Master Agreement

Between the

Camden-Frontier Education Association HLCEA/MEA/NEA

and the

Board of Education

of the

Camden-Frontier Schools

September 1, 2021- August 31, 2023

TABLE OF CONTENTS

Camden-Frontier
Master Agreement

Article	Description	Page
1.	RECOGNITION	1
2.	TEACHER RIGHTS	1
3.	BOARD RIGHTS	3
4.	PROFESSIONAL COMPENSATION	4
5.	INSURANCE	6
6	TEACHING HOURS	9
7.	TEACHING LOADS AND ASSIGNMENTS	10
8.	TEACHING CONDITIONS	11
9.	VACANCIES AND STAFF TRANSFERS	15
10.	LEAVE PAY	16
11.	LEAVE OF ABSENCE	16
12.	PROTECTION OF TEACHER	20
13.	COMPLAINTS	22
14.	NEGOTIATIONS PROCEDURE	23
15.	PROFESSIONAL GRIEVANCE	24
16.	MISCELLANEOUS PROVISIONS	26
17.	NO STRIKE CLAUSE	26
18.	MENTOR TEACHER	27
19.	DURATION OF AGREEMENT	28
SALARY SCHEDULE A		29
RETIREMENT INCENTIVE		32
SCHEDULE B EXTRA SERVICES PAY		33
APPENDIX A GRIEVANCE REPORT FORM		37

ARTICLE 1

Recognition

A. The Board hereby recognizes the Camden Frontier Education Association/HLCEA/MEA/NEA as the exclusive bargaining representatives, as defined in Section II of Act 379, Public Acts of 1965, for all full-time teachers, regularly employed part-time teachers, guidance counselors, math intervention specialist**,** and librarians employed by the Board, but excluding Superintendent, Principal or any other executive personnel. The term "teacher," when read hereinafter in this agreement, shall refer to all employees represented by the Association in the bargaining or negotiation unit as above defined and reference to male teachers shall include female teachers.

B. The Board agrees not to negotiate with any teachers' organizations other than the Camden Frontier Education Association HLCEA/MEA/NEA for the duration of this agreement. Nothing contained herein shall be construed to prevent any individual teacher 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.

C. The provisions of this Agreement and wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, sex, age, marital status, or membership in or association with the lawful activities of any employee organization. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color, physical size, or national origin, and to seek to achieve full equality of educational opportunity to all pupils within our district.

ARTICLE 2

Teacher Rights

A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every bargaining unit member employee of the Board shall have the right to organize, to join, and to support the Association for the purposes of engaging in collective bargaining or negotiations and other lawful concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of Michigan, the Board undertakes and agrees first that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitutions of Michigan and the United States and second that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of his membership in the Association, of his institution of any grievance, complaint or proceeding under this agreement or with respect to any terms or conditions of employment.

B. The Board and Association recognize the right of both parties to invoke the assistance of the State Labor Mediation Board, or a mediator from such public agency, as provided in Sec. 7 of Act 379 of Michigan Public Acts of 1965.

C. The Association shall have the right to use school facilities for meetings. The Association agrees to abide by the rules and regulations established by the Board for use of school facilities. The dates must be approved by Administration. No teacher shall be prevented from wearing insignia, pins, or other identification of membership in the Association. Bulletin boards in the staff lounge and teachers' mailboxes shall be made available to the Association and its members.

D. The Board agrees to furnish the Association with a copy of such public information which may be available concerning the financial resources of the district, tentative budgets and requirements, allocations, and such information which may be necessary to the organization to bargain collectively with the school with respect to wages, hours, and other terms and conditions of employment. The Board further agrees to make available information which may be necessary to process a grievance or complaint. The Association agrees that requests for such information will be made in writing through its president or someone designated by him, and that requests will be made sufficiently in advance of their needs so that the school may have ample time to prepare and/or assemble the information. Original records may be examined only at the office of the school.

E. It is the policy of the Camden-Frontier School that no employee shall be discriminated against on the basis of age. It is recognized, however, that the physical and mental condition of an individual may deteriorate. In order to provide for quality instruction, a teacher may be required by the Board, to submit a statement from a person trained and competent to do so attesting to the teacher's competency to continue teaching. The examination will be conducted by an individual of the Board's choice and the cost of the examination will be borne by the Board. This does not prohibit the teacher or the Association from getting a second opinion with the cost to be covered by the teacher and/or his/her medical insurance program.

F. Camden Frontier Education Association President shall be notified of any changes to a member's status (i.e.: leave of absence, resignation, retirement, new hire, etc.) by the Board.

ARTICLE 3

Board Rights

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

1. To the executive management and administrative control of the school system, its properties and facilities, and the activities of its employees in the performance of their duties;

2. To hire all employees and subject them to the provisions of law, to determine their qualifications and the conditions for their continued employment or their dismissal or demotion; and to promote and transfer all such employees;

3. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students as deemed necessary or advisable by the Board;

4. To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature. Decisions will be made in consultation with the curriculum committee.

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

6. In the event of an emergency, the Board shall have the right to extend the length of the teachers' contract, without additional pay, to provide the required minimum number of instructional days in order to be eligible for State Aid under the laws of Michigan. The following shall be considered as an emergency: mechanical failures, bus breakdown, student and teacher strikes or other conditions which are above and beyond the control of the Board. Teachers need not report on these emergency days.

B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgement and discretion in connection therewith shall be limited only by the specific and express terms hereof are in conformance with the Constitution and laws of the State of Michigan and the Constitution and the laws of the United States.

ARTICLE 4

Professional Compensation

A. The salary schedule (a teacher's base pay is determined by one's teaching experience and college degree), is attached to this contract as Schedule A.

B. The salary schedule as found in Schedule A is based upon a length of time of 184 working days for teachers. Each additional work day over 184 in any school year shall be compensated at the rate of .005 (1/2%) of the teacher's base. Should state law require additional working days beyond 184, such state law shall not negate the language in this article of the contract. Both parties have agreed to change the number of calendar days worked from 179 to 184 for the 2020-2023 school years only. The days mentioned in this paragraph will revert back to 179 days for the next contract period. The .005 (1/2 percent), of the teachers' base will be negated for the 2020-2023 school years only, and will be reinstated for the next contract.

C. Extended Work Time: If a teacher is employed above the normal 37 weeks, his/her salary shall be derived in the following manner:

Salary = A/184 x B

A = Number of days worked in addition to the 184 day

B = Salary on the salary schedule (Schedule A)

1. Media Director(s) will be expected to work up to ten (10) additional days beyond the school year.

2. The K-12 Counselor(s) will be expected to work twenty (20) additional days, ten (10) days prior to the start of school and ten (10) days after the final day of school. The K-12 counselor will receive an additional stipend of $6500.00 which will be paid in two lump sums. $3250.00 will be paid in the last pay before Thanksgiving and the pay period prior to Spring Break. The terms of compensation for this position will remain unaltered until it is vacated.

