

5135

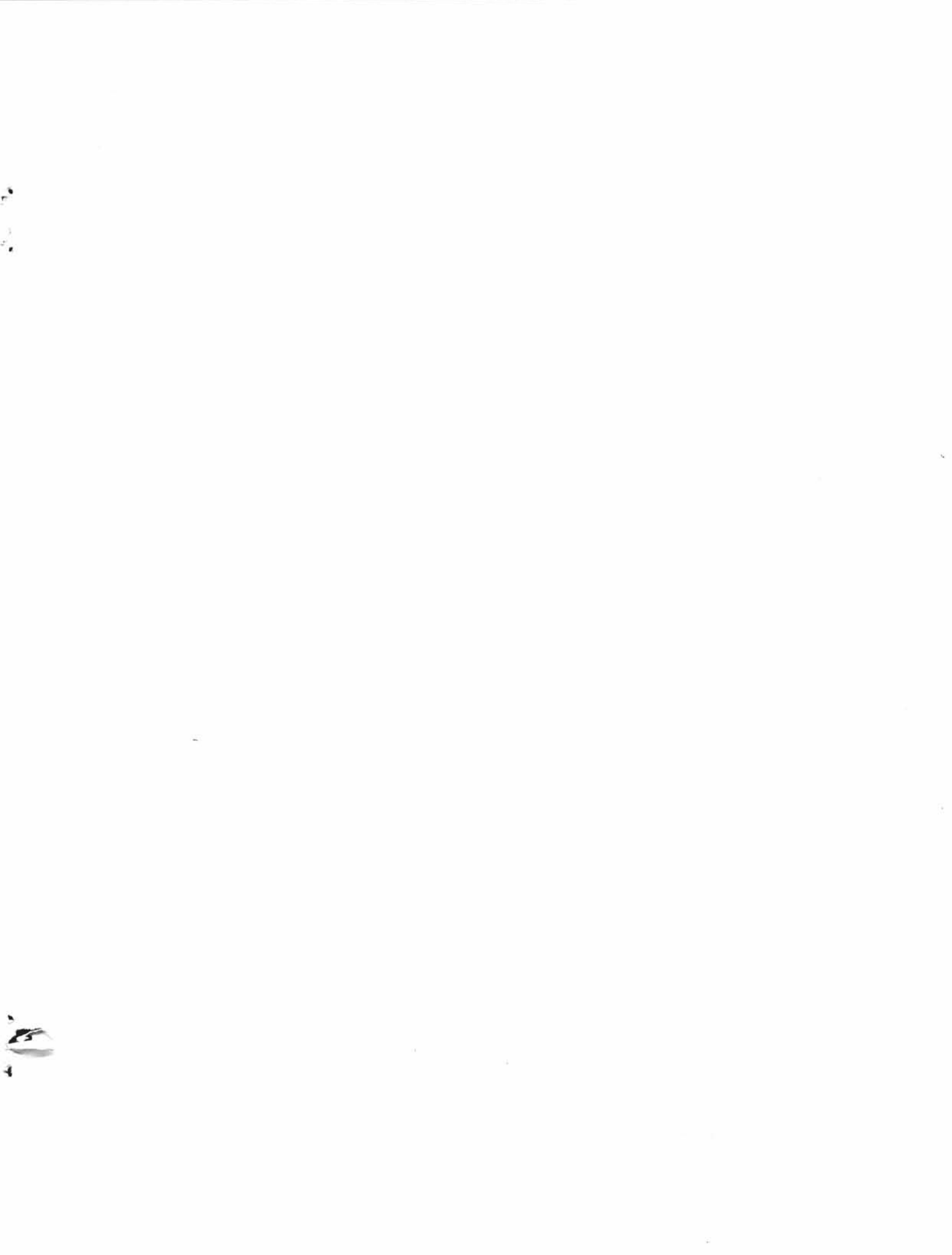
8/28/2000

Agreement Between
 the
Genesee Intermediate School District Board of Education
 and the
Genesee Intermediate Education Association
 1995 - 1998



Amended for 1997-98
 and
Extended for 1998-99 and 1999-2000

Genesee Intermediate School District

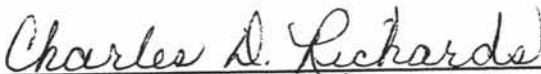



Forward

The Genesee Intermediate School District Board of Education and the Genesee Intermediate Education Association take pride in the Win-Win spirit which evolved as a result of negotiating this Agreement. This Agreement represents a commitment to excellence in education for the students and the constituent school districts in our service area.

We look forward to working together through the Contract Administration and Problem Solving Committee to ensure the effective implementation of the Agreement. A special thanks is extended to all of the Win-Win negotiations team members for a job well done.

We jointly salute the district administrators and members of the Genesee Intermediate Education Association for their competence, diligence, and dedication to meeting the mission and goals of the Genesee Intermediate School District.


Charles D. Richards, President
Genesee Intermediate Education Association


David E. Spathelf, Superintendent
Genesee Intermediate School District

Negotiation Teams

Genesee Intermediate School District Board of Education

Tim Dillon
Shared-Time Special Education
Supervisor/Director

Edward Gwiazdowski
Director, Business/Management
Services

Cindy McCain
Administrative Assistant
Business/Management Services

John Olson
Director, Vocational Education

Thomas Princinsky
Associate Superintendent
Information Processing and
Human Services

Judy Purdy
Assistant Principal
Marion D. Crouse Instructional Center

Jan Russell
Director, Special Services

Chery Wagonlander
Principal, Mott Middle College

Al Luce
Personnel/Labor Relations Consultant

Genesee Intermediate Education Association

Ric Hogerheide
Adaptive Physical Education Teacher
Marion D. Crouse Instructional Center

Stephanie Resky
Teacher of the Mentally Impaired
TMI Project CHOICE, Grand Blanc Middle

Charles Richards
Teacher of the Mentally Impaired
Elmer A. Knopf Learning Center

Ruth Rosenberger
School Social Worker
Special Education Services Center

Marion VanWinkle
Mott Middle College Teacher

Barbara Whitman
Teacher of the Mentally Impaired
Elmer A. Knopf Learning Center

Ruth Winter
Media Consultant
REMC 14

Lane Hotchkiss
MEA UniServ Director

GIEA/Board Contract Extension Team
1997-2000

**Genesee Intermediate School District
Board of Education**

Edward Gwiazdowski
Director, Business/Management
Services

Cindy McCain
Administrative Assistant
Business/Management Services

Thomas Princinsky
Associate Superintendent
Human Resources

Chery Wagonlanger
Principal, Mott Middle College

D. Mark Wingblad
Principal
Elmer A. Knopf Learning Center

Al Luce
Personnel/Labor Relations Consultant

**Genesee Intermediate Education
Association**

Ric Hogerheide
Adaptive Physical Education Teacher
Marion D. Crouse Instructional Center

Pam Kitchen
Adaptive Physical Education Teacher
Elmer A. Knopf Learning Center

Charles Richards
Teacher of the Mentally Impaired
Elmer A. Knopf Learning Center

Ruth Rosenberger
School Social Worker
Special Education Services Center

Marion VanWinkle
Mott Middle College Teacher

Barbara Whitman
Teacher of the Mentally Impaired
Elmer A. Knopf Learning Center

Ruth Winter
Media Consultant
Technology and Media Services

Lane Hotchkiss
MEA UniServ Director

Table of Contents

Article I	Recognition	8
Article II	Dues or Service Fee Deductions	10
Article III	Responsibilities and Rights	12
Article IV	Professional Compensation	13
	Part-time Employees	13
	Mileage Reimbursement	13
	Direct Deposit of Pay	13
Article V	Negotiation Procedures	14
Article VI	Grievance Procedure	15
Article VII	Employee Hours and Calendar	18
	Employee Hours	18
	Part-time Employees	18
	Instruction/Student Contact Time	18
	Lunch Schedule	18
	Calendars	19
	Extended Schedules	20
	Curriculum Development	20
	Summer Recreation/Day Camp	20
	Summer JTPA	20
	230-Day Mandated Programs	20
	Compensatory/Flex Time	21
Article VIII	Layoff and Recall	22
	Seniority	23
Article IX	Vacancies, Transfer, Reassignment, Return from Leave and Recall from Layoff	24
	Filling of Vacancies	24
	Voluntary Transfer Requests	24
	Bumping by an Employee Notified of Layoff	25
	Recall from Layoff	25
	Return from Involuntary Leaves of Absence	25
	Return from Voluntary Leaves of Absence	25
	New Hires	25
	Reassignments	26
	Recall and Return from Leaves	26
	Postings during the Summer	28
Article X	Absences and Leaves	29
	Sick Leave	29
	Personal Business	29
	Use of Annual and Accumulated Leave Days	30
	Immediate Family Defined	30
	Unpaid Leaves of Absence	30

	Child Care Leave	31
	Sabbatical Leave	33
	Released Time for Association Business	33
	Military Leave	33
	Public Office	33
	Religious Holidays	34
	Jury Duty and Court Appearance	34
	Educational Conferences or Conventions	34
	Physical or Mental Examination	34
Article XI	Insurance Protection	35
	Life	35
	Health	35
	Cash Option	36
	Disability	36
	Dental	37
	Vision	37
	Open Enrollment	38
Article XII	Contract Administration and Problem Solving Committee	40
Article XIII	Employee Evaluation	42
Article XIV	Miscellaneous Provisions	43
	21/26 Pays	43
	Salary Advances Based on Education	43
	Longevity	44
	Damage to Personal Property	44
	Schedule A: Calendars	45
	Schedule B: Salary Schedules for 1995-96, 1996-97, 1997-98, 1998-99, 1999-2000	61
	Pay Scale/Extra Days Pay Rate	63
Article XV	Duration of Agreement	65
Appendix A	Memorandum of Understanding (Sept. 17, 1987) Licensed Physical Therapists	67
Appendix B	Memorandum of Understanding (April 25, 1995) Flex Work Year	69
Appendix C	Memorandum of Understanding (April 25, 1995) 1995-96 Pay Options	71
Appendix D	GIEA/Board Insurance Study Committee Minimum Insurance Levels	72
Index		73

**Agreement Between the
Genesee Intermediate School District Board of Education and the
Genesee Intermediate Education Association**

This Agreement entered into this 25th day of April 1995 by and between the Board of Education of the Genesee Intermediate School District in the County of Genesee, Michigan, hereinafter called the "Board", and the Genesee Intermediate Education Association, hereinafter called the "Association."

WITNESSETH

WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of the Genesee Intermediate School District is their mutual aim and that the character of such education depends predominantly upon the quality and morale of all parties concerned, and

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

WHEREAS the Board and the Association have statutory obligations, pursuant to Act 379 of the Michigan Public Acts of 1965, to bargain in good faith with respect to hours, wages, terms and conditions of employment, and

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

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

Article I

Recognition

A. The Board hereby recognizes the Association as the exclusive bargaining representative for all certificated, state approved, and/or licensed personnel under contract or on leave including, but not limited to:

1. School Psychologists
2. Consultants (both subject and service area)
3. Job Training Specialists
4. School Social Workers
5. Teacher Consultants
6. Reading Teachers/Tutors
7. Teachers of the Speech/Language Impaired
8. Teachers of the Homebound and the Hospitalized
9. Teachers of the Mentally Impaired (TMI and SMI)
10. Teachers of the Severely Multiply Impaired (SXI)
11. Teachers of the Emotionally Impaired
12. Teachers of the Autistic Impaired
13. Teachers of the Preprimary Impaired
14. School Nurses
15. Adaptive Physical Education Teachers
16. Physical Therapists
17. Occupational Therapists
18. Music Therapists
19. Mott Middle College Teachers
20. Summer Recreation/Day Camp Coordinators

Such representation shall cover personnel assigned to these existing and newly created positions, excluding per diem, supervisory and administrative personnel. The term "employee" when used hereinafter in the Agreement, shall refer to all personnel represented by the Association in the bargaining unit as defined above.

- B. The Board agrees not to negotiate with any employee organization other than the Association for the duration of this agreement.
- C. Nothing contained herein shall be construed to deny or restrict the rights of any employee under the Michigan or Federal laws and regulations. The rights granted to employees hereunder shall be deemed to be in addition to those provided elsewhere.
- D. Temporary, limited duration grant-funded, and/or consortium-funded positions which the Genesee Intermediate School District develops after March 1, 1995 may be placed in the Association with all rights and privileges under job classifications in Section A above, numbers 1 - 20, or the Board may post the position outside the bargaining unit.

- E. Positions posted outside the bargaining unit as specified in Section D above will be periodically reviewed by the Contract Administration and Problem Solving Committee to determine the following:
1. Whether or not the position should be placed in the unit within an existing job classification or a new job classification with all rights and privileges as specified in the master Agreement.
 2. Whether or not the position should be placed in the unit within an existing job classification or a new job classification with partial rights and privileges, such as a different salary schedule, work year, fringe benefits, layoff and recall provision, sick and personal leave provision, etc.
 3. Whether or not the position should continue to remain outside the unit.
- F. The Board and Association agree that the language developed under Sections D and E above is developed as a means for the Board and Association to work together to address the changing role of Genesee Intermediate School District. Participation in the process shall neither expressly nor by implication be deemed to be a waiver of either party's rights pursuant to the provisions of the Public Employment Relations Act.

Article II

Dues or Service Fee Deductions

- A. The Board agrees to deduct from the salaries of employees dues or service fees of the Association when authorized by each employee in writing and submitted to the Board by the Association. In the event that an employee does not join the Association within thirty (30) days of initial employment and execute an authorization for dues deduction or make a direct payment to the Association, such employee shall, as condition of continued employment by the Board:

Execute an authorization for the deduction of a service fee equivalent to the dues of the Association, or pay such sum directly to the Association.

