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6/30/96

MASTER AGREEMENT
BETWEEN
WHITE CLOUD EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION
AND
WHITE CLOUD BOARD OF EDUCATION
FOR THE YEARS 1993-1996

White Cloud Public Schools

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This Agreement is entered into this _____, by and between the White Cloud Board of Education, White Cloud, Michigan, hereinafter called the Board, and the White Cloud Public Schools MESPA.

ARTICLE 1 - RECOGNITION

The Board hereby recognizes the Michigan Educational Support Personnel Association as the exclusive bargaining agent for all paraprofessionals, cooks, and the elementary library aide of the White Cloud Public Schools, excluding substitutes, student aides, grandparent program volunteers, room mothers, and supervisors. For the purpose of this Agreement the terms "bargaining unit member" and "employee" shall be used interchangeably.

ARTICLE 2 - BOARD RIGHTS

The Board hereby retains and reserves unto itself, except as limited by the terms of this Agreement, all powers, rights/authority, duties, and responsibilities conferred upon and vested in it by the laws and Constitutions of the State of Michigan and the United States, including but not limited to the following:

- A. The right to executive management and administrative control of the school system, its employees, properties, and facilities.
- B. The right to hire all employees and, subject to the provisions of law and the specific terms of this Agreement, to determine their qualifications, the conditions of their dismissal or demotion, and to promote and/or transfer all such employees.
- C. The right to determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of employees with respect thereto, and with respect to administrative and non-teaching activities, and the terms and conditions of employment.
- D. The right to establish reasonable rules and regulations in conformance with the terms and conditions of this Agreement.

ARTICLE 3 - EMPLOYEE RIGHTS AND PROTECTION

Section 1 - Nondiscrimination

- A. Pursuant to the Michigan Employment Relations Act, the Board hereby agrees that every employee shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiations. As a duly elected body, exercising governmental power under color of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by the Act or other laws of Michigan or the Constitutions of Michigan and the United States of America;

that it will not discriminate against any employee with respect to hours, wages, or any terms or conditions of employment by reason of his/her membership in the Association; his/her participation in any activities of the Association or collective negotiations with the Board, his/her institution of any grievance, complaint, or proceeding under this Agreement, or otherwise with respect to any terms or conditions of employment.

- B. Nothing contained within this Agreement shall be construed to deny or restrict to any employee rights he/she may have under the Michigan General School Laws or the applicable laws and regulations.
- C. The Board agrees that it will not discriminate against or between employees in accordance with Title VII, Civil Rights Act of 1964, 42 U.S. Code, 2000D and 7 Code Federal Regulation Part 15.

Section 2 - Discipline

- A. Formal evaluation of employee's job performance shall not be disciplinary. No employee shall be disciplined without reasonable and just cause. Probationary employees may be discharged with or without just cause. Any such discipline leading to dismissal of the employee shall be subject to the grievance procedure hereinafter set forth, including binding arbitration. The specific grounds forming the basis for disciplinary action will be made available to the employee in writing.
- B. The Board agrees to follow the concept of progressive discipline which minimally includes verbal warning, written reprimand, suspension without pay, with discharge being used as a final and last resort. Severe infractions may result in bypassing some progressive discipline steps, providing the Board can show just cause.
- C. An employee shall be entitled to have present a representative of the Association during any meeting in which disciplinary action is likely to occur. When a request for such representation is made, no action shall be taken with respect to the employee until such representative of the Association is present. In an emergency situation, the meeting shall not be delayed more than sixty (60) minutes of the request for the meeting. Release time with full pay shall be granted to the representative and employee(s) involved in the discipline, whenever the meeting must be held during work hours.

Section 3 - Files and Records

- A. An employee will have the right to review the contents of files concerning the employee's excluding initial references of the district pertaining to said employee or other items statutorily exempt from disclosure originating after initial

employment, and to have a representative of the Association accompany him/her in such a review.

- B. No material, including but not limited to, student, parental, or school complaints originating after initial employment will be placed in an employee's personnel file unless the employee has had an opportunity to review the material. Complaints against the employee shall be put in writing with names of the complainants, administrative action taken, and remedy clearly stated. The employee may submit a written notation regarding any material, including complaints, and the same shall be attached to the file copy of the material in question. If the employee signs any material to be placed in his/her file, such signature shall be understood to indicate awareness of the material but in no instance shall said signature be interpreted to mean agreement with the content of the material.
- C. All recommendations for other employment, written or oral, shall be based solely upon formal evaluation of job performance.

Section 4 - Assaults

- A. Any case of assault upon an employee while the employee is engaged in the discharge of the employee's contractual duties shall be promptly reported to the Board. The employee shall provide written particulars of such incidences as soon as legitimately possible following consultation with Association representatives. The Board shall provide legal counsel of its selection to advise the employee of his/her rights and obligations with respect to such assault and shall promptly render all reasonable assistance to the employee in connection with the handling of the incident by law enforcement and judicial authorities, provided the employee's action was in conformance with existing school policy.
- B. Legal counsel of the Board's selection and all reasonable assistance to the defense of the employee shall be provided by the Board if any employee is sued for the employee's actions in the discharge of the employee's contractual duties, provided the employee's actions were in conformance with existing school policy.
- C. The district shall reimburse an employee injured in an assault up to One Thousand and 00/100 Dollars (\$1,000.00), referred to in Section A, above, for any related medical expenses not covered by the employee's medical insurance and/or workers' compensation.

ARTICLE 4 - GRIEVANCE PROCEDURE

A claim by an employee or the Association that there has been a violation, misinterpretation or misapplication of specific provisions of this Agreement may be processed as a grievance as hereinafter provided.

Step 1 - Informal Grievance

In the event any employee believes there is a basis for a grievance, he/she shall first discuss the alleged grievance with his/her building principal or immediate supervisor, either personally or accompanied by another bargaining unit member or Association representative, and within fifteen (15) working days from knowledge of the occurrence.

Step 2 - Written Grievance

- A. If, as a result of the informal discussion with the building principal, a grievance still exists, he/she may invoke the formal grievance procedure within ten (10) working days on the form set forth, signed by the grievant. A copy of the grievance form shall be delivered to the building principal. If the grievance involves more than one school building or the Association, it may be filed with the Superintendent or a representative designated by him/her.
- B. Within five (5) working days of receipt of the grievance, the principal shall meet with the employee in an effort to resolve the grievance. The principal shall indicate his/her disposition of the grievance in writing within five (5) working days of such meeting and shall furnish a copy thereof to the employee.