3. The Agriculture Science Teacher will be expected to work up to twenty-five (25) additional days beyond the school year. These days cannot be used for FFA projects or other assignments that the teacher is being paid for under Schedule B. The teacher will be paid for additional days at the end of each semester (log required for payment).

4. When the Title I Director is a member of the bargaining unit they shall be compensated at the position holder's base salary rate for additional hours worked up to, but not exceeding, $5,000 per year. A letter of agreement will be presented by the district to address the Title I Director position.

5. Activity logs/documentation shall be provided to the principal at the end of each semester when additional extra days are worked.

D. Pays: Teachers shall be paid two (2) times/month on the 10th and 25th. If a pay date falls on a

weekend or holiday, the employee(s) shall be paid on the prior business day.

E. Deductions:

1. Teachers shall sign and return to the office a list of authorized payroll deductions by the end of the orientation period held before school starts.

2. Upon appropriate written authorization from the bargaining unit member, the Employer shall deduct from the salary of any such bargaining unit member and make appropriate remittance for annuities, credit union, savings bonds, charitable donations, MPSERS Service Credit Purchase, additional insurance and any other plans or programs jointly approved by the Board and the Association.

F. Tuition Reimbursement: Certified staff members with BA+18 credits will be paid one hundred and sixty ($160) dollars per semester hour and one hundred and five ($105) dollars per term hour taken. The Board will pay for a maximum of twelve (12) credit hours per year during the fiscal year.

1. The courses taken must be in the teacher's major or minor field or in his/her planned course of study as approved by the college or university or in courses otherwise approved by the Superintendent.
2. The Superintendent shall be informed in writing of courses to be taken.

3. Teachers will be paid after courses have been successfully completed as indicated by their grade slip or transcript showing a total G.P.A. of B or better.

4. Teachers will be paid only for hours earned while employed by Camden-Frontier School.

G. Mentor Teacher: The mentor teacher shall be paid four hundred dollars ($400.00) per mentee, per school year.

H. It is expressly understood that teachers shall not acquire tenure status in extra-curricular positions listed in Schedule B of this agreement.

Substitute Teaching. The Administration will make every effort to find a substitute teacherwhen any teacher is absent. The staff teacher who is substituting during his/her planning time will receive additional compensation of $30 per each clock hour the staff teacher substitutes. Librarians, social workers, counselors, LD teachers, Chapter I/Title I teachers or similar members of the bargaining unit who are not assigned the regular classroom teaching load and who substitute during their working day will also receive this rate for each hour of substituting. Substituting will be on a voluntary basis. In the event of elementary teachers not receiving their minimum of preparation time as stated in Article VII A, they will be compensated at the above rate. District agrees to pay a per diem or flat $30 per period of instruction for long term subs depending on which payment would be higher.

I. Mileage Reimbursement: With prior approval from the Superintendent or his designee, employees who use their personal automobiles for school related business shall be reimbursed for their mileage at the current I.R.S. allowed rate.

J. Step Placement: Upon employing teachers for the first time in this system, the board may allow up to and including seven (7) years of experience.

K. Retirement Incentive: If the Board is to offer an Early Retirement Incentive to the CFEA, it will do so by April 1 of any school year.

L. Extra Services Pay. The 2000-2001 pay for services such as, but not limited to, committee work beyond the school day, coaching, advising, etc. is attached to this contract as Schedule B. The calculation of the extra service dollar amounts, including the maximums, shall be raised each year by the percentage equivalent to the percentage increase of the teacher's salary scale (Schedule A) for subsequent school years after 2000-2001.

M. The Administration shall provide to each teacher an individual contract listing the teacher's base salary by September 30th of each school year.

ARTICLE 5

Insurance

A. Annuity

The Board approved a resolution to allow the employees of the Camden-Frontier School District to avail themselves of the annuity purchase and deferred income taxation provisions of Section 403 (B) of the Internal Revenue Code of 1954 as amended. The bargaining unit member will select which annuity company and the amount to be deducted on or before September 25 of each school year. The amount and the company selected will be changed only in emergency cases during the contract year.

The Board shall provide all employees a choice of: (health benefits)

PAK A:
Plan Code 3001003: PPO $500/$1000 deductible; 20% coinsurance; $10/$40/$80 prescription copay

PAK C
Plan Code 3001004: HSA $1400/$2800 deductible; 0% coinsurance; 5-tier prescription coverage ($20/$60/$80 OR 50%/20%/25%)

Plan Code 3001005: HSA $1400/$2800 deductible; 0% coinsurance; 3-tier prescription coverage ($10/$40/$80 prescription copay)

(The only difference between 5-tier and 3-tier prescription coverage is the copayment for your prescriptions AFTER the deductible has been met. The same prescriptions are covered with both plans)

or

PAK B (for those not electing health coverage) described below for a full twelve (12) month period for each year of this agreement for the employees and their eligible dependents as defined by MESSA, including sponsored dependents.

Part-Time positions will receive benefits on a pro-rated basis.

Open enrollment for insurance coverage shall be October 1st through October 18th annually. The changes will start on December 1st.

The Board will increase the insurance subsidy for ancillary benefits to $300 1/1/2021 via LOA

B. Health/Dental/Vision/Life/LTD Benefits

Each teacher may elect one of the insurance benefit plan options below:

PAK A BCBS SB 500 Gold

Health	
	$500/1,000 In Network $1,000/2,000 Out of Network After deductible: Co-insurance $20.00 office visit in network Out of Network 40% co-insurance
Blues RX	
Long Term Disability	
	66 2/3% $2,500 maximum 90 calendar days modified fill Freeze on offsets Alcoholism/drug addiction 2 years Mental/nervous 2 years
Delta Dental:	80/80/80 $1,000 80: $1,300
Negotiated Life:	$5,000 AD&D
Vision:	VSP 2 Silver

PAK B with no health insurance:

Delta Dental:	80/80/80: $1,000 80: $1,300
Negotiated Life:	$10,000 AD & D
Vision:	VSP 2 Silver
Long Term Disability:	Same as above

PAK C:	BCBS SB HSA PPO Gold 1450/2900
Health:	$1,450/$2,900 In Network
	$2,900/$5,800 Out of Network
	80/20 office visits after deductible
Rx	Blue Rx
Long Term Disability:	66 2/3%
	$2,500 maximum
	90 calendar days modified fill
	Freeze on offsets
	Alcoholism/drug addiction 2 years
	Mental/nervous 2 years
Delta Dental:	80/80/80 $1,000 80: $1,300
Negotiated Life:	$5,000 AD & D
Vision:	VSP 2 Silver

A teacher choosing PAK B with no insurance will have the cost of these PAK B insurance benefits fully paid by the Board.

C. Beginning September 1, 2021 the District will increase their portion of the legislated cap to the current Department of Treasury-defined level effective 1/1/2021 via LOA. The Department of Treasury cap will then increase annually. Single subscribers that are paying less than the Department of Treasury annual cap will have the difference between the cap and their payment added to their HSA monthly.

