

8/31/2000

4514

CONTRACTUAL AGREEMENT

BETWEEN THE

COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT

AND THE

COPPER COUNTRY INTERMEDIATE EDUCATION ASSOCIATION

CCEA-MEA-NEA

1997-2000

Copper Country Intermediate School District

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ARTICLE I

RECOGNITION CLAUSE

The Board of Education of the Copper Country Intermediate School District recognizes the Copper Country Education Association, hereinafter referred to as the C.C.E.A., as the exclusive bargaining agent for all certified and/or licensed personnel under contract employed by the Board, whether or not assigned to a public school building, but excluding: office clerical employees; supervisory and executive personnel; teacher aides; substitute teachers, and all others not included in the bargaining unit mentioned above.

ARTICLE II

BARGAINING UNIT MEMBER RIGHTS

- A. Nothing contained in this Contract shall deny a bargaining unit member his/her rights under the Michigan General School Laws, Tenure Act, or any other law which applies to these rights.
- B. The provisions of this Agreement shall be applied without regard to race, creed, religion, color, national origin, sex or marital status.
- C. All communications obtained by a bargaining unit member teacher in confidence during the course of his/her professional duties which if disclosed to other persons might result in substantial and irreparable harm to the student involved need not, except with the consent of said bargaining unit member, be disclosed to anyone, including but not limited to any school administrator, parent or guardian, unless said disclosure has been determined to be required by law. In addition, the refusal to reveal such information shall not be considered cause for discipline or dismissal nor may any reference to such a refusal become part of any personnel record, unless such refusal is made in bad faith by the bargaining unit member.
- D. No bargaining unit member shall be disciplined, reprimanded, or reduced in rank or compensation without just cause. All bargaining unit members shall have the right to have a representative of his/her choice present any time disciplinary action is taken.
- E. Any complaint, made against an employee or person for whom the employee is administratively responsible, by any parent, student, or other person will be promptly called to the attention of the employee. Complaints shall not be incorporated into the employee's personnel file unless the employee has been informed of the complaint. The employee may respond to any such complaint in writing, and such response shall be included with the complaint if it is placed in the personnel file. If the C.C.I.S.D. administration finds the complaint to be unjustified or the matter is clarified, then the said complaint may be removed from the employee's personnel file.

ARTICLE III

RECOGNITION OF THE SCHOOL DISTRICT'S RIGHT TO MANAGE

The Copper Country Intermediate Education Association recognizes and agrees that the School District has the exclusive right to govern all aspects of operating the School District, including the right to discipline for just cause and to direct its entire work force at all times. The Association agrees that it will not disrupt or interfere with the sole and exclusive right and responsibility of the School District to manage and operate the school system. Generally this includes, but is not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel, except as specifically modified in this contract; providing, this section does not conflict with the Association rights under Public Act 379, as amended or as hereafter may be amended, and are applied in a reasonable manner.

ARTICLE IV

ASSOCIATION RIGHTS

- A. The Association and its representatives shall have the right to use school buildings before and/or after school hours for meetings, provided that when special custodial service is required, the Board will establish a charge therefore. No charge shall be made for use of school rooms before the commencement of the school day nor until 10:00 P.M.
- B. Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property, provided that this shall not interfere with or interrupt normal school operations.
- C. The Association shall have the right to use school facilities and equipment at reasonable times. The Association shall pay the established rate of all materials and supplies incidental to such use.
- D. The Association shall have the right to post notices of activities and matters of Association concern on bulletin boards. The Association may use the inter-office mail service and employee mail boxes for communication.
- E. The Board agrees to furnish to the Association in response to a written request public information as required by law.

ARTICLE V

ASSOCIATION DUES OR SERVICE FEES AND PAYROLL DEDUCTION

- A. Any teacher who is an employee of the Copper Country Intermediate School District may sign and deliver to the Board an assignment authorizing deduction of membership dues in the MEA/NEA/CCEA/CCIEA/PAC according to the dues schedule. Such authorization shall continue in effect from year to year. The Board shall deduct one-tenth of such dues from the second regular check of the bargaining unit member each month for ten months, beginning in September and ending in June. The Board agrees promptly to remit the MEA/NEA/CCEA/CCIEA/PAC dues to the Michigan Education Association, accompanied by an alphabetical list of the bargaining unit members for whom such deductions have been made.
- B. The Board recognizes the obligation incumbent upon bargaining unit members to contribute to the Association a legal service fee as established by the Association and that such a contribution represents the unit member's obligation to pay his/her fair share for the services by the Association. Thus, any bargaining unit member who is not a member of the Association in good standing or who does not make application for membership within 30 days from the date of commencement of duties shall, as a condition of employment, pay a legal service fee to the Association not to exceed the dues uniformly required to be paid by members of the Association, provided, however, that the bargaining unit member may authorize payroll deduction for such fee in the same manner as provided in Paragraph A.
- C. In the event that a bargaining unit member shall not pay such service fee directly to the Association, or authorize payment through payroll deduction within thirty (30) days as provided in the preceding article, the Board upon written request from the Association shall deduct a service fee as established by the Association. Said fee shall be deducted in equal installments, one per month for the remainder of the school year.
- D. The Association agrees to indemnify and save the Board, their agents and each individual school board member, harmless against any and all claims, demands, costs, suits, or other forms of liability, including dues erroneously deducted and all court or administrative agency costs that may arise out of or by reasons of action taken by the Board or any of its agents for the purpose of complying with this article, provided:
1. The employer gives timely notice of such action to the union and permits the union intervention as a part if it so desires; and

2. The employer cooperates with the union and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and appellate levels.

ARTICLE VI

WORKING CONDITIONS

- A. Class size and case load shall be based upon, but not restricted to, the minimum standards set forth by State statutes for all programs. Similar staffing arrangements for programs not covered by statutes shall be adhered to by mutual agreement. Class size and case load should not solely be determined by the number of students mandated by state regulations. Consideration will be given to the nature and severity of each student's handicapping conditions and the combination of students to be placed in that classroom.
- B. A work day shall be the same hours as the school in which the employee is assigned.
- C. All employees covered by this Agreement shall maintain a minimum of a six (6) hour work day with a one (1) hour or half (1/2) hour duty-free lunch period at a time agreed upon with his or her supervisor. All employees shall participate in parent planning conferences, which may extend beyond the normal work day, as assigned by their supervisor.
- D. The Board of Education reserves the right to hire outside of the bargaining unit for programs and services in the event no bargaining unit member applies for such assignment.
- E. No person covered under this Agreement shall be required to transport students as a condition of employment.
- F. Any request for compensation (for work done by a bargaining unit member) beyond the regular work day must be approved by the Superintendent or Assistant Superintendent.