- B. The Association may elect to prorate the dues and service fee in Section A above for employees who work less than full-time.
- C. Regular dues or service fees shall be deducted in equal installments, as agreed upon between the Association and the Superintendent, providing that the employee has sufficient earnings during each pay to cover such deduction.
- D. Dues or service fees authorizations must be filed with the Superintendent on or before the fifteenth (15th) day of September of each year to become effective with the first deduction of the school year. Dues or service fees authorizations filed after the fifteenth (15th) day of September will become effective the first deduction of the month immediately following the month in which the authorization is presented.
- E. Dues or service fees authorizations once filed with the Superintendent shall continue in effect unless revoked in writing and signed by the employee, and a copy submitted to the Board by the Association.
- F. The Association shall, on or before the first day of September of each school year, give written notification to the Superintendent of the total amount of its dues to be deducted in that school year.
- G. Dues or service fees deductions shall be promptly transmitted to the Association Treasurer.
- H. All refunds claimed for dues or service fees of the Association shall lie solely with the Association. The Association agrees to reimburse any employee for the amount of dues or service fees deducted by the Board and paid to the Association, when the deduction is in error.
- I. Any employee who shall refuse to pay the service fee or dues required by this Article shall be subject to dismissal upon filing of written charges by the Association as follows:
1. The Association shall notify the employee of noncompliance by certified mail, return receipt requested. Said notice shall detail the noncompliance and shall

provide ten (10) days for compliance, and shall further advise the recipient that a request for discharge may be filed with the Board in the event compliance is not effected.

2. If the employee fails to comply, the Association may file charges in writing with the Board and shall request termination of the employee's employment. A copy of the notice of noncompliance and proof of service shall be attached to said charges.
 3. The Board, upon receipt of said charges and request for termination, shall conduct a due process hearing on said charges, and to the extent that said employee is protected by the provisions of the Michigan Teacher Tenure Act, all proceedings shall be in accordance with said Act. In the event of compliance at any time prior to discharge, charges shall be withdrawn. The Association, in the processing of charges, agrees not to discriminate between various persons who may have refused to pay the dues or service fees.
- J. The Association agrees to assume the legal defense of any suit or action brought against the Board regarding this Article of the Agreement. The Association further agrees to indemnify the Board for any damages which may be assessed against the Board as a result of said suit or action, subject to the following conditions:
1. The Association, after consultation with the Board, has the right to decide whether to appeal the decision of any court or tribunal regarding the validity of this Article, or the defense which may be assessed against the Board by any court or tribunal.
 2. The Association has the right to choose the legal counsel to defend any said suit or action. (The Board shall reserve the right to retain counsel of its choice in tenure hearings. The Association agrees to reimburse the Board for expenses of tenure hearings including legal fees.)
 3. The Association shall have the right to compromise or settle any claim made against the Board under this Article.

Article III

Responsibilities and Rights

- A. The Association recognizes that the Board has the responsibility and authority to manage and direct, in behalf of the public, all the operations and activities of the school district to the full extent authorized by law, subject to the provisions of this Agreement.
- B. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right to freely organize, join and support the Association for the purpose of engaging in collective bargaining and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under the law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any employee 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 it will not discriminate against any employee with respect to hours, wages or any terms or conditions of employment by reason of membership in the Association, participation in any activities of the Association or collective bargaining with the Board, or the institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.
- C. The Association and its members shall have the privilege of using Genesee Intermediate School District building facilities during business hours by arrangement with the Superintendent or representative, subject to the Board policy of building utilization. No employee shall be prevented from wearing insignia, pins or other identification of membership in the Association either on or off district premises. A bulletin board of approximately 3 feet by 4 feet shall be made available in each building for the use of the Association and its members.
- D. In response to reasonable written requests, the Board agrees to provide to the Association copies of existing reports concerning the financial status of the district, at a cost of eight (8) cents per page.

Article IV

Professional Compensation

- A. The salaries of employees covered by this Agreement are set forth in the 1995-96, 1996-97, 1997-98, 1998-99 and 1999-2000 salary schedules which are attached to and incorporated in this Agreement as Schedule B.
- B. The salary schedules are based upon a normal work load as hereinafter defined and for the duration specified in the calendars, which are included as Schedule A.
- C. Employees working less than 35 hours per week (part-time employees) shall be paid in accordance with Schedule B prorated to the time worked unless otherwise specified under Article I, Sections D and E, of this Agreement.
- D. Designated employees, when required by the Board to negotiate during the school day on behalf of the Association with any representative of the Board or to participate in any grievance or grievance arbitration, shall be released from regular duties without loss of salary.
- E. Employees who use privately owned automobiles in pursuit of their duties shall be reimbursed at the current rate allowed by the Internal Revenue Service. The IRS rate shall become effective on September 1 of the calendar year of the rate change.
- F. In order to receive mileage reimbursement, the employee shall submit a current copy of the employee's automobile insurance certificate to the Superintendent or designee.
- G. All new hires after July 1, 1997 will be required to use direct deposit for pay. Business/Management Services staff and Genesee Intermediate Education Association bargaining team members will inservice employees on the advantages of direct deposit for pay during the 1997-98 school year. After July 1, 1998, all employees will be required to use direct deposit for pay.

Article V

Negotiation Procedures

- A. This Agreement incorporates the entire understanding of the parties on all issues which were or could have been subject to negotiation. During the term of this Agreement, neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.
- B. At least sixty (60) days prior to the expiration of this Agreement, the parties will begin negotiations for a new agreement covering wages, hours, terms, and conditions of employment of employees employed by the Board.
- C. In any negotiations described in this Article, neither party 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. (It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board and the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification by both parties.)

Article VI

Grievance Procedure

- A. Any employee, or group of employees, believing that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement or any existing rule, order or regulation of the Board, except a statute specifically establishing a procedure for redress, relating to wages, hours, terms or conditions of employment, may individually or through the Association file a written grievance with the Board or its designated representative. Such grievance shall specify the remedy desired, the specific section of the contract, or policy that has been violated, and must be signed by the employee or the Association representative in the case of a grievance which pertains to general contract interpretation.
- B. A grievance must be filed within thirty (30) days of the occurrence or reasonable knowledge thereof.
- C. The primary purpose of this procedure is to secure, at the lowest level possible, equitable solutions to the problems of the parties. Nothing contained herein shall be construed to prevent any individual employee from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that the Association has been given opportunity to be present at such adjustment.
- D. Level One
An employee with a grievance shall submit it in writing to his immediate supervisor, principal, or other designated administrator, individually, together with his Association representative or through the Association representative if authorized by the employee. The supervisor and the grievant shall have ten (10) days to meet and resolve the grievance. If the grievance is not resolved, the supervisor shall have ten (10) days to answer the grievance in writing.
- E. Level Two
In the event the grievance is not satisfactorily resolved at Level One, written notice of intent to proceed to Level Two shall be given to the Superintendent or his designated representative within ten (10) days of receipt of the written decision at Level One.
If the Association gives notice to proceed with the grievance, a meeting shall be held between a representative, the Association and the Superintendent or his designated representative, within ten (10) days of receipt of notification that the grievance is being pursued.
A written answer shall be returned to the Association within ten (10) days of said meeting.
- F. Level Three
In the event the grievance is not satisfactorily resolved at Level Two, written notice of intent to proceed to Level Three shall be given to the Board within ten (10) days of receipt of the written decision at Level Two.

Within fifteen (15) working days from receipt of the grievance, the Board shall pass upon the grievance. The Board may hold a hearing thereon, may designate one or more of its members to hold a hearing thereon, or otherwise investigate the grievance, or prescribe such procedure as it may deem appropriate for consideration of the grievance provided; however, that in no event, except with express written consent of the Association, shall final determination of the grievance be made by the Board more than twenty-five (25) days after its submission to the Board.

G. Level Four

If the decision of the Board is not satisfactory to the Association, the grievance may be submitted to arbitration within thirty (30) working days of the receipt of the written answer at Level Three. Said letter of intent to proceed to arbitration shall be submitted to the Superintendent.

The parties will attempt to select an arbitrator by mutual agreement. If they cannot agree on an arbitrator within five (5) days after notice is given, the Association shall submit the grievance to the American Arbitration Association and the arbitrator shall be selected by the American Arbitration Association in accordance with its rules which shall likewise govern the arbitration hearing. Neither party shall be permitted to assert in such arbitration proceedings any charge or rely on any evidence not previously disclosed to the other party. The arbitrator shall have no power to alter, add to or subtract from the terms of this Agreement. Both parties agree to be bound by the award of the arbitrator.

The dismissal of a probationary employee shall not be subject to arbitration.

- H. The fees and expenses of the arbitrator under this Article shall be jointly shared by the Board and the Association. Any other expenses, such as costs involved in presenting witnesses, etc., shall be borne by the party incurring such expenses.
- I. If a grievance arises from an action of authority higher than the supervisor or involves more than one school building, the Association may present such grievance at Level Two of the grievance procedure. The Superintendent or his designated representative may request that said grievance be returned to Level One for disposition.
- J. For administrative convenience, the Board may cause complaints which may be the subject of grievances under this Article first to be presented to a department head, or other designated administrative employee, for informal processing, in an effort to reduce the number of formal grievances handled under the professional grievance procedure herein established. The parties shall mutually work out procedures for such informal processing upon request, but exhaustion of such informal procedures shall not be required as a condition precedent to invoking the grievance procedure, nor shall the participation of department heads, assistant principals or other employees in such informal procedures be deemed to be a supervisory or executive function.
- K. If any employee for whom a grievance is sustained shall be found to have been unjustly discharged, he shall be reinstated with reimbursement of compensation

lost. If he shall have been found to have been improperly deprived of any compensation or advantage, the same or its equivalent in money shall be paid to him.

- L. All days are working days unless otherwise indicated. During the summer break working days will be considered as days other than Saturdays, Sundays, and holidays.

Article VII

Employee Hours and Calendar

A. Employee Hours

1. Full-time employees will work 35 hours per week. Part-time employees are those employees working less than 35 hours per week.
2. Specific working hours and starting and ending times for employees shall be primarily determined by the nature and demands of the position to which the employee is assigned.
3. Flexibility to accommodate varied work schedules and the needs of the constituent school districts may be granted under the supervision of the Superintendent.
4. Employees with classroom assignments, including those employees assigned to least restrictive environment classrooms located in other school districts or facilities, shall have a daily work schedule which includes the following whenever possible.
 - a. Instruction/student contact time will be up to 6.0 hours with a minimum of 5.0 hours and 40 minutes per day. Beginning in the 1997-98 school year, a minimum of 5.0 hours and 54 minutes of instruction/student contact time will be in effect, if needed, to meet state instruction/student contact time requirements.
 - b. One hour (1.0) of planning time.
5. Employees assigned to least restrictive environment classrooms will follow the host school district starting and ending times as closely as possible while remaining within the contract provisions as defined above.

B. Lunch Schedule

1. Employees assigned to center classrooms, i.e., Elmer A. Knopf Learning Center, Autistic Impaired Program, Preprimary Impaired Program, Marion D. Crouse Instructional Center and Day Treatment Program, will have a working (paid) lunch.
2. Ancillary employees, i.e, physical therapists, teachers of the speech and language impaired, occupational therapists, school nurses, music therapists, adaptive physical education teachers, assigned to center programs defined in number 1 above, and the program administrator may mutually agree to establish a duty-free (unpaid) 30-minute lunch to meet the unique needs of the students and the requirements of the position.

3. If employees at Project CHOICE locations have a duty-free (unpaid) lunch, then a minimum of thirty (30) consecutive minutes will be provided for district employees.
4. Employees assigned to positions other than classroom or ancillary positions shall be entitled to a duty-free (unpaid, sixty (60) consecutive minutes) lunch.

C. Calendars

1. Calendars are defined and attached as part of Schedule A, and provisions covering extended schedules are set forth in this Article.
2. Calendars may vary due to the nature and demands of the position in the individual employee assignment.
 - a. Employees assigned to work in a local school district will follow the local school district calendar as closely as possible while remaining within the number of employee work days as determined by the calendars in Schedule A of this Agreement. Any days worked in a local school district beyond those provided in the calendar shall be compensated per paragraph (d) below.
 - b. Employee calendars may be changed to meet the needs of the students being served in the local school districts under supervision of the Superintendent.
 - c. Employee calendars changed in (b) above will be on file in the Human Resources Department, and the Association will be informed of such calendar changes at Contract Administration and Problem Solving Committee meetings.
 - d. Employees scheduled to work beyond their academic calendar will be scheduled and compensated in accordance with Section D or Section F of this Article.
3. Pursuant to the Revised School Code, Section 1284(2), extra students days and hours are being added to the calendar and student schedules. The state requirements for the additional days and hours are dependent on the foundation grant not falling below the rate of inflation (as determined by the state) for the previous year.

If the foundation grant falls below the rate of inflation, the additional days and hours may not be required. If this should happen, the Contract Administration and Problem Solving Committee (CAPSC) will meet and review the calendar and hours and may make adjustments in the calendar and student/teacher hours.

D. Extended Schedules

1. Work beyond the normal contract year in a position identified in Article I, Recognition, as specified in Schedule A, and Article VIII, Section C, number 6, of this Agreement will be paid at the employee's current contract hourly rate.
2. The Board will compensate bargaining unit employees at the classification BA, Step 1, on the current contract year salary schedule for curriculum development on nonwork days (summer, weekends, or vacation periods, i.e., Christmas and Easter break), summer recreation/day camp coordinators, and summer JTPA assignments including: work experience counselors, reading counselors, and academic tutors. Future positions governed by this subsection will be added through the CAPSC process.
3. All extended session assignments are voluntary, subject to provisions 7, 8, 9 and 10 of this section.
4. Current bargaining unit employees have first claim on extended session work.
5. Employees working an extended session will be able to use accumulated sick and personal business time in accordance with the master Agreement, board policy, and district operating procedures.
6. New employees hired for extended session assignments will not receive fringe benefits as provided in Article XI or seniority as provided in Article VIII.
7. The procedure for filling extended schedule positions shall be as follows:
 - a. On or before February 1 for 230-day mandated programs and April 1 of each school year for all other programs, the board will post (both internally and externally) available positions by job classification. The posting date may be extended if extenuating circumstances exist.
 - b. Personnel for extended schedule employment will be hired in the following order:
 - 1) Current bargaining unit employees working in the positions during the academic year.
 - 2) Current bargaining unit employees with the most seniority meeting the experience, competency, qualifications and other relevant factors.
 - 3) Nonbargaining unit employees meeting the experience, competency, qualifications and other relevant factors.
8. If the board cannot hire personnel in number 7 (b) above, a contracted services agreement may be reached through an employment agency or an individual meeting the experience, competency, qualifications and other relevant factors.