Step 3 - Superintendent Review

If the disposition of the grievance is not satisfactory or if no disposition has been made within five (5) working days of such meeting, or ten (10) working days from the date of filing, whichever shall be later, the grievance shall be transmitted to the Superintendent within fifteen (15) working days of the disposition of the grievance. Within ten (10) working days, the Superintendent or his/her designee shall meet with the employee or his/her representative of the grievance and shall indicate his/her disposition of the grievance in writing within five (5) working days of such meeting and shall furnish a copy thereof to the employee.

Step 4 - Board Review

If the disposition of the grievance by the Superintendent or his/her designee is not satisfactory, or if no disposition has been made within five (5) working days of such meeting, or ten (10) working days from the date of filing, whichever shall be later, the

grievance shall be transmitted to the Board by filing a written copy thereof with the secretary or other designee of the Board within fifteen (15) working days following the disposition of the grievance by the Superintendent. The Board, no later than its next regular meeting or fifteen (15) working days, whichever shall be later, shall meet with the employee on the grievance. Disposition of the grievance in writing by the Board shall be made no later than ten (10) working days thereafter. A copy of such disposition shall be furnished to the employee.

Step 5 - Arbitration

If the Association is not satisfied with the disposition of the grievance or if no disposition has been made within the period above provided, the Association must file a written request for arbitration with the American Arbitration Association and must serve a written copy of such request upon the Superintendent, all within fifteen (15) working days after the Board's disposition. The arbitrator shall be selected by the American Arbitration Association in accordance with its rules which shall likewise govern the arbitration proceeding.

Miscellaneous Provisions

Any such arbitration proceeding shall be subject to all of the following terms and conditions:

1. The decision of the arbitrator shall be final and binding on the Association and the Board, and judgment thereon may be entered in any court of competent jurisdiction.
2. The arbitrator shall have no authority to add to, subtract from, disregard, alter, or modify any provision of the Agreement.
3. The arbitrator shall not base his/her recommendation on state or federal law, but must make his/her recommendation solely on the basis of the provisions of this Agreement.
4. The arbitrator shall not recommend any alteration in any policies, rules, and/or actions of the Board which are not specifically in violation of this Agreement.
5. Any claim for or award of back wages shall be offset by any unemployment compensation paid during the period for which back wages are sought.
6. The arbitrator shall not recommend any punitive damages.
7. The arbitrator shall have no power to recommend new salary schedules or to recommend any monetary adjustment where there has been no wage loss.

8. The fees and expenses of the arbitrator shall be shared equally by the Association and the Board. Any costs for transcripts of an arbitration proceeding shall be paid by the party requesting the transcripts.
9. Any grievance which is not appealed to arbitration within the time limit provided herein shall be considered adjusted and may not thereafter be so appealed. It is understood and agreed that the time limits specified in this grievance procedure may be extended by mutual agreement in writing between the Association and the Board.
10. Notwithstanding the expiration of this Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution.
11. If any employee for whom a grievance is sustained shall be found to have been unjustly discharged, he/she shall be reinstated with full reimbursement of all compensation lost.
12. If an arbitrator deems it appropriate, he/she may order that the grievant's personnel file be expunged of references to the grievance and arbitration.
13. In the event an employee files a complaint or charge with a state or federal court or an administrative agency relating to the facts and issues involved in a grievance, the grievance shall be withdrawn.
14. A probationary employee may not grieve his/her termination.

ARTICLE 5 - WAGES

- A. The hourly wage scales for employees shall be set forth in the Appendix.
- B. Employees will be paid at their regular rate of pay for attendance at required meetings requested by the administration.
- C. To receive credit for one (1) year of service, the employee must have worked one hundred twenty (120) school days as a regular employee in that school.
- D. The Board shall pay contributions to the Michigan Public School Employees' Retirement System.
- E. The Board shall purchase three (3) uniforms for the cooks the first year of this Agreement.

- F. Employees who have worked within the bargaining unit for ten (10) through fourteen (14) years shall be paid \$100.00 in 1993-94 and \$135.00 in 1994-95 and 1995-96 as longevity payment. Employees who have worked within the bargaining unit more than fourteen (14) years shall be paid \$150.00 in 1993-94 and \$190.00 in 1994-95 as longevity payment. This pay shall be paid to the employee in the pay period after the last school day of the school year. Those employees not working a full year shall receive this pay pro rata in the pay period after the employee's last work day.

ARTICLE 6 - INSURANCE

- A. The Board shall provide to employees and eligible dependents as defined by MESSA the following health insurance coverage, and those employees eligible to receive insurance but not desiring health insurance shall receive an employer-paid contribution toward a tax-sheltered annuity as provided below:

All part-time employees (less than 30 hours) will be provided:

- VSP-2, MESSA Vision Plan, including internal and external coordination of benefits (COB)
- E-004 Delta Dental, including internal and external coordination of benefits (COB)
- \$20,000 MESSA term life insurance with AD&D and waiver of premium for employee only

All part-time employees (30 to 32 hours) will be provided:

- VSP-2, MESSA Vision Plan, including internal and external coordination of benefits (COB)
- E-004 Delta Dental, including internal and external coordination of benefits (COB)
- \$20,000 MESSA term life insurance with AD&D and waiver of premium for employee only
- \$100.00 per month TSA

All full-time employees (those who work in excess of 32 hours per week) will be provided:

- VSP-2, MESSA Vision Plan, including internal and external coordination of benefits (COB)
- E-004 Delta Dental, including internal and external coordination of benefits (COB)
- \$20,000 MESSA term life insurance with AD&D and waiver of premium for employee only
- MESSA Super Care 1 for employee and eligible dependents, as defined by MESSA
- OR, \$150.00 per month TSA in lieu of health insurance

For 1994-95, the employer premium contribution shall be limited to 110% of the 1993-94 contribution; for 1995-96, the employer premium contribution shall be limited to 115% of the 1993-94 contribution.

The cost of insurance in excess of the Board contribution shall be deducted from the employee's paycheck.

