Responsibilities.....	Article 4-1
Professional Behavior.....	Article 4-1
Employee Evaluation.....	Article 4-2
Resignations.....	Article 4-3
Qualifications for Employment.....	Article 4-3
Physical Examinations.....	Article 4-3
Vacancies and Promotions.....	Article 4-3
Transfers.....	Article 4-3
ARTICLE V - Professional Compensation.....	Article 5-1
Experience Transferable.....	Article 5-1
Pay Options.....	Article 5-1
Placement on Salary Schedule.....	Article 5-1
Sick Leave.....	Article 5-1
Personal Leave.....	Article 5-2
Worker's Compensation.....	Article 5-2
Sabbatical Leave.....	Article 5-3
Family Leave.....	Article 5-3
Bereavement Leave.....	Article 5-3
Association Leave.....	Article 5-3
Professional Development.....	Article 5-4
Protections of Teachers.....	Article 5-4
Insurance.....	Article 5-4
ARTICLE VI - Professional Policies.....	Article 6-1
Working Conditions.....	Article 6-1
Teaching Loads.....	Article 6-1
Work Hours.....	Article 6-1
ARTICLE VII - Negotiations Procedures.....	Article 7-1
Meetings.....	Article 7-1
Negotiations for Agreement.....	Article 7-1
ARTICLE VIII - Grievance Procedure.....	Article 8-1
Definition.....	Article 8-1
Work Day.....	Article 8-1
Policy Grievance.....	Article 8-2

ARTICLE IX - Layoff & Recall..... Article 9-1

Written Notice	Article 9-1
Seniority	Article 9-1
Order of Recall	Article 9-1
Recall Procedure.....	Article 9-2
Termination of Rights to Recall	Article 9-2
Salary Adjustment	Article 9-2

ARTICLE X - Miscellaneous..... Article 10-1

Copies of Agreement	Article 10-1
Summer Employment	Article 10-1

ARTICLE XI - Salary-Termination of Employment Article 11 & 12-1

Retirement/Departure/Death	Article 11 & 12-1
----------------------------------	-------------------

ARTICLE XII - Waiver Clause Article 11 & 12-1

ARTICLE XIII - School Year Article 13, 14 & 15-1

ARTICLE XIV - Entire Agreement Clause Article 13, 14 & 15-1

ARTICLE XV - Duration of Agreement..... Article 13, 14 & 15-1

SCHEDULE A

1993-94 Salary Schedule.....	Schedule A-1
1994-95 Salary Schedule.....	Schedule A-2
1995-96 Salary Schedule.....	Schedule A-3

SCHEDULE B

Longevity Pay	Schedule B-1
---------------------	--------------

SCHEDULE C

Mileage Rates	Schedule C-1
---------------------	--------------

SCHOOL CALENDARS

1993-94	Schedule D-1
1994-95	Schedule D-2

1
2
3
4

ARTICLE I

RECOGNITION

5 A. Pursuant to Act 379, Public Acts of 1965, as amended, the District hereby recognizes the
6 Mecosta-Osceola Intermediate School District - Education Association of MEA/NEA (hereafter
7 referred to as the Association) as the exclusive representative for the purposes of collective
8 bargaining with respect to rates of pay, hours and other terms and conditions of employment for the
9 entire term of the Agreement for the Mecosta-Osceola Intermediate School District employees
10 including:

11
12 Teachers of the mentally impaired, teacher consultants, school social workers, school psychologists,
13 teachers of speech and language impaired, teachers of the hearing impaired, teachers of the
14 physically and otherwise health impaired, teachers of the emotionally impaired, teachers of the
15 severely multiply impaired, occupational therapists, physical therapist, teachers of the educable
16 mentally impaired, teacher of preprimary impaired and Part H/Child Find Coordinator.

17
18 BUT excluding:

19
20 Superintendent, administrative/supervisory personnel, office clerical, hourly employees,
21 paraprofessionals, and maintenance and operating employees and bus drivers, Career Center
22 employees, and all others.

23
24 The term "employee", when used hereinafter in this Agreement, shall refer to all employees
25 represented by the Association in the bargaining or negotiating unit as above defined, and reference
26 to male employees shall include female employees.

27
28 B. The Board agrees not to negotiate with any union other than the Association for the duration of
29 this Agreement regarding employees covered by this Agreement. Nothing contained herein shall be
30 construed to prevent any individual employee from presenting a grievance to the Board and having
31 the grievance adjusted without intervention of the Association, up to but not including arbitration, if
32 the adjustment is not inconsistent with the terms of this Agreement, provided that the Association
33 has been given opportunity to be represented at such adjustment.

34
35 C. Nothing contained herein shall be construed to deny or restrict any employee rights he/she may
36 have under the Michigan General School Laws.

1 D. Agency Shop

2 1. Each bargaining unit member shall, as a condition of employment, on or before thirty (30) days
3 from the date of commencement of duties or the effective date of this agreement, whichever is later,
4 join the Association or pay a service fee to the Association equivalent to the amount of dues
5 uniformly required of the members of the Association, less any amounts not permitted by law. The
6 bargaining unit member may authorize payroll deduction for such fee. In the event the bargaining
7 unit member shall not pay such service fee directly to the Association or authorize payment through
8 the payroll deduction, the employer shall, pursuant to MCLA 408.477, MSA 17.277(7), and at the
9 request of the Association, deduct the service fee from the bargaining unit member's wages and remit
10 same to the Association under the procedures provided below.

11
12 The procedure in all cases of non-payment of the service fee shall be as follows:

13 a. The Association shall notify the bargaining unit member of non-compliance by certified
14 mail, return receipt requested. Said notice shall detail the non-compliance, and shall
15 provide ten (10) days for compliance, and shall further advise the recipient that a request for
16 wage deduction may be filed with the Board in the event compliance is not effected.

17 b. If the bargaining unit member fails to remit the service fee or authorize deduction for
18 same, the Association may request the Board to make such deduction pursuant to paragraph
19 1. above.

20 c. The Board, upon receipt of a request for involuntary deduction, shall provide the
21 bargaining unit member with an opportunity for a due process hearing. This hearing shall
22 address the question of whether or not the bargaining unit member has remitted the service
23 fee to the Association or authorized payroll deduction of same.

24 d. Payroll deductions made pursuant to the procedure outlined above shall be made in equal
25 amounts as nearly as may be from the paychecks of the bargaining unit member so affected.

26
27 2. Pursuant to Chicago Teachers Union V Hudson, 106 S Ct 1066 (1986), the Association has
28 established a policy regarding "Objections to Political-Ideological Expenditures - Administrative
29 Proceedings". That policy, and the administrative procedures (including the timetables for payment)
30 pursuant thereto, applies only to non-Association bargaining unit members. The remedies set forth
31 in the Policy shall be exclusive, and unless and until such procedures (including any administrative
32 or judicial review thereof) shall have been availed of the exhausted, no dispute, claim or complaint
33 by such objecting bargaining unit member concerning the application and interpretation of this
34 article shall be subject to the grievance procedure set forth in this Agreement.