ARTICLE VII

MAINTENANCE OF STANDARDS

The duties of any bargaining unit member or the responsibilities of any position in the bargaining unit will not be substantially altered, increased, or transferred to a person not a member of the bargaining unit without prior negotiation with the Association.

ARTICLE VIII

ACADEMIC FREEDOM

- A. Academic freedom shall be guaranteed to all employees, which means that no special individual limitation shall be placed on any employee in the study, investigation, presenting, and interpreting of ideas in the area of assignment.
- B. Bargaining unit members shall be given the opportunity to participate in and make recommendations regarding materials and equipment to be used in the delivery of instructional services to children under their supervision.

ARTICLE IX

LAYOFF AND RECALL PROCEDURE

It is hereby specifically recognized that it is within the sole discretion of the Board to reduce its educational program, curriculum and staff and that the procedures set forth in this article shall be used in laying off personnel.

Section I: Layoff Procedure

In order to promote an orderly reduction in personnel when the educational program, curriculum and staff is curtailed, bargaining unit members shall receive at least thirty (30) days written notice of any layoff. The following procedure will be used:

- A. Probationary employees shall be laid off first. A probationary employee shall not be laid off unless there is a tenure employee who is certified, qualified, and available to perform the duties of the position the probationary employee is vacating, or unless the position that the probationary employee is vacating, is being eliminated altogether.
- B. If the reduction of employees is still necessary, then tenure employees in the specific positions being reduced or eliminated shall be laid off on the basis of seniority, except as hereinafter provided. Layoffs made pursuant to this section shall be made in the inverse order of seniority, i.e., those with the least seniority are to be laid off first. "Seniority" shall be measured by continuous service in a bargaining unit position when under regular contract and excludes leave of absence, except educational leave, which is included. When a bargaining unit member is placed in an administrative position, all rights will be retained which she/he possessed while a member of the bargaining unit, provided that administrators employed by the Board prior to September 1, 1981, shall maintain all seniority rights and privileges they possessed at that time.
- C. An employee, who is laid off pursuant to this article has the right to be placed in a position for which he/she is certified and qualified to fill and which is occupied by an employee with less seniority. The administration shall determine who is "qualified" by using the following criteria (only when certification and seniority are equal):
 1. Teaching/job experience
 2. Educational level obtained by the employee
 3. Employee evaluation and other relevant objective criteria will be considered when (1) and (2) above are equal

Section 2: Recall Procedure

- A. Recall of an employee shall be in the inverse order of layoff, i.e., those laid off last will be recalled first; provided, however, that an employee in order to be reassigned shall be certified and qualified as herein set forth to perform the specific duties he/she is being assigned.

Section 3:

In the event that this district shall be combined with one or more districts, the Board will use its best efforts to assure the continued employment of its members in such consolidated district.

Section 4:

- A. A seniority list of all employees shall be prepared by the Board and sent to the Association by October 15 of each year for verification.
- B. The provisions of this layoff procedure will conform with the regulations of the State Tenure Commission.
- C. The Board shall give written notice of recall from layoff by sending a registered letter to said employee at the employee's last known address. It shall be the responsibility of each employee to notify the Board of any change in address. The employee's address as it appears in the Board's records shall be conclusive when used in connection with layoff, recall or other notice to the employee. If the employee fails to respond within twenty (20) calendar days from the date of the receipt of the Board's written notice of recall, or within twenty (20) calendar days after the Board's notice of recall has been returned by the postal department as being undeliverable, and unless an extension is granted in writing by the Board, such employee shall be considered a voluntary quit and shall thereby terminate his/her individual employment contract and any other employment relationship he/she may have had with the Board.

ARTICLE X

EVALUATION OF EMPLOYEES

- A. Each employee under this article, upon employment or at the beginning of work, shall be given a thirty (30) minute orientation by the Employer as to specific terms of employment, the terms of this Contract, and to the management organization with an Association representative participating. The orientation shall include the method of evaluation and job description.
- B. The evaluation of the performance of each employee in the school system is the responsibility of the administration. In such evaluations, all monitoring or observations of bargaining unit members shall be conducted openly. Formal evaluations shall be completed during the period before the last fifteen (15) working days of the school year. An employee shall be formally evaluated no more than once during any single five (5) working day period.
- C. Evaluations shall only be conducted by a Program Director, or other qualified administrator as designated by the Board of Education. Each written review of the employee's job performance shall be based on at least thirty (30) minutes of continual observation.
- D. Employees who are probationary bargaining unit members will be evaluated at least three (3) times each year in writing. A conference will be held within fifteen (15) calendar days after each evaluation to review job performance of a probationary bargaining unit member.
- E. Tenure bargaining unit members and other employees may be evaluated at least once per year and shall be evaluated at least once every three (3) years in writing with a personal meeting within fifteen (15) calendar days thereafter to review job performance.
- F. Two (2) copies of the written evaluation shall be submitted to the employee, one (1) to be signed and returned to the administration, and the other one (1) to be retained by the employee. In the event that the employee feels that his/her evaluation was incomplete or unjust, he/she may put his/her objections in writing and have them attached to the evaluation report to be placed in his/her evaluation file.
- G. Each employee shall have the right upon request to review the contents of his/her evaluation file. A representative of the Association may, at the employee's request, accompany the employee in this review. The employee shall be notified of each addition to his or her file.

H. Observations by other than supervisors of employees shall not be a part of evaluation unless written notification has been given to the observed employee. The notice shall contain the purpose of the observation.

ARTICLE XI

GRIEVANCE PROCEDURE

Definition

- A. A grievance is a matter involving the violation of a specific article or section of this Agreement, or a violation of any rule or regulation of the Board of Education dealing with wages, hours and working conditions.

Terms

- B. In addition, the following matters shall not be a basis for any grievance filed under the procedure outlined in this Article.
1. The placing of a non-tenure employee on a third year of probation.
 2. Matters involving bargaining unit member evaluation content.
 3. Termination of services or failure to re-employ any probationary employee.
 4. Any matter in which the Tenure Act describes a procedure or authorizes a remedy (discharge and/or demotion).
- C. Grievances shall be kept separate from other personnel records and shall be made available to the grievant and/or his or her designee when requested.