- B. Full-time school year employees-B will be provided with a tax-sheltered annuity contributions as set forth in Section A, above, but will not be eligible for Board-paid health insurance. At the employee's option, the TSA monies can be used to purchase MESSA insurances or options for which the employee is eligible. Any cost in excess of the TSA contribution amount shall be the responsibility of the individual employee and shall be payroll deducted from the employee's regular pay. The employee shall be responsible and hold the Board harmless for any tax liability.
- C. In the event an employee is disabled through an injury or illness covered by Workers' Compensation, sick leave shall not be reduced and all his/her employee benefits will continue for a period of nine (9) months from the date Workers' Compensation benefits are approved.
- D. In the event an employee resigns during the school year, the insurance shall be continued until the employee has received the pro rata portion of the twelve (12) month insurance year earned at the time of the resignation. An employee hired after the first required workday of the school year shall be entitled to the above-mentioned employee benefits, subject to the insurer's underwriting guidelines. If an employee is terminated for just cause, the health insurance shall continue through the end of the month in which the employee was terminated.
- E. In the event an employee dies during the school year, providing the policy permits continued dependent coverage as defined by MESSA, the Board shall continue payment of the applicable premium through the following August 31. If the employee dies after the completion of the school year, providing the policy permits continued dependent coverage as defined by MESSA, the Board shall continue payment of the applicable premiums through August 31 of that year.
- F. The Board shall make payment of insurance premiums for all persons to assure insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31, even though the employee may not be returning the next school year. Employee contributions towards health insurance for the summer months shall be paid in full by June 30 of each year.
- G. The open enrollment period shall be jointly established by the Board, the Association, and MESSA, including opportunities for summer pre-enrollment and fall enrollment.
- H. If a clerical or other type of error has been made regarding insurance coverage, premium payments on behalf of the employee shall be made retroactively to assure uninterrupted participation and coverage in accordance with the insurer's policy.

- I. Employees shall be included as additional covered insured under the liability insurance policy held by the Board of Education. Such liability coverage shall be provided to the employee for any employment-related incident where a question of liability arises, provided that the employee's action was in conformance with existing school policy.
- J. The Board shall be responsible for providing insurance applications and claim materials for those employees who so desire. Questions regarding insurance should be directed to the carrier at 800/292-4910.

ARTICLE 7 - PAID LEAVE

A. General Conditions

- 1. The Board shall furnish each employee with a written statement at the beginning of each school year setting forth the total accumulated paid leave credit.
- 2. Employees must object to inaccuracies in the written statement of accumulated leave within twenty-five (25) working days of receipt of the statement; thereafter, the statement is final and conclusive.
- 3. Absence due to injury or illness incurred in the course of the employee's employment shall not be charged against the employee's paid leave days up to thirty (30) days; thereafter, such days may be charged against the employee's paid leave. The Board shall pay to such employee only for those days not covered by the Michigan Workers' Compensation Act.
- 4. After the third consecutive day of absence or third absence in any single month, the Board may request a doctor's verification of any illness or disability covering the length the absence for which the employee is to be paid. If the Board requests a medical examination and such an examination is not covered by the employee's health insurance, the Board shall reimburse the employee for the cost.

B. Illness, Disability, Funeral, and Personal Leave

At the beginning of each school year, each employee shall be credited with twelve (12) days of paid leave, except employees who because of termination or late hiring do not work a full year, shall be credited with one and one-third (1 1/3) days for each full month of work. The unused portion of paid leave shall accumulate from year to year to a maximum of one hundred (100) days. Summer school employees shall be credited with one (1) day of paid leave added to the employee's paid leave account for each summer school session worked.

Immediate family, as used in the following, shall be interpreted as husband, wife, children, stepchildren, father, mother, father-in-law, mother-in-law, and grandparents.

1. The employee may use all or any portion of his/her accumulated paid leave to recover from his/her own illness or disability.
2. The employee may use a maximum of three (3) days of his/her accumulated paid leave to make arrangements for medical or nursing care for a member of his/her immediate family.
3. The employee may use a maximum of five (5) days of his/her accumulated paid leave per illness in the immediate family.
4. The employee may use a maximum of five (5) days of his/her accumulated paid leave per death in the immediate family or for the death of a brother, sister, or grandchild.
5. The employee may use a maximum of one (1) day of his/her accumulated paid leave per death to attend the funeral of any person.
6. The employee may use a maximum of three (3) days of his/her accumulated paid leave in any one school year for the employee's personal use. These days may be used one day at a time for any personal reason, however, an employee planning to use a personal day shall notify his/her supervisor at least one (1) days in advance, except in case of emergency.
7. The employee may use a maximum of one (1) day of his/her accumulated paid leave in any school year for attendance or for preparation for the school graduation of a son, daughter, husband, or wife.

C. Jury Duty

Any employee called for jury duty during work hours shall be paid his/her full compensation for such time, provided that the employee gives to the district any remuneration, excluding reimbursement for meals and mileage.

ARTICLE 8 - UNPAID LEAVES

A. General Provisions

1. Requests for leaves of absence shall include the reason for the leave along with notification of the beginning and ending dates of said leave. Parental/child care leave requests shall also include a statement from the

attending physician indicating the anticipated date of the birth of the child.

2. At least fourteen (14) days prior to the date a leave is scheduled to expire, the employee shall notify the Board in writing of his/her intent to return to work. If notice is not given, it will be assumed the employee has resigned and the employee will be terminated.
 3. An employee returning from an unpaid leave of absence due to illness and/or disability shall be reinstated to the same position and classification he/she held at the time the leave began. In the event the employee's position has been eliminated due to layoff or reduced in hours during the leave, all the provisions of Article 14 - Layoff and Recall shall govern the employee's return.
 4. An employee returning from an unpaid leave of absence not due to illness and/or disability shall be reinstated to a position within the same classification he/she held when the leave began, according to the following terms:
 - a. Same position if and only if this would mean at most a transfer or layoff of the least senior member only.
 - b. If provision (a) cannot be followed, any vacant position for which he/she applies, and only if he/she has greater seniority than the other applicants.
 - c. If neither (a) nor (b) can be followed, he/she shall have the right, on the basis of seniority, to be placed in the position held by the least senior member, providing his/her seniority is greater than that of the least senior member.
 5. An employee on unpaid leave shall neither lose nor accumulate seniority. Placement on the wage scale upon return from a leave of one (1) year or more shall be the next step above the step occupied at the time the leave began, provided he/she worked ninety (90) days in the school year preceding the leave.
- B. Unpaid leaves of absence may be granted for the following purposes:
1. Association A leave of absence of not more than one (1) year may be granted for the purpose of serving as an officer of the Association.
 2. Public Service A leave of absence of no more than one (1) year may be granted for the

purpose of campaigning for or serving in a public office.