35
36 3. Due to certain requirements established in recent Court decisions, the Association represents that
37 the amount of the fee charged to non-members, along with other required information, may not be

1 available and transmitted to non-members until mid school year (December, January, or February).
2 Consequently, the parties agree that the procedures in this Article relating to the payment or non-
3 payment of the representation fee by non-members shall be activated thirty (30) days following the
4 Association's notification of non-members of the fee for that given school year.

5
6 4. The Association will certify at least annually to the District, fifteen (15) days prior to the date of
7 the first payroll deduction for professional fees and at least fifteen (15) day prior to the date of the
8 first payroll deduction for service fees, the amount of said professional and service fees to be
9 deducted by the District, and that said service fee includes only those amounts permitted by the
10 Agreement and by law.

11
12 The Association agrees, upon request from the District, to provide the District a copy of the
13 Association's current "Policy and Administrative Procedures Regarding Objections to
14 Political/Ideological Expenditures".

15
16 The Association further agrees to certify to the District that the Association and its affiliates have
17 complied with the above policies and administrative procedures prior to requesting enforcement of
18 the service fee obligation contained in this Article.

19
20 5. Further, the Association agrees to promptly notify the District in the event a Court order, an
21 Order of an administrative agency, or arbitration award is rendered restricting the Association from
22 implementing its agency fee objection policy or from charging or allocation any of the Association's
23 expenditures to bargaining unit members who choose not to join the Association. In the event of the
24 entry of such an order or arbitration award, the District shall have the right to immediately suspend
25 involuntary wage deduction under this article and shall promptly give notice of any such decision to
26 the Association.

27
28 6. The Association agrees to indemnify and save the Board, and including each individual school
29 Board Member and individual administrators, harmless against any and all claims, demands, costs,
30 suits or other forms of liability, including back pay and all court or administrative agency costs, that
31 may arise out of or by reason of action by the Board for the purpose of complying with this Article
32 subject to the following conditions:

33
34 a. The damages have not resulted from the negligence, misfeasance or malfeasance of the
35 Board or its agents.

36 b. The Association, after consultation with the Board or its representative, has the right to
37 decide whether or not to appeal the decision of any court or other tribunal regarding the

1
2
3
4
5
6
7
8
9
10
11
12
13

validity of the section or damages which may be assessed against the Board by any court or tribunal.

c. The Association has the right to choose the legal counsel to defend any said suit or action.

d. The Association shall have the right to compromise or settle any claim made against the Board under this section.

7. In the event that the Association fails to provide certification or information as called for in paragraph 3 or 4 above, the Employer shall have the right, within five (5) working days notice to the Association president, to discontinue all involuntary dues deductions for representation service benefit fees contained in the Article until such time as the Association has fully complied with the provisions of this contract.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

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, join and support the Association for the purpose of engaging in collective bargaining or negotiation and other lawful concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under cover of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any employees in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the constitutions of Michigan and the United States; that is 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 institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms of conditions of employment.

B. The Association and its members may use the District's building and facilities at any reasonable time with the approval of the Superintendent or his/her agent for the purpose of holding meetings of the Association or conducting its business.

C. The Board agrees to furnish to the Association, in response to reasonable requests from time to time, all information concerning the financial resources of the district, tentative budgetary requirements and allocations and such other information as will assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the employees, together with information which may be necessary for the Association to process any grievance or complaint. The Association agrees to pay only for the collecting, tabulating, etc., of any material not readily available.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35

ARTICLE III
MANAGEMENT RIGHTS

The Board, on its own behalf and on behalf of the electors of the district, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by laws and the Constitution of the State of Michigan and/or the United States, including, but without limiting the generality of the foregoing, the right:

1. To the executive management and administrative control of the school system and its properties and facilities and the school-related activities of its employees. This Article is not intended to control the private lives of individuals.

2. To hire all employees and subject to the provisions of law, to determine their qualifications and the conditions for their continued employment; and to promote and transfer all such employees; and dismissal and demotion of such employees in accordance and agreement with the Tenure Law.

3. To establish grades 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. To decide, after consultation and review with employees involved, the means and methods of instruction, the selection of textbooks and other teaching material and the use of teaching aids of every kind and nature.

5. To determine class schedules, the hours of instruction and the duties, responsibilities and assignments of teachers and other employee with respect to administrative and non-teaching activities and the terms and conditions of employment.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of the Agreement and then only to the extent such specific 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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

ARTICLE IV

PRIVILEGES AND RESPONSIBILITIES

A. Professional Behavior

The Association recognizes that abuses of sick leave or other leaves, chronic tardiness or absence, willful deficiencies in professional performance or other violations of discipline by an employee reflect adversely upon the teaching profession and create undesirable conditions in the school system. The Board, in recognition of the concept of progressive correction, shall notify the employee in writing of alleged delinquencies, indicating a fixed period of time for correction. Alleged breaches shall be promptly reported to the offending employee. The Association will work cooperatively with the Administration to help an employee correct a breach of professional behavior.

An employee shall, at all times, be entitled to have present, a representative of the Association when he/she is being reprimanded, warned or disciplined for any infraction of rules or delinquency in professional performance. When a request for such representation is made, no action shall be taken with respect to the employee until such representation of the Association is present.

No employee shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such discipline, reprimand, or reduction in rank, compensation or advantage, shall be subject to the professional grievance procedure hereinafter set forth. All information forming the basis for disciplinary action will be made available to the employee and, upon the employee's request, the Association.

Each employee's personnel file shall contain the following minimum items of information:

- Current TB report and required medical information
- All formal written employee evaluation reports
- Copy of employee annual contracts
- Teacher certificates
- A transcript of academic records, kept current

Each employee shall receive written notification within five (5) working days of and material, excluding material of a standard operating procedure as required by the business office, being entered into his/her personnel file. Each employee shall, within twenty (20) working days following notification of the material being entered into his/her file, have an opportunity to file a response thereto, and said response shall become a part of said file. Employees may have access to their personnel file at any reasonable time.

1 B. Employee Evaluation

2 1. The Superintendent or his/her agent will meet with each employee or discipline group and agree
3 on a criterion for evaluation of professional services to be rendered. It shall be with this agreed upon
4 criterion that each contract person shall be evaluated. A written report shall be placed in the
5 employee's file at least sixty (60) days before the end of each school year in which the observation(s)
6 and evaluation are completed.