Procedure

Level 1

- D. An employee and/or an Association representative with a grievance may discuss it with his/her immediate supervisor within ten (10) working days from the alleged occurrence or from the time the employee should have had knowledge thereof. In any event, any grievance not submitted within ninety (90) working days of the occurrence of the event upon which it is based shall be invalid and not accepted.

Level 2

- E. If the grievance is verbally denied, the grievance shall be put in written form by the employee or Association representative within five (5) working days using the form agreed on in Appendix B, and presented to the Superintendent. The grievance shall specify the facts giving rise to the grievance, the article and section of the Agreement allegedly

violated, or the Board rule allegedly violated, and the relief requested.

Within five (5) working days of receipt, the Superintendent or designee shall meet with the grievant and/or Association. The Superintendent or designee shall within five (5) working days of such meeting indicate his/her disposition of the grievance in writing and furnish a copy thereof to the Association.

Level 3

F. In the event the grievant and/or Association is not satisfied with the disposition of the grievance at Level 2, or if no decision has been rendered within ten (10) working days of receipt, he/she may refer the grievance to the Board. Within twenty (20) calendar days from the receipt of the grievance by the Board, the Board shall hold a hearing and within two (2) working days after the Board hearing the Board shall render a decision in writing, copies of which shall be forwarded to the grievant, the supervisor and the Association.

Level 4

G. In the event the Association wishes to carry the matter further, it shall, within thirty (30) calendar days from the date of the employer's answer to Level 3, file a demand for arbitration in accordance with the American Arbitration Association's Rules and procedures, unless a mutually agreed upon arbitrator can be found.

The arbitration proceedings shall be conducted in accordance with the American Arbitration Association Rules and Regulations.

A grievance may be withdrawn at any time without prejudice by the grievant and the Association.

There shall be no appeal from any arbitrator's decision. Each such decision shall be final and binding on the Association, its members, the employee or employees involved, and the Employer. The arbitrator shall make a judgment based on the express terms of this Agreement, and shall have no authority to add to, or subtract from any of the terms of this Agreement. Their authority shall be limited to deciding whether a specific article or section of this Agreement has been violated.

The expenses for the arbitrator shall be shared equally between the Employer and the Association.

Upon mutual agreement between the parties, time limits at any step of the grievance procedure may be extended.

H. Notwithstanding the expiration of this Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution to the extent required by law.

ARTICLE XII

HIRING, VACANCIES, PROMOTIONS AND TRANSFERS

- A. A vacancy shall be defined for the purpose of this contract as a position presently unfilled, a position currently filled but which the Board has been officially notified will be open in the future, or a new position that is currently not in existence.
- B. The Board declares its support of a policy of filling vacancies, including vacancies in supervisory positions, from within its own staff. Whenever a vacancy arises, the Superintendent shall post notice of same on bulletin boards for no less than twelve (12) working days, and give written notice to the Association, naming the position, qualifications and job description. Vacancies shall be filled on the basis of the experience, competency and qualifications of the applicant, length of service to the district, and other relevant factors. If two or more applicants' factors are equal, the vacancy should be filled from within the school district; provided, however, in all appointments to positions, the Board's decision shall be final. If requested, unsuccessful applicants shall be given reasons for not attaining the position. The Superintendent or his/her designee shall notify in writing an employee affected by an involuntary transfer, or the reasons for the transfer.
- C. When vacancies occur during the school year, and the Superintendent in his/her reasonable judgment so determines, such a vacancy may be filled on a temporary or tentative basis until the end of the current semester at which time the position will be considered vacant.
- D. Requests by an employee for transfers to a different class, building, or position shall be made in writing to the Superintendent. The application shall set forth the reasons for transfer, and the school, grade, or position sought. Such requests shall be reviewed once each year to assure active consideration by the Board. An involuntary transfer will be made only in case of an emergency or to prevent undue disruption of the instructional program. The Superintendent shall notify the affected employee and the Association of the reasons for such transfer. If the employee objects to such transfer for the reason given, the dispute may be resolved through the grievance procedure.

ARTICLE XIII

TEACHER-AIDE RELATIONS

- A. The Board shall employ aides to assist teachers according to the State regulations provided for programs operated by the Board, or as mutually agreed. Each aide position shall have a job description which will be the guide for bargaining unit member utilization of the aide. The bargaining unit member shall be assigned the responsibility of orientation to job duties and work schedules of the aide.
- B. All aides will serve a probationary period with the assigned bargaining unit member, and the bargaining unit member will be responsible to submit a written recommendation to the program supervisor during or prior to the termination of the probation.
- C. An aide's daily work shall be directed by the bargaining unit member to whom he or she is assigned, and all activities of the aide are to be coordinated with the supervisor.

ARTICLE XIV

SICK LEAVE

Every full-time employee shall be entitled to sick leave with full pay of one (1) day for each completed month of service, or the prorated equivalent for part-time employees who work on a 180-day regular school year schedule. Sick leave shall be computed from July 1 to June 30.

1. Unused sick leave may be accumulated up to 160 days for each employee, at the rate of one (1) day for each completed month of service.
2. An employee may utilize his/her sick leave allowance for absences:
 - a. Due to personal illness or physical disability, including childbirth and/or complications due to childbirth.
 - b. Necessitated by exposure to contagious disease in which the health of others would be endangered by his/her attendance on duty. A bargaining unit member absent from work because of mumps, scarlet fever, measles or chicken pox shall suffer no diminution of compensation and shall not be charged with sick leave.
 - c. Due to illness of a member of his/her immediate family who requires his/her personal care and attention, provided that this shall be approved by the Superintendent and shall not exceed ten (10) sick leave days in any one fiscal year. The term "immediate family" as used in this section shall mean parents, grandparents, children, brothers, or sisters of the employee and the employee's husband or wife. Additional days may be granted by the Superintendent in cases of emergency.
 - d. Sick leave shall not be taken immediately before or after a vacation unless a physician's statement is presented to the Superintendent or the Superintendent has approved the sick leave.
 - e. The Superintendent may require an employee to secure a physician's statement if sick leave abuse is suspected.
3. An employee receiving sick leave with pay who simultaneously receives income under the Worker's Compensation Act shall receive, for the duration of such income, only that portion of his/her regular salary which will, together with said income, equal his/her regular salary. In that event, the employee's sick leave reserve shall be charged only in the same proportion as his/her sick leave payment is to his/her regular

wage or salary for the day, week, half-month, or period involved.