3. Child Care A leave of absence of no more than one (1) year may be granted for the purpose of child care. The leave of absence for child care may be less than one (1) year provided the date of return is mutually agreed to by the employee and the Board.
4. General Leave A leave of absence of no more than one (1) year may be granted for other reasons of a general nature.
5. Personal Illness An employee who is unable to work because of personal illness or disability and who has exhausted all paid leave available shall, upon application, be granted a leave of absence without pay for the duration of such illness or disability up to one (1) year, and the leave may be renewed up to one (1) year upon written request of the employee, if approved by the Board.
6. Unpaid leaves may be extended for more than one (1) year if approved by the Board.
7. Applications for unpaid leaves will be considered by the Board in the order, by date, in which they are received. The Board reserves the right to limit the number of unpaid leaves granted per year.
8. Family Leave - A leave of absence of up to twelve (12) weeks during any twelve (12) month period, as defined in the Federal Family and Medical Leave Act ("FMLA") of 1993, shall be granted to any employee who has worked a minimum 1250 hours in the preceding twelve (12) months, pursuant to the FMLA, for any of the following purposes:
 - a. The birth or placement for adoption or foster care of a child;
 - b. Because of a serious mental health condition of a spouse, son, daughter, or parent of the employee (as defined in the FMLA of 1993);
 - c. Because of the employee's own serious health condition;
 - d. The care of a child under the age of 18, or an older child, incapable of self-care because of a mental or physical disability.

If the leave is taken for medical reasons, the Board may require medical certification pursuant to the FMLA.

At the option of the employee and with the employer's consent, a family leave may be taken on an intermittent or reduced schedule basis for the serious health condition of the employee or the prescribed family members cited in (b) or (c) above. In the event an employee must be transferred in order to better accommodate recurring periods of leave, all the transfer language of Article 13 - Vacancies, Transfers, and Promotions shall apply.

The employer shall continue all health benefits during the twelve (12) week leave. If the employee fails to return from leave at its expiration, except in the event of the continuance, onset, or recurrence of a serious health condition of the employee, other circumstances beyond the employee's control, or the extension of the unpaid leave, the Board shall have the right to recover all premium payments made during the unpaid leave interval.

The general provisions of subsection (A) shall be applicable.

The employee may choose to utilize paid sick leave, personal leave, and/or vacation leave for all or part of the duration of the leave where otherwise authorized by this Agreement or as additionally authorized by the employer.

Upon return, the employee shall be returned to the position held at the beginning of the leave per section A.3 of this Article.

- C. When an employee is on approved leave of absence, his/her accumulated personal illness/disability days will be held in escrow for the duration of the approved leave. The employee's seniority will be frozen at the level held immediately prior to the approved leave. Seniority will not accumulate while an employee is on approved leave. If an employee changes employment positions within the bargaining unit but remains continuously employed by the Board, his/her accumulated personal illness-disability days will follow the employee to the new employment position.

ARTICLE 9 - HOLIDAYS

All employees will receive their normal day's pay for the following holidays:

Labor Day
Thanksgiving Day

Friday after Thanksgiving
Christmas Day
New Year's Day
Good Friday
Memorial Day

The employee must work the last scheduled workday before and the first scheduled workday after the holiday to be paid for the holiday. Employees who are on a paid leave are eligible to receive holiday pay.

ARTICLE 10 - SCHOOL CLOSING

In the event school is closed early because of inclement weather, employees will receive their normal day's pay provided that they are working that day. In the event school is closed because of inclement weather or any other act of God, employees shall not be required to report for work but shall receive their regular pay for such days. However, should such days not be counted as days of pupil instruction, all such days shall be rescheduled by the district and employees shall be required to work on such rescheduled days with no additional salary paid.

ARTICLE 11 - CONTRARY TO LAW

If any provision of the 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.

ARTICLE 12 - SENIORITY

- A. Seniority shall be defined as the length of service within any bargaining unit position and shall begin to accrue on the first day of work in the bargaining unit position. In the event more than one individual has the same starting date of work in the same classification, position on the seniority list shall be determined by drawing lots on the first day of work before work commences, unless their exact starting time differ, in which case the earlier time prevails. (Note: Special education paraprofessionals who were formerly Newaygo County paraprofessionals determine seniority per attached 1993 Transition Agreement).
- B. Probationary employees shall have no seniority until the completion of the probationary period, at which time their seniority shall be determined as provided in Section A, above.
- C. All employees shall hold two or more seniority dates. The first date shall be his/her first day of work in the

bargaining unit. The other date(s) shall be his/her first day of work in each classification (paraprofessional, cook) in which the employee has worked.

- D. The Board shall prepare, maintain, and provide a copy of the seniority list to the Association in October of each school year and upon request.
- E. The Association must correct any errors in the seniority list within ten (10) working days of receipt of the October list, otherwise, it forfeits any right to make corrections.
- F. Any employee who has been partially incapacitated at his/her regular work by injury or compensable occupational disease while employed by the Board, may at his/her option, "bump" in his/her classification and replace the least senior employee if no vacancy is available. If any vacancy exists within the bargaining unit which he/she is capable of performing, the position must be accepted if offered. This shall apply only while the employee is incapacitated, after which time he/she shall return to his/her regular position.
- G. Seniority shall be lost by any employee upon termination, resignation, retirement, or transfer to a non-bargaining unit position. Seniority shall continue to accrue during a layoff.

ARTICLE 13 - VACANCIES, TRANSFERS, AND PROMOTIONS

- A. Vacancies of a temporary nature shall be defined as any vacancy otherwise held by an employee on a leave of absence.
- B. "Permanent vacancy" shall be defined as a newly-created position or any vacancy created when an employee permanently leaves a bargaining unit position.
- C. The Board shall not be required to post temporary vacancies, and such vacancies shall be filled by any qualified employee on layoff from the district, provided that such vacancies shall be offered to laid off employees on the basis of seniority. If there is no qualified employee on layoff from the district, the Board may fill the temporary vacancy from any source.
- D. Whenever a permanent vacancy exists, such vacancies shall be filled according to the following:
 - 1. All vacancies will be posted in the lounges and principals' offices for a period of ten (10) working days. Interested employees may apply in writing to the Superintendent within the ten (10) day posting period. The Board shall notify the Association President of vacancies occurring within the bargaining unit during summer months or vacation times. This notice will be sent by U.S. Mail.