7
8 2. If a probationary teacher or employee is employed by the district for a minimum of one full school
9 year, the district shall provide that member with an individualized development plan (IDP)
10 developed by the appropriate administrative personnel in consultation with the individual employee
11 and that employee will be provided with at least an annual year-end written performance evaluation
12 each year during that probationary period. The annual performance evaluation shall be based on at
13 least two (2) classroom or on-site observations held at least sixty (60) days apart, unless a shorter
14 interval is mutually agreed upon by the employee and the administrator. The evaluation shall
15 include at least an assessment of the employee's progress in meeting the goals of his/her development
16 plan.

17
18 3. Failure of the District to comply with the procedure in B2 with respect to an individual's
19 performance in any particular school year will be considered conclusive evidence that the employee's
20 performance for that school year was satisfactory.

21
22 4. Once an employee has served his/her probationary period, the employee will be provided with a
23 written performance evaluation a minimum of once every three years. The performance evaluation
24 shall be based on a minimum of two classroom/on-site observations conducted during the school
25 year covered by the evaluation. If an employee receives an unsatisfactory performance evaluation,
26 the district shall provide the employee with an individualized development plan developed by the
27 appropriate administrative personnel in consultation with the employee. The individual's evaluation
28 shall include at least an assessment of the individual's progress in meeting the goals of his/her IDP.

29
30 5. Failure of the District to comply with the procedure in B4 will be considered conclusive evidence
31 that the employee's performance for that period was satisfactory.

32
33 6. Following each formal evaluation, which shall include a conference with the evaluator, the
34 employee shall sign and be given a copy of the written evaluation report. In no case shall the
35 employee's signature be construed to mean he/she necessarily agrees with the contents of the
36 evaluation.

1 7. If an employee disagrees with an evaluation or a portion of that evaluation, she/he may submit a
2 written response, which shall be attached to the file copy of the evaluation in question. This written
3 response must be provided within fifteen (15) working days of the receipt of the written evaluation
4 report by the employee.
5

6 C. Resignations

7 No employee will terminate his/her contractual services for the Board during the current school
8 year, except by mutual agreement.
9

10 D. Qualifications for Employment

11 Each employee recognizes that it is his/her own responsibility to be properly prepared for his/her
12 contractual position. Each employee will meet all requirements of the Michigan Department of
13 Education established for employment in his/her specialty and will have its approval to perform and
14 provide a qualified professional service, including a valid Michigan Teaching Certificate when such
15 is required.
16

17 E. Physical Examinations

18 A physical examination may be required of any employee covered by this Master Agreement.
19 Examinations will be paid for in their entirety by the Board, if conducted by a Board-approved
20 doctor. The Superintendent will provide appropriate forms for physical examinations.
21

22 F. Vacancies and Promotions

23 Whenever any vacancy within the Bargaining Unit shall occur, the Board of Education shall
24 publicize the same by first giving notice of such vacancy to the Association President. Any employee
25 possessing required certification and posted qualifications may apply. It is agreed by the parties that
26 in filling such vacancies, the question of qualifications will be of primary consideration.
27

28 Persons employed by the District and denied a transfer will receive written notification outlining the
29 reasons for the denial.
30

31 Posted qualifications will be received by the Mecosta-Osceola Intermediate School District Education
32 Association Executive Board at least three (3) working days prior to actual posting.
33

34 G. Transfer

35 For the purpose of this Agreement, the word "transfer" shall specifically mean a change in a special
36 education assignment or a reassignment, whether voluntarily or involuntarily.
37

38 Transfers will be made only if the District's financial situation, personnel or program requirements
39 necessitate a change.

1 Voluntary Transfer- Shall be defined as a change in assignment at the request of the employee. An
2 employee may annually request, in writing, to be transferred to another position within the MOISD
3 regardless if said position has become vacant or not. This request shall be considered to be active
4 unless the employee indicates, in writing, that he/she is no longer interested in being transferred to
5 the given position or a period of 12 months has lapsed from the time the request was submitted.

6
7 Upon the posting of a vacancy as prescribed in Article IV, Section F, employees possessing the
8 required minimum certification and minimum posted qualifications and having submitted a transfer
9 request, shall be given primary consideration over all others regardless of the time of year. If two or
10 more employees meet the minimum certification and qualification, preference shall be given to the
11 person with the most seniority.

12
13 Involuntary Transfer- Shall be defined as a change in assignment or reassignment of the employee
14 to a position which is different than the one currently held or, following a summer break, the
15 position held the previous school year, without a request in writing from the employee asking for a
16 voluntary transfer. In the event an involuntary transfer is necessary, the least senior person who
17 meets the qualifications for the position shall be placed in the position. When a position reopens,
18 the involuntarily transferred personnel will be allowed first opportunity to apply for and be given
19 primary consideration for that position.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

ARTICLE V

PROFESSIONAL COMPENSATION

A. Experience Transferable

Up to ten (10) years of experience may be credited to new hires.

B. All professional employees are to be hired by written contract. The form of this written contract shall be determined by the Board and shall have as its basis the full privilege and protection of this Agreement. Less than full-time employees will have pro-rata privilege and full protection of the Master Agreement, unless hired on a tutor or substitute basis.

C. Any employee shall be paid according to two pre-selected options. The choice shall be made on the first teacher work day. After the option has been selected by the employee, no change shall be made for the remainder the school year. The first option shall be (1) twenty-six equal pays and the second (2) twenty-one equal pays. Contracts and the base schedule are based upon the agreed on school calendar.

D. Placement on Salary Schedule

All bargaining unit personnel shall be placed on the salary schedule set forth in Schedule A, which is attached to this Agreement. A schedule of salaries according to bachelors, masters, and specialist degrees and the number of years applicable is provided and attached hereto and made a part hereof as Schedule A. Such salary schedule shall remain in effect during the terms of this Agreement.

An employee taking an unpaid leave of absence of less than 46 work days in a given school year shall be advanced one full step on the next school year's salary schedule.

A Bachelor's Degree, plus 30 semester hours, in acceptable courses, in a planned program, which can be applied to an advanced degree, shall be considered on a Master's schedule.

The Master of Social Work Degree, consisting of two (2) years of course and field work beyond the Bachelor's Degree with a Certified Social Worker Certificate issued by the Michigan State Board of Licensing and full State Department of Education approval, will be considered equivalent on the salary schedule to MA+ 20

E. Sick Leave

Sick leave shall be granted on the basis of one (1) day per month or a minimum of ten (10) days per year for full-time employment. Any employee working less than the full year shall have his/her sick leave pro-rated. Sick leave shall begin with the first day of employment.

1 Sick leave shall be allowed for illness of the employee, employee's spouse, children, legal dependents
2 and parents (including step-parents and legal guardians, if the employee was raised by a guardian
3 rather than a parent). It is agreed that sick leave may also be used for the purposes of childbirth or
4 disability surrounding the termination of pregnancy.

5
6 In cases of extended illness and where all sick leave has been used, employees may be placed on
7 leave without pay for a period not exceeding one (1) year. In extenuating circumstances, the
8 employee may request the Board to approve up to one additional year of leave without pay.