Any premium cost above the **Department of Treasury** cap shall be borne by the member. Member contributions toward insurance shall be paid monthly through the Board administered internal Revenue Code Section 125 Plan or the amount will be deducted from the teacher's pay if the teacher does not choose to participate in the Internal Revenue Code Section 125 Plan.

Cash Options

The balance of the single subscriber health insurance premium amount remaining after deducting the cost of PAK B will be available for cash payment or for MESSA/MEAFSA nontaxable options for PAK B participants. This said balance shall not exceed $3000 per year. The Board has adopted a qualified plan document which complies with Section 125 of the Internal Revenue Code. All costs relating to the implementation and administration of benefits under this program shall be borne by the Board. To elect a tax-deferred annuity, the employees shall enter into a salary reduction agreement.

ARTICLE 6

Teaching Hours

A. The teacher's normal teaching hours in the secondary and elementary schools shall be as follows:

1. Teachers will be in the building no later than ten minutes prior to the start of classes

2. Teachers will meet their first class at their assigned place of duty no later than the beginning of student contact time.

3. Staff meetings: The Administration will publish a schedule of meetings by September 1st of each school year for the entire school year. Missed meeting times from this published schedule shall be rescheduled for the subsequent Monday. Meetings will be held twice per month and will last no fewer than thirty (30) minutes and no longer than forty-five (45) minutes unless mutually agreed upon by the Administration and the CFEA President and/or the Association Representatives for that level. It is understood that should a teacher have a previous commitment, he/she will not be expected to attend the meeting. However, it is the responsibility of that teacher to apprise himself of the information covered at the meeting.

4. Teachers are required to stay ten (10) minutes after students are dismissed unless he/she has received permission. Teachers may leave on Fridays immediately after students are dismissed.

5. All professional personnel are expected to conduct themselves in a reasonable manner regarding their scheduled working hours. Excessive cases of delinquency shall be dealt with by the Administration and a separate committee of two (2) from the Association.

6. On days when school is closed due to inclement weather or road conditions, the Superintendent will make every effort to call off school by 7:00 a.m. The teacher need not report to school. However, subject to current Michigan Law, the snow days will be made up at the end of the year.

B. All teachers shall have a duty-free, uninterrupted lunch period of not less than 30 minutes.

C. Forty Hour Work Week

The Board recognizes the principles of a standard forty hour work week and will, so far as possible, set work schedules and make professional assignments which can reasonably be completed within such standard work week. The Board will not require teachers regularly to work in excess of such standard work week within or outside of the school building.

ARTICLE 7

Teaching Load and Assignments

A. No departure from the following norms, except in case of emergency, shall be authorized without prior consultation with the Association. In the event of any disagreement between the representatives of the Board and the Association as to the need and desirability of such deviation, the matter may be processed through the professional grievance negotiation procedure hereinafter set forth.

1. The normal teaching day in grades 9 through 12 shall consist of seven (7) periods of fifty minutes each with seminar or fifty-five (55) minutes if no seminar in schedule. Teachers shall teach six (6) daily periods. Teachers will be provided one individual planning period of at least 50 minutes each day (250 minutes or 4 hours and 10 minutes in a normal five day work week). Further, each teacher shall be provided a duty-free lunch period thirty (30) minutes each day.

2. Elementary teachers, grades K through 8 shall have a minimum of 200 minutes of non-pupil contact individual teacher planning time per week in a normal 5 day work week.

   The teacher planning time shall be in segments of no less than twenty-five (25) minutes. Further, each teacher shall be provided a duty free lunch period of thirty (30) minutes each day.

B. Since pupils are entitled to be taught by teachers who are working within their area of competence, teachers should not be assigned outside the scope of their teaching certificates in their major or minor field of study.

C. Teachers who will be affected by a change in grade assignment in the secondary grades should be notified and consulted by their principal of any changes of teacher's assignment by the last day of school.

ARTICLE 8

Teaching Conditions

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education that is the goal of both teacher and Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach and the organization of the school and the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

A. Class Size

Because the pupil teacher ratio is an important aspect of an effective educational program, the parties agree that class size should be lowered wherever possible with the ultimate goal to be 29 pupils per class except in specialized subjects where more or less would be desirable. For the purpose of computing class size, any student who has an Individualized Education Plan (IEP) shall be counted as
1 ½ (one and one half) students. A teacher of academic subjects in grades K-12 will come under the following class size guidelines:

1. When a K-8 teacher has an average class size over 29, that teacher will be reimbursed as follows:

   30-32 pupils: $ 400/semester
   33-34 pupils: $ 600/semester
   35-36 pupils: $ 800/semester
   37 & greater: $1,000/semester

   Reimbursement will based off the October and February Counts.

2. Reimbursement will be made on the first available payroll after the October and February Counts.

3. In the secondary grades (9-12) there shall be a maximum average class size of 29 excluding classes such as instrumental or vocal music where a larger class size may be mutually agreed upon. For every student over the average maximum, the teacher will be reimbursed at the rate indicated in A1, above.

B. Assignment of Students

1. When assigning students for the following year, the Administration will make every attempt to balance classes within an elementary grade level according to the following criteria:

   a. Number of students
   b. Gender of students
   c. Academic achievement including remedial, LD, and other relevant factors

2. Assignment of students shall only be made after consultation with teachers of both the sending and receiving grades. Parental requests for assignment may be honored, but only for valid educational reasons, and with due consideration to the educational impact on all students in the affected grades.

3. Students moving into the District shall be placed in the appropriate classroom to restore or improve imbalances created by attrition.

4. Class lists shall be made public no earlier than one (1) week before the starting date of the school year. Class lists shall be provided to teachers two (2) weeks before the start of school.

C. All study committees would be appointed at the discretion of the Board. Teacher representation will be honored.

D. The Board, within the financial capabilities of the District, shall provide appropriate texts, supplies, and materials for the purpose of student instruction. Department meetings can be called at the discretion of either party for the purpose of studying and improving educational methods and tools. The Board shall consider as promptly as possible, all joint decisions thereon made by its representative and the Association.

E. Each teacher shall be permitted to spend a minimum of two hundred $200 dollars ($200.00) per year, and four dollars ($4.00) per extra student where the number of students exceeds twenty-eight (28), for supplementary educational materials. All material and bills will be presented to and approved by the Superintendent and will become the property of the grade or department ordered for and will remain in the school.

F. At any time during the school day, supervision of students is the teacher's responsibility. This includes activities in all school areas such as cafeteria, halls, lavatories, assemblies, and any other school place where students may congregate during the normal school day. Teachers are expected to be in their respective classrooms while class is in session.