9. Should an insufficient number of employees request extended schedule positions, employees working in the positions during the academic year may be assigned in accordance with inverse order of seniority, but for no longer than two (2) consecutive extended schedule sessions.
 10. If the Board cannot fill positions after the procedures in paragraphs 7, 8 and 9 have been exhausted, the Board may assign employees based on inverse order of seniority provided the employee worked in the position during the academic year.
 11. Employees receiving a short-term leave of absence of five (5) work days or less during extended summer employment may elect to receive their summer pay in equal payments provided they submit a written request to the payroll department by May 15.
- E. It is the policy of the Board to grant compensatory time or flex time with the requirement that requests to work beyond the normal work day or work year be approved by the Superintendent/designee prior to the request.
 - F. Employees may be scheduled to work other than the calendars as included in Schedule A in order to meet the funding requirements and/or the program needs of the constituent districts. (Appendix B)
 - G. Employees working a schedule as defined in Section E above shall follow the calendars as included in Schedule A whenever possible.
 - H. Employees scheduled to work beyond the normal 35-hour work week will be compensated according to Article VII, Section E, of this Agreement.
 - I. All employees of the Genesee Intermediate School District are expected to serve the constituent districts with dedication and energy. Every effort will be made to make assignments, taking into account existing staff size, geographical area and student population. All employees will extend services from the Genesee Intermediate School District as completely as practical.
 - J. The Board recognizes that paraprofessionals are an integral part of the programs at the Elmer A. Knopf Learning Center, Marion D. Crouse Instructional Center, Day Treatment Program, and Project CHOICE classrooms; therefore, whenever a paraprofessional is absent, the Board will make every effort to provide a replacement.

Article VIII

Layoff and Recall

- A. Should substantial and/or unforeseen changes occur, such as student population declines or reduction in financial resources, the following procedure will be used to promote an orderly reduction of personnel:
1. Layoff will be on the basis of district seniority. District seniority will be defined as nonterminated bargaining unit experience in the Genesee Intermediate School District from last date of hire. When district seniority is equal, the order of layoff will be determined by:
 - a. Major or minor in program area.
 - b. Additional graduate credits within the program area.
 - c. Should district seniority remain equal after (a) & (b) above, seniority shall be established by lottery with the first name drawn having the highest district seniority. The lottery shall be conducted by the President of the Association and the Superintendent or their designee.
 2. When it is necessary to reduce staff, reduction shall be in inverse order of district seniority according to the following:
 - a. The District shall determine reductions by program area and notify the affected employee and representatives of the Association.
 - b. The affected employee and representatives of the Association shall meet with representatives of the District to review the reductions and bumping rights of the employee.
 - c. An employee may bump into another program area provided they meet the following criteria:
 - 1) Sufficient bargaining unit seniority,
 - 2) Certification, licensure, state approval, and/or endorsements, and
 - 3) Effective April 1, 1992, meet the education and experience requirements of the job description. Employees do not have to meet the preferred education or preferred experience requirements of the job description to exercise bumping rights.
 - d. Program areas shall be defined as those titles specified in Article I, Section A, as being included in the bargaining unit.
 - e. Those employees designated for layoff after the completion of the bumping process shall receive sixty (60) calendar days notice prior to the effective date of the layoff.
- B. Employees working less than 35 hours per week (part-time employees) who have accumulated at least two (2) semesters of seniority may exercise bumping and/or transfer rights to an available position in accordance with Section A above unless otherwise specified under Article I, Sections D and E, of this Agreement.

- C. Prior to any anticipated layoff, a seniority list shall be prepared by the Board and verified by the Association.
1. Last date of hire shall be defined as that date which the employee commences the employment obligation.
 2. Employees working less than full time will be granted seniority in proportion to time worked.
 3. An employee who first worked in the bargaining unit and then became an administrator in the Genesee Intermediate School District shall retain any seniority accrued as an employee upon return to the bargaining unit.
 4. Leaves of absence shall not be considered as terminations; however, seniority shall not accrue during said leave unless so specified.
 5. Seniority shall accrue on a semester basis for employees working on the calendars included in Schedule A. One semester seniority credit shall be earned provided over one-half (1/2) the semester is worked. Employees who take a voluntary reduction in their workday in order to prevent or reduce layoff shall receive full seniority credit.
 6. Employees scheduled other than the calendars included in Schedule A of this Agreement shall accrue seniority on a semester basis provided they work one (1) day over one-half (1/2) of the number of working days in their scheduled semester.
 7. SMI instructional supervisors placed in the Association as Teachers of the Mentally Impaired as of August 29, 1988 shall be credited with full seniority, longevity and sick time for their years of employment with the Genesee Intermediate School District and shall be entitled to all rights and privileges as defined in this Agreement.
- D. Employees shall be recalled in inverse order of layoff in accordance with Article IX, Section E, of this Agreement. Employees working less than 35 hours per week (part-time employees) who have earned at least two (2) semesters of seniority as a part-time employee will be eligible to be recalled in inverse order of layoff in accordance with Article IX, Section E, of this Agreement unless otherwise specified under Article I, Sections D and E, of this Agreement.

Article IX

Vacancies, Transfer, Reassignment, Return from Leave, and Recall from Layoff

Filling of Vacancies

- A. Requests by an employee for transfer to a vacancy shall be made in writing on forms furnished by the Board. One copy shall be filed with the Associate Superintendent for Human Resources and one copy shall be filed with the Association President.

The transfer request form shall set forth reasons for transfer, the position sought, and the applicant's qualifications. Employees shall receive active consideration.

In the case of involuntary transfer, the Superintendent shall notify the affected employee and the Association President of the reasons for such transfer.

- B. A vacancy shall be defined as a vacated position which will be continued or a new position created which is covered under this Agreement. A vacancy shall not exist when an employee is on short-term sick leave, emergency leave, jury duty, sabbatical leave, or any other leave of absence less than one (1) semester in duration. Under such circumstances, the district may place a substitute in the position.
- C. Should an employee be granted a leave of absence of a year or less, but more than one (1) semester, and plan to return to work at the beginning of the next school year, the district will post a temporary position and hold the position for the employee on leave until the following year.

Should an employee extend the leave of absence beyond the first school year, the employee will return to the first available position for which he/she is certified and qualified pursuant to the recall/return procedures set forth in Sections E through O of this Article.

- D. Whenever a vacancy arises, a notice shall be posted on a bulletin board in each school building for no less than five (5) workdays before the position is filled. A copy of the notice shall also be sent to the Association President.
- E. Whenever a vacancy is to be filled, it shall be filled in the following order except as provided in number 1 below. All employees must have the necessary certification, licensure, state approval, and/or endorsements for a vacancy. Vacancies shall be filled within the guidelines of Title IX and the board policy for equal opportunity employment.
1. Voluntary transfer requests: Voluntary transfer requests shall be approved or denied based on the education, experience, competency, and qualifications of the applicant, and other relevant factors. The transfer request shall be denied if honoring the transfer request would result in an employee not being recalled or returned under the following:

- a. Provisions 2, 3, and 4 below,
 - b. A child care leave of a year or less (see Article X, Section C, on child care leave),
 - c. A military leave as required by law.
2. Bumping by an employee notified of layoff: Employees may bump into another program area provided they meet the following criteria:
 - a. Sufficient bargaining unit seniority,
 - b. Certification, licensure, state approval, and/or endorsements, and
 - c. Effective April 1, 1992, meet the education and experience requirements of the job description. Employees do not have to meet the preferred education or preferred experience requirements of the job description to exercise bumping rights.
 3. Recall from layoff: Employees shall be recalled in inverse order provided they meet the following criteria:
 - a. Sufficient bargaining unit seniority,
 - b. Certification, licensure, state approval, and/or endorsements, and
 - c. Effective April 1, 1992, meet the education and experience requirements of the job description. Employees do not have to meet the preferred education or preferred experience requirements of the job description for recall from layoff.
 4. Return from involuntary leaves of absence: Employees shall be returned from involuntary leaves of absence (such as a long-term medical leave, Article X, Section L) provided they meet the following criteria:
 - a. Sufficient bargaining unit seniority,
 - b. Certification, licensure, state approval, and/or endorsements, and
 - c. Effective April 1, 1992, meet the education and experience requirements of the job description. Employees do not have to meet the preferred education or preferred experience requirements of the job description to return from involuntary leaves.
 5. Return from voluntary leaves of absence: Employees shall be returned from a voluntary leave of absence (such as a child care leave beyond one year, Article X, Section C, number 7) provided they meet the following criteria:
 - a. Sufficient bargaining unit seniority,
 - b. Certification, licensure, state approval, and/or endorsements,
 - c. Effective April 1, 1992, meet the education and experience requirements of the job description. Employees do not have to meet the preferred education or preferred experience requirements of the job description to return from voluntary leaves.
 6. New hires

Reassignments

- F. Reassignments to positions created because of the implementation of a least restrictive environment program/classroom will be made according to the following:
1. Positions will be filled first with volunteers on the basis of experience, competency, qualifications and other relevant factors in accordance with applicable master agreement/AOP/building manual provisions. If two or more employees are equal in experience, competency, qualifications and other relevant factors, then the employee with higher seniority will be reassigned.
 2. The employee with the majority of students being transferred from a particular classroom will be given first preference for reassignment, subject to the criteria above, whenever possible.
 3. Should an insufficient number of employees request a reassignment to an available least restrictive environment program/classroom, the employee with the least seniority meeting the criteria defined in number 1 above may be reassigned in accordance with applicable master agreement/AOP/building manual provisions.
- G. The district retains the right to approve or disapprove all requests for reassignment.

Recall and Return from Leaves

- H. All earned rights and benefits held at the time of layoff shall be reinstated at the time of recall.
- I. Any employee who is recalled from layoff or requested to return to work at the end of a leave of absence, and who is unable to return because of a contractual obligation to another school district, shall be granted said position at the beginning of the next school year.
- J. Notice of recall shall be sent by certified mail to the employee's last known address. A copy of the recall notice shall be sent to the Association President.
- K. Failure to accept an available position for which the employee is certified, state approved, licensed, and/or endorsed, or failure to notify the District of unavailability, may be considered a voluntary quit and the Board may terminate its obligation to that employee. Notice of acceptance of assignment or notice of unavailability by the employee must be received by the district within ten (10) days of receipt of notice of recall or return.
- L. Recall rights of laid-off employees shall last for a period of time equal to the number of years of seniority the employee had at the time their layoff was effective, or five (5) years, whichever is longer.

- M. An employee on a voluntary long-term leave of absence of a year or longer who notifies the District of their desire to return and who cannot be returned from leave shall be placed on a return-from-leave list, Article IX, Section L, for a period of time equal to their seniority or five (5) years, whichever is longer. The employee shall be returned according to Article IX, Sections E and K, of this Agreement. The employee's return rights may be terminated if the employee is offered a position at the end of the leave and the employee does not accept it.
- N. A combined list of employees eligible for recall and return from long-term leave of absence shall be maintained by the Human Resources Department. A copy of this list shall be forwarded to the Association President on a regular basis.
- O. To be eligible for recall or return from long-term leave of absence, an employee shall:

1. Have maintained a current address and telephone number with the Human Resources Department.
2. Have notified the Human Resources Department in writing of any extended periods of time (longer than 14 days) when they will be away from their current address and how they may be reached or be contacted while away.
3. Have notified the Human Resources Department in writing by March 15 of intent to return to active employment for the following year, except that for laid-off employees and employees on long-term medical leaves, it shall be presumed the employee wishes recall.

If an employee does not comply with the above provisions, their return rights may be terminated for that year. If the employee does not comply for two (2) years, all return rights may be terminated.

4. Have notified the Human Resources Department in writing of any changes, lapses, or expirations, or anticipated changes in certification, endorsements, majors, minors, and/or licenses.

Such notice must be given prior to March 15 if the information is to be used in determining recall or return rights for the following school year. The district may ignore such information for the following school year if it is not provided by March 15.

- P. Notice of recall/return shall be sent by certified mail to the employee's last known address or shall be hand delivered to the employee. The notice of recall/return shall be pursuant to the order provided in Article IX, Section E. A copy of the recall/return notice shall be sent to the Association President.
- Q. The above provisions, and all provisions of this contract, are subject to the requirements of the tenure law.

Postings During the Summer

- R. Whenever vacancies occur during the normal summer months, when regular school is not in session, the following procedure, in addition to the procedures heretofore outlined, shall be followed:
1. Employees with specific interests in possible vacancies will notify the Superintendent of their interest, in writing, during the last regular week of school and shall include a summer address.
 2. Should a vacancy occur, the employees who have expressed an interest in said position shall be notified of the vacancy at the time of the posting.
 3. The employees so notified shall have the responsibility of contacting the Superintendent indicating their interest in said position prior to the expiration of the posting time as indicated above.
- S. Employees working less than 35 hours per week (part-time employees) who have earned at least two (2) semesters of seniority as a part-time employee are eligible to exercise their rights for all provisions under Article IX, Sections A through R above, unless otherwise specified under Article I, Sections D and E, of this Agreement.

Article X

Absences and Leaves

- A. Sick leave shall be defined as the absence of an employee from work because of personal illness or disability. Sick leave may be taken because of personal illness or disability of an employee and/or illness or disability of an employee's immediate family member, as defined in Section B of this Article, that necessitates the presence of the employee. Sick leave days may be used up to the maximum accumulated in accordance with the following provision:
1. On the first day of the contract year each employee shall be credited with thirteen (13) days leave allowance for absences caused by illness or physical disability of the employee. In the event an employee leaves the employment of the district prior to the completion of that employee's individual contract, the sick leave entitlement will be only for the portion of the year worked.
 2. Two (2) of the thirteen (13) days provided above may be used for personal business provided that if a personal business day is requested for the day immediately preceding or following a holiday, a reason must be given. Personal business days may not be used to extend a vacation period or for other employment.
 3. Employees working less than 35 hours per week (part-time employees) shall have their sick and personal business time posted in proportion to the time worked unless otherwise specified under Article I, Sections D and E, of this Agreement.
 4. Effective September 1, 1980, sick leave days may be cumulative not to exceed ninety (90) days. Any sick leave days over ninety (90) days shall be forfeited. Sick leave days accumulated beyond sixty (60) days must be earned after September 1, 1980. Sick leave days do not accumulate while an employee is on long-term disability.
 5. Sick leave days in excess of sixty (60) days may be traded for reimbursement at a rate of \$20.00 per day for 1995-96 and \$33.00 per day for 1996-97 and 1997-98 in accordance with the following conditions:
 - a. The employee notifies the Superintendent in writing by June 1, of the number of sick leave days to be traded for reimbursement.
 - b. The sick leave days must have been earned after September 1, 1980.
 6. New employees shall become eligible for leave benefits after the employee has completed one (1) full day of employment.
 7. The Board and the Association recognize that chronic absenteeism should not be condoned with respect to the parties' obligations and responsibility to the work place.