9
10 The Board reserves the right to require a physical examination by a Board-approved physician at
11 Board expense for employees who have been granted leave without pay upon their return to active
12 employment after an extended illness.

13
14 Upon her/his return to work, within the same school year, the employee shall be returned to the
15 position held prior to the leave, if he/she is able to perform the essential skills of the position.

16
17 F. Personal Leave (with pay, but chargeable to the teacher)

18 Each employee regularly employed by the Board shall be granted two (2) days of leave per year to
19 transact personal business as defined: .

- 20
21 1. Activities of a legal nature which require the presence of the individual.
22
23 2. Attendance at the funeral services of a person whose relationship to the employee is other than
24 immediate family.
25
26 3. Activities of a urgent nature, the absence from which would cause the individual serious financial
27 and/or personal loss.

28 The preceding is to serve as guidelines in granting or denying a request for personal leave.
29 Request for the extension of vacation periods, job hunting, accompanying a spouse to conventions,
30 shall not be construed as qualifying reasons for personal leave under this section but can, at the
31 discretion of the Superintendent, be granted as leave without pay.

32
33 Personal leave days cannot accrue as personal leave but may, if not used as personal leave, accrue
34 as sick leave.

35
36 G. Worker's Compensation

37 If absence occurs due to injury or illness incurred while performing duties for the MOISD and under
38 the Michigan Worker's Compensation Act, the Board agrees to pay the difference between the

1 Michigan Worker's allowance and the employee's salary for the period of sick leave allowance (i.e.,
2 prorated sick leave utilization).

3
4 The cost of insurance benefits not covered by Long Term Disability will be provided by the Board
5 through the end of the contract year.

6
7 H. Sabbatical Leave

8 After seven (7) consecutive years of employment, an employee shall be eligible for study of personal
9 leave of one (1) year without pay and rehiring at leaving pay schedule without loss of sick leave.
10 This provision shall be limited to one employee in any one year as selected by the Association.

11
12 I. Family Leave

13 An employee must notify the Superintendent as soon as possible when a family leave is requested.
14 Beginning and ending dates of the leave shall be established on an individual basis in consultation
15 with the Superintendent. Family leave shall be without pay except as specified in Section "E".

16
17 Unless there are complications or extenuating circumstances beyond the control of the employee,
18 family leave shall be limited to eight (8) weeks.

19
20 J. Bereavement Leave

21 When death occurs in an employee's immediate family, i.e., spouse, child, legal dependent, or
22 parent (including step-parent and legal guardian, if the employee was raised by a guardian rather
23 than a parent), such employee, upon his or her request, shall be granted a paid leave of absence for
24 up to five (5) working days for each occurrence.

25 Three (3) work days per year, beginning with the day of death, shall be granted for each occurrence
26 of the death of other immediate family member such as mother-in-law, father-in-law, sister, step-
27 sister, brother, step-brother, grandparents, step-parents, and guardians.

28
29 One (1) paid bereavement leave day shall be granted in the case of the death of the employee's
30 brother-in-law, sister-in-law, grandmother-in-law, grandfather-in-law, aunt, uncle, niece, nephew,
31 and student in the employee's current caseload or classroom for each occurrence.

32
33 The employee must attend the funeral or memorial service for the above to apply.

34
35 K. Association Leave

36 Five (5) days annually shall be available to the Association for Association business. The
37 Association will reimburse the employer for the cost of a substitute teacher, if one is determined by
38 the employer to be necessary.

1 L. Professional Development

2 The employer recognizes the benefit of professional development and will make every effort to allow
3 employees to attend on an equitable basis, providing funds are available.
4

5 M. Protection of Teachers

6 The Board will reimburse employees for any loss of, damage to, or destruction of, personal property
7 of the employee used in teaching and approved for use in writing by the Superintendent in advance,
8 provided that such injury to property occurs while the said employee is on duty in the school or on
9 the school premises and further providing that such property is not covered by other insurance. This
10 provision does not include damage to autos.
11

12 N. Insurance

13 The Board shall provide insurance when the insurance company can start coverage, without cost to
14 the employees, insurance with equivalent coverage to the programs described below:
15

16 PLAN A: For employees needing health insurance

17 Super CARE 1 (Includes \$5,000 Life with AD&D)
18 Long Term Disability 66 2/3%
19 \$5,000 maximum
20 60 calendar days - modified fill
21 freeze on offsets
22 alcohol/drug-mental/nervous
23 same as any other illness
24 COLA
25 Delta Dental - 80/80/80: \$1,300
26 Negotiated Life: \$30,000 AD & D
27 Vision - VSP 3
28

29 PLAN B: For employee not needing health insurance

30 Delta Dental - 80/80/80: \$1,300
31 Negotiated Life: \$30,000 AD & D
32 Vision - VSP 3
33 Long Term Disability - 66 2/3% same as Plan A
34 \$100 /month towards tax sheltered annuity
35

36 PLAN C: For employees not needing any insurance coverage

37 \$200 per month towards a tax sheltered annuity
38

1 1. The Board will provide insurance information, including applications and claim materials, as has
2 been established by past practice.

3
4 a. Employees shall complete an official health application blank in order to obtain coverage.

5
6 b. It is the responsibility of the member to notify the business office of any change in the member's
7 family dependency status within thirty (30) days. Any overpayment of premiums on behalf of the
8 employee paid by the school district, and not reimbursed, due to the employee's failure to so notify,
9 will be billed back to the employee.

10
11 c. If spouses are both employed by the district and covered by this contract, the Board will provide
12 Plan A coverage at the appropriate level and Option B or C, at the employee's choice, for the other
13 spouse.

14
15 2. The Board will pay for less than full-time employees the pro-rated costs of the above insurance
16 benefits that are paid to full-time employees. The proration will be on the number of classroom duty
17 hours and the number of months worked, if they (i.e., the part-time employees) pay for the other
18 costs.

19
20 3. In the event an employee has exhausted all paid sick leave, the Board shall continue
21 uninterrupted benefits through the first ten (10) work days of unpaid absence with no cost to the
22 employee. The employee will be responsible for a full month's benefit cost beginning with absences
23 between eleven (11) and twenty (20) work days and a second month's cost beginning with the
24 twenty-first (21st) work day of unpaid sick leave.

25
26 4. The Board, by payment of the premium payments required to provide the coverages set forth,
27 shall be relieved from all liability with respect to the benefits provided by the insurance coverages as
28 above described. The failure of an insurance company to provide any of the benefits for which it has
29 contracted, providing the Board and the Union have met their obligations and responsibilities as
30 outlined in Section N-2, shall not result in any liability to the Board or the Union, nor shall such
31 failure to be considered a breach of any obligation by either of them.

32
33 5. Disputes between beneficiaries of the employee and any insurance company shall not be subject to
34 the Grievance Procedure established herein, providing the Board has met its obligations and
35 responsibilities outlined in Section N-2.