G. Each teacher shall be provided each Fall with a copy of the District's Code of Student Conduct and a list of alternatives to corporal punishment which the District has determined to be appropriate. Teachers are encouraged to contact parents, to request their support for the behavioral modification of the child(ren). It is understood that administrators shall support teacher's supervision of students with administrative disciplinary follow-through upon receipt of a student discipline report. The teacher shall be informed by the next school day of his/her referral, and of the administrator's disposition of the case.

H. Permission is granted for a vending machine to be installed in the teacher's workroom. Teachers shall assume all costs.

I. Two Parent-Teacher Conferences shall be scheduled (one in the Fall and one in the Spring). Each will consist of an afternoon and evening conference with no school on the following day of the conferences. The staff time for the evening Parent-Teacher Conference will be in exchange for one (1) full day of comp time (the day following the scheduled conferences for both the fall and spring conference schedules).

J. Release time shall be given for a minimum of two (2) faculty in-service meetings per year.

K. It is recommended that each Secondary teacher have no more than three (3) or four (4) different preparations for any given school day. As financial resources become available, efforts will be made to meet this recommendation.

L. Upon request, provisions shall be made for educational field trips in the elementary, middle school, and high school within reasonable distance and subject to approval by the Administration. Written requests shall be made no less than two (2) weeks prior to the requested field trip date.

M. The Board of Education will provide a telephone in the teachers' workroom for the teachers' convenience with the understanding that the teachers will assume the responsibility for all personal toll calls plus tax. Every effort will be made to find budgetary monies to provide a large, private, and professionally equipped teachers' workroom.

N. Complete teaching plans may be required at the discretion of the building principal. In the event of a teacher absence, the teacher will make adequate lesson plans available to the Administration for the substitute instructor.

O. Student teachers shall be assigned only to those teachers who voluntarily accept the assignment.

P. Release time may be granted for committees, such as but not limited to, elementary career week, as authorized by the Building Principal or Designee.

Q. A committee recommending scheduling of music, elementary band, gym, computer, art and library times so that teachers within a grade level have the same prep period will be formed. The meeting of this committee of interested teachers and the elementary principal must be held before the last day of school.

R. The elementary and secondary School Improvement Teams will meet with the principals prior to the last day of school for the purpose of recommending appropriate and relevant in-service days. This will not limit the Administration from calling in-service days that may be necessary.

S. Teaching Assignments – All teachers shall be given written notice of their tentative assignment for the forthcoming school year no later than June 1. Such notice shall include building, department(s), grade(s), and a listing of courses to be taught. If a teacher's assignment for the forthcoming school year represents a change in the assignment currently held by the teacher, such reassignment shall recognize the teaching preference(s) of the most senior staff and will only be made upon prior consultation with the affected teacher. In the event that a teacher is given a teaching assignment other than his/her stated preference, upon request the Association and the teacher shall be notified in writing as to the reasons for such denial.

T. A 6-12 committee will be formed recommending input to the building administrator regarding scheduling for the following academic year. This committee will meet no later than May 1st of each year.

U. Distance Learning: **(This section shall not apply during local, state or national states of emergency which may require remote learning.)**

1. The terms "Distance Learning" or "Distance Education" refer to instruction where teachers and students are separated geographically so that face-to-face communication is absent and communication/teaching is accomplished instead by one or more technological media.

2. Teachers assigned to a Distance Learning/education program, such as Michigan Virtual High School or Hillsdale Fiber Optic Network, will be considered part of a teaching assignment.

3. In the event the district wishes to implement a distance learning/education program, a job description for the Distance Learning/education teaching positions will be jointly developed.

4. Class size shall be no more than twenty (20) students inclusive of both the originating and receiving site. In no case shall there be more students than student work stations (i.e. 20 computers/20 students, etc.)

5. Teachers, who will be presenting Distance-Learning classes, shall be provided with initial and ongoing training.

6. As the program develops and there is an impact on the teacher's workload, hours or other working conditions, the District and Association will negotiate such impact/change.

7. Teachers assigned to a Distance Learning program will be given no more than one (1) distance learning course to be taught and no more than two (2) Distance Learning periods per day. (i.e. A teacher may teach the same Distance Learning course for up to two (2) periods a day.)

ARTICLE 9

Vacancies and Staff Transfers

A. Vacancies

1. The Superintendent will give written notice to the Association's secretary of the vacancies as soon as they occur. Vacancies may be posted on the teacher's work room bulletin board at least fourteen (14) days before being filled.

2. Any notice of vacancy may be emailed to the teachers. (School email during the school year and home email during the summer.)

3. In all cases of professional vacancies the Association President will be notified.

4. All letters of resignation or notice of leave shall be presented to the Superintendent and the Association President.

5. The Superintendent will have the right to fill any vacancy or opening.

B. Seniority

1. On or before every September 30 the Board shall prepare a seniority list. Seniority is defined as length of service within the bargaining unit. All teachers shall be ranked on the list by their effective date of employment also known as their start-of-service date (first day they teach). In the circumstanceof more than one individual having the same effective date of employment, all individuals so affected will participate in a drawing to determine placement on the seniority list. The Association and teacher(s) so affected will be notified in writing of the date, place and time of the drawing. The drawing shall be conducted openly and at a time and place that will reasonably allow affected teachers and Association representatives to be in attendance.

   Seniority is only accrued when you are included on the District Roster of Personnel through the Michigan Department of Education certified and qualified as a teacher.

2. A copy of the seniority list and subsequent revisions and updates shall be an addendum to the Master Agreement.

3. All seniority is lost when employment is severed by resignation, retirement, discharge for cause, or transfer to a non-bargaining unit position; however, seniority is retained if severance of employment is due to lay-off. In cases of layoff, teachers so affected shall retain all seniority accumulated as of the effective date of lay-off.

4. Seniority shall continue to accumulate when teachers are on sabbatical, military, study, parental, maternity, health, personal, or Association leave.

5. During such lay-off, the teacher's seniority shall remain unbroken and all accrued benefits, including but not limited to accumulated sick leave, shall be reinstated upon recall.

C. To facilitate a regular means of problem-solving and communication, the District will hold a meeting every month with both of the Local Association Presidents. At this meeting, all parties will come with an agenda of concerns and all parties will actively seek solutions to said concerns. The meetings shall not be held during the contractual working hours of either Association President.

ARTICLE 10

Leave Pay

Any teacher who is absent because of an injury or disease compensated under the Michigan Worker's Disability Compensation Act, shall receive from the Board the difference between the allowance under the Worker's Disability Compensation Law and the teacher's regular salary for the duration of the illness with no subtraction of sick leave up to a maximum of one year, and may be extended thereafter at the discretion of the Board.

ARTICLE 11

Leaves of Absence

A. Extended Personal Illness

1. Any teacher whose personal illness extends beyond the period not compensated under Leave Pay, (Article X) shall be granted a leave of absence without pay for a period not to exceed one year renewable at the discretion of the Board.

2. Upon return from this leave a teacher shall be assigned to his/her same position if such position still exists. If the position does not still exist then assignment shall be made to the most nearly comparable position.