4. When a bargaining unit member retires from the C.C.I.S.D. upon reaching the legal retirement age of the Michigan Public School Employees' Retirement System, he/she shall receive full pay for one-half (1/2) of his/her unused sick leave days up to, but not to exceed, the sum of \$4,000. If the separation is the result of death of the employee, his/her estate shall receive payment.
5. The Board shall establish a monetary fund to supplement the income of district employees facing catastrophic illness or injury. The fund will be Two Thousand Five Hundred Dollars (\$2,500). The following guidelines shall govern the fund:
 1. Administrators, support staff, and bargaining unit members are eligible to use the fund.
 2. All sick leave days and personal leave days must be exhausted.
 3. The fund will be administered by a committee of one board member, one administrator, one bargaining unit member and one support staff person.
 4. Employees may increase the fund through voluntary donations.
 5. Insurance coverage will be continued for any affected employee for the duration of the contract year.

ARTICLE XV

PERSONAL LEAVE

Two (2) days per year may be granted for personal leave. These days may be used for personal business which cannot be undertaken at any other time except during working hours. These days must be approved by the employee's supervisor prior to use. Under unusual circumstances, additional time may be allowed with the approval of the Superintendent. These days if unused may accumulate to a maximum of three (3) days.

Personal days if unused or not accumulated will accrue to sick leave at the end of each school year.

ARTICLE XVI

FUNERAL LEAVE

An employee shall be allowed three (3) working days with pay as funeral leave not to be deducted from sick leave for a death in the immediate family. Immediate family is to be defined as follows: mother, father, step-parents, brother, sister, wife or husband, son or daughter, step-children, mother-in-law, father-in-law, grandparents, and grandchildren. Additional days may be granted, and shall be either chargeable to sick leave or without pay, at the option of the employee.

ARTICLE XVII

JURY DUTY

An employee who serves on jury duty will be paid the difference between his/her pay for jury duty and his/her regular pay.

ARTICLE XVIII

OTHER LEAVES OF ABSENCE

A. Extended Leaves:

The following extended leaves without pay may be granted after an application is on file and the Superintendent and the Board have approved it:

1. Up to two (2) years for full-time graduate study and/or for full-time university study, at a university, related to the employee's assignment.
2. Up to one (1) year for caring for a member of the immediate family who is ill. Illness leave (physical or mental) for self.
3. Up to one (1) year for any reason after five (5) years of service in this school system. An option may be available on the health and hospitalization insurance program at the expense of said employee if the carrier provides said option. If the leave of absence is granted, the employee may, at the discretion of the Board, be offered his/her position held prior to leaving the system, or an equal position, if the employee chooses to return to the school system.
4. Child care.
5. The Superintendent, with the approval of the Board of Education, may grant an employee an extended leave of absence with benefits.

B. Sabbatical Leaves:

Requests for Sabbatical Leaves may be granted in accordance with Michigan Statute.

- C. Employees shall maintain seniority for the leaves named in Section A above. Seniority will accrue while an employee is on an approved educational leave of absence.
- D. Leave of absence with pay or without loss of seniority shall be granted to Association members selected to attend a function of the Association. A maximum of two (2) members shall be allowed the time off at one time. Such leave shall not exceed eight (8) employee days. The Superintendent shall be notified five (5) days prior to the use of such leave.

ARTICLE XIX

SCHOOL EQUIPMENT, MATERIALS AND FACILITIES

- A. The Board agrees to provide the best and most suitable equipment for the delivery of education to the children of the district within its financial capabilities. Employees will have access to the utilization of (in agreement with his or her supervisor) equipment necessary for the preparation of instructional materials.
- B. The Board will adhere to regulations relative to the Civil Rights Act, the Privacy Act, and Title IX of the Educational Amendments of 1972. A bargaining unit member will report to his or her supervisor any instructional material which, in their judgment, may be sensitive to prejudice or stereotype and/or unfairly reflect the role of groups or minorities.
- C. An employee may request a current list of resource centers and/or instructional materials from the Curriculum Resource Center of the district for use in their work.
- D. If an employee considers that the work area may be deemed to have a health or safety problem, a meeting with his or her supervisor will be arranged at a mutually agreeable time. Concerns expressed by employees under the terms of this section are not grievable via the grievance procedure as detailed in Article XI of this Agreement. The Board will maintain equipment and school facilities to the minimum standards required by statutes for health and safety.
- E. The Board shall make available in each building, lunch room, work room, and lavatory facilities for employee use.
- F. Parking facilities shall be provided and identified for employee use at each building. Upon mutual agreement, vending machines may be installed in lounge and work room areas.
- G. District telephones may be used by employees for local calls.

ARTICLE XX

MILEAGE

A. Approved employee business travel by car shall be reimbursed at the Internal Revenue Service rate of pay per mile. This rate, which is determined each December, will become effective on January 1st of the following year.

B. A depreciation allowance shall be paid employees based upon miles traveled in a separate lump sum payment at the end of the school year.

2,000 - 5,999 miles of travel	\$160.00
6,000 + miles of travel	\$260.00

C. The Board shall establish a \$1,000 fund to reimburse District employees up to a maximum payment of \$200.00 for any automobile deductible expense they incur from a reported automobile accident while in the course of their employment.

ARTICLE XXI

INSURANCE PROTECTION

- A. Worker's Compensation coverage is secured in the amount required by law.
- B. Upon submission of a written application, the Board agrees to pay, for the duration of this contract which terminates August 31, 2000, fully paid MESSA Super Care I for all employees and their eligible dependents, provided that the employee has completed their contractual year. A prorated equivalent of insurance costs shall be contributed toward the purchase of the health insurance for all regularly employed part-time employees.

The Board shall be responsible for the payment of the Super Care I deductible upon presentment of a billing statement to the Business Manager's Office of the School District. The Board shall also reimburse bargaining unit members for the difference in a prescription drug co-pay charge in accordance with the payment practice established by the Business Manager's Office. These reimbursement payments shall be payable only once a year.

Confidentiality shall be exercised by the District and its Business Office with regard to an employee's processing of his/her medical deductible or prescription drug reimbursement claim.

Proration of Fringe Benefits

All fringe benefits for part-time employees hired after October 1, 1990 shall be pro-rated based upon a six hour work day.

- C. Any employee not electing health care protection as provided above, may participate in the Cafeteria Section 125 Plan upon written application and apply the single subscriber rate of said health care insurance toward the purchase of plan options.
- D. The Board shall provide, without cost to the employee, VSP-3+ Vision Care to all eligible employees and their eligible dependents.
- E. Upon written application, the Board shall provide, without cost to the employee, Set Dental Plan II (80,80,80 to \$1,500 max. with incentive plan) for 1997-2000, including internal and external coordination of benefits for each eligible employee of the bargaining unit and his/her eligible dependents.