36
37 6. Upon termination unpaid leave of absence, or layoff from employment with the Board, the
38 employee's benefits as described above will cease to be paid by the Board, when the Board has
39 completed its contracted obligations to the employee.

- 1 7. Existing Board services in regard to payroll deductions shall continue to be provided as they have
- 2 in the past without charge to the employee.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39

ARTICLE VI

PROFESSIONAL POLICIES

A. Working Conditions

The parties recognize that the availability of adequate school facilities for both students and teacher is desirable to insure the high quality of education that is the goal for both teacher and Board. Whenever possible, and especially in the event of new buildings, adequate planning is to be given to sufficient rooms for special services. Each discipline will have files in the central office for the purpose of storing children's' records.

B. It is acknowledged by both parties that the primary duty and responsibility of special education teachers is to teach those pupils under their care.

C. Teaching Loads

Teaching/Work loads shall be as prescribed by the State Department of Education and as agreed on locally by the disciplines and Superintendent or his/her agent.

Itinerant staff shall develop, jointly with the Special Education Director or his/her designee, a weekly schedule providing preparation time.

In order to insure a high level of professionalism and insure quality services to our students, an advisory board will be created to review and discuss roles and responsibilities for itinerant staff and those staff not specifically addressed by special education guidelines.

The advisory board shall consist of: two (2) administration representatives and three (3) Association representatives.

The Board shall meet at the beginning and end of the school year. Special meetings may be called as necessary.

D. Work Hours

1. All employees covered by this Agreement will be required to be at their work assignments between the hours of 8:00 a.m. and 3:30 p.m. daily.

However, due to transportation routes and various starting times of each local district, employees may be asked to adjust their starting and ending times. In no event will an employee be required to be at his/her work assignment prior to 8:00 a.m.

1 2. All employees covered by this Agreement shall be allowed 30 minutes duty free for lunch, or at
2 the option of the Superintendent or his/her designee, the employees may be assigned to eat with their
3 students and then allowed to complete their day 30 minutes sooner. Employees will be allowed a 15-
4 minute break in the morning and afternoon.

5
6 3. The length of the work day as described in "1" above can be extended to include the professional
7 obligation to attend all assigned IEPC meetings, provided that such does not exceed three (3) hours
8 extra per month. Should the need for IEPC meeting attendance exceed more than three (3) hours
9 extra monthly, the total hours per school year shall not exceed 30 hours total.

10
11 The employees covered by this Agreement, as described in statement "1", accept the professional
12 obligation to occasionally attend meetings with parents or other professionals at hours beyond the
13 normal work day. Such obligation shall not mandate the employee to more than two (2) hours per
14 month nor obligate the employee to more than 40 hours of work per work week, exclusive of lunch
15 hour.

16
17 E. The employer will make a reasonable attempt to notify employees of their work building, district,
18 and room assignment at least 15 calendar days prior to the beginning of each new school year.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

ARTICLE VII

NEGOTIATIONS PROCEDURES

A. The representatives of the Association and the representatives of the Employer agree to meet when it is mutually determined to be necessary during the term of the contract to discuss items of mutual concern relating to this contract. Items for a given meeting shall be limited to an agenda proposed in advance.

B. At least sixty (60) days prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new Agreement covering wages, hours, terms, and conditions of employment.

C. Neither party in any negotiations shall have any control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representatives from within or outside the school district. While no final agreement shall be executed without ratification by the Association and the Board, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals and make concessions in the course of negotiations.

D. Negotiation meetings will be held at mutually satisfactory time and place.

E. Meetings will be private and shall not be open to the public or news media.

F. Each party shall keep its own minutes unless otherwise mutually agreed upon for one person to keep the minutes.

G. All agreements are tentative until final agreement is reached on the complete contract. Tentative agreements shall be duplicated, dated and initialed by the Chairman of each party.

H. Either party may caucus at anytime.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

ARTICLE VIII

GRIEVANCE PROCEDURE

A. A grievance is a dispute or a difference of opinion; however, only a grievance which involves the interpretation and application of a provision(s) of this agreement is subject to arbitration. If any such grievance arises, there shall be no stoppage or suspension of work because of such grievance, but such grievance shall be submitted to the following grievance and arbitration proceedings.

Every employee shall have the right to have an Association representative present at any and all steps of the grievance procedure.

An individual employee may present a grievance to the Board or its designated representatives as long as any adjustment is not inconsistent with the terms of this Agreement.

B. Work Day

For the purpose of this Articles, work day is a school day. Saturday, Sunday, holidays, and vacation will not be considered working days.

Step I - Verbal Discussion: Within ten (10) working days of becoming aware of an alleged grievable event, the employee or one member of a group of employees having a grievance shall first discuss the matter verbally with the supervisor.

A verbal answer shall be given by the supervisor within ten (10) working days following the discussion. If the grievance is not settled, it shall proceed to Step II.

Step II - Written Correspondence: A grievance signed by the employee or representative of the Association shall be presented in writing within the (10) working days following the verbal answer. Within ten (10) working days after presentation of the grievance, the Superintendent or his/her agent shall give his/her answer in writing.

Step III - Appeal to Board: If this grievance is not settled in Step II, it may be appealed to the Board in writing within ten (10) working days after receipt of the answer in Step II. A meeting shall be held within ten (10) working days between the Board or its designee and representatives of the Association. The Board or its designee shall give its answer in writing within ten (10) working days after the date of the meeting or any adjournment thereof.

1 Step IV - Arbitration: An arbitrable grievance not settled in Step III of the grievance procedure
2 may be subject to arbitration provided notice of intent to arbitrate is given in writing by the
3 Association within ten (10) working days from receipt by the Association of the answer in Step III of
4 the grievance procedure. Such notice of intent to arbitrate shall be given by the President of the
5 Association to the President of the Board.

6
7 Within ten (10) working days after written notice to arbitrate is given, a meeting shall be held to
8 select an arbitrator. If the parties cannot agree upon an arbitrator at this meeting, a joint request for
9 a panel of arbitrators shall be made to the Michigan Employment Relations Commission or
10 American Arbitration Association in accordance with their rules.

11
12 The arbitrator shall have no power to alter, add to, or subtract from, the terms of this Agreement.

13
14 Both parties agree to be bound by the award of the arbitrator.

15
16 The costs of any arbitration under this Article shall be borne jointly by the parties involved. The
17 expense of preparation and presentation of their cases will be borne by the parties separately.

18
19 C. Any grievance not advanced by the Association or employee to the next step within the required
20 limit in that step shall be deemed abandoned. A grievance not answered by the administration or
21 Board within the required time limits shall automatically advance to the next step. Time limits may
22 be extended in writing by the Board or its representative and the Association by mutual agreement.