B. Personal Leave

1. Each teacher shall be allowed four (4) days per year for personal leave. Unused personal leave days may be accumulated up to a maximum of six (6) days or may be turned in at the end of the year for a rebate. The rebate will equal the number of unused day(s) multiplied by the current rate of substitute pay.

2. Request for leave shall be submitted at the earliest possible time and no less than one (1) day in advance of the leave except in extreme emergency.

3. The Superintendent reserves the right to refuse more than three applications for personal leave on one given day. No personal leave days shall be taken contiguous to Thanksgiving vacation, Christmas vacation, or spring recess, except under emergency or extenuating circumstances, as determined by the Superintendent.

C. Sick Leave

1. Sick leave, not to exceed a total of ten (10) days is granted for the following purposes to each member of the teaching and library staff, under a one hundred seventy-nine (184) day contract with Camden-Frontier School. Borrowing in advance of the current school year on sick leave days shall not be permitted.

2. List of sick leave purposes:

   a. Personal illness of such nature as to render a member unfit for service.

   b. Quarantine of member.

   c. Critical illness in the immediate family of member. The immediate family is understood to include the following only: A member's spouse, mother, father, brother, sister, son, daughter, grandparents, grandchildren, in-law relatives, step children, step parents, or any other individual for whom the member is the primary care giver.

   d. Death of a relative and to include c above.

3. Temporary Disability Leaves

   a. Definition – Any illness or injury which would render a teacher incapable of discharging his/her duties for a period of more than five (5) consecutive working days.

   b. Any teacher wishing to go on leave for a temporary disability and use sick days must, in all cases where possible, give written notice to the Superintendent one (1) week in advance.

      Example: Operation, Pregnancy

   c. The teacher applying for such leave must submit a doctor's statement containing:

      1. The nature of the illness or injury.
      2. That he/she is incapable of carrying out his/her usual duties because of the disability.
      3. The date which he/she can return to work.

d. A teacher with a temporary disability, who wishes to continue working, may be required by the Board to submit periodically a doctor's statement that he/she can carry out his/her teaching duties in a normal fashion.

1. The examination will be by the teacher's physician.

2. The cost of such examination will be paid by the Board.

e. Any teacher using sick days for temporary disability must return to work if school is in session, within one (1) week after his/her doctor has given permission to return to work or when school starts if it is not in session. If the teacher does not do this, he/she must either resign his/her position or take a leave without pay.

4. At the end of each year such unused portion of the ten (10) sick days shall become accumulative, and may be used by the member at some subsequent time, if need be, for the above purposes. Unused sick leave days may accumulate to one hundred (100) days. Teachers having unused sick days accumulated beyond one hundred (100) days shall be reimbursed seventy-five dollars ($75.00) per unused day. The number of unused days to be reimbursed shall be determined by the total numbers of sick days above one hundred (100) on June 15. Reimbursement checks will be paid to the member(s) on or before June 30 of each year.

5. Teachers under contract who are working less than full time are allowed sick leave on a prorated basis.

6. Teachers who are sick should notify the school principal or his/her designee as early as possible and no later than 6:30 a.m. to enable the school to employ a substitute.

7. Each staff member shall be provided a statement of his accumulated sick leave.

8. Accumulated sick leave shall be terminated on severance of employment.

D. Leaves of Absence with Pay Not Chargeable Against the Teacher's Allowance

1. Leaves of absence with pay not chargeable against the teacher's allowance shall be granted for the following reasons:

a. Time necessary to take the selective service physical examination.

b. Attendance at professional meetings, conferences, or school affairs when previously approved by the Superintendent.

c. To the extent permitted by law, the Association shall be allowed two (2) days to be used at their discretion for Association business. Another six (6) days will be available if the Association pays for the substitute.

d. Funeral leave for a relative as defined in Article XI, C, c 2, up to a maximum of two (2) days per incident.

E. Child Care Leave

1. A child care leave shall be granted without pay. The use of paid sick leave is unavailable for utilization by teachers with respect to child care, unless one or more of the conditions for permissible use of sick leave (as currently identified in Article XI (c) is also satisfied during the period of the child care leave). A teacher may also request a child care leave under the provisions of the Family Medical Leave Act of 1993.

2. The teacher shall be entitled to return from such leave at any time to the position, if available, or shall be assigned to a suitable or an equivalent position when available. The teacher shall be entitled to a leave of not more than one (1) year.

3. Adoption procedure shall carry the same priority as child care leave.

F. Military Leave

1. In times of war, national emergency or compulsory military service, military leave of absence for one military term shall be granted to any teacher who shall be inducted or shall enlist for military duty to any branch of the armed forces of the United States.

2. Teachers on military leave shall be given the benefit of any increments and sick leave allowances which would have been credited to them had they remained in the active service of the school system.

G. Severance Pay

A teacher who leaves the employ of the Camden-Frontier School after fifteen (15) years of service in the system shall receive a sum equal to three-quarters (3/4) of the unused sick days credited to the teacher's account as of that date, times the current rate of substitute pay. In the event that a teacher who qualified for this pay dies,said severance pay shall be paid to the teacher's named beneficiary.

H. Civic Leave

When a teacher is called for jury service or as a witness in any case connected with the teacher's employment for the school, or whenever the teacher is subpoenaed to attend any proceeding, the school shall pay the difference between his salary and his compensation for jury service or his fee as a witness. These days shall not be deducted from sick leave days or business days.

I. Leave Without Pay

No teacher shall take more than one day for the purpose of hunting, fishing, vacationing, other work or for any purpose which does not fall under the emergency category. Absences must be approved in advance by the Superintendent.

J. Family Medical Leave

Following one year of employment and upon request, a teacher shall receive up to twelve (12) weeks unpaid Family (or Self) Medical Leave. In conformance with the Family Medical Leave Act, the teacher shall continue to receive his/her usual fringe insurance benefits, paid by the employer, during this leave. The teacher has the right to return to his/her former position upon conclusion of a Family Medical Leave.

K. The Board may grant any teacher upon written request, an unpaid leave of absence of up to one (1) year for personal reasons. A written agreement stating conditions for returning will be made between said teacher and Superintendent.

L. Recognizing that the educational improvement of the teacher is beneficial to the school system and should be encouraged, each teacher shall be allowed to attend seminars and professional workshops, or have in-service training, approved by the Administration. The Camden-Frontier School will pay expenses up to $75 per conference, plus mileage (or furnish transportation) for a maximum of one (1) conference per teacher per year.

ARTICLE 12

Protection of Teacher

A. The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom.

B. Any case of assault or a threat upon a teacher which had its inception in a school centered problem shall be reported immediately in writing through the Principal to the Superintendent or his designated representative. In the event of such an assault or a threat, the teacher involved may request assistance of the Board in such matter. These requests shall be made in writing through the Principal to the Superintendent who shall make a determination as to whether the conduct of the teacher making such request justifies any assistance from the Board and the extent thereof. The Superintendent's findings shall be reported to the Board whose decision shall be final.