8. Employees are responsible for reporting absences in a timely fashion pursuant to building/program/department procedures.
 9. When the district requests/requires an employee to seek medical attention due to work-related accident/injury/communicable disease, such as scabies or head lice, the employee will not be charged sick time for the balance of the day.
 10. Any employee whose personal illness extends beyond the period compensated under Section A may be granted a leave of absence without pay for such time as is necessary for complete recovery from such illness. Health insurance premiums will be paid for the duration of the employee's individual contract year. Upon return from an authorized leave, the employee shall be assigned to the same position or a substantially equivalent position with regard to pay, responsibility and status.
- B. Annual and accumulated leave days may be used as follows:
1. A maximum of five (5) days per school year for critical illness in the immediate family. Immediate family is defined as:
 - a. Spouse
 - b. Child, including foster child and step child
 - c. Brother or brother of spouse
 - d. Sister or sister of spouse
 - e. Parent or parent of spouse
 - f. Grandparent or grandparent of spouse
 - g. Son-in-law
 - h. Daughter-in-law
 - i. Grandchild
 2. A maximum of five (5) days per school year for death in the immediate family, as defined above.
 3. In extenuating circumstances the Superintendent may approve additional leave days to be used for critical illness or death in the immediate family, as defined above.
- C. Unpaid Leaves of Absence
1. Employees may be granted short-term/long-term unpaid leaves of absence. Short-term unpaid leaves will be for more than one (1) day but less than twenty (20) working days. In extenuating circumstances, short-term leaves may be extended five (5) additional days. Long-term leaves will be for more than twenty (20) working days.
 2. The Superintendent will review and act on short-term leaves. Long-term leaves will be reviewed and forwarded to the Board for action. One (1) day or less may be approved by the department director/program administrator.

3. Employees on unpaid leaves will not receive pay. However, employees on unpaid leave less than twenty-five (25) working days shall have their fringe benefits paid by the Board.
4. Employees on unpaid leave in excess of twenty-five (25) working days may elect to maintain their insurance coverage within the provisions of the district carrier at their own expense.
5. In considering leave requests, the following criteria will be reviewed:
 - a. Leave of absence does not reduce ability of the district/department to accomplish its mission.
 - b. Satisfactory substitute can be obtained if necessary.
 - c. Leave will not cause the district additional expense.
 - d. Attendance and work performance of the employee are satisfactory.
6. Return from leave will be as follows:
 - a. Short-term leave - Employee may return to work at the same step on the salary schedule, job classification and work assignment.
 - b. Long-term leave - Employee may return from leave to the first available position for which the employee is certified/qualified in accordance with Article IX, Sections E and K, of this Agreement.
7. Long-term leaves may be granted for a period of up to one year. The district may, at its discretion, extend the leave for one additional year upon request. No seniority will accrue during this period.
8. Employees will:
 - a. Make application in writing to their immediate supervisor/program administrator for short-term leave and complete the Request for Unpaid Leave of Absence form at least five (5) work days prior to the commencement of the leave, except in case of emergency.
 - b. Make application for long-term leave in writing at least sixty (60) calendar days prior to commencement of leave, except in case of emergency.
 - c. Notify the Human Resources Department in writing sixty (60) calendar days prior to returning to work from a long-term leave.
 - d. Report to the Human Resources Department upon return from long-term leave to review/update payroll/benefits information.

D. Child Care Leave

1. A leave of absence up to one (1) year without pay shall be granted to any employee for the purpose of child care. The child of the leave must be a newborn infant, or a newly adopted child.

2. Request for such leave shall be made in writing, with written verification of pregnancy from a physician or verification of custody from the appropriate agency or court.
3. The Superintendent may approve the use of three (3) additional days in Section A, number 2 above, to be used as personal business for adoption. Personal business days for adoption may be approved for use immediately before or after a vacation period.
4. In order to provide continuity of program, the employee shall notify the Superintendent in writing at least three (3) months in advance of the anticipated leave date or as soon thereafter as the employee is aware of such need.
5. The specific beginning and ending leave date shall be determined by mutual agreement of the employee and the Superintendent, at least thirty (30) days prior to the anticipated commencement of the leave with primary consideration given to the written medical statement provided by the employee's physician, which may be supplemented as provided in Section L of this Article.
6. Employees returning from a child care leave of one (1) year or less shall return to the same or equivalent position in accordance with their bargaining unit seniority.
7. The employee may renew said child care leave beyond the term allowed in number 1 above up to an additional year. The employee shall notify the Superintendent in writing at least sixty (60) days prior to the termination of said leave.
8. Employees returning from a child care leave of more than one (1) year in duration may return to the same or equivalent position when available in accordance with their bargaining unit seniority. Employees shall return from an extended child care leave beyond one (1) year in accordance with Article IX, Sections E and K, of this Agreement. If no position is available upon the expiration of the leave, the employee shall be placed on a return-from-leave list, Article IX, Section L, for a period of time equal to their seniority or five (5) years, whichever is longer.
9. Failure to return from leave on the date specified may result in the loss of return rights if the employee is offered a position at the end of their leave and the employee does not accept it, unless the leave is extended in writing by the Superintendent.
10. An employee may make written application to the Superintendent for reinstatement prior to the expiration of the leave; however, accelerated return from leave shall be at the discretion of the Board.
11. The employee shall be given credit on the salary schedule for a full semester for the semester in which the leave was taken, provided over one-half (1/2)

the semester was worked. Upon return from leave, the employee shall be restored to the appropriate position on the salary schedule.

- E. Pursuant to Section 632, Part 7, of the School Code of 1976, employees who have been employed for seven (7) years by the Genesee Intermediate School District may be granted a sabbatical leave for one (1) year. During said sabbatical leave, the employee shall be considered to be in the employ of the Board and shall be paid one-half (1/2) the annual salary rate. The employee shall receive one-half (1/2) the benefit allowance for health insurance and life insurance. It is understood that such leaves are to serve professional purposes such as advanced study, professional writing or travel which may be deemed to improve professional competence. A report regarding the use of the leave shall be filed with the Board. The employee agrees to remain in the service of the Board for at least two (2) years after completion of the sabbatical leave unless a layoff is necessary in accordance with Article VIII of this Agreement.

If the employee does not fulfill this provision, the employee shall be obligated to repay the Board the sabbatical leave pay. An employee, upon return from a sabbatical leave, shall be restored to that employee's former position or to a position of like nature, compensation, seniority, and status. Any period spent on sabbatical leave shall be treated as employee service for the purpose of seniority and application to the salary schedule.

- F. Released time for Association business, not including negotiations or grievance processing, shall be provided in the amount of six (6) days during the school year. The Association will pay substitute cost. Application for released time shall be made on forms provided by the District.

The Superintendent may approve additional days for employees to attend MEA-sponsored conferences such as Win-Win training, leadership training, and summer conferences. The Board and Association agree that requests and documentation for such conference participation will be approved by the Association President and reviewed with the Associate Superintendent for Human Resources prior to submitting the request to the Superintendent.

- G. A military leave of absence shall be granted to any employee who shall be inducted or shall enlist for military service in any branch of the armed forces of the United States. Employees on military leave shall be given the benefit of any annual salary increments and sick leave allowances which would have been credited to them had they remained in active service to the District. Employees on military leave of absence shall return to work in accordance with applicable state and federal laws.

- H. The Board shall grant a leave of absence without pay and benefits to any employee to campaign for or serve in a public office. Said leave shall be granted for up to two (2) years. Any extension beyond two (2) years will be at the discretion of the Board. Employees on a leave of absence for the purpose of campaigning for or serving in a public office shall not be given benefit of any salary increments, sick time or seniority credit. Employees shall return from a

leave of absence for the purpose of campaigning for or serving in a public office in accordance with Article IX, Sections E and K, of this Agreement.

- I. Religious holidays other than specified in the calendars will be granted to employees. Prior arrangement must be made with the Superintendent. Such days may be covered by the following:

1. Personal business leave.
2. Work on days that office is open when certificated staff is on vacation.

- J. Upon receipt of a notice to report for jury duty, the employee will submit a copy of their jury summons along with a completed Report of Absence form to their immediate supervisor prior to the commencement of jury duty. A paid leave of absence shall be granted for such duty.

If the employee is temporarily excused from jury services for a period of one-half (1/2) day or more, the employee shall report to work during such periods.

It is the responsibility of the employee to collect compensation from the judicial system for court services and travel expenses. Upon receipt of money earned as a juror, the employee shall retain the amount paid for travel and submit a check or cash to the business office for the compensation received while providing jury/court services.

For a court appearance as a subpoenaed witness in any case connected with the employee's employment with the Genesee Intermediate School District, the employee shall be granted a leave of absence with pay for the time required for such court appearance.

- K. The Board may grant full pay to an employee for approved visitation to any other school or for attending educational conferences or conventions. All employees, regardless of assignment, shall be considered for conference attendance.
- L. The Board may require that an employee have and report the results of a physical or mental examination by an appropriate specialist selected by the Board at the Board's expense if probable cause exists. On the basis of the results of such examination, the Board may require that the employee take a leave of absence without pay or increment for a period not to exceed one (1) year.

An employee has the privilege of engaging a specialist at the employee's expense to conduct a physical or mental examination on behalf of the employee. If the specialists do not concur, a third specialist, mutually acceptable to both parties, will be consulted with fees to be divided between the Board and the employee.

Article XI

Insurance Protection

Pursuant to the authority set forth in Section 632 of the School Code of 1976 as amended, the Board agrees to furnish to all employees the following insurance protection unless otherwise specified under Article I, Sections D and E, and Article XI, Insurance Protection, Section K, of this Agreement.

Effective July 1, 1996, the Board and the Association agree that options for employees through the development of a Section 125 Plan in accordance with the Internal Revenue Service Code may be advantageous for the employees and the District. Therefore, the Board and the Association will implement a Section 125 Plan with an effective date of September 1, 1996 that allows employees to elect health insurance or a cash option, Section B, number 4, and Section C of this Agreement. Further, the GIEA/Board Insurance Study Committee shall continue to explore other options. The Section 125 Plan may be expanded to include dependent care, medical reimbursement accounts and/or other programs as allowed under the IRS Code. Any future expansion of the Section 125 Plan must be recommended by the GIEA/Board Contract Administration and Problem Solving Committee and approved by the GIEA Governing Board and the GISD Board of Education prior to implementation.

- A. The Board shall provide all employees group term life insurance protection in the amount of \$30,000 with double indemnity for accidental death and dismemberment.
- B. The Board shall provide all employees for the duration of this contract (subject to the limitations of the carrier) MESSA Super Care I or Blue Care Network or Health Plus of Michigan health insurance coverage.
 1. MESSA Super Care I. Employees who select MESSA Super Care I shall have their life insurance protection as provided in Section A above reduced by a like amount provided in the Super Care Insurance Plan. MESSA options will be available on the payroll deduction plan.
 2. Blue Care Network. BCN-1
 3. Health Plus of Michigan. CS
 4. Employees subscribing to a Blue Care Network or Health Plus of Michigan plan during the term of this Agreement will receive a cash payment equal to 50 percent of the difference between the annual cost of the MESSA Super Care I full-family plan and the annual cost of Blue Care Network or Health Plus of Michigan full-family plan, provided the cost of the MESSA Super Care I annual full-family plan exceeds the cost of the HMO plan.
 5. Health insurance premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

- C. Employees not electing insurance coverage under Section B above shall receive a cash payment of one hundred thirty dollars (\$130) per month (\$1,300 per year) payable in ten (10) installments September through June of each school year. The cash option is subject to applicable federal, state, local, and social security (FICA) taxes. During the term of the Agreement, if six (6) employees net identified in the mutually agreed to list for health insurance/cash payment status, as amended on March 16, 1995, drop health insurance, the cash payment shall increase to one hundred eighty dollars (\$180) per month (\$1,800 per year); if eleven (11) employees net drop health insurance, the cash payment shall increase to two hundred forty dollars (\$240) per month (\$2,400 per year).

Employees are responsible for submitting the necessary paperwork to the Human Resources Department for the selection of health insurance or the cash option during the month of August of each school year. Thereafter, employees with changes in marital/dependent status or other changes that affect their health insurance or cash option must notify the Human Resources Department within 30 calendar days of the occurrence and complete the necessary paperwork. Any other changes may be made during the normal open enrollment period which is during the month of August of each school year.

Employees who do not meet the deadlines (within 30 calendar days of occurrence/initial employment or month of August open enrollment period) forfeit their right to change their coverage until the next August open enrollment period.

- D. Employees shall be eligible to elect salary reduction for an approved annuity of their choice. The employee is responsible for contacting the annuity representative and submitting the necessary paperwork to the Human Resources Department (see AOP #9).
- E. Long-term disability insurance protection (subject to the limitations of the carrier) will be provided each employee as outlined.
1. Coverage will commence on the sixty-first (61st) calendar day (Modified Fill) after beginning of disability or upon exhaustion of the employee's accumulated sick leave, whichever is later, subject to the discretion of the employee.
 2. Coverage equals sixty-six and two-thirds (66-2/3) percent of the employee's salary per diem rate for the first (1st) year and sixty-six and two-thirds (66-2/3) percent of the annual rate thereafter.
 3. Payments continue until termination of disability or up to a maximum of five (5) years for employees with less than three (3) consecutive years of service.
 4. Disability benefits will continue until age seventy (70) for those employees who have been employed full time for a period of over three (3) consecutive years.
 5. Disability payments shall be limited to a maximum of \$3,400 per month and shall include a social security freeze.