- G. The above-named benefits are subject to the underwriting rules and regulations as set forth by the carrier.
- H. In the event an employee is on leave or laid off during the school year, the insurance shall be continued until the employee has received the pro-rata portion of the twelve (12) month insurance year earned at the time of the lay off or leave. An employee hired after the first required work day of the school year shall be entitled to the above-mentioned employee benefits, subject to MESSA's underwriting guidelines.
- I. Beginning with the 1993-94 contract year, the employer shall provide without cost to the Employee, Life Insurance Protection in the amount of \$10,000 that shall be paid to the Employee's designated beneficiary. The plan shall include accidental death and dismemberment (AD&D) and waiver of premium (WOP).

ARTICLE XXII

SALARY SCHEDULE

1997-98

STEPS	B.A.	B.A.+18	M.A.	MSW M.A.+15	M.A.+30	NURSE
1	\$25,724	\$26,796	\$27,868	\$28,940	\$30,012	\$18,007
2	\$26,238	\$27,332	\$28,425	\$29,518	\$30,612	\$18,367
3	\$26,753	\$27,868	\$28,983	\$30,097	\$31,213	\$18,727
4	\$27,267	\$28,404	\$29,540	\$30,676	\$31,813	\$19,087
5	\$28,811	\$30,011	\$31,212	\$32,412	\$33,614	\$20,168
6	\$30,354	\$31,619	\$32,884	\$34,149	\$35,414	\$21,248
7	\$31,898	\$33,227	\$34,556	\$35,885	\$37,215	\$22,328
8	\$33,441	\$34,835	\$36,229	\$37,621	\$39,016	\$23,409
9	\$34,985	\$36,442	\$37,901	\$39,358	\$40,817	\$24,489
10	\$36,528	\$38,050	\$39,573	\$41,094	\$42,617	\$25,570
11	\$38,072	\$39,658	\$41,245	\$42,830	\$44,418	\$26,650
12	\$39,615	\$41,266	\$42,917	\$44,567	\$46,219	\$27,730

1998-99

STEPS	B.A.	B.A.+18	M.A.	MSW M.A.+15	M.A.+30	NURSE
1	\$26,470	\$27,573	\$28,676	\$29,779	\$30,883	\$18,529
2	\$26,999	\$28,124	\$29,250	\$30,374	\$31,500	\$18,900
3	\$27,529	\$28,676	\$29,823	\$30,970	\$32,118	\$19,270
4	\$28,058	\$29,227	\$30,397	\$31,565	\$32,736	\$19,641
5	\$29,646	\$30,882	\$32,117	\$33,352	\$34,588	\$20,752
6	\$31,235	\$32,536	\$33,838	\$35,139	\$36,441	\$21,864
7	\$32,823	\$34,191	\$35,559	\$36,926	\$38,294	\$22,976
8	\$34,411	\$35,845	\$37,279	\$38,712	\$40,147	\$24,088
9	\$35,999	\$37,499	\$39,000	\$40,499	\$42,000	\$25,199
10	\$37,587	\$39,154	\$40,720	\$42,286	\$43,853	\$26,311
11	\$39,176	\$40,808	\$42,441	\$44,073	\$45,706	\$27,423
12	\$40,764	\$42,462	\$44,161	\$45,859	\$47,559	\$28,535

1999-2000

STEPS	B.A.	B.A.+18	M.A.	MSW M.A.+15	M.A.+30	NURSE
1	\$27,238	\$28,373	\$29,508	\$30,643	\$31,779	\$19,067
2	\$27,783	\$28,940	\$30,098	\$31,256	\$32,414	\$19,448
3	\$28,328	\$29,508	\$30,689	\$31,868	\$33,050	\$19,829
4	\$28,872	\$30,075	\$31,279	\$32,481	\$33,685	\$20,211
5	\$30,507	\$31,778	\$33,049	\$34,320	\$35,592	\$21,355
6	\$32,141	\$33,480	\$34,820	\$36,158	\$37,499	\$22,499
7	\$33,775	\$35,183	\$36,590	\$37,997	\$39,405	\$23,643
8	\$35,409	\$36,885	\$38,361	\$39,836	\$41,312	\$24,787
9	\$37,044	\$38,587	\$40,131	\$41,674	\$43,219	\$25,931
10	\$38,678	\$40,290	\$41,902	\$43,513	\$45,126	\$27,075
11	\$40,312	\$41,992	\$43,672	\$45,351	\$47,032	\$28,219
12	\$41,947	\$43,694	\$45,443	\$47,190	\$48,939	\$29,363

- A. Any bargaining unit member required to work days in excess of the scheduled calendar shall be compensated at his/her per diem rate.
- B. Longevity shall be paid based on years of experience with the C.C.I.S.D. as follows: For the 1997-98 school year longevity shall be paid as follows: \$450 after 11 years; \$500 after 16 years; \$550 after 21 years and \$550 after 26 years. For the 1998-99 and 1999-2000 school years longevity shall be paid as follows: \$475 after 11 years; \$525 after 16 years; \$575 after 21 years and \$600 after 26 years.
- C. Credit beyond the Master's Degree must be earned in a field of study related to Special Education or their area of assignment and approved by the administration to be counted toward lateral movement.
- D. Bargaining unit members in the C.C.I.S.D. shall have the right to select one of the following options for the method of receiving their contract salary.

OPTION A - Contract salary to be divided into twenty-six (26) equal payments to be made at fourteen (14) day intervals throughout the year.

OPTION B - Contract Salary to be divided into twenty (20) equal installments to be made at fourteen (14) day intervals to coincide with those paydays established in OPTION A.

OPTION C - Any bargaining unit member selecting OPTION A may receive all contract salary due for the year on the last day of the regular school year. The Business office shall be notified four (4) weeks prior to the last payday when desired funds are to be received.

OPTIONS B and C shall apply if the funds are available.

E. Summer Employment - A bargaining unit member shall be paid the following per diem rate for four (4) hours of work per day.

1997-2000

1st year employee	\$70.00
2nd year employee	\$80.00
3rd year employee	\$90.00
4th year employee	\$100.00
5th year employee	\$110.00

The rates will be doubled if a bargaining unit member works a full seven hour day.