C. If any teacher is complained against or sued because of disciplinary action taken by the teacher against a student, the Board will provide preliminary legal counsel to assist the teacher, in his defense, provided the teacher has acted within the scope of Board policy.

1. Scope of Board Policy: The Board of Education supports the teachers in all necessary action to maintain discipline in the school, on the premises and at all school activities at home or away. School personnel are responsible and authorized to maintain discipline at all times. The Board of Education does not condone the student(s) questioning or resisting the authority of school personnel. Henceforth, all complaints shall be presented to the Principal, then if necessary, to the Superintendent.

2. Disciplinary procedures used by the teachers shall follow the policies as set forth in the Code of Student Conduct.

D. Time lost by a teacher in connection with any incident mentioned in this article, not compensable under Worker's Compensation, shall not be charged against the teacher until such time as he may be adjudged guilty by a court. But in no event will the compensation period extend beyond the current school year. This article shall in no way conflict with the rights of the teacher and the Board of Education under the Michigan teacher tenure act.

E. The Board of Education will reimburse teachers for any loss, damage, or destruction of clothing or personal property of the teacher due to vandalism in the school or on the school premises, loss of which is not covered by personal insurance. Reimbursement will be contingent upon a police report of the incident.

1. The maximum amount of loss covered shall not exceed five hundred dollars.

2. In the event of loss in a car, the car must show evidence of forceful entry.

3. In the event of damage to a motor vehicle, evidence must be shown the damage occurred while the vehicle was on school grounds.

F. Each teacher shall have the right upon request to review the contents of his/her own personnel file. A representative of the Association may be requested to accompany the teacher in such review. A teacher who disagrees with an observation, evaluation, or recommendation may submit a written answer which shall be attached to the file copy of the document in question.

G. To the extent permitted by law**,** a teacher shall at all times be entitled to have present a representative of the Association when he is being questioned, reprimanded, warned or disciplined for any infraction of school board policies or delinquency in professional performance when the same shall be added to his personnel file. When a request for such representation is made, no action shall be taken with respect to the teacher until such representative of the Association is present, provided a meeting can satisfactorily be arranged within 72 hours or the next school day, whichever is later.

ARTICLE 13

Complaints

With respect to any complaint against a teacher by a parent, guardian, student, another school employee, board member, or a community citizen, the following procedures shall be followed.

1. With the exception of a complaint dealing with violation of law, the complaining party shall be encouraged to first attempt to resolve the problem directly with the teacher involved.

2. Then at the request of either or both the complainant and the teacher, the building principal shall attempt to arrange a conference between all parties concerned in order to resolve the problem. If, however, either the complainant or teacher objects to a conference of all the parties, the principal shall discuss the matter with the involved parties separately. In any event, the teacher shall be promptly notified of the complaint. Teachers will have the opportunity to have an Association Representative present at such meetings.

3. Any complaint directed towards a teacher shall be brought to the attention of the teacher within fifteen (15) days of the date of the receipt of the complaint, unless to do so would impair an ongoing investigation by law enforcement officials or otherwise be unlawful. The complaint shall be reviewed with the teacher and determination shall be made to substantiate or not substantiate the complaint as the facts and circumstances may dictate. If the complaint is substantiated, the District may elect to take appropriate corrective action. If the complaint is not substantiated, the complaint shall not be contained in the teacher's personnel file but will be kept in a separate file kept solely for the purpose of substantiating that a complaint had been made.

4. In order for a complaint to be acted upon or to be included in said teacher's personnel file, it must be timely. That is, the complaint must be made within the school year in which the incident occurs or the summer of that school year. In the event that a complaint occurs during the last week of the school year or during the summer, a certified letter shall be sent to the teacher notifying him/her of the complaint, within 14 calendar days.

5. If a complaint relates to an alleged sexual offense or a violation of law, the sections above shall not apply.

6. If, as a result of a complaint, the complainant and/or the student suffers an identifiable reprisal from the complainant and/or student, the teacher will report, in writing, the circumstances of the situation to the building principal and request his intervention, assistance, or record of it.

ARTICLE 14

Negotiation Procedures

A. It is contemplated that matters not specifically covered by this agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this Agreement upon mutual consent. The parties undertake to cooperate in arranging meetings, selecting representatives for such discussions, furnishing necessary information, and otherwise constructively considering and resolving any such matters.

B. In the event the salary schedule is re-opened for negotiations by either party, if and when provided in this agreement, the parties will promptly negotiate for the purpose of reaching an agreement upon a revised salary schedule. In the year in which the contract will expire the parties will start the negotiations process no later than March 1, for a new agreement covering wages, hours, terms and conditions of employment of teachers 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 of Education and by a majority of 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.

D. If the parties fail to reach an agreement in any such negotiation, either party may invoke the mediation machinery of the State Labor Mediation Board or take any other lawful measures it may deem appropriate.

E. The parties recognize that principals, the Superintendent and other supervisory, administrative and executive officials are excluded from the bargaining unit. The Association agrees that it will neither take nor threaten to take any reprisals, directly or indirectly, against any such supervisory or executive officials because of any decision, actions, or statement made either personally or in the course of their official duty relative to collective bargaining, the administration of this Agreement, or the educational policies of the Board. The Board and the Administration agrees that they will neither take nor threaten to take any reprisals, directly or indirectly, against the Association nor any member thereof because of any decisions, actions, or statements made either personally or in the course of their official duty relative to collective bargaining.

ARTICLE 15

Professional Grievance

A. The primary purpose of this procedure is to secure, at the lowest level possible, equitable solutions to the problems of the parties; both agree that these proceedings shall be kept as confidential as may be appropriate at each level of the procedure. Nothing contained herein shall be construed as limiting the right of any teacher with a grievance to discuss the matter informally with any appropriate member of the administration or proceeding independently.

B. A grievance is a claim there has been a violation, misinterpretation or misapplication of any provision of this Agreement or written Board policy relating to wages, hours, terms, and conditions of employment except as to prohibit bargaining subjects. The Grievance form shall be an Addendum to this contract.

C. The number of days indicated at each level are a maximum and every effort should be made to expedite the progress. The time limits may be extended by mutual consent. Days shall be defined as teacher work days.

D. Any teacher or group of teachers may be represented at all meetings and hearings at any level of the grievance procedure by a designated Association representative. Should a teacher choose not to be represented by the Association, the Association's representative shall have the right to present and to state the Association's views at all stages of the grievance procedure.

E. Step 1: 1. Within ten (10) days of the alleged violation, a teacher (or teachers) with a grievance shall present the grievance, in writing, to the principal.

2. The teacher (or teachers) may present the grievance individually, together with the Association Representative, or through the Association Representative.