- F. The Board shall provide all employees for the duration of this contract (subject to the limitations of the carrier) dental insurance in accordance with the specifications of Delta Dental Plan E-007, co-pay Class I/Class II/Class III, 80/80/80, or internal/external coordination of benefits, co-pay Class I/Class II/Class III, 50/50/50, effective September 1, 1993. Dental insurance premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

Effective September 1, 1997, the Board may provide all employees self-funded dental coverage in accordance with the following specifications:

1. Co-pay Class I/Class II/Class III, 80/80/80.
2. Co-pay Class I/Class II/Class III, coordination of benefits, 50/50/50.
3. Subject to the limitations of Delta Dental E-007.

For either plan selected, the annual maximum benefit payable during the September 1 through August 31 period is \$1,000 per person. The Class III orthodontic life-time maximum benefit for eligible dependents 19 years of age or less is \$1,300. Dental premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

- G. The Board shall provide all employees (subject to the limitations of the carrier) vision insurance in accordance with specifications of MESSA VSP-3.

Effective September 1, 1997, the Board shall provide all employees with vision coverage in accordance with the following specifications:

Annual maximum benefit payable per eligible family member September 1 through August 31 of each year as follows:

Vision Exam	\$ 50.00
Lenses	
Single Vision	56.00
Bifocal	90.00
Trifocal	110.00
Lenticular	128.00
Frames	60.00
 Contact Lenses	 Reimbursed at \$125.00 if cosmetic. In lieu of all other benefits (exam, lenses and frames) during any plan year. Reimbursed at \$200.00 if medically necessary, including the cost of the exam during any plan year.

In order to be eligible for vision insurance, the employee must complete the district vision application and submit the vision reimbursement form to the Business/Management Services Department in a timely fashion, not to exceed one year from the date of occurrence, and attach proof of services as provided by the

administering eye care specialist (optometrist or ophthalmologist). Vision reimbursement forms will be provided by the Board and will be available in the main office of all district facilities or by contacting the Business/Management Services Department.

Vision insurance premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

- H. Vision and dental coverage provided above shall maintain the same level of benefits as Delta Dental Plan E-007 and MESSA VSP-3 provided during the 1996-97 school year (Appendix D). Should Delta Dental and/or VSP-3 enhance the coverage during the duration of this Agreement, the GIEA/Board Insurance Study Committee may enhance the coverage accordingly.
- I. Employees with a change in marital status/dependents or other changes that affect their health insurance/cash option, life, dental or vision insurance coverage must notify the Human Resources Department within 30 calendar days of the date of occurrence to complete the necessary paperwork.
- J. Employees may enroll in the health insurance/cash option, dental or vision insurance regardless of their date of employment during the open enrollment period of August of each school year provided such enrollment does not result in dual enrollment for health insurance as it applies in Section B above. The board shall post a notice each year for the August open enrollment period.
- K. Insurance benefits become effective after the employee has completed one (1) full day of work.
- L. The premium year for fringe benefit coverage shall be September 1 through August 31.
- M. Insurance benefits terminate when the employee resigns or leaves the Genesee Intermediate School District prior to fulfillment of that employee's current contract year.
- N. Benefits provided in Section B above shall be available to all employees unless they are covered by another program which is superior to that available above, provided such coverage does not result in dual enrollment of the employee's spouse and dependents.
- O. Employees working more than one-half (1/2) time but less than full time shall receive fringe benefits in relation to time worked. Employees who take a voluntary reduction in their work day in order to prevent or reduce layoffs shall be entitled to full fringe benefits. The above provisions are subject to the provisions of the various requirements of insurance carriers.
- P. The Board and the Association agree that the cost of providing worker's disability compensation coverage for employees has increased over the last several years. The parties agree that during the term of this Agreement, employee work-related injury committees will be formed in each program area under the direction and

guidelines determined by the Contract Administration and Problem Solving Committee to study work-related injuries and implement programs to reduce on-the-job injuries.

- Q. The Board and the Association agree that the rising cost of insurance is a problem. The Board and the Association recognize the importance of working together to review cost-saving measures that could be implemented during the term of this Agreement.

The Association and the Board agree to have no more than four (4) representatives from the Association and no more than four (4) representatives from the Board work together on the GIEA/Board Insurance Study Committee to research methods of reducing the cost for providing insurance coverage. The GIEA/Board Insurance Study Committee will continue to serve as an ad hoc committee to the Contract Administration and Problem Solving Committee as identified in Article XII of this Agreement.

- R. The parties further agree that if cost savings are realized through programs recommended by the GIEA/Board Insurance Study Committee (Section Q above) that 50 percent of the savings will be shared with the Association membership. The savings may be dispersed to cover the costs of enhancing the current health, dental, vision, disability and/or life insurance programs or by implementing a sick day usage reduction program, expansion of the Section 125 Plan, an educational incentive beyond the MA + 30, or some other program mutually agreeable to the Board and the Association, as recommended by the GIEA/Board Insurance Study Committee.

The Section 125 Plan may be expanded to include dependent care, medical reimbursement accounts and/or other programs as allowed under the IRS Code. All plans expanded under the Section 125 Plan must be recommended by the GIEA/Board Contract Administration and Problem Solving Committee and approved by the GIEA Governing Board and the GISD Board of Education prior to implementation.

- S. GIEA/Board Insurance Study Committee recommendations for reducing insurance costs and changing programs (Sections Q and R above) be implemented only if mutual agreement is reached by the Board and the Association. Mutual agreement may be reached by opening the appropriate section of this Agreement and ratification by the Board and Association members or through a CAPSC agreement or memorandum of understanding as approved by CAPSC, the GIEA Governing Board and the GISD Board of Education prior to implementation.

- T. Should it be determined by the GIEA/Board Insurance Study Committee that the costs for providing benefits are not reduced, then the committee will review the current plan and make recommendations to the Board.

GENESEE INTERMEDIATE SCHOOL DISTRICT
Human Resources

GIEA Vision Insurance
September 1, 1999 through August 30, 2000

The following reimbursement schedule for self-funded vision insurance coverage for members of the Genesee Intermediate Education Association was approved by the Genesee Intermediate School District Board of Education on September 14, 1999:

Annual maximum benefit payable per eligible family member September 1, 1999 through August 31, 2000:

Vision Exam	\$ 60.00
Lenses	
Single Vision	66.00
Bifocal	100.00
Trifocal	120.00
Lenticular	128.00
Frames	70.00
Contact Lenses	Reimbursed at \$125.00 if cosmetic. In lieu of all other benefits (exam, lenses and frames) during any plan year. Reimbursed at \$200.00 if medically necessary, including the cost of the exam during any plan year.

In order to be eligible for vision insurance, the employee must have completed a district vision insurance application. For reimbursement, submit a vision reimbursement form to the Business/Management Services Department in a timely fashion, not to exceed one year from the date of occurrence, and attach proof of services as provided by the administering eye care specialist (optometrist or ophthalmologist). Vision reimbursement forms are provided by the Board and are available in the main office of all district facilities or by contacting the Human Resources Department or Business/Management Services Department.

Vision insurance premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

Article XII

Contract Administration and Problem Solving Committee

- A. The Board and the Association support the concept of Win-Win Negotiations and will work as a team to resolve mutual concerns and problems.
- B. In order to facilitate communications between the Board and the Association, a Contract Administration and Problem Solving Committee (CAPSC) comprised of representatives from the Association and the Board will meet on a regular basis, usually monthly, to discuss topics and resolve issues and problems.
- C. The CAPSC will attempt to resolve issues and problems prior to implementing the grievance procedure or referring them to the negotiations process. However, an issue or problem may be referred by the CAPSC, the Association, the Board, or an employee to the grievance procedure or negotiations process if it is deemed that the CAPSC is not the appropriate committee to meet and resolve the issue or problem.
- D. A problem may be taken through the grievance procedure and/or through the CAPSC at the same time or separately.
- E. Employees, immediate supervisors/administrators, and building representatives should share their problems and concerns at the program/building level so that the problem or concern can be researched, discussed, and resolved at the lowest possible level.
- F. Problems and concerns that cannot be resolved at the program/building level may be referred to the CAPSC by the employee, association representative, and/or immediate supervisor.
- G. Nothing in this Article shall be construed to prevent the employee or the Association from filing a grievance, or to prevent either party from making a negotiations proposal. However, the 30-day grievance filing deadline in Article VI, Section B, of this Agreement is delayed whenever a contract issue or problem is being addressed by the CAPSC.
- H. It is the responsibility of the Board and the Association to select representatives to serve on the CAPSC. The number of representatives may vary depending on the topics, issues, and problems on the agenda.
- I. A representative from the Association or the Board will be identified at the beginning of each meeting to summarize the minutes of the meeting and distribute the minutes and tentative agenda for the next meeting to the members of the CAPSC.
- J. The Association President and the Associate Superintendent for Human Resources are responsible for the distribution of information to the individuals they represent regarding the activities of the CAPSC.
- K. The CAPSC shall review and discuss activities related to the development and implementation of least restrictive environment programs. The Board shall assure that the Association will be a participant in the planning process relating to the

review and revision of the Genesee Intermediate School District Special Education Mandatory Plan and the Project CHOICE Steering Committee. Such participation shall neither expressly nor by implication be deemed to be a waiver of either party's right to bargain any working condition.

Article XIII
Employee Evaluation

- A. All monitoring or observation of the work performance of an employee shall be conducted openly and with full knowledge of the employee. The use of eavesdropping, closed-circuit television, public address or audio systems, observation rooms and similar surveillance devices shall be strictly prohibited.
- B. Each employee shall have the right, upon request, to review the employee's evaluation record. A representative of the Association may be requested to accompany the employee in such review. Privileged information, such as confidential credentials and related personal reference normally sought at the time of employment, are specifically exempted from such review.

The administrator responsible for the safekeeping of such files shall remove such credentials and confidential reports from the file prior to the review of the file by the teacher.

- C. An employee shall be entitled at all times to have a representative of the Association present when he is being reprimanded, warned, or disciplined for any infraction of discipline or delinquency in performance. When a request for such representation is made, no action shall be taken with respect to the employee until such representation by the Association is present.
- D. Any complaints directed against an employee of the Genesee Intermediate School District by a parent, student, teacher, administrator or employee of a constituent district shall be brought to the attention of the employee through appropriate supervisory or administrative personnel. No action shall be taken, with respect to such a complaint or report, affecting the status of the employee without prior notice to that employee.
- E. Evaluation shall be conducted according to a mutually agreed upon procedure as developed by representatives from the Association and the Board of Education and approved by the Association prior to its use.
- F. 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, including adverse evaluation of employee performance asserted by the Board or any agent or representative thereof, shall be subject to the professional grievance negotiations procedure hereinafter set forth.

Article XIV
Miscellaneous Provisions

- A. No polygraph or lie detector device shall be used in any investigation of any individual.
- B. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual employee contracts heretofore in effect.

All future individual employee contracts shall be made expressly subject to the terms of this Agreement or any subsequent agreement covering the same school year as the individual employee contracts designate. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.

- C. Copies of this Agreement shall be printed at the expense of the Board and presented to all employees covered hereby now employed or hereafter employed by 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 provision or application 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.
- E. Employees shall be paid in either twenty-one (21) or twenty-six (26) equal pays. Once the twenty-one (21) or twenty-six (26) pay schedule has been selected it may not be changed for that contract year, except that an employee electing twenty-six (26) pays may request the balance of the twenty-six (26) pays in a final check the second pay in June provided the request is made in writing by May 15 to the Superintendent.
- F. When an employee completes a program for state certification or graduate course work that entitles that employee to a higher rate of pay according to the schedule, the employee's pay shall be adjusted as follows:
 - 1. When an employee completes course work prior to September 1 of the contract year, pay will be at the higher rate for the full year if evidence of such achievement is submitted within sixty (60) days.
 - 2. Course work completed after September 1 and prior to February 1 will entitle the employee to be paid at the higher rate from February 1 of the contract year, providing evidence of achievement is submitted sixty (60) days after course work completion.
 - 3. An employee that completes course work by September 1, but does not submit evidence of completion within the sixty (60) day period, will be paid at the new rate effective February 1 of the next year.

G. Longevity

1. Eligible employees on the BA, BA + 18, MA, MA + 15, and MA + 30 classifications of the salary schedule will receive longevity as follows:
 2. Fifteen (15) years of experience in the bargaining unit at the Genesee Intermediate School District: \$700 in 1995-96 and \$800 in 1996-97 and 1997-98.
 3. Twenty (20) years of experience in the bargaining unit at the Genesee Intermediate School District: \$1,200 in 1995-96 and \$1,300 in 1996-97 and 1997-98.
 4. Twenty-five (25) years of experience in the bargaining unit at the Genesee Intermediate School District: \$1,600 in 1995-96 and \$1,700 in 1996-97 and 1997-98.
 5. Employees receiving longevity pay during the 1979-80 school year will continue to receive longevity pay.
- H. An employee's daily rate shall be determined by dividing his/her contractual salary by the number of working days provided in the calendars included in Schedule A. Legal holidays are not to be considered paid holidays.
- I. Salary deductions for unpaid days will include a prorata fringe benefit cost unless said day would qualify for payment under Article X.
- J. As a condition of employment, each employee must submit evidence of freedom from communicable tuberculosis to the Superintendent or designee.
- K. The Board may reimburse an employee who suffers damage to personal property caused by the actions of a student, providing there is no negligence on the part of the employee. The employee shall provide the Superintendent proof to substantiate the employee's loss.
- L. Employees will generally be notified at least twenty-four (24) hours in advance of all staff meetings.