F. Compensation for work at Camp Nesbit shall be as follows:

	<u>Year One</u>	<u>Year Two</u>
Camp Director (1)	\$1,050/week	\$1,100/week
Camp Instructor (2)	790/week	830/week
Nurse	525/week	550/week

All Camp Nesbit positions shall be offered first to the bargaining unit members. These positions shall be voluntary.

If a bargaining unit member assigned to a constituent district is required to attend Camp Nesbit with his/her student(s), the bargaining unit member shall be paid at the rate specified in the constituent district contract.

G. Nursing duties will be reimbursed at 70% of the B.A. Schedule on the appropriate step and teaching duties will be reimbursed at 50% of the appropriate step.

ARTICLE XXIII

EXTENT OF AGREEMENT

- A. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in written and signed amendment to this Agreement.
- B. Any individual contract between the Board and an individual bargaining unit member heretofore executed shall be subject to and consistent with the terms and conditions of this Agreement. Any individual contract shall be expressly made subject to and consistent with the terms of this or subsequent Agreements to be executed by the parties. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.
- C. This Agreement shall supersede any rules, regulations, or past practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- D. If any provisions of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provisions or applications shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

ARTICLE XXIV

SCHOOL IMPROVEMENT

The conditions which follow shall govern employee participation in any and all plans, programs, or projects included in the terms, site-based decision making, school improvement, effective schools as provided in Act 197, P.A. 1987 (Section 15.1919 (919b) MSA) or other similar plans:

1. Participation in the planning process by the employee is voluntary.
2. Participation or nonparticipation in the planning process shall not be used as a criterion for evaluation, discipline, or discharge.
3. The Master Agreement may not be modified in whole, or in part, except by mutual, written agreement by the Association and the Board.

ARTICLE XXV

MEDICALLY FRAGILE STUDENTS

Bargaining unit members agree to perform required health services for which they received instruction and have the ability to perform, and to provide these services in the absence of the school nurse. The Board agrees to provide liability insurance protection for bargaining unit members who provide these health services, acts or functions.

During the hiring process of any bargaining unit member who may be required to provide school health services or self care activities on behalf of students (such as, soiling or toileting), employer shall advise the member in writing, before member is employed, the specific types of such acts, functions or activities the member may be asked to perform. The employer shall likewise provide advice in writing, regarding availability of training and other support, both staff and materials resource, before the member is employed.

ARTICLE XXVI

DURATION OF AGREEMENT

- A. This Agreement shall be effective as of September 1, 1997, and shall continue in effect until the 31st day of August, 2000.
- B. Copies of this Agreement titled, "Contractual Agreement between the Copper Country Intermediate School District and the Copper Country Intermediate Education Association - CCEA-MEA-NEA", shall be printed at the expense of the Board within thirty (30) days after the Agreement is signed and presented to all bargaining unit members now employed, hereafter employed or considered for employment by the Board. All school district personnel policies or any changes in said policies shall be distributed to all employees represented by the Unit within thirty (30) days of the commencement of this contract, or upon employment.

ARTICLE XXVII

TELEINSTRUCTIONAL BROADCASTING

A. Purpose, Participation and Enforcement

1. The Copper Country Interactive Telecommunication Education System (CCITES) is an electronic educational network designed to provide an alternative means of instructional delivery for use by participating districts to provide educational resources to students in a cost effective and efficient manner.
2. As an Appendix to the master contract, enforcement relative to alleged violations of the terms and conditions of the Appendix shall be subject to the contract's grievance procedure.
3. Failure of a district or its recognized teacher bargaining unit's agent to ratify this document shall not preclude the use of the CCITES system by the district for PURPOSES OTHER THAN THE DELIVERY OF K-12 INSTRUCTIONAL PROGRAMS BUT DOES NOT PRECLUDE USE FOR ALTERNATIVE OR COMMUNITY EDUCATION.

B. Staffing

1. The originating site district reserves the right of selection and assignment of teachers to teleinstructional classes SUBJECT TO POSTING AND SENIORITY PROVISIONS OF LOCAL CONTRACTS. An originating site district will attempt to find volunteers prior to implementing involuntary transfers.
2. Nothing in this Appendix shall be deemed to require the assignment of bargaining unit personnel as monitors in remote site districts' telecommunications classrooms. Should personnel be required to monitor in remote site classrooms, EA/ESP members shall be given first opportunity to do the work.
3. In all cases, teaching staff assigned to telecommunications classes shall be considered an employee of the originating site district in which he/she is employed. Such teachers shall have no rights in other originating site districts or remote site districts.

C. Definition

1. "Teleinstructional teaching assignments" and the "telecommunications classes" are used interchangeably and refer to teaching K-12 students in an originating site

district during the K-12 instructional day via the CCITES system, whether or not the assignment contains one or more sections of teleinstructional teaching responsibilities.

2. "Teacher" for purposes of this Appendix shall refer to an individual assigned to a teleinstructional teaching assignment in an originating site district.
3. "Regular K-12 instructional day" shall refer to the daytime K-12 teaching staff workday in a particular district as determined by a master agreement.
4. "Originating site district" refers to a district in which teleinstructional teacher assignments are located and which transmits K-12 instruction to CCITES remote site districts during the regular K-12 instructional day.
5. "Remote site district" refers to a district in which CCITES programs are received during the regular K-12 instructional day.
6. "CCITES" shall refer to the Copper Country Interactive Telecommunications Educational System.
7. "District" refers to any district which, along with its recognized teacher bargaining agent, executes this Appendix.
8. "Recognized teacher bargaining agent" and "Association" are utilized interchangeably and refer to the bargaining agent recognized pursuant to the provisions of the Public Employment Relations Act as the exclusive bargaining agent for teaching staff employed by a district. "Recognized teacher bargaining agent" shall include, where appropriate, the Copper Country Education Association.
9. "CCITES Governing Council" refers to the representative council of delegates from participating districts who are responsible for the development of processes and procedures for the operation of the CCITES system, determining of course offerings, and the designation of, or change in, originating and remote site districts.

The participating district teacher associations shall designate, through the Copper Country Education Association, two voting representatives of the CCITES committee for purposes of providing input concerning the operations of the system.

D. Responsibilities of Originating and Remote Site Districts and Staff

1. The telecommunications class teacher will be responsible for the course content, material selection, instruction,

testing and evaluation of the students at the originating site and at all remote sites consistent with the policies and procedures of the originating site district. Teachers assigned to telecommunications classes shall not be responsible for maintaining classroom discipline at remote sites. Such teachers will cooperate and provide necessary assistance to staff assigned to supervise remote site district classrooms.