3. In the absence of the principal, the grievance must be presented in writing to the Superintendent.

4. Within five(5) days of the receipt of the grievance, the principal will:

   a. meet with the grievant (and Association Representative); and,

   b. provide a written response to the grievant.

Step 2: 1. If dissatisfied with the response, the grievant may present the grievance within five (5) days of the principal's response, to the Association's Professional Rights and Responsibilities Committee (PR&R Committee) which shall serve as the Association's grievance committee.

2. Within five (5) days of receipt of the grievance, the PR&R Committee shall present the grievance to the Superintendent, with their determination as to the legitimacy of the grievance recorded thereon. (The grievant shall be notified by the PR&R Committee as to their position on the grievance; if they do not believe that the grievance has merit, the grievant may continue to process the grievance on his/her own).

3. Within ten (10) days of the receipt of the grievance, the Superintendent shall:

   a. Hold a grievance hearing with the grievant, principal, and the PR&R Committee and/or Association Representative; and

   b. Provide a written response to the grievant.

Step 3: 1. If dissatisfied with the response, the grievant may present the grievance to the Board of Education, via the PR&R Committee. The grievance will be given to the Superintendent within five (5) days of his response to the grievance, and he shall include the grievance as an action item at the next regularly scheduled meeting of the Board of Education.

2. A written response will be provided to the grievant within ten (10) days of the hearing of the grievance by the Board.

Step 4: If dissatisfied by the response, the Association may submit the grievance to arbitration before an arbitrator.

1. The arbitrator shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration proceeding.

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

3. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon may be entered in any court of competent jurisdiction.

4. The fees and expenses of the arbitrator shall be shared equally by the parties.

F. Miscellaneous

1. No reprisals of any kind shall be taken by or against any party of interest or any participant in the grievance procedure by reason of such participation.

2. All documents, communications, and records, dealing with a grievance shall be filed separately from the personnel files of the participants.

3. A teacher or a group of teachers directly involved and the representative participating during the school day in any professional grievance negotiation, including mediation, shall be released from regular duties without loss of salary.

ARTICLE 16

Miscellaneous Provisions

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

B. If any provisions of this Agreement or any application of the Agreement to any employee, group of employees, or employer 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.

C. The Board and/or its agents agree to meet with Association officers annually for the purpose of clarifying the ensuing year's calendar. Orientation days, record days, parent-teacher conferences as well as other variables will be mutually inserted into the calendar.

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

ARTICLE 17

No Strike Clause

The Association recognizes that strikes (as defined by Section 1 of Public Act 336 of 1947, as amended, of Michigan) by teachers are contrary to law and Public Policy. The Board and the Association subscribe to the principle that differences shall be resolved by appropriate and peaceful means, in keeping with the high standards of the profession, without interruption of the school program. Accordingly, the Association agrees that during the term of this agreement, it shall not direct, instigate, participate in, encourage or support any strike against the Board by any teacher or any group of teachers.

ARTICLE 18

Mentor Teacher

A. In accordance with the Michigan School Code (380.1526), each bargaining unit member in his/her first three (3) years in the classroom shall be provided a mentor teacher. In no instance will an administrator serve as a teacher mentor. The mentor shall be selected by the Administration from a list of tenured teachers in the district who have indicated an interest in mentoring and who meet the criteria of the Department of Education publication, "Guidelines and Recommendations for the New Teacher Induction/Teacher Mentoring Process in Michigan." Teachers in the district will not be forced to be mentors. Every effort will be made to match mentor teachers and mentees who work in the same building and who have the same area of certification. Where possible, the mentor teacher and the mentee shall be assigned common preparation time. If there is an insufficient number of mentor teachers, retired teachers or college professors may serve as a mentor teacher provided that he/she shall be paid at the rate listed in Article IV, Paragraph G.

B. The mentor teacher shall be available to provide professional support, instruction and guidance. The purpose of the mentoring assignment is to provide a peer who can offer assistance, resources and information in a non-threatening collegial fashion. It is understood that the mentor-mentee relationship shall be confidential and shall not be a matter included in the evaluation of the mentor teacher nor of the mentee. Neither the mentor nor the mentee shall be permitted to participate in the evaluation of the other. The job description for mentors shall be in accordance with the Michigan Department of Education publication, "Guidelines and Recommendations for the New Teacher Induction/Teacher Mentoring Process in Michigan."

C. The mentor teacher assignment shall be for one (1) school year subject to review by the mentor teacher and mentee in April of each school year. The assignment may be renewed in succeeding years upon concurrence of the mentor, mentee and the Administration.

ARTICLE 19

Duration of Agreement

This agreement shall be in effect as of September 1, 2021, and shall continue in effect until August 31, 2023. Contract may be re-opened if the fund balance falls below five (5) % or if any other extenuating financial issues should arise. This agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

For the Board of Education

_____
Name/Date

For the Association

_____
Name/Date

Salary Schedule A

2021-2022

Step	Years of Experience	Bachelor	Masters
1	0	34322	37916
2	1	35315	38922
3	2	36492	39995
4	3	38165	41793
5	4	39803	43447
6	5	41579	45230
7	6	43341	47001
8	7	45116	48787
9	8	46890	50574
10	9	48615	52246
11	10	50343	54043
12	11	52537	56338
13	12	53313	58143
14	13	55142	58972
15	14	56234	60141
16	15	56336	60243
17	16	56437	60344
18	17	56538	60446
19	18	56640	60547
20	19	57906	61930
21	20	58008	62031
22	21	58108	62133
23	22	58211	62234
24	23	58370	62336
25	24	59215	63357
26	25	59317	63459
27	26	59418	63560
28	27	59520	63662
29	28	59621	63763
30+	29+	60988	65255

Teachers will receive steps and lane increases for the 2020-2021 school year.

Teachers employed by Camden Frontier during the 2020-21 school year shall receive $3000 immediate pandemic extra duty pay.

Teachers will receive steps and lane increases for the 2021-2022 school year.

Teachers will receive a $2000 pandemic extra duty pay on December 10, 2021

Salary Schedule for 2022-2023 (this schedule will have a 1% increase)

Step	Years of Experience	Bachelor	Masters
1	0	34322	37916
2	1	35315	38922
3	2	36492	39995
4	3	38165	41793
5	4	39803	43447
6	5	41579	45230
7	6	43341	47001
8	7	45116	48787
9	8	46890	50574
10	9	48615	52246
11	10	50343	54043
12	11	52537	56338
13	12	53313	58143
14	13	55142	58972
15	14	56234	60141
16	15	56336	60243
17	16	56437	60344
18	17	56538	60446
19	18	56640	60547
20	19	57906	61930
21	20	58008	62031
22	21	58108	62133
23	22	58211	62234
24	23	58370	62336
25	24	59215	63357
26	25	59317	63459
27	26	59418	63560
28	27	59520	63662
29	28	59621	63763
30+	29+	60988	65255

Teachers will receive steps and lane increases for the 2022-2023 school year.
Teachers will receive a $1500 pandemic extra duty pay on December 10, 2022

A 1% enhancement will be made to the salary schedule for the 2022-23 school year

Qualifying for Extra duty pay 2020-2021

1. Engaging in on-line instruction (all teachers qualify)

Qualifying for 2021-22, and 2022-23

1. Curriculum alignment
2. Curriculum assessment and adoption
3. Curriculum implementation
4. On-line collaboration

Retirement incentive

Prior to September 15 of each school year, any teacher that submits a letter of intent to retire at the end of the current school year will receive a $1000 stipend. This stipend will be dependent upon the additional work the teacher will be required to do based on the reorganization of the teacher's classroom and curriculum prior to retirement.