Schedule A: Calendars

1995-96

August 25, 1995	Friday	Last Day for 230-Day Mandated Programs and Extended Schedules for 1994-95
August 28, 1995	Monday	Orientation/School Improvement/Staff Development/Inservice - Employees Only
August 29, 1995	Tuesday	School Improvement/Staff Development/Inservice - Employees Only
August 30, 1995	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
September 4, 1995	Monday	Labor Day
October 4, 1995	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
October 9, 1995	Monday	Parent/Teacher Conferences* - Students A.M. Only
November 23, 1995	Thursday	Thanksgiving Day
November 24, 1995	Friday	Thanksgiving Vacation
December 20, 1995	Wednesday	Christmas Vacation
December 21, 1995	Thursday	
December 22, 1995	Friday	
December 25, 1995	Monday	Christmas Day
December 26, 1995	Tuesday	
December 27, 1995	Wednesday	
December 28, 1995	Thursday	
December 29, 1995	Friday	
January 1, 1996	Monday	New Year's Vacation
January 2, 1996	Tuesday	Classes Resume All Programs
January 10, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
January 15, 1996	Monday	Martin Luther King's Birthday - Nonwork Day
February 16, 1996	Friday	Winter Break - Nonwork Day
February 19, 1996	Monday	Winter Break - Nonwork Day
March 13, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only

1995-96 (continued)

April 5, 1996	Friday	Easter Vacation
April 8, 1996	Monday	
April 9, 1996	Tuesday	
April 10, 1996	Wednesday	
April 11, 1996	Thursday	
April 12, 1996	Friday	
April 15, 1996	Monday	Classes Resume All Programs
April 24, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
May 8, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
May 21, 1996	Tuesday	Parent/Teacher Conferences* - Students A.M. Only
May 27, 1996	Monday	Memorial Day
June 6, 1996	Thursday	Final Day of Classes All Programs
June 7, 1996	Friday	Records Day - Employees Only
June 10, 1996	Monday	First Day 230-Day Mandated Programs and Extended Schedules; Students/ Employees Reduced Work Day
July 1, 1996	Monday	Summer Vacation 230-Day Mandated Programs
July 2, 1996	Tuesday	
July 3, 1996	Wednesday	
July 4, 1996	Thursday	Independence Day
July 5, 1996	Friday	
July 8, 1996	Monday	Classes Resume 230-Day Mandated Programs
August 23, 1996	Friday	Last Day 230-Day Mandated Programs and Extended Schedules for 1995-96
		184 Teacher Days Academic Year
		180 Student Days Academic Year
		50 Summer Student Days - 230-Day Mandated Programs

* GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1996-97

August 23, 1996	Friday	Last Day for 230-Day Mandated Programs and Extended Schedules for 1995-96
August 26, 1996	Monday	Orientation/School Improvement/Staff Development/Inservice - Employees Only
August 27, 1996	Tuesday	School Improvement/Staff Development/Inservice - Employees Only
August 28, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
August 30, 1996	Friday	Nonwork Day
September 2, 1996	Monday	Labor Day
October 9, 1996	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
October 14, 1996	Monday	Parent/Teacher Conferences* - Students A.M. Only
November 28, 1996	Thursday	Thanksgiving Day
November 29, 1996	Friday	Thanksgiving Vacation
December 23, 1996	Monday	Christmas Vacation
December 24, 1996	Tuesday	
December 25, 1996	Wednesday	Christmas Day
December 26, 1996	Thursday	
December 27, 1996	Friday	
December 30, 1996	Monday	
December 31, 1996	Tuesday	
January 1, 1997	Wednesday	New Year's Vacation
January 2, 1997	Thursday	
January 3, 1997	Friday	
January 6, 1997	Monday	Classes Resume All Programs
January 8, 1997	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
January 20, 1997	Monday	Martin Luther King's Birthday - Nonwork Day
February 14, 1997	Friday	Winter Break - Nonwork Day
February 17, 1997	Monday	Winter Break - Nonwork Day
March 12, 1997	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
March 28, 1997	Friday	Easter Vacation
March 31, 1997	Monday	

1996-97 (continued)

April 1, 1997	Tuesday	Easter Vacation
April 2, 1997	Wednesday	
April 3, 1997	Thursday	
April 4, 1997	Friday	
April 7, 1997	Monday	Classes Resume All Programs
April 23, 1997	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
May 14, 1997	Wednesday	School Improvement/Staff Development/Inservice - Students A.M. Only
May 20, 1997	Tuesday	Parent/Teacher Conferences* - Students A.M. Only
May 26, 1997	Monday	Memorial Day
June 9, 1997	Monday	Final Day of Classes All Programs
June 10, 1997	Tuesday	Records Day - Employees Only
June 11, 1997	Wednesday	First Day 230-Day Mandated Programs and Extended Schedules; Students/ Employees Reduced Work Day
June 30, 1997	Monday	Summer Vacation 230-Day Mandated Programs
July 1, 1997	Tuesday	Summer Vacation 230-Day Mandated Programs
July 2, 1997	Wednesday	
July 3, 1997	Thursday	
July 4, 1997	Friday	Independence Day
July 7, 1997	Monday	Classes Resume 230-Day Mandated Programs
August 26, 1997	Tuesday	Last Day 230-Day Mandated Programs and Extended Schedules for 1996-97
		184 Teacher Days Academic Year
		180 Student Days Academic Year
		50 Summer Student Days - 230-Day Mandated Programs

* GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1997-98 EKLC and 230-Day Mandated Program

August 26, 1997	Tuesday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1996-97
August 27, 1997	Wednesday	Orientation/School Improvement...Inservice* - Employees Only
August 28, 1997	Thursday	School Improvement...Inservice - Employees Only
August 29, 1997	Friday	Nonwork Day
September 1, 1997	Monday	Labor Day - Nonwork Day
September 2, 1997	Tuesday	First Day Students EKLC and 230-Day Mandated Program
September 10, 1997	Wednesday	School Improvement...Inservice - Students A.M. Only
October 8, 1997	Wednesday	School Improvement...Inservice - Students A.M. Only
October 13, 1997	Monday	Parent/Teacher Conferences ** - Students A.M. Only
November 27, 1997	Thursday	Thanksgiving Day - Nonwork Day
November 28, 1997	Friday	Nonwork Day
December 22, 1997	Monday	Nonwork Day
December 23, 1997	Tuesday	Nonwork Day
December 24, 1997	Wednesday	Nonwork Day
December 25, 1997	Thursday	Christmas Day - Nonwork Day
December 26, 1997	Friday	Nonwork Day
December 29, 1997	Monday	Nonwork Day
December 30, 1997	Tuesday	Nonwork Day
December 31, 1997	Wednesday	Nonwork Day
January 1, 1998	Thursday	New Year's Day - Nonwork Day
January 2, 1998	Friday	Nonwork Day
January 5, 1998	Monday	Classes Resume EKLC and 230-Day Mandated Program
January 14, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
January 19, 1998	Monday	Martin Luther King's Birthday - Nonwork Day
February 13, 1998	Friday	Winter Break - Nonwork Day
February 16, 1998	Monday	Presidents' Day - Nonwork Day
March 11, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
April 10, 1998	Friday	Nonwork Day
April 13, 1998	Monday	Nonwork Day
April 14, 1998	Tuesday	Nonwork Day
April 15, 1998	Wednesday	Nonwork Day
April 16, 1998	Thursday	Nonwork Day
April 17, 1998	Friday	Nonwork Day
April 20, 1998	Monday	Classes Resume EKLC and 230-Day Mandated Program
April 29, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
May 13, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
May 19, 1998	Tuesday	Parent/Teacher Conferences** - Students A.M. Only
May 25, 1998	Monday	Memorial Day - Nonwork Day

1997-98 EKLC and 230-Day Mandated Program (continued)

June 11, 1998	Thursday	Records Day - EKLC Students A.M. Only; 230-Day Mandated Program No Students
June 12, 1998	Friday	First Day Summer 230-Day Mandated Program and Extended Schedules; Students/Employees Reduced Work Day
June 29, 1998	Monday	Nonwork Day Summer 230-Day Mandated Program
June 30, 1998	Tuesday	Nonwork Day
July 1, 1998	Wednesday	Nonwork Day
July 2, 1998	Thursday	Nonwork Day
July 3, 1998	Friday	Nonwork Day
July 6, 1998	Monday	Classes Resume Summer 230-Day Mandated Program
August 27, 1998	Thursday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1997-98
		184 Teacher Days Academic Year
		181 Student Days Academic Year EKLC
		180 Student Days Academic Year 230-Day Mandated Program
		50 Student Days Summer 230-Day Mandated Program

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1998-99 EKLC and 230-Day Mandated Program

August 27, 1998	Thursday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1997-98
August 28, 1998	Friday	Orientation/School Improvement...Inservice* - Employees Only
August 31, 1998	Monday	School Improvement...Inservice - Employees Only
September 1, 1998	Tuesday	First Day Students EKLC and 230-Day Mandated Program
September 7, 1998	Monday	Labor Day - Nonwork Day
September 16, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
October 7, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
October 12, 1998	Monday	Parent/Teacher Conferences ** - Students A.M. Only
November 26, 1998	Thursday	Thanksgiving Day - Nonwork Day
November 27, 1998	Friday	Nonwork Day
December 21, 1998	Monday	Nonwork Day
December 22, 1998	Tuesday	Nonwork Day
December 23, 1998	Wednesday	Nonwork Day
December 24, 1998	Thursday	Nonwork Day
December 25, 1998	Friday	Christmas Day - Nonwork Day
December 28, 1998	Monday	Nonwork Day
December 29, 1998	Tuesday	Nonwork Day
December 30, 1998	Wednesday	Nonwork Day
December 31, 1998	Thursday	Nonwork Day
January 1, 1999	Friday	New Year's Day - Nonwork Day
January 4, 1999	Monday	Classes Resume EKLC and 230-Day Mandated Program
January 13, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
January 18, 1999	Monday	Martin Luther King's Birthday - Nonwork Day
February 12, 1999	Friday	Students A.M. Only; P.M. Staff Nonwork Day
February 15, 1999	Monday	Presidents' Day - Nonwork Day
March 12, 1999	Friday	Students A.M. Only; P.M. Staff Nonwork Day
April 2, 1999	Friday	Nonwork Day
April 5, 1999	Monday	Nonwork Day
April 6, 1999	Tuesday	Nonwork Day
April 7, 1999	Wednesday	Nonwork Day
April 8, 1999	Thursday	Nonwork Day
April 9, 1999	Friday	Nonwork Day
April 12, 1999	Monday	Classes Resume EKLC and 230-Day Mandated Program
April 28, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
May 12, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
May 18, 1999	Tuesday	Parent/Teacher Conferences** - Students A.M. Only
May 31, 1999	Monday	Memorial Day - Nonwork Day

1998-99 EKLC and 230-Day Mandated Program (continued)

June 11, 1999	Friday	Records Day - EKLC Students A.M. Only; 230-Day Mandated Program No Students
June 14, 1999	Monday	First Day Summer 230-Day Mandated Program and Extended Schedules; Students/Employees Reduced Work Day
July 5, 1999	Monday	Nonwork Day Summer 230-Day Mandated Program
July 6, 1999	Tuesday	Nonwork Day
July 7, 1999	Wednesday	Nonwork Day
July 8, 1999	Thursday	Nonwork Day
July 9, 1999	Friday	Nonwork Day
July 12, 1999	Monday	Classes Resume Summer 230-Day Mandated Program
August 26, 1999	Thursday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1998-99

- 184 Teacher Days Academic Year
- 182 Student Days Academic Year EKLC
- 181 Student Days Academic Year 230-Day Mandated Program
- 49 Student Days Summer 230-Day Mandated Program

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1999-2000 EKLC and 230-Day Mandated Program

August 26, 1999	Thursday	Last Day Summer 230-Day Mandated Programs and Extended Schedules for 1998-99
August 30, 1999	Monday	Orientation/School Improvement...Inservice* - Employees Only
August 31, 1999	Tuesday	School Improvement...Inservice - Employees Only
September 1, 1999	Wednesday	First Day Students EKLC and 230-Day Mandated Program
September 6, 1999	Monday	Labor Day - Nonwork Day
October 6, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
October 11, 1999	Monday	Parent/Teacher Conferences** - Students A.M. Only
November 25, 1999	Thursday	Thanksgiving Day - Nonwork Day
November 26, 1999	Friday	Nonwork Day
December 20, 1999	Monday	Nonwork Day
December 21, 1999	Tuesday	Nonwork Day
December 22, 1999	Wednesday	Nonwork Day
December 23, 1999	Thursday	Nonwork Day
December 24, 1999	Friday	Nonwork Day
December 27, 1999	Monday	Nonwork Day
December 28, 1999	Tuesday	Nonwork Day
December 29, 1999	Wednesday	Nonwork Day
December 30, 1999	Thursday	Nonwork Day
December 31, 1999	Friday	Nonwork Day
January 3, 2000	Monday	Classes Resume EKLC and 230-Day Mandated Program
January 12, 2000	Wednesday	School Improvement...Inservice - Students A.M. Only
January 17, 2000	Monday	Martin Luther King's Birthday - Nonwork Day
February 17, 2000	Thursday	Students A.M. Only; P.M. Staff Nonwork Day
February 18, 2000	Friday	Nonwork Day
February 21, 2000	Monday	Presidents' Day - Nonwork Day
March 17, 2000	Friday	Students A.M. Only; P.M. Staff Nonwork Day
March 29, 2000	Wednesday	School Improvement...Inservice - Students A.M. Only
April 21, 2000	Friday	Nonwork Day
April 24, 2000	Monday	Nonwork Day
April 25, 2000	Tuesday	Nonwork Day
April 26, 2000	Wednesday	Nonwork Day
April 27, 2000	Thursday	Nonwork Day
April 28, 2000	Friday	Nonwork Day
May 1, 2000	Monday	Classes Resume EKLC and 230-Day Mandated Program
May 10, 2000	Wednesday	School Improvement...Inservice - Students A.M. Only
May 16, 2000	Tuesday	Parent/Teacher Conferences** - Students A.M. Only
May 29, 2000	Monday	Memorial Day - Nonwork Day

1999-2000 EKLC and 230-Day Mandated Program (continued)