2. Vacancies shall be posted for bid with qualifications specified, and the most senior qualified employee applying from that classification shall be awarded the job. If no qualified applicants apply from within the classification, the Board will consider other internal and external candidates.
3. Within ten (10) working days after the expiration of the posting period, the Board shall make known its decision as to which applicant has been selected. A copy will be sent to the Association President.

In the event no current employee applies, the ten (10) days limit shall not apply.

4. Employees transferring to another bargaining unit position shall be given a maximum thirty (30) workday trial. If unsuccessful, they shall "bump" to their former assignment.
 5. Employees shall not be placed on a lower step on the salary schedule or wage scale due to an involuntary transfer or assignment to a temporary vacancy. In the event an employee applies for and is selected for a permanent vacancy that has a lower rate of pay, the employee shall be paid the rate of pay assigned to that position.
 6. The parties agree that involuntary transfers of employees are to be minimized and avoided whenever possible. In all cases, involuntary transfers will be effected only for reasonable and just cause.
 7. An employee's pay rate shall not be reduced by any temporary change in duties.
 8. Once posted and job bidding closed, a job posting shall not be changed.
 9. In the event no employees apply for the vacancy, the vacancy shall then be filled by the recall of qualified employees on layoff in the order set forth in Article 14 - Layoff and Recall of this Agreement.
 10. Employees transferring after July 1, 1990, to another bargaining unit classification shall receive one half (1/2) their experience service credit earned in their prior bargaining unit classification for the purpose of experience steps on the wage schedule of the new classification.
- E. In the event the district modifies a current position in such a way that it involves a significant reassigning of tasks or the proportions of various tasks that are normally assigned to the position, and does not plan to continue that same employee

in the position, the job shall be declared available to all employees of the classification. This notification shall be posted in writing in the lounges and principal's office. Employees who are interested in the position shall so notify the Superintendent within ten (10) working days of the posting of their interest in the position. The most senior qualified employee applying from the affected classification shall be awarded the position. All provisions of this Article except for D.1 and D.2 shall apply to this procedure.

- F. Employees transferred to fill temporary vacancies shall be returned to their former position upon completion of the temporary assignment.
- G. It is understood that the decision to fill a vacancy shall be left to the discretion of the Board provided that such decision is not in conflict with any other terms and conditions of this Agreement.

ARTICLE 14 - LAYOFF AND RECALL

- A. "Layoff shall be defined as a necessary reduction in the work force which is beyond normal attrition.
- B. In the event of layoff involving the termination of positions, the following procedure shall be followed:
 - 1. The Board shall identify the specific position(s) to be eliminated and shall notify by May 30 of each year, if known at that time, for the succeeding school year, the employees in those positions.
 - 2. The Board shall then ask if any employees in the affected classification wish a voluntary layoff. Employees accepting a voluntary layoff shall have all rights under this Agreement and shall be treated as any other layoff. Employees shall have seven (7) calendar days to notify the Board, in writing, of acceptance of a voluntary layoff.
 - 3. If insufficient request for voluntary layoffs are made, the employee(s) in the affected position(s) shall have the right to:
 - a. bump someone who is less senior holding a position in a classification in which the affected employee has seniority;
 - b. bid on another posted position; or
 - c. accept a layoff.
 - 4. Any and all employees displaced by provision 3 above, shall have the same rights, as long as there are less senior employees in that classification.

5. In the event layoffs become necessary, employees to be laid off will be provided notification of layoff at least sixty (60) calendar days prior to the effective date of layoff.
- C. In the event of a reduction in the work hours, an employee may claim seniority over another employee for the purpose of maintaining his/her normal work schedule, provided he/she has greater seniority than the employee he/she seeks to replace. In no case shall a reduction of any employees' work hours take effect until the Board gives ten (10) working days' written notice to the affected employees.
- D. If any employee is on layoff or has had his/her hours reduced, the Board will not use a CETA, Five Cap or social service employee to fill that laid off position, either partially or completely.
- E. A laid off employee shall, upon application and at his/her option, be granted priority status on the substitute list according to his/her seniority. Laid off employees may continue their health, dental, and life insurance benefits by paying the regular monthly subscriber group rate premium for such benefits to the Board.
- F. Employees shall be recalled in inverse order of layoff according to seniority to any position for which they are qualified. Any employee who has served more than thirty (30) working days in a position shall be deemed qualified for any position in that classification. Upon recall from layoff, the employee shall be subject to the maximum thirty (30) workday trial period. If unsuccessful within that time, they shall return to layoff status, retaining recall rights to all other positions for which they are qualified.
- G. Notices of recall shall be sent by certified or registered mail to the last known address as shown on the Board's records. The recall notice shall state the time and date on which the employee is to report back to work. It shall be the employee's responsibility to keep the Board notified as to his/her current mailing address. A recalled employee shall be given at least five (5) calendar days from the receipt of notice, excluding Saturdays and Sundays, to report for work. The Board may fill the position on a temporary basis until the recalled employee can report for work, providing the employee reports within the five (5) day period. Employees recalled to work for which they are qualified are obligated to take said work. An employee who declines recall to perform work for which he/she is qualified, shall forfeit his/her seniority rights.
- H. Employees who collect unemployment compensation during a scheduled school break, do not receive notice of layoff, and who return to work with no loss in regular compensation shall reimburse the district the unemployment compensation received.

The employee's reimbursement shall be through a lump sum payment or payroll deduction. If legislation allows for such unemployment during school breaks without being notified of layoff, the employee shall not be required to reimburse the district.

ARTICLE 15 - PROBATIONARY EMPLOYEES

Any new employee will be considered a probationary employee until he/she has been employed for ninety (90) work days. At the end of the probationary period, each new employee will be entered on the seniority list as of the date of his/her employment in the bargaining unit. Probationary employees shall have no vested interest in continuing employment until completion of their probationary period.

ARTICLE 16 - SEVERANCE PAY

After five (5) years of service in the White Cloud School District, an employee shall, upon leaving the employment of the district, be paid twenty-five dollars (\$25.00) per day for fifty percent (50%) of his/her unused paid leave days, provided that the employee's service to the district was not terminated for cause.