2. Originating site districts will be responsible for establishing the necessary procedures to accommodate the transport of documents, homework, classwork, tests and other classroom materials.
3. Association requests for use of the system will be directed to the CCITES Governing Council. The cost of repair or damage resulting FROM NEGLIGENCE OR MISUSE shall be incurred by the Association.
4. EXCEPT FOR PURPOSES OF K-12 INSTRUCTION FOR STUDENT CREDIT, districts shall not be restricted in the use of the CCITES system outside of the regular K-12 instructional day or school year.

E. Working Conditions, Class Size and Teacher Evaluation

1. Class size in teleinstructional teaching assignments shall be 25 students in combination of the remote and originating site.
2. In recognition of the differences in the beginning and ending times, as well as the number and length of classes in originating and remote site districts, daily schedules for teachers assigned to teleinstructional teaching assignments may deviate from the other classroom teacher in the originating site district, PROVIDING THAT THE OVERALL LENGTH OF THE TEACHER WORKDAY IS UNAFFECTED.
3. The number of subject matter preparations for teachers in a teleinstructional teaching assignment shall be subject to any limitations contained in the originating site district master contract.
4. Any required travel in personal vehicles shall be reimbursed at the rate required under the bargaining unit member's master contract or Board of Education policy when the master contract does not specify a rate.
5. The evaluation of teachers in teleinstructional teaching assignments shall be consistent with the evaluation procedures contained in the master contract AND CONDUCTED BY SUPERVISORS QUALIFIED TO DO SUCH EVALUATIONS, TAKING INTO CONSIDERATION ANY LIMITATIONS OF THE SYSTEM EQUIPMENT. VIDEOTAPES WILL NOT BE USED IN THE EVALUATION PROCESS.

6. Teachers will be paid at the rate of \$15 per hour for required training in the use or implementation of the CCITES system for training outside the regular school day.
7. Teachers volunteering for teleinstructional teaching assignments outside the regular K-12 school day or work year shall be compensated at a prorated portion of his/her regular salary.
8. A teacher assigned a teleinstructional teaching assignment shall receive a stipend of \$500 per semester or will be scheduled so as to limit the number of preps to one less than the previous year.

F. CCITES Equipment and System Use

1. The district shall be responsible for the repair and maintenance of telecommunications equipment. While teachers will not be held primarily responsible for the set-up or dismantling of equipment, teachers will be responsible for routine daily procedures necessary to activate and operate the system.
2. The use of the system is controlled and regulated by the CCITES Governing Council and the procedures established by participating districts.
3. Any changes in this Appendix during its term, and any changes resulting from the negotiations of a successor Appendix, are delegated solely to the representative bargaining committee of the CCITES Governing Council and the recognized bargaining agents. Any modifications or successor Appendices are subject to the respective parties' ratification procedures.
4. When the pilot project is completed, the parties agree to bargain the CCITES language prior to implementing as a continuing delivery system.

G. Effect on Teacher Employment

1. The intent and purpose of the CCITES PROJECT is to provide a vehicle for the cooperative offering and sharing of educational opportunities among the districts served by this document and to provide educational resources to the students of these districts in a cost-effective and efficient manner.
2. It is not the intent and purpose of the CCITES PROJECT to reduce the total number of bargaining unit members employed or the hours worked as a result of the implementation and use of telecommunications via CCITES.
3. There will be no reduction in the total number of

bargaining unit members employed by each individual district participating in the distance learning project during the 1993-94 pilot year. This provision shall not have any bearing on layoffs or reductions not related to the operation of the CCITES system. When the pilot project is completed, the parties agree to bargain the CCITES language prior to implementing as a continuing delivery system.

4. It is specifically understood that any local school district teacher presenting a K-12 telecommunications class shall be a member of the local bargaining unit.

H. Broadcast and Rebroadcast

1. Rebroadcast for students ABSENT ON A GIVEN DAY, REMEDIAL INSTRUCTION, TEACHER USE and for demonstration purposes is permitted.
2. Videotapes of teleinstructional classes are the property of the originating site district and may be jointly copyrighted by the originating site district and teacher.

I. Duration, Review and Future Negotiations

1. This Appendix shall be effective in a district upon ratification by the Board of Education and the recognized bargaining agent and shall remain in effect until August 31, 2000.
2. The parties agree it may be necessary to meet during the above stated period to discuss issues not contemplated or addressed in this Appendix.
3. Originating and remote site districts will be responsible for the assignment of regular personnel as monitors in remote site classrooms and for establishing the necessary processes and procedures to accommodate the transport of documents, homework, classwork, tests and other classroom materials.

ARTICLE XXVIII

MENTOR TEACHER

For the duration of this contract a mentor teacher will be selected from within the bargaining unit on a voluntary basis. Mentors shall not be required to evaluate their charges. There will be no compensation for the mentor assignment but should the work load of such assignment expand, the Board and the Association will meet to address the problem.

ARTICLE XXIX

PUBLIC SCHOOL ACADEMIES

The District will provide notice to the Association of any contract, correspondence or inquiry regarding a public school academy application known to the District.

APPENDIX A

AUTHORIZATION FOR PAYROLL DEDUCTION

To: Copper Country Intermediate School District
Board of Education
Hancock, Michigan 49930

I, the undersigned, do hereby authorize the Copper Country Intermediate School District Board of Education to deduct the sum of \$_____ for Copper Country Intermediate Education Association dues from any earned or accrued wages due me, and to remit the same to the Treasurer of the C.C.I.E.A.

DATE: _____

Signature of Employee

SSN: _____

LEVEL I

THIS SECTION TO BE FILLED IN BY IMMEDIATE SUPERVISOR

ORAL GRIEVANCE RECEIVED BY: _____
IMMEDIATE SUPERVISOR

TIME AND DATE GRIEVANCE WAS ORALLY SUBMITTED TO YOU: _____,
19__.

TIME AND DATE VERBAL ANSWER TO GRIEVANCE WAS SUBMITTED TO
UNION/ASSOCIATION: _____, 19__.

PLACE IN WRITING BELOW, VERBAL ANSWER THAT WAS SUBMITTED TO THE
UNION/ASSOCIATION:

WRITTEN GRIEVANCE RECEIVED BY: _____
IMMEDIATE SUPERVISOR

TIME AND DATE WRITTEN GRIEVANCE WAS SUBMITTED TO YOU: _____,
19__.

PLACE WRITTEN ANSWER HERE _____

SIGNATURE: _____ TIME AND DATE: _____,
19__.