June 14, 2000	Wednesday	Records Day - EKLC Students A.M. Only; 230-Day Mandated Program No Students
June 15, 2000	Thursday	First Day Summer 230-Day Mandated Program and Extended Schedules; Students/Employees Reduced Work Day
July 3, 2000	Monday	Nonwork Day Summer 230-Day Mandated Program
July 4, 2000	Tuesday	Independence Day - Nonwork Day
July 5, 2000	Wednesday	Nonwork Day
July 6, 2000	Thursday	Nonwork Day
July 7, 2000	Friday	Nonwork Day
July 10, 2000	Monday	Classes Resume Summer 230-Day Mandated Program
August 28, 2000	Monday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1999-2000

- 185 Teacher Days Academic Year
- 183 Student Days Academic Year EKLC
- 182 Student Days Academic Year 230-Day Mandated Program
- 48 Student Days Summer 230-Day Mandated Program

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1997-98 Mott Middle College

August 26, 1997	Tuesday	Last Day Summer 230-Day Mandated Program and Extended Schedules for 1996-97
August 27, 1997	Wednesday	Orientation/School Improvement...Inservice* - Employees Only
August 28, 1997	Thursday	School Improvement...Inservice - Employees Only
August 29, 1997	Friday	Nonwork Day
September 1, 1997	Monday	Labor Day - Nonwork Day
September 2, 1997	Tuesday	First Day Students
September 3, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 10, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 17, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 24, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 1, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 8, 1997	Wednesday	School Improvement...Inservice - Students A.M. Only
October 15, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 22, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 24, 1997	Friday	School Improvement...Inservice - Students A.M. Only
October 29, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 5, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 12, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 13, 1997	Thursday	Parent/Teacher Conferences** - Students A.M. Only
November 14, 1997	Friday	Students A.M. Only; P.M. Staff Nonwork Day
November 19, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 26, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 27, 1997	Thursday	Thanksgiving Day - Nonwork Day
November 28, 1997	Friday	Nonwork Day
December 3, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 10, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 17, 1997	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 18, 1997	Thursday	School Improvement...Inservice - Students A.M. Only
December 19, 1997	Friday	School Improvement...Inservice - Students A.M. Only
December 22, 1997	Monday	Nonwork Day
December 23, 1997	Tuesday	Nonwork Day
December 24, 1997	Wednesday	Nonwork Day
December 25, 1997	Thursday	Christmas Day - Nonwork Day
December 26, 1997	Friday	Nonwork Day
December 29, 1997	Monday	Nonwork Day
December 30, 1997	Tuesday	Nonwork Day
December 31, 1997	Wednesday	Nonwork Day
January 1, 1998	Thursday	New Year's Day - Nonwork Day
January 2, 1998	Friday	Nonwork Day
January 5, 1998	Monday	School Improvement...Inservice - Employees Only
January 6, 1998	Tuesday	Classes Resume
January 7, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 14, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 19, 1998	Monday	Martin Luther King's Birthday - School Improvement... Inservice - Employees Only

1997-98 Mott Middle College (continued)

January 21, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 28, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 4, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 11, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
February 18, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 20, 1998	Friday	Winter Break - Nonwork Day
February 23, 1998	Monday	Presidents' Day - Nonwork Day
February 25, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 27, 1998	Friday	School Improvement...Inservice - Students A.M. Only
March 4, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 11, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 12, 1998	Thursday	Parent/Teacher Conferences** - Students A.M. Only
March 13, 1998	Friday	Students A.M. Only; P.M. Staff Nonwork Day
March 18, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 25, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 1, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 8, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 10, 1998	Friday	Nonwork Day
April 13, 1998	Monday	Nonwork Day
April 14, 1998	Tuesday	Nonwork Day
April 15, 1998	Wednesday	Nonwork Day
April 16, 1998	Thursday	Nonwork Day
April 17, 1998	Friday	Nonwork Day
April 20, 1998	Monday	Classes Resume
April 22, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 29, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 30, 1998	Thursday	School Improvement...Inservice - Students A.M. Only
May 1, 1998	Friday	School Improvement...Inservice - Students A.M. Only
May 4, 1998	Monday	School Improvement...Inservice - Employees Only
May 5, 1998	Tuesday	School Improvement...Inservice - Students A.M. Only
May 6, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 13, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 20, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 25, 1998	Monday	Memorial Day - Nonwork Day
May 27, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 3, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 10, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 15, 1998	Monday	School Improvement...Inservice - Students A.M. Only Last Day Students
June 16, 1998	Tuesday	Records Day - Employees Only
June 17, 1998	Wednesday	First Day Extended Schedules
August 25, 1998	Tuesday	Last Day Extended Schedules for 1997-98

187 Teacher Days

181 Student Days

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1998-99 Mott Middle College

August 25, 1998	Tuesday	Last Day Extended Schedules for 1997-98
August 26, 1998	Wednesday	Orientation/School Improvement...Inservice* - Employees Only
August 27, 1998	Thursday	First Day Students
September 2, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 4, 1998	Friday	Nonwork Day
September 7, 1998	Monday	Labor Day - Nonwork Day
September 9, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 16, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 23, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 30, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 7, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 14, 1998	Wednesday	School Improvement...Inservice - Students A.M. Only
October 21, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 28, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 30, 1998	Friday	School Improvement...Inservice - Students A.M. Only
November 4, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 11, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 12, 1998	Thursday	Parent/Teacher Conferences** - Students A.M. Only
November 13, 1998	Friday	Students A.M. Only; P.M. Staff Nonwork Day
November 18, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 25, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 26, 1998	Thursday	Thanksgiving Day - Nonwork Day
November 27, 1998	Friday	Nonwork Day
December 2, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 9, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 16, 1998	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 17, 1998	Thursday	School Improvement...Inservice - Students A.M. Only
December 18, 1998	Friday	School Improvement...Inservice - Students A.M. Only
December 21, 1998	Monday	Nonwork Day
December 22, 1998	Tuesday	Nonwork Day
December 23, 1998	Wednesday	Nonwork Day
December 24, 1998	Thursday	Nonwork Day
December 25, 1998	Friday	Christmas Day - Nonwork Day
December 28, 1998	Monday	Nonwork Day
December 29, 1998	Tuesday	Nonwork Day
December 30, 1998	Wednesday	Nonwork Day
December 31, 1998	Thursday	Nonwork Day
January 1, 1999	Friday	New Year's Day - Nonwork Day
January 4, 1999	Monday	School Improvement...Inservice - Employees Only
January 5, 1999	Tuesday	Classes Resume
January 6, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 13, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 18, 1999	Monday	Martin Luther King's Birthday - School Improvement...Inservice - Employees Only
January 20, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 27, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30

1998-99 Mott Middle College (continued)

February 3, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
February 10, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 17, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 19, 1999	Friday	Winter Break - Nonwork Day
February 22, 1999	Monday	Presidents' Day - Nonwork Day
February 24, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 26, 1999	Friday	School Improvement...Inservice - Students A.M. Only
March 3, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 10, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 11, 1999	Thursday	Parent/Teacher Conferences** - Students A.M. Only
March 12, 1999	Friday	Students A.M. Only; P.M. Staff Nonwork Day
March 17, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 24, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 31, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 2, 1999	Friday	Nonwork Day
April 5, 1999	Monday	Nonwork Day
April 6, 1999	Tuesday	Nonwork Day
April 7, 1999	Wednesday	Nonwork Day
April 8, 1999	Thursday	Nonwork Day
April 9, 1999	Friday	Nonwork Day
April 12, 1999	Monday	Classes Resume
April 14, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 21, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 28, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 29, 1999	Thursday	School Improvement...Inservice - Students A.M. Only
April 30, 1999	Friday	School Improvement...Inservice - Students A.M. Only
May 3, 1999	Monday	School Improvement...Inservice - Employees Only
May 5, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 12, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 19, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 31, 1999	Monday	Memorial Day - Nonwork Day
May 26, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 2, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 9, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 14, 1999	Monday	School Improvement...Inservice - Students A.M. Only Last Day Students
June 15, 1999	Tuesday	Records Day - Employees Only
June 16, 1999	Wednesday	First Day Extended Schedules
August 27, 1999	Friday	Last Day Extended Schedules for 1998-99

187 Teacher Days

182 Student Days

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

1999-2000 Mott Middle College

August 27, 1999	Friday	Last Day Extended Schedules for 1998-99
August 30, 1999	Monday	Orientation/School Improvement...Inservice* - Employees Only
August 31, 1999	Tuesday	First Day Students
September 1, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 3, 1999	Friday	Nonwork Day
September 6, 1999	Monday	Labor Day - Nonwork Day
September 8, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 15, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 22, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
September 29, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 6, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 13, 1999	Wednesday	School Improvement...Inservice - Students A.M. Only
October 20, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
October 22, 1999	Friday	School Improvement...Inservice - Students A.M. Only
October 27, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 3, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 10, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 11, 1999	Thursday	Parent/Teacher Conferences** - Students A.M. Only
November 12, 1999	Friday	Students A.M. Only; P.M. Staff Nonwork Day
November 17, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 24, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
November 25, 1999	Thursday	Thanksgiving Day - Nonwork Day
November 26, 1999	Friday	Nonwork Day
December 1, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 8, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 15, 1999	Wednesday	School Improvement...Inservice - Students 8:45-2:30
December 17, 1999	Friday	School Improvement...Inservice - Students A.M. Only
December 20, 1999	Monday	Nonwork Day
December 21, 1999	Tuesday	Nonwork Day
December 22, 1999	Wednesday	Nonwork Day
December 23, 1999	Thursday	Nonwork Day
December 24, 1999	Friday	Nonwork Day
December 27, 1999	Monday	Nonwork Day
December 28, 1999	Tuesday	Nonwork Day
December 29, 1999	Wednesday	Nonwork Day
December 30, 1999	Thursday	Nonwork Day
December 31, 1999	Friday	Nonwork Day
January 3, 2000	Monday	School Improvement...Inservice - Employees Only
January 4, 2000	Tuesday	Classes Resume
January 5, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 12, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 17, 2000	Monday	Martin Luther King's Birthday - School Improvement... Inservice - Employees Only
January 19, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
January 26, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30

1999-2000 Mott Middle College (continued)

February 2, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 9, 2000	Wednesday	School Improvement...Inservice - Students A.M. Only
February 16, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 18, 2000	Friday	Winter Break - Nonwork Day
February 23, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
February 25, 2000	Friday	School Improvement...Inservice - Students A.M. Only
March 1, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 8, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 9, 2000	Thursday	Parent/Teacher Conferences** - Students A.M. Only
March 10, 2000	Friday	Students A.M. Only; P.M. Staff Nonwork Day
March 15, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 22, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
March 29, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 5, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 12, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 19, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
April 20, 2000	Thursday	School Improvement...Inservice - Students A.M. Only
April 21, 2000	Friday	Nonwork Day
April 24, 2000	Monday	Nonwork Day
April 25, 2000	Tuesday	Nonwork Day
April 26, 2000	Wednesday	Nonwork Day
April 27, 2000	Thursday	Nonwork Day
April 28, 2000	Friday	Nonwork Day
May 1, 2000	Monday	School Improvement...Inservice - Employees Only
May 2, 2000	Tuesday	Classes Resume
May 3, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 10, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 17, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 29, 2000	Monday	Memorial Day - Nonwork Day
May 24, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
May 31, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 7, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 14, 2000	Wednesday	School Improvement...Inservice - Students 8:45-2:30
June 15, 2000	Thursday	Records Day - Students A.M. Only - Last Day Students

187 Teacher Days

183 Student Days

* School Improvement/Staff Development/Inservice

** GIEA employees work 7.0 hours plus schedule 3.5 hours in the evening for parent/teacher conferences.

Schedule B: Salary Schedules

1995-96

Step	BA	BA + 18	MA	MA + 15	MA + 30
1	28,726	30,220	31,790	33,446	35,188
2	30,220	31,790	33,446	35,188	37,017
3	31,790	33,446	35,188	37,017	38,940
4	33,446	35,188	37,017	38,940	40,964
5	35,188	37,017	38,940	40,964	43,095
6	37,017	38,940	40,964	43,095	45,336
7	38,940	40,964	43,095	45,336	47,694
8		43,095	45,336	47,694	50,173
9		45,336	47,694	50,173	52,781
10		47,694	50,173	52,781	55,526
11			52,781	55,526	58,414

1996-97

Step	BA	BA + 18	MA	MA + 15	MA + 30
1	29,530	31,066	32,680	34,383	36,173
2	31,066	32,680	34,383	36,173	38,054
3	32,680	34,383	36,173	38,054	40,031
4	34,383	36,173	38,054	40,031	42,111
5	36,173	38,054	40,031	42,111	44,302
6	38,054	40,031	42,111	44,302	46,606
7	40,031	42,111	44,302	46,606	49,030
8		44,302	46,606	49,030	51,578
9		46,606	49,030	51,578	54,259
10		49,030	51,578	54,259	57,081
11			54,259	57,081	60,050

1997-98 (no change)

Step	BA	BA + 18	MA	MA + 15	MA + 30
1	30,357	31,936	33,595	35,345	37,186
2	31,936	33,595	35,345	37,186	39,119
3	33,595	35,345	37,186	39,119	41,151
4	35,345	37,186	39,119	41,151	43,290
5	37,186	39,119	41,151	43,290	45,542
6	39,119	41,151	43,290	45,542	47,911
7	41,151	43,290	45,542	47,911	50,402
8		45,542	47,911	50,402	53,022
9		47,911	50,402	53,022	55,778
10		50,402	53,022	55,778	58,679
11			55,778	58,679	61,731

1998-99

Step	BA	BA + 18	MA	MA + 15	MA + 30
1	31,116	32,734	34,435	36,229	38,116
2	32,734	34,435	36,229	38,116	40,097
3	34,435	36,229	38,116	40,097	42,180
4	36,229	38,116	40,097	42,180	44,372
5	38,116	40,097	42,180	44,372	46,681
6	40,097	42,180	44,372	46,681	49,109
7	42,180	44,372	46,681	49,109	51,662
8		46,681	49,109	51,662	54,348
9		49,109	51,662	54,348	57,172
10		51,662	54,348	57,172	60,146
11			57,172	60,146	63,274

1999-2000

Step	BA	BA + 18	MA	MA + 15	MA + 30
1	31,988	33,653	35,402	37,246	39,185
2	33,653	35,402	37,246	39,185	41,222
3	35,402	37,246	39,185	41,222	43,364
4	37,246	39,185	41,222	43,364	45,617
5	39,185	41,222	43,364	45,617	47,991
6	41,222	43,364	45,617	47,991	50,487
7	43,364	45,617	47,991	50,487	53,112
8		47,991	50,487	53,112	55,872
9		50,487	53,112	55,872	58,776
10		53,112	55,872	58,776	61,833
11			58,776	61,833	65,050

Pay Scale/Extra Days Pay Rate

The above pay schedules are for 184 days of work. Any days worked beyond the 184 days will be paid at the employee's daily rate (but subject to the Project CHOICE Memorandum of Understanding).