ARTICLE 17 - NOON AND RECESS DUTY

- A. The seniority list shall be used to determine outside duty. The paraprofessionals with the least seniority shall have the most outside duty. There shall be no additional outside duty other than the scheduled duty, except on a temporary basis. Extra recesses shall not be held to excess.
- B. Each recess and noon paraprofessional's outside recess duty shall be limited to fifteen (15) minutes during each morning and afternoon recess and thirty-five (35) minutes during the noon recess. This provision shall not apply to early arrival time.

While paraprofessionals are on playground duty, the safety of the students shall be a key criteria in setting the student to paraprofessional ratio.

A procedure, agreed upon between the parties, shall be developed that assures that an adult will be available to supervise the assigned students in the event of an injury or a situation which takes the assigned paraprofessional away from the playground.

- C. The lowest seniority aides shall have bus duty. At least two (2) paraprofessionals shall be assigned bus duty per loading or drop-off point.

- D. Notwithstanding the other provisions of this Article, any paraprofessional who has a full day in the high school building shall not have outside duty.
- E. Paraprofessionals may be assigned to monitor individual classrooms prior to the teachers' scheduled morning (school start) arrival time.

ARTICLE 18 - BARGAINING UNIT WORK

- A. Employment in excess of the employee's contract, such as summer work, or when school is not in session, shall be awarded to the employee normally employed in that position. If the extra employment is not desired by the employee normally employed in that position, the extra work shall be offered to other employees in order of seniority.
- B.
 - 1. Before allowing any non-bargaining unit member(s) to perform any bargaining unit duties, the Board shall meet with the Association to explain how many workers (including volunteers, students and trainees) there will be, their duties, their pay and benefits, the length of time they will be working and any other conditions under which they are rendering service. The maximum number of non-bargaining unit members performing bargaining unit duties shall be ten percent (10%) of the number of bargaining unit members during any school year, rounded to the nearest whole person. The maximum number of school days any non-bargaining unit member may work shall be one (1) full semester or ninety (90) working days, whichever is less.
 - 2. This section shall not apply to student aides, the senior citizen grandparent program, room mothers and college students meeting class requirements. The Board agrees to provide to the Association the names of individuals assisting teachers in the classrooms and the number of hours they will be working prior to commencement of their work.
 - 3. "Trainee" shall be defined as a non-bargaining unit person who is not an employee of this district but holds employment in the district through a state or federal training program.

ARTICLE 19 - EVALUATIONS

- A. All monitoring or observation of the work of each employee shall be conducted in person and with the full knowledge of the employee.
- B. Employee evaluation shall be by formal observation of employee work. Observations shall be for periods of time that accurately sample the employee's work. Informal evaluations, done by the evaluator, and which had been reduced to writing

and shared with the employee during the current work year may be referred to in the formal evaluation.

- C. Each formal observation shall be preceded by not less than 48 hours' notice. There may be additional informal evaluations during the year.
- D. Each employee, upon his/her employment or at the beginning of the school year, whichever is later, shall be apprised of the specific written criteria upon which he/she will be evaluated. The specific criteria shall be derived from the job description as set forth in Appendix B - Job Description.
- E. Work outside of the employee's normal assigned duties shall not be evaluated.
- F. Evaluation shall be personal observation conducted by the employee's immediate supervisor (principal, assistant principal, or food service supervisor), or if agreed to by the employee, another public school administrator mutually selected by the employee and the Superintendent. If an employee is to be given the opportunity to be evaluated formally by an administrator other than his/her regular supervisor during the work year, the employee will be so informed of this option in writing no less than fifteen (15) workdays prior to the formal evaluation.
- G. All evaluations shall be reduced to writing and a copy given to the employee within ten (10) working days of the evaluation. If the employee disagrees with the evaluation, he/she may submit a written response within ten (10) working days which shall be attached to the file copy of the evaluation in question. If an administrator believes an employee is doing unacceptable work, the reasons therefore shall be set forth in specific terms and shall include an identification of the specific ways in which the employee is to improve and the assistance to be given by the administration towards that improvement. In subsequent observation reports, failure to again note a specific deficiency shall be interpreted to mean that adequate improvement has taken place.
- H. Following each formal evaluation, which shall include a conference with the evaluator, the employee shall sign and be given a copy of the evaluation report prepared by the evaluator. In no case shall the employee's signature be construed to mean that he/she necessarily agrees with the contents of the evaluation. An employee may submit additional comments to the written evaluation if he/she so desires. All written evaluations are to be placed in the employee's personnel file.
- I. At the completion of the probationary period, an evaluation of the employee's work shall be completed, following procedures of this provision.

- J. In the event an employee is not continued in employment, the Board will advise the employee of the specific reasons therefore in writing, with a copy to the Association.
- K. Each employee's evaluation shall be dated and shall include at the conclusion of the report the statement: "Considering all factors, the work performance of this employee is ___satisfactory, ___unsatisfactory (check one)."
- L. If a formal evaluation is done, it shall be completed within the school year.

ARTICLE 20 - WORK HOURS

- A. Employees will be employed for their normal scheduled workday on those days when school is scheduled to be in session less than their regular scheduled workday, provided there are duties that can be performed when students are not scheduled to be in attendance.
- B. Each paraprofessional will have a minimum of thirty (30) minutes continuous lunch break. Each cook scheduled to work five (5) or more hours per day shall have a minimum of thirty (30) minutes continuous lunch break.

Also, each employee will have a fifteen (15) minute paid break in the morning and a fifteen (15) minute paid break in the afternoon as scheduled by the building principal. It is expressly understood that any cook who does not receive a lunch break as specified above shall have his/her fifteen (15) minute break scheduled immediately after lunch is served.

- C. On days preceding a holiday or vacation, employees may leave twenty (20) minutes earlier than their regularly scheduled workday, but not earlier than the departure of the last bus from their respective buildings. Employees shall be paid their normal daily wage on such days.
- D. Trainees shall not work more hours per week than employees.
- E. The Board shall not subcontract food services during the life of this Agreement.
- F. No employee shall be required to punch a time clock.
- G.
 - 1. In the event cooks are needed to work banquets, special dinners, etc., the work shall be offered to the cooks on a rotating basis beginning with the most senior cook. No cook shall be required to accept the extra work except in the event that no cook accepts the extra work, in which case the least senior cook shall be required to work.
 - 2. If, during the rotation, a cook should refuse the work, no additional offers of extra work would be made until a complete rotation has been made.