23
24 D. Policy Grievance

25 The President of the Association may file a policy grievance when such may affect all or a
26 substantial number of its members or when unusual circumstances exist. Such grievance shall be
27 filed within ten (10) working days after the Association should have had knowledge of the incident.
28 A policy grievance may be initiated at Step II.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35

ARTICLE IX

LAYOFF & RECALL

A. In the event of layoff, affected personnel shall be notified in writing at least ninety (90) days prior to the effective date of layoff. Every effort will be made to avoid layoffs during the school year.

B. Layoff shall be on the basis of seniority and qualifications, the most senior employee being retained so long as he is qualified for available positions. Qualifications shall be in accordance with certification determined by the State Department of Education.

C. Seniority shall be computed from the date of hire and shall be defined as length of unbroken service within the bargaining unit. All bargaining unit seniority is lost when employment is severed by resignation, retirement, and/or by discharge for cause. Previously accumulated seniority within the bargaining unit is retained, but no additional seniority will accumulate during any period when a former bargaining unit member is employed in a supervisory/administrative non-bargaining unit position. Time spent on Board approved leave shall not be construed as a break in continuous service and seniority shall continue to accrue. The district shall present to the Association a current seniority list of bargaining unit members and others with seniority in the district, prior to October 15th of each year.

D. Employees shall be recalled in inverse order of layoff for position openings for which they are certified. In the event of a tie in the last date of hire (as listed on the seniority list) and certification, the following will be used to determine the order of recall in the exact order listed:

1. Date of Board approval of the individual contract.
2. Date of signature of individual contract.
3. Date of notice of intent to hire.
4. Date of interview.
5. Date of application.

In order for the date to be used on the above documents, it must be recorded for the involved individuals. If not, the next date must be used.

In the event all of the above dates are identical, the selection will be by a random selection mutually agreed to by the Association and the Board.

1 E. The Board shall give written notice to recall from layoff by sending a certified letter to the
2 employee's last known address with a copy sent to the Association President. The employee shall
3 respond to the notice of recall within fifteen (15) calendar days of the date the notice was mailed.
4 Refusal or acceptance of a position that is less than full-time shall not affect an employee's recall
5 rights to a full-time position. All laid off personnel shall be given first opportunity to accept part-
6 time or special education tutor work (when certification/qualifications are met).

7

8 Once part-time employment has been accepted, the employee may retain that position until it
9 expands to a full-time position.

10

11 F. In recalling employees from layoff, no employee will be terminated, lose recall rights or seniority
12 if the employee is at the time of recall under contract with another school district. This provision
13 expires at the end of the contract year that the recall was issued. Refusal of a full-time position shall
14 be construed as a voluntary quit with all rights to recall and seniority terminated.

15

16 G. A teacher, having been notified of being laid off and then subsequently recalled at the beginning
17 of the current school year, will receive a salary adjustment providing he/she was paid unemployment
18 compensation during their regular summer months.

19

20 This adjustment will be equal to the rate of unemployment compensation received, which will be
21 deducted from the salary he/she would have earned for the school year had there been no layoff.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

ARTICLE X

MISCELLANEOUS

A. The Agreement shall supersede any contrary or inconsistent terms contained in any individual teacher contracts and shall be made expressly subject to the terms of this Agreement.

B. Copies of this Agreement shall be printed at the expense of the Board and said copies, separate from administrative bulletins, shall be presented to all teachers now employed or hereafter employed by the Board.

C. Summer Employment

Prior to the beginning of any extended year session, any position that requires a person who is covered by this bargaining unit agreement will be posted, setting forth the minimum qualifications and the response date of the posting. Interested employees shall apply in writing by the response date.

In all cases, priority will be first determined by the applicants indicating intent to complete the entire extended year assignment. Incumbent persons shall be given first right of assignment. Second selection will be based on seniority and qualifications.

1. Salary will be prorata at the current contract hourly rate of the employee.

2. Summer employees will earn one sick day for every 25 days worked.

3. Summer employees may use sick days that were earned during the regular school year.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

ARTICLE XI

SALARY - TERMINATION OF EMPLOYMENT

A. Upon retirement or departure from the Mecosta-Osceola Intermediate School District after ten (10) years of continuous service, each employee shall be reimbursed at the current daily rate of pay for MOISD substitute teachers per each unused sick day that he/she has accumulated during his/her service with the district.

B. If in the event of the death of an employee who has completed seven (7) years of continuous service with the Mecosta-Osceola Intermediate School District, the district will pay the employee's designated beneficiary at the current daily rate of pay for MOISD substitute teachers for each day of accumulated unused sick leave - not to exceed 180 days.

ARTICLE XII

WAIVER CLAUSE

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Board and the Association, for the life of this Agreement, each voluntarily and unqualifiedly waive the right and each agree that the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge and contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38

ARTICLE XIII

Snow/ice and other related days, which the MOISD is to reschedule in order to avoid the loss of any state aid, will be added at the end of the school calendar year sufficient to meet the State's minimum requirements.

ARTICLE XIV

ENTIRE AGREEMENT CLAUSE

This Agreement supersedes and cancels all previous agreements, verbal or written or based on alleged past practices, between the Board and the Association and constitutes the entire Agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

A. The school year will consist of 184 Work Days, as follows:

180 Student Days

1 Pre-School Inservice Day

1 Post-School Teacher Work Day

1 Inservice Day during the School Year to be Set by the Association

1 Inservice Day during the School Year to be Set by the Administration

184 Total Work Days

B. The Administration/Board shall set the calendar working in conjunction with local school district Administrations and Education Associations. The calendar will be subject to approval by the Mecosta-Osceola Intermediate School District Board of Education and the Education Association's Executive Board.

ARTICLE XV

DURATION OF AGREEMENT

This Agreement shall be effective as of the 1st day of July, 1993, and shall continue effective until the 30th day of June, 1996.

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

SCHEDULE A

1993-94 SALARY SCHEDULE

4%

STEP	BA	BA+30 or MA	MA+20	EDS
0	25,239	26,896	27,810	28,756
1	26,753	28,509	29,479	30,481
2	28,267	30,123	31,147	32,206
3	29,782	31,737	32,816	33,932
4	31,296	33,351	34,485	35,657
5	32,810	34,964	36,153	37,382
6	34,325	36,578	37,822	39,108
7	35,839	38,192	39,490	40,833
8	37,353	39,806	41,159	42,558
9	38,868	41,419	42,828	44,284
10	40,382	43,033	44,496	46,009
LONGEVITY				
11	40,882	43,533	44,996	46,509
12	41,382	44,033	45,496	47,009