RECEIPT ACKNOWLEDGED BY: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19__.

THIS SECTION TO BE FILLED IN
BY UNION/ASSOCIATION REPRESENTATIVE

WAS THE DISPOSITION BY THE IMMEDIATE SUPERVISOR:

_____SATISFACTORY

_____UNSATISFACTORY

POSITION OF ASSOCIATION OR UNION: _____

SIGNATURE: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19__.

RECEIPT ACKNOWLEDGED BY: _____
SUPERVISOR AT LEVEL 2

TIME AND DATE: _____, 19__.

GRIEVANCE NO. _____

GRIEVANCE FORM

LEVEL 2

NAME OF GRIEVANT _____

TIME AND DATE OF SUBMISSION _____

DISTRICT UNION/ASSOCIATION COLLECTIVE BARGAINING AGREEMENT

INVOLVED: _____

CONTRACT PROVISION(S) VIOLATED: ARTICLE _____ SECTION _____

TIME AND DATE OF ALLEGED CONTRACTUAL VIOLATION: TIME _____
DATE _____, 19____.

EMPLOYEE(S) INVOLVED IN GRIEVANCE: _____

STATEMENT OF ISSUE: _____

SYNOPSIS OF FACTS GIVING RISE TO THE ALLEGED VIOLATION: _____

ACTION OR RELIEF SOUGHT: _____

AGGRIEVED EMPLOYEE(S) SIGNATURE: _____

NOTE: Use extra sheets of paper, if needed, for any areas of form.

LEVEL 3

THIS SECTION TO BE FILLED IN BY SUPERVISOR

PLACE WRITTEN ANSWER HERE: _____

SIGNATURE _____
SUPERVISOR

TIME AND DATE: _____, 19__.

RECEIPT ACKNOWLEDGED BY: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19__.

THIS SECTION TO BE FILLED IN
BY UNION/ASSOCIATION REPRESENTATIVE

WAS THE DISPOSITION BY THE SUPERVISOR:

_____ SATISFACTORY

_____ UNSATISFACTORY

POSITION OF ASSOCIATION OR UNION: _____

SIGNATURE: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19____.

RECEIPT ACKNOWLEDGED BY: _____
SUPERINTENDENT OR BOARD OF EDUCATION
REPRESENTATIVE

TIME AND DATE: _____, 19____.

LEVEL 4

THIS SECTION TO BE FILLED IN
BY THE SUPERINTENDENT OF SCHOOLS
OR BOARD OF EDUCATION

PLACE WRITTEN ANSWER HERE: _____

SIGNATURE _____
SUPERINTENDENT OR BOARD OF
EDUCATION REPRESENTATIVE

TIME AND DATE: _____, 19____.

RECEIPT ACKNOWLEDGED BY: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19____.

THIS SECTION TO BE FILLED IN
BY UNION/ASSOCIATION REPRESENTATIVE

WAS THE DISPOSITION BY THE SUPERINTENDENT OR BOARD:

____ SATISFACTORY

____ UNSATISFACTORY

POSITION OF ASSOCIATION OR UNION: _____

THE ASSOCIATION/UNION DOES/DOES NOT INTEND TO PROCESS THE
GRIEVANCE THROUGH ARBITRATION.

SIGNATURE: _____
UNION/ASSOCIATION REPRESENTATIVE

TIME AND DATE: _____, 19____.

RECEIPT ACKNOWLEDGED BY: _____
SUPERINTENDENT OF SCHOOLS

TIME AND DATE: _____, 19____.

APPENDIX C

COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT
1997-98 SCHOOL YEAR CALENDAR

Tuesday, Sept. 2	Full Day Inservice	Required Teacher Day
Wednesday, Sept. 3	First Day of School	(School all day)
Friday, Oct. 10	Teacher Inservice Day	Attendance or workday mandatory (No school for students)
Thursday & Friday November 27 & 28	Thanksgiving Recess	(Break begins at the end of the day on Thursday, Nov. 27)
Monday, Dec. 22 - Monday, Jan. 4	Christmas Recess	(Break begins at the end of the day on Monday, Dec. 22)
Monday, Jan. 5	Return to School	
Friday, Jan. 23	Record's Day	Attendance mandatory (No school for students)
Friday, Apr. 10 - Friday, Apr. 17	Easter Recess	(Break begins at the end of the day on Thursday, April 9)
Monday, Apr. 20	Return to School	
Monday, May 25	Memorial Day	(No school)
Wednesday, June 10	Last Day of School for Students	

COPPER COUNTRY INTERMEDIATE
EDUCATION ASSOCIATION

By: Jan K. Lynch
Emily M. Parnasich
Its President

By: Thomas J. Guszak
Chairperson
Negotiating Committee

By: Les Hemegran
Negotiating Committee Member

By: Christy Hillier
Negotiating Committee Member

By: Lisa Spalbert
Negotiating Committee Member

COPPER COUNTRY INTERMEDIATE
BOARD OF EDUCATION

By: Paul C. [Signature]
Its President

By: Paul S. Albila
Superintendent

By: [Signature]
Member

By: James W. [Signature]
Member

By: Karen M. Johnson
Member

COPPER COUNTRY EDUCATION ASSOCIATION

By: [Signature]

By: _____

By: _____

DATED THIS 17th DAY OF September, 1997.

**LETTER OF AGREEMENT
BETWEEN THE
COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT
AND
COPPER COUNTRY INTERMEDIATE
EDUCATION ASSOCIATION - CCEA-MEA-NEA**

It is understood and agreed upon by the parties that:

1. The monitor's position will be within the Education Association's bargaining unit for the duration of this contract. It is further understood that if a substantial change in the monitor's responsibilities does materialize during the business course of this agreement that the monitor will not remain a member of the Education Association's bargaining unit.
2. Once an interpreter has been licensed by the State of Michigan the parties will agree to negotiate the interpreter's salary and under which contract the interpreter should be recognized.
3. The auto mechanic and nurses aide salary adjustment is perpendicular up and down the B.A. column and not laterally across the index.

**LETTER OF AGREEMENT
BETWEEN THE
COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT
AND
COPPER COUNTRY INTERMEDIATE
EDUCATION ASSOCIATION - CCEA-MEA-NEA**

It is understood and agreed upon by the parties that:

Staff members shall identify Districts where staff has a problem with space and working condition to the Superintendent and the Superintendent will inquire of those Districts, what, if anything, can be done to address the staff's concerns.