3. Cooks scheduled to work the Memorial Day Alumni Banquet shall be paid one and one-half (1-1/2) times their regular hourly rate.
 4. If an outside group (such as PTO, etc.) uses the kitchen facilities, one cook who normally works in that kitchen shall be scheduled at their regular rate of pay to report one (1) hour before their regular starting time to sanitize the facilities. Assignments shall be rotated among the cooks in that building.
- H. In the event an employee is required to travel between buildings as part of his/her duties, the travel time shall be scheduled so as not to interfere with and/or reduce the employee's lunch break or lunch time.
- I. Employees whose work assignment is forty (40) hours per week, fifty-two (52) weeks per year, shall be called full-time employees.

Employees whose normal work year corresponds to the school year with the possible addition of a work week, more or less, prior to the commencement of school and/or after the closing of school, and works an excess of thirty-two (32) hours per week shall be called full-time school year employees-A.

Employees whose normal work year corresponds to the school year with the possible addition of a work week, more or less, prior to the commencement of school and/or after the closing of school who work thirty (30), thirty-one (31), or thirty-two (32) hours per week shall be called full-time school year employees-B. No employee will have his/her hours reduced from the scheduled hours for the 1993-94 school year.

Employees whose normal work week is equal to or less than twenty-nine (29) hours per week during the school year shall be called part-time employees.

ARTICLE 21 - ASSOCIATION SECURITY AND DUES DEDUCTIONS

- A. Each non-probationary employee covered by this Agreement, excluding those employees who were not Association members at the time this Agreement was executed, shall, as a condition of employment, join the Association or pay a service fee to the Association pursuant to the Association's "Policy Regarding Objections to Political-Ideological Expenditures" and the Administrative Procedures adopted pursuant to that Policy. The service fee shall not exceed the amount of Association dues collected from Association members. The employee may authorize payroll deduction for such fee. In the event an employee shall not pay and is not exempt from paying such service fee directly to the Association or authorize payment through payroll deduction, the Board shall, at the request of the Association, deduct the service fee from the employee's

salary and remit the same to the Association under the procedure provided below.

B. After a service fee payer has utilized the Association's Administrative Procedures, the procedure in all cases of non-payment of the appropriate service fee shall be as follows:

1. The Association shall notify the employee of non-compliance by certified mail, return receipt requested, explaining that he/she is delinquent in not tendering the service fee, specifying the current amount of the delinquency and warning him/her that unless the delinquent service fees are paid or a properly executed deduction form is tendered within fourteen (14) days of the Association's notification to the employee, he/she shall be reported to the Board, and a deduction of the service fee shall be made from his/her salary.
2. If the employee fails to comply, the Association shall give a copy of the letter sent to the delinquent employee and the following written notice to the Board at the end of the fourteen (14) day period.

The Association certifies that _____ (name) has failed to tender the periodic service fee required as a condition of employment under this Agreement and demands that under the terms of this Agreement, the Board deduct the delinquent service fees from the employee's salary. The Association certifies that the amount of the service fee includes only those items authorized by law.

3. The Board, upon receipt of said notice and request for deduction, shall act pursuant to Section A above. In the event of compliance at any time prior to deduction, the request for deduction will be withdrawn. The Association, in enforcing this provision, agrees not to discriminate between employees.
- C. With respect to all sums deducted by the Board pursuant to this Article, the Board agrees promptly to disburse said sums directly to the Association.
- D. Employees may object to the use of the service fee for matters not permitted by law. The procedure for making such objections is that officially adopted by the Association. A copy of the Association policy will be provided by the Association pursuant to the Association's "Policy Regarding Objections to Political-Ideological Expenditures."
- E. The Association agrees, upon request, to defend the Board, its officers, agents or employees in any suit brought against all or any of them regarding this Article of this Agreement, and to indemnify the Board, its officers, agents or employees for

any costs or damages which may be assessed against all or any of them regarding this Article of this Agreement. If the hold harmless clause is found invalid, the parties shall negotiate an alternative to this hold harmless provision and the involuntary deduction procedure if necessary.

ARTICLE 22 - MISCELLANEOUS

- A. Employees shall have the right to use school facilities at reasonable hours when said facilities are open and staffed and classes are not in session, to hold meetings that are exclusively for employees. Requests for such use of facilities should be directed to the building principal.
- B. The Board shall reimburse an employee for any loss, damage or destruction through vandalism or accident of clothing or personal property of the employee not covered by the employee's personal insurance, when such employee is on duty in the school, on work related activities, or on school premises, providing that such loss, damage, or destruction of clothing or personal property was not caused by the individual employee's neglect.
- C. When the school calendar has been established, the Board shall distribute it to all employees in the bargaining unit.
- D. Student health problems and injuries shall be referred to the building principal.
- E.
 - 1. If employees are required to administer medications, perform medical procedures or provide health related services to a student which require specialized medical training the district shall:
 - a. provide appropriate training to affected employees
 - b. provide the employee with written instructions as to the procedure
 - c. provide the employee the student's physician name and telephone number.
 - 2. If a paraprofessional must perform a health related service for a student, a volunteer paraprofessional shall be solicited in writing annually and the most senior qualified applicant shall be transferred to the position. The paraprofessional who would otherwise be assigned to perform the service shall be transferred to the successful applicant's position. If no paraprofessional volunteers the least senior paraprofessional shall be assigned the duties.
- F. Participation by an employee on school improvement program committees (SIP) shall be voluntary. The employee's participation on such committees shall not be a factor in the

employee's evaluation. If any decision of SIP committee recommends action that is contrary to this Agreement, these actions will be subject to the negotiation process.

- G. Paraprofessionals shall not be scheduled to supervise a classroom in the absence of a teacher. In an emergency, a paraprofessional shall supervise a classroom only until a certified substitute can be obtained.
- H. Job descriptions shall be as outlined in Appendix B - Job Descriptions.

ARTICLE 23 - DURATION

This Agreement is the complete agreement between the parties and shall become effective on July 1, 1993, and will remain in effect until June 30, 1996.

SIGNED:

BOARD OF EDUCATION

WHITE CLOUD MESPA

Raymond E. Cook
President

Barbara S. Kubro

Date: 11-8-93

Date: 11-5-93

Gary Pardike
Supt.