The 1999-2000 school year calendar requires 185 days. All employees not currently working 185 days will be paid at their daily rate if the extra day is implemented (see Article VII, Section C, number 3, of this Agreement.) The parties agree that the pay for the additional day in the calendar is nonprecedent-setting.

Note: 10/13/99. The above pay schedule has been adjusted to 185 days for the 1999-2000 school year calendar which requires 185 days.

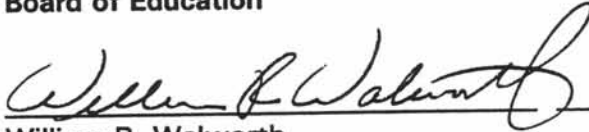
Article XV

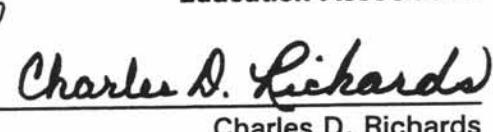
Duration of Agreement

This Agreement as amended for 1997-98 and extended for 1998-99 and 1999-2000 shall be effective as of the date of ratification by the Board of Education on April 22, 1997 for the period August 27, 1997 through August 28, 2000. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

**Genesee Intermediate School District
Board of Education**

**Genesee Intermediate
Education Association**





William R. Walworth
President

Charles D. Richards
President

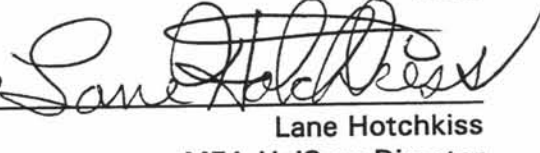
5-14-97

6-3-97

Date

Date





David E. Spathelf
Superintendent

Lane Hotchkiss
MEA UniServ Director

5/14/97

10/30/97

Date

Date

MEMORANDUM OF UNDERSTANDING BETWEEN THE
GENESEE INTERMEDIATE SCHOOL DISTRICT AND THE
GENESEE INTERMEDIATE EDUCATION ASSOCIATION

September 17, 1987

During the past three years, beginning with the 1984-85 school year, the Genesee Intermediate School District and the Genesee Intermediate Education Association have operated under a memorandum of understanding that allowed the district to pay licensed Physical Therapists above the salary schedule for a Bachelor of Arts degree. As a result of this process and a salary survey (Appendix A) conducted in August 1987, the above parties agree to the following:

1. Licensed Physical Therapists employed by the Genesee Intermediate School District shall be appropriately placed on the salary schedule according to the following formula:
 - a. A review will be made of the Bachelor's degree requirements, number of hours in the program and amount of time required in the internship program to become a licensed Physical Therapist for each employee hired as a Physical Therapist.
 - b. Written documentation will also be reviewed regarding continuing education classes and/or workshops that relate to the area of physical therapy.
 - c. Documented continuing education classes and/or workshops in b above must be completed after the individual graduated with a Bachelor's degree. Fifteen (15) contact hours will equal one (1) semester hour of credit.
 - d. Licensed Physical Therapists documenting semester hours of credit in c above beyond the Bachelor's degree shall be placed at the appropriate level on the salary schedule.
2. Licensed Physical Therapists hired in the future shall be placed on the appropriate step and level on the salary schedule as determined by this memorandum of understanding.

3. In accordance with this memorandum of understanding and the formula as described above, the following employees shall be placed on the salary schedule effective August 26, 1987 provided they provide the district documentation as required in item 1, b of this memorandum of understanding. A summary of this information appears in Appendix B. Seniority shall be posted as described in Appendix B by September 30, 1987.

- a. * Linda Scheffler BA, step 7
- b. * Carol Snyder MA, step 8
- c. Robert Snyder MA, Step 11
- d. Julie Greiner MA, Step 11

* The Association and the district agree that it is unfair to ask the above named employees to take a reduction in salary at this time. Therefore, their salary shall be frozen at \$26.80 per hour until they show evidence of increased education/training or their experience with the district allows them to advance on the schedule to the nearest equivalent hourly rate of \$26.80.

4. It is understood that this agreement applies only to licensed Physical Therapists and shall not set a precedent for paying other Genesee Intermediate Education Association members in other job classifications above the BA, BA+18, MA, MA+15, or MA+30 levels on the salary schedule.

GENESEE INTERMEDIATE EDUCATION
ASSOCIATION

Charles D. Richards
Charles Richards, President
GIEA Bargaining Unit

October 8, 1987
Date

Gary Vandemark
Gary Vandemark
MEA UniServ Director

10-5-87
Date

GENESEE INTERMEDIATE SCHOOL
DISTRICT

Thomas B. Princinsky
Thomas B. Princinsky
Associate Superintendent

10-8-87
Date

**Appendix B
Memorandum of Understanding
Between the Genesee Intermediate Education Association and the
GISD Board of Education**

Flex Work Year

This Memorandum of Understanding is developed to clarify Article VII, Section F, page 19, of the 1995-1998 master agreement between the Genesee Intermediate School District Board of Education and the Genesee Intermediate Education Association.

Employees may be scheduled to work other than on Schedule A in order to meet the funding requirements and/or the program needs of the constituent districts.

1. The Board and Association agree that in the past, district representatives and employees have mutually developed individual flexible work year schedules that provided for the employee to work during the summer vacation period and be off work a corresponding number of days during the traditional work year as identified in Schedule A.
2. The Board and Association agree that if the work year schedule needs to be adjusted for an employee already assigned to the position in order to meet the funding requirements and/or the program needs of the constituent districts/clients served, every effort will be made to develop a mutually agreed upon flexible work year schedule.
3. The Board and Association agree that if a mutually developed flexible work year schedule cannot be developed between district representatives and the employee for positions where an employee is already assigned to a position as of March 1, 1995, then the employee will work the traditional work year schedule, i.e., Schedule A. If no agreement is reached, the district may offer the flexible work year schedule opportunity to another member of the Association.
4. The Board and Association agree that if the work schedule needs to be adjusted for a position posted after March 1, 1995 in order to meet the funding requirements and/or the program needs, a "notice for the possibility to flex the work year schedule" will be included in the job posting.
5. The Board and Association agree that in the future mutually agreed upon flexible work year schedules may be developed to meet funding requirements, program needs, and/or for personal reasons of the employee. However, flexible work year schedules developed for personal reasons may not interfere with funding requirements, program needs and/or the role and mission of the district.
6. All flexible work year schedules will be subject to the final approval/disapproval of the Superintendent. Approved flexible work year schedules will be signed by the employee and the Superintendent, attached

to the employee's individual contract, and placed on file in the Human Resources Department. The Association will be informed of major changes (ten or more work days) at Contract Administration and Problem Solving Committee meetings.

Official adoption of this Memorandum of Understanding took place by a vote of the Genesee Intermediate Education Association membership on April 11, 1995 and by the Genesee Intermediate School District Board of Education on April 25, 1995.

Appendix C
Memorandum of Understanding
Between the Genesee Intermediate Education Association and the
GISD Board of Education

1995-96 Pay Options

During the 1995-96 school year, employees shall be paid in either twenty-two (22) or twenty-seven (27) equal pays. Once the twenty-two (22) or twenty-seven (27) pay schedule has been selected, it may not be changed for the 1995-96 contract year, except that an employee electing twenty-seven (27) pays may request the balance of the twenty-seven (27) pays in a final check the second pay in June provided the request is made in writing by May 15 to the Superintendent.

Tentative agreement on the twenty-two (22) or twenty-seven (27) pay option was reached in a joint Genesee Intermediate Education Association and Genesee Intermediate Educational Support Personnel Association Contract Administration and Problem Solving Committee meeting on November 9, 1994. Tentative agreement on this Memorandum of Understanding was reached by the GIEA/Board Win-Win Negotiations Team on January 25, 1995.

Official adoption of this Memorandum of Understanding took place by a vote of the Genesee Intermediate Education Association membership on April 11, 1995 and by the Genesee Intermediate School District Board of Education on April 25, 1995.

Appendix D

**GIEA/Board Insurance Study Committee
Minimum Insurance Levels as Provided During the 1996-97 School Year
March 10, 1997**

The Association and the Board agree that the minimum insurance levels for dental and vision coverage shall be as follows:

Dental Insurance:

The Board shall provide all employees (subject to the limitations of the carrier) a plan equal to the specifications of Delta Dental Plan E-007, co-pay Class I/ Class II/Class III, 80/80/80, or internal/external coordination of benefits, co-pay Class I/Class II/Class III, 50/50/50. The annual maximum benefit payable during the September 1 through August 31 period is \$1,000 per person. The Class III orthodontic life-time maximum benefit for eligible dependents 19 years of age or less is \$1,300. Dental insurance premium payments will terminate at the end of the employee contract year for those employees on long-term disability.

Vision Insurance:

The Board shall provide all employees benefits for examinations, lenses or frames which are covered charges subject to the following maximum amount of reimbursement:

Vision Examination	Performed by an		
	Optometrist	Ophthalmologist	
	\$35.00	\$45.00	
Lenses (pair)	Clear	Color Tints/ Color Coats	Polaroid
Single vision	\$38.00	\$42.00	\$56.00
Bifocal	60.00	70.00	90.00
Trifocal	72.00	84.00	110.00
Lenticular	84.00	98.00	128.00
Frames			\$55.00
Contact Lenses (pair - including exam)			
Necessary			\$200.00
Cosmetic (elective)			115.00

Index

	32, 70, 71
Adoption	18, 19
Ancillary	36
Annuity	13, 16
Arbitration	13
Automobile	12, 24
Bulletin board	5, 22, 25
Bumping	5, 6, 13, 19, 21, 23, 34, 44, 45
Calendars	19, 20, 39, 40
CAPSC	22, 24, 25, 27, 43
Certification	6, 25, 31, 32
Child care leave	29
Chronic absenteeism	12
Collective bargaining	16, 42
Complaints	20
Contracted services	26
Contractual obligation	27
Current address	5, 20
Curriculum development	6, 44
Damage	30, 35
Death	37, 72
Dental insurance	6, 29, 35, 36, 37, 38, 39, 72
Disability	10, 16
Dismissal	5, 10, 11
Dues	6, 8, 13, 24, 30, 32, 35, 37, 38, 65
Duration	24
Emergency leave	6, 42
Evaluation	5, 19, 20, 45, 47, 49, 51, 53, 55, 56, 57, 58, 59, 60
Extended schedules	5, 21
Flex time	6, 69
Flex work year	9, 20, 31, 38
Fringe benefits	10, 18
Full-time	5, 12, 13, 15, 16, 33, 40, 42
Grievance	30, 33, 35, 36, 38
Health insurance	6, 17, 34, 44
Holidays	5, 29, 30
Immediate family	12
Insignia	5, 18
Instruction/student contact	23
Instructional supervisors	6, 35, 36
Insurance protection	23
Inverse order of layoff	21
Inverse order of seniority	24
Involuntary transfer	9, 20, 31
Job classification	5, 20
JTPA	6, 24, 34
Jury Duty	5, 9, 22, 23, 24, 25, 26, 33
Layoff	18, 26, 40
Least restrictive environment	

Less than full-time	10
Life insurance	33, 35, 39
Longevity	6, 23, 44
Long-term disability	29, 35, 36, 37, 38, 72
Long-term medical leave	25
Lunch schedule	5, 18
Mandated	5, 20, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55
Mileage reimbursement	5, 13
Military leave	6, 25, 33
Negotiations	3, 7, 14, 33, 40, 42, 71
New hires	5, 13, 25
Paraprofessional	21
Part-time	5, 13, 18, 22, 23, 28, 29
Pay schedule	43, 71
Personal business	5, 20, 29, 32, 34
Personal illness	29, 30
Personal leave	9
Physical or mental examination	6, 34
Planning time	18
Polygraph	43
Position	8, 9, 18, 19, 20, 21, 22, 24, 26, 27, 28, 30, 31, 32, 33, 69
Posting	20, 28, 69
Premium payments	35, 37, 38, 72
Program areas	22
Prorate	10
Public office	6, 33, 34
Reassignments	5, 26
Recall	5, 9, 22, 24, 25, 26, 27
Recognition	5, 8, 20
Reduction	22, 23, 36, 38, 39, 42
Refunds	10
Reimbursement	5, 13, 16, 29, 35, 37, 38, 39, 72
Released time	6, 33
Religious holidays	6, 34
Reporting absences	30
Return from leave	5, 24, 31, 32, 33
Return-from-leave list	27, 32
Rights	5, 8, 9, 12, 22, 23, 25, 26, 27, 28, 32
Sabbatical leave	6, 24, 33
Salary schedule	9, 20, 31, 32, 33, 44
Seniority	5, 20, 21, 22, 23, 25, 26, 27, 28, 31, 32, 33
Service Fee	5, 10
Short-term leave of absence	21
Sick leave	5, 24, 29, 33, 36
Staff meetings	44
Subpoenaed witness	34
Substitute	24, 31, 33
Summer	5, 8, 17, 20, 21, 28, 33, 46, 48, 49, 50, 51, 52, 53, 54, 55, 69
Summer Recreation/Day Camp	5, 8, 20
Temporary	8, 24

Tenure law	27
Terminations	23
Transfer request	24
Tuberculosis	44
Unpaid leaves	5, 30, 31
Vacancy	24, 28
Voluntary quit	26
Voluntary transfer	5, 24
Volunteers	26
Win-Win	3, 33, 40, 71
Working days	16, 17, 23, 30, 31, 44
Working hours	18
Work-related accident/injury/communicable disease	30
Work year	6, 9, 21, 69