SCHEDULE A

1994-95 SALARY SCHEDULE

4%

STEP	BA	BA+30 or MA	MA+20	EDS
0	26,249	27,972	28,923	29,906
1	27,823	29,650	30,658	31,701
2	29,398	31,328	32,394	33,495
3	30,973	33,007	34,129	35,289
4	32,548	34,685	35,864	37,084
5	34,123	36,363	37,600	38,878
6	35,698	38,042	39,335	40,672
7	37,273	39,720	41,070	42,467
8	38,848	41,398	42,806	44,261
9	40,423	43,077	44,541	46,056
10	41,998	44,755	46,277	47,850
LONGEVITY				
11	42,498	45,255	46,777	48,350
12	42,998	45,755	47,277	48,850

SCHEDULE A

1995-96 SALARY SCHEDULE

4%

STEP	BA	BA+30 or MA	MA+20	EDS
0	27,299	29,091	30,080	31,103
1	28,937	30,837	31,885	32,969
2	30,575	32,582	33,690	34,835
3	32,213	34,328	35,495	36,701
4	33,851	36,073	37,299	38,568
5	35,489	37,818	39,104	40,434
6	37,127	39,564	40,909	42,300
7	38,765	41,309	42,714	44,166
8	40,402	43,055	44,519	46,032
9	42,040	44,800	46,324	47,899
10	43,678	46,546	48,128	49,765
LONGEVITY				
11	44,178	47,046	48,628	50,265
12	44,678	47,546	49,128	50,765

M. O. I. S. D.

SCHEDULE A

1996-97 SALARY SCHEDULE

3.5%

STEP	BA	BA+30 OR MA	MA+20	EDS
0	28,254	30,109	31,133	32,192
1	29,950	31,916	33,001	34,123
2	31,645	33,722	34,869	36,054
3	33,340	35,529	36,737	37,986
4	35,036	37,336	38,604	39,918
5	36,731	39,142	40,473	41,849
6	38,426	40,949	42,341	43,781
7	40,122	42,755	44,209	45,712
8	41,816	44,562	46,077	47,643
9	43,511	46,369	47,945	49,575
10	45,207	48,175	49,812	51,507
LONGEVITY				
11	45,707	48,675	50,312	52,007
12	46,207	49,175	50,812	52,507

JFK 6-7-96
JDA
7-96

M.O.I.S.D.

SCHEDULE A

1997-1998 SALARY SCHEDULE

3.0 % Increase

		BA + 30		
STEP	BA	MA	MA+20	EDS
0	29,102	31,012	32,067	33,158
1	30,849	32,873	33,991	35,147
2	32,594	34,734	35,915	37,136
3	34,340	36,595	37,839	39,126
4	36,087	38,456	39,762	41,116
5	37,833	40,316	41,687	43,104
6	39,579	42,177	43,611	45,094
7	41,326	44,038	45,535	47,083
8	43,070	45,899	47,459	49,072
9	44,816	47,760	49,383	51,062
10	46,563	49,620	51,306	53,052
LONGEVITY				
11	47,063	50,120	51,806	53,552
12	47,563	50,620	52,306	54,052

c:\payroll\salsched.xls

jmg

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38

SCHEDULE C

MILEAGE RATES

Mileage reimbursement will be determined in the following manner:

The Base Rate shall match the 1992 Standard Mileage Rate as established by the United States Internal Revenue Service of \$.28 per mile. Changes shall take effect on September 1st and March 1st of each year to match said change in the Standard Mileage Rate by the Internal Revenue Service.

Employees who use their own car(s) for work and drive only short distances during the day will be reimbursed at the rate of 50 cents per stop between schools or at the mileage reimbursement rate, whichever is greater.

ITINERANT STAFF

All itinerant staff will be paid for actual mileage driven on official school business, minus twice the distance from their homes to the nearest assigned school building.

Mileage will only be paid for distances within the intermediate district boundaries, except as agreed administratively for other purposes.

Any situation not covered appropriately by this policy will be dealt with as an individual matter by the Superintendent in consultation with the person involved and thereafter agreed upon by the Bargaining Unit.

CLASSROOM TEACHERS

All teachers assigned to a classroom shall be eligible to receive a transportation reimbursement for mileage incurred for classroom purposes.

Examples of trips which may be approved:

1. Home visits
2. Use of private automobile in case of emergency
3. Travel to IEPC meeting.
4. Travel to Intermediate School District meeting.
5. Any other meetings and/or activities as agreed upon in advance by the Superintendent and the teacher. Definition of these meeting and/or activities will be arrived at jointly by the Superintendent and a representative of the Negotiating Unit.

1 Staff members will in all cases plan their trips so they can consolidate their business in the least
2 number of trips possible.

3

4 Sharing of transportation or carpools will be required whenever possible.

5

6 If an employee changes his residence after his initial assignment, the MOISD will not be responsible
7 to pay any additional mileage costs incurred by the employee in the course of serving the students in
8 the areas of his original assignment. This provision is to be on a year-to-year basis. Any exceptions
9 or deviations not covered in this paragraph will be resolved between the Superintendent, the
10 employee, and an Association Representative.

MECOSTA-OSCEOLA INTERMEDIATE SCHOOL DISTRICT
Big Rapids, Michigan 49307

1993-1994 SCHOOL CALENDAR

Student days - 180

Staff Days - 184

0 = School closed

AUGUST 1993

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Students Begin
Staff Begin

FEBRUARY 1994

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

SEPTEMBER 1993

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Labor Day

MARCH 1994

				1	2	3	4	5
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30	31				

Area Wide Inservice

Spring Break

OCTOBER 1993

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 1994

						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

Good Friday

Easter

NOVEMBER 1993

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Deer Hunting

Thanksgiving

MAY 1994

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Memorial Day

DECEMBER 1993

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Holiday Break

JUNE 1994

				1	2	3	4
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

Staff Last Day

Students Last Day

JANUARY 1994

							1
2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17
18	19	20	21	22	23	24	25
26	27	28	29	30	31		

89 Semester

91 Records Day

JULY 1994

						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

MECOSTA-OSCEOLA INTERMEDIATE SCHOOL DISTRICT
Big Rapids, Michigan 49307

1994-1995 SCHOOL CALENDAR

Student days - 180

Staff Days - 184

0 = School closed

AUGUST 1994

1	2	3	4	5	6		
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	Staff Begin
28	29	30	31				Students Begin

FEBRUARY 1995

			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28					

SEPTEMBER 1994

				1	2	3	Labor Day
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		

MARCH 1995

Area Wide Inservice				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
Spring Break	26	27	28	29	30	31	

OCTOBER 1994

							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

APRIL 1995

							1
	2	3	4	5	6	7	8
Good Friday	9	10	11	12	13	14	15
Easter	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30						

NOVEMBER 1994

		1	2	3	4	5	
6	7	8	9	10	11	12	Deer Hunting
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				Thanksgiving

MAY 1995

		1	2	3	4	5	6
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				
Memorial Day							

DECEMBER 1994

				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
							Holiday Break

JUNE 1995

Student Last Day						1	2	3
Staff Last Day	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
	25	26	27	28	29	30		