Janet Mast

Date: 11-8-93

Date: 11-5-93

APPENDIX A - HOURLY WAGE SCALES

1993-94

<u>STEP</u>	<u>ALL FULL-TIME AND PART-TIME COOKS AND PARAPROFESSIONALS</u>	<u>SPECIAL EDUCATION PARAPROFESSIONALS</u>	<u>LIBRARY PARAPROFESSIONALS</u>
1	6.15	+.50 PER HOUR	+.35 PER HOUR
2	6.95		
3	7.45		
4	7.95		
5	8.15		
6	8.35		

1994-95

1	6.35	+.50 PER HOUR	+.35 PER HOUR
2	7.15		
3	7.70		
4	8.20		
5	8.40		
6	8.60		

1995-96

1	6.55	+.50 PER HOUR	+.35 PER HOUR
2	7.35		
3	7.95		
4	8.45		
5	8.65		
6	8.85		

Summer School \$9.50 per hour.

<u>Longevity</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>
10-14 years at WCPS	\$100	\$135	\$135
15 or more years	\$150	\$190	\$190

APPENDIX B - JOB DESCRIPTION

- A. Job descriptions for employees shall be developed jointly by the Board and the Association.
- B. The description shall be distributed to all current employees and to all new employees when hired by the district.
- C. The job description will include at a minimum:
1. Job title and description
 2. Minimum requirements
 3. A general statement of required tasks and responsibilities
 4. At the beginning of each year, a job assignment sheet shall be provided to each employee which may be subject to change.
- D. Upon creation of a new job or modification of a current job, a committee of not more than three (3) employees and three (3) representatives of the Board shall meet to develop and modify the job descriptions set forth below. No job description shall be promulgated unless the parties agree with regard to job duties and responsibilities.
- E. Duties and Responsibilities of Paraprofessionals
- To work with individual students or small groups of students as assigned by the classroom teacher.
- To assist classroom teachers with correcting papers and record keeping.
- To supervise students in the morning prior to the beginning of classes, during recesses, and after school while buses are being boarded.
- To serve as hall monitor.
- To supervise locker rooms.
- To serve as a mail clerk.
- To assist in the offices as needed or assigned.
- To perform other duties as assigned by the building principal.
- F. Duties and Responsibilities of Library Paraprofessionals
- To oversee the circulation of the library's materials.
- To maintain and repair library materials and equipment.
- To repair A.V. equipment.
- To provide reading guidance to the students.
- To process materials received in the library.
- To establish a class visitation scheduled.

To communicate with the teaching staff regarding available services, needs, new materials and equipment, problems, etc.

To inventory the materials and equipment retained in the library.

To promote the use of the library.

To evaluate any student aides assigned to the library.

To perform other duties as assigned by the building principal.

G. Duties and Responsibilities of Cooks

To prepare all food according to a planned menu, as directed by the Food Service Director.

To supervise the serving line.

To clean off tables and serving counters.

To help determine the quantity of food to be served and to control food portions served.

To properly rotate fresh fruit stock.

To report to the Food Service Director any problems or accidents occurring in the kitchen or cafeteria area.

To do all the baking.

To assist in daily cleaning of all kitchen equipment, including the freezer, walk-in and storeroom.

To serve all students.

To sell a la carte items and "seconds".

To provide, at the elementary school, a final count of the number of cartons of milk sold with a lunch and the number of cartons sold separately.

To perform any additional duties assigned as needed by the Food Service Director.

LETTER OF AGREEMENT

Between White Cloud Educational Support Personnel Association
and White Cloud Public Schools Board of Education

Re: Medically Fragile Students

The parties have agreed on a number of conditions governing "medically-related tasks" that a paraprofessional may be assigned, including a selection process to determine which paraprofessional will be assigned those medically-related tasks and the conditions surrounding the assignment. In addition to the previously negotiated language, the parties agree to the following:

1. The school nurse shall be regularly and routinely assigned to perform all medically-related tasks, except for the diapering of students.
2. The paraprofessional, designated per the Master Agreement to the Medical Paraprofessional role, shall perform only those limited tasks for which he/she has been properly trained. The Medical Paraprofessional shall be used for these medically-related tasks only when the school nurse is unavailable.
3. The district shall train one paraprofessional, either a volunteer or, should no volunteer be forthcoming, the least senior paraprofessional, designated per the Agreement, to perform those medically-related tasks in the event the school nurse is unavailable.
4. The District shall train two (2) paraprofessionals, either two (2) volunteers or, should no volunteers be forthcoming, the two (2) least senior paraprofessionals, designated per the Agreement, to change diapers.

Of these two (2) paraprofessionals, one, either a volunteer or the least senior paraprofessional, whichever is applicable, shall be primarily designated as the diapering paraprofessional. The second paraprofessional shall not be assigned to perform diapering unless the primarily designated paraprofessional is unavailable.

5. In the event the position of school nurse is vacant and/or the district decides not to assign the medically-related tasks outside of the bargaining unit, the district agrees to bargain the issue of compensation for the performance of these medically-related tasks with the White Cloud Educational Support Personnel Association.

For the White Cloud Public
Schools Board of Education

Raymond E. Elock

Date: 11-8-93

For the White Cloud Educational
Support Personnel Association

Barbara S. Kuhns

Date: 11-5-93

LETTER OF AGREEMENT

between

White Cloud Educational Support Personnel Association

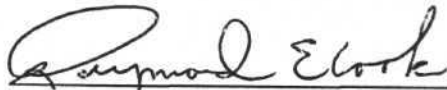
and

White Cloud Board of Education

Notwithstanding the provisions of Article 18.B.1, the White Cloud Educational Support Personnel Association and the White Cloud Board of Education agree that, for the term of the 1993-1996 labor agreement, the Board of Education shall not be limited as to the number of volunteers it uses in district operations related to classroom support (paraprofessionals). There shall further be agreement between the parties that there will be no layoff of paraprofessional staff, nor reduction in their hours of employment, during the term of this Agreement. The parties shall cooperate as to the implementation of this provision.

This provision shall expressly terminate at the conclusion of the 1993-1996 labor agreement.

For the White Cloud Public
Schools Board of Education



Date: 11-8-93

For the White Cloud Educational
Support Personnel Association



Date: 11-5-93