JANUARY 1995

1	2	3	4	5	6	7	90	Semester
8	9	10	11	12	13	14	90	
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		Records Day
29	30	31						

JULY 1995

							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

8/10/93 tlg

1995-96 CALENDAR

per meeting of MEA Leadership & Superintendents from MOISD schools/MEA Uniserv Directors on 01-11-95

Student Days = 180

Staff Days = 184

○ = School closed

$\frac{3}{4}$

AUGUST		1995				
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Staff Begins → (between 18 and 19)
Students Begin → (between 28 and 29)

FEBRUARY		1996				
		1	2	3		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Presidents' Day → (between 18 and 19)

$\frac{20}{20}$

SEPTEMBER		1995	
		1	2
3	4	5	6
7	8	9	10
11	12	13	14
15	16	17	18
19	20	21	22
23	24	25	26
27	28	29	30

Labor Day → (between 1 and 2)

MARCH		1996				
		1	2			
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

$\frac{21}{22}$

OCTOBER		1995	
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	

Professional Development → (between 6 and 7)

APRIL		1996				
1	2	3	4	5	6	
7	8	9	10	11	12	
13	14	15	16	17	18	
19	20	21	22	23	24	
25	26	27	28	29	30	

Spring Break → (between 1 and 2)
Good Friday → (between 7 and 8)
Easter → (between 14 and 15)

$\frac{19}{19}$

NOVEMBER		1995	
		1	2
3	4	5	6
7	8	9	10
11	12	13	14
15	16	17	18
19	20	21	22
23	24	25	26
27	28	29	30

Safety Day → (between 15 and 16)
Thanksgiving → (between 23 and 24)

MAY		1996				
		1	2	3	4	
5	6	7	8	9	10	
11	12	13	14	15	16	
17	18	19	20	21	22	
23	24	25	26	27	28	
29	30	31				

Memorial Day → (between 26 and 27)

$\frac{14}{14}$

DECEMBER		1995	
		1	2
3	4	5	6
7	8	9	10
11	12	13	14
15	16	17	18
19	20	21	22
23	24	25	26
27	28	29	30
31			

Holiday Break → (between 28 and 29)

JUNE		1996				
		1	2	3	4	
5	6	7	8	9	10	
11	12	13	14	15	16	
17	18	19	20	21	22	
23	24	25	26	27	28	
29	30	31				

Students' Last Day → (between 5 and 6)
Staffs' Last Day → (between 9 and 10)

$\frac{20}{21}$

JANUARY		1996	
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	

End of 1st Semester → (between 19 and 20)
Records Day → (between 22 and 23)

JULY		1996				
1	2	3	4	5	6	
7	8	9	10	11	12	
13	14	15	16	17	18	
19	20	21	22	23	24	
25	26	27	28	29	30	
31						

1996-97 CALENDAR

Per Perpetual Calendar Guidelines per meeting of MEA Leadership & Superintendents from MOISD schools/MEA Uniserv Directors on 01-11-95

Student Days = 180

Staff Days = 184

= School closed

AUGUST		1996						
				1	2	3		
	4	5	6	7	8	9	10	
4	11	12	13	14	15	16	17	
5	18	19	20	21	22	23	24	
	25	26	27	28	29	30	31	

Staff Begins
 Students Begin

FEBRUARY		1997						
							1	
		2	3	4	5	6	7	8
		9	10	11	12	13	14	15
	16	17	18	19	20	21	22	19
Presidents' Day	23	24	25	26	27	28		19

SEPTEMBER		1996						
	1	2	3	4	5	6	7	
	8	9	10	11	12	13	14	
20	15	16	17	18	19	20	21	
20	22	23	24	25	26	27	28	
	29	30						

Labor Day

MARCH		1997						
							1	
		2	3	4	5	6	7	8
		9	10	11	12	13	14	15
		16	17	18	19	20	21	22
	23	24	25	26	27	28	29	20
Good Friday	30	31						20
Easter								17

OCTOBER		1996						
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
22	13	14	15	16	17	18	19	20
23	20	21	22	23	24	25	26	27
	27	28	29	30	31			

Professional Development

APRIL		1997						
							1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
	24	25	26	27	28	29	30	31

Spring Break

NOVEMBER		1996						
		1	2					
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
18	10	11	12	13	14	15	16	17
18	17	18	19	20	21	22	23	24
	24	25	26	27	28	29	30	31

Safety Day
 Thanksgiving

MAY		1997						
							1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
		24	25	26	27	28	29	30
	31							

Memorial Day

DECEMBER		1996						
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30	31				

JUNE		1997						
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30					

Students' Last Day
 Staffs' Last Day

JANUARY		1997						
		1	2	3	4			
		5	6	7	8	9	10	11
		12	13	14	15	16	17	18
		19	20	21	22	23	24	25
		26	27	28	29	30	31	

End of 1st Semester
 Records Day

JULY		1997						
		1	2	3	4	5		
		6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27	28	29	30	31		

1997-98 CALENDAR

Per Perpetual Calendar Guidelines per meeting of MEA Leadership & Superintendents from MOISD schools/MEA Uniserv Directors on 01-11-95
Revised per MEA Leadership/Superintendents from MOISD schools/MEA Uniserv Directors/MOISD Board of Education on 06-09-97

Student Days = 180

Staff Days = 184

☉ = School closed

AUGUST 1997

			1	2				
	3	4	5	6	7	8	9	
$\frac{3}{5}$	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	Staff Begins 08/25/97
	24	25	26	27	28	29	30	Professional Development
								Students Begin 08/27/97

FEBRUARY 1998

	1	2	3	4	5	6	7
Presidents' Day	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28

SEPTEMBER 1997

		1	2	3	4	5	6	Labor Day
	7	8	9	10	11	12	13	
$\frac{21}{21}$	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30					

MARCH 1998

	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

OCTOBER 1997

			1	2	3	4		
$\frac{23}{23}$	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
	26	27	28	29	30	31		

Spring Break **APRIL 1998**

				1	2	3	4
Good Friday	5	6	7	8	9	10	11
Easter	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

NOVEMBER 1997

				1			
	2	3	4	5	6	7	8
$\frac{18}{18}$	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30						

Thanksgiving

MAY 1998

					1	2	
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
Memorial Day	24	25	26	27	28	29	30
	31						

DECEMBER 1997

		1	2	3	4	5	6	
	7	8	9	10	11	12	13	
$\frac{15}{15}$	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30	31				

Holiday Break

JUNE 1998

				1	2	3	4	5	6
Students' Last Day	7	8	9	10	11	12	13		
Staffs' Last Day	14	15	16	17	18	19	20		
	21	22	23	24	25	26	27		
	28	29	30						

JANUARY 1998

				1	2	3		
	4	5	6	7	8	9	10	End of 1st Semester $\frac{90}{92}$
$\frac{19}{20}$	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	Records Day
	25	26	27	28	29	30	31	

JULY 1998

				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	