This payment will be paid in the first paycheck of the last month of the school year. Should the member change their mind and not retire after receiving their check the payment will be deducted from their last paycheck.

In the event that the member experiences a life changing event (such as terminal illness, divorce, death of a spouse…) this agreement can be terminated.

SCHEDULE B
EXTRA SERVICES PAY (1 of 4)

1. Coaches shall be paid the established additional compensation for coaching in two equal payments.

    a. The first payment will be made on the payroll immediately following the mid-point of the respective season.
    b. The second and final payment will be made on the first payroll after completion of his/her coaching responsibilities.

2. It is expressly understood that teachers shall not acquire tenure status in extra-curricular positions in the Schedule B activities listed above.

3. CFEA Members will have the option for Schedule B wages to be reported to the Michigan Public School Employee Retirement System (MPSERS).

ADVISORS	# of Positions	Wages for CFEA Teaching Staff	Wages for Non CFEA Staff	
* Senior Class Advisors	2	$500.00	$333.00	If responsible for graduation ceremony only.
Amount to be divided equally if 2 Advisors		$1000.00	$503.00	If responsible for graduation, day trip and concessions and other fund raising
Amount to be Divided equally if 2 Advisors		$2,000.00	$834.00	If responsible for graduation, over night senior trip, and concessions, and other fundraising

* Jr. Class Advisors	2	$1,200. 00 $2,000.00	$950.00 $1,035.00	If responsible for prom. If responsible for prom and Smorgasbord and other fundraising
Amount to be divided equally if 2 Advisors.				

6th - 10th Grade	1	$10 per hour	$10 per hour	Hours must be approved by Administration NO requirement for after school activities.

Yearbook Advisor	1	$2,500.00	n/a	If no class period is dedicated to that purpose.
		$600.00	n/a	If class period is authorized for journalism/yearbook.

SCHEDULE B
EXTRA SERVICES PAY (2 of 4)

Non-Athletic Activities	# of Positions	Wages for CFEA Teaching Staff	Wages for Non CFEA Staff	
Technology Coordinator	1	$6,000.00	$6,000.00	If no class period is dedicated to that purpose. If period is authorized and scheduled the compensation will be $3000.00 per year.
Mentor Teacher		$400.00	$400.00	
FFA Advisor		$3,500.00	$1,500.00	
Quiz Bowl/Knowledge Master (Elementary School)	1	$300.00	$200.00	
Quiz Bowl/Knowledge Master (Middle School)	1	$300.00	$200.00	
Quiz Bowl/Knowledge Master (High School)	1	$300.00	$200.00	
Robotics	2	$3000.00		If there is only one advisor they will receive the full $6000.00
Choir Director	1	$300.00	$200.00	If separate from Band Director; 2 concerts.
Student Council	1	$450.00	$350.00	Amount to be divided if more than one person.
National Honor Society	2	$365.31	n/a	~~If current advisors leave position - duties are to return to H.S. Counselor.~~
Peer mentors	1	$1,000.00	$750.00	

SCHEDULE B
EXTRA SERVICES PAY (3 of 4)

Committee Work	# of Positions	Wages for CFEA Teaching Staff	Wages for Non CFEA Staff	
Fair Booth Committee	3	one release day	n/a	$10.00 hour for time beyond school day - max $100 per member
Kindergarten Graduation	1 to 3	one release day	n/a	$10.00 hour for time beyond school day - max $200 per member
Planning and Implementing New Programs				To be determined by Union and Administration
Band Director		$1,100.00	n/a	If band performs at each home football game and two concerts.
		$1,100.00	n/a	If band performs in Farmers Day, County Fair and Memorial Day parade.
		$1,100.00	n/a	If band performs in District and Jr. High Honors Band, Fall and Spring.
		$1,100.00	n/a	If pep band plays at all home varsity basketball games.
		$200.00		If in charge of Elementary Christmas Program.
All activities require documentation listing dates and number of students involved. % adjustment for number of games/performances completed.				

SCHEDULE B
EXTRA SERVICES PAY (4 of 4)

Athletics	# of Positions	Wages for CFEA Teaching Staff	Wages for Non CFEA Staff
Head Varsity Football	1	$4,200.00	$3,800.00
Assistant Varsity Coach	1	$3,100.00	$2,800.00
J. V. Football	2	$3,100.00	$2,800.00

Middle School Football Coach	1	$1700.00	$1400.00	
Varsity Girls Basketball	1	$4,200.00	$3,800.00	
J. V. Girls Basketball	1	$3,100.00	$2,800.00	
8th Grade Girls Basketball	1	$1,700.00	$1,400.00	
7th Grade Girls Basketball	1	$1,700.00	$1,400.00	
J. V. and Varsity Fall Cheerleading	1	$1,320.00	$1,200.00	
Varsity Boys Basketball	1	$4,200.00	$3,800.00	
J. V. Boys Basketball	1	$3,100.00	$2,800.00	
8th Grade Boys Basketball	1	$1,700.00	$1,400.00	
7th Grade Boys Basketball	1	$1,700.00	$1,400.00	
J. V. and Varsity winter Cheerleading	1	$1,320.00	$1,200.00	
Varsity Volleyball	1	$4,200.00	$3,800.00	
J. V. Volleyball	1	$3,100.00	$2,800.00	
8th Grade Volleyball	1	$1,700.00	$1,400.00	
7th Grade Volleyball	1	$1,700.00	$1,400.00	
Head Varsity Track	1	$4,200.00	$3,800.00	
Assistant Varsity Track	1*	$2,500.00	$2,000.00	* With 20 or more athletes
M. S. Track Coach	1	$1,500.00	$1,200.00	
Assistant M. S. Track	1*	$1,100.00	$900.00	* With 20 or more athletes
Varsity Wrestling Coach	1	$4200.00	$3800.00	
Boys Baseball Coach	1	$3,800.00	$3,000.00	
Assistant Boys Baseball Coach	1	$1,100.00	$900.00	
Girls Softball Coach	1	$3,800.00	$3,000.00	
Assistant Girls Softball Coach	1	$1,100.00	$900.00	

APPENDIX A

GRIEVANCE REPORT FORM **(1 of 2)**

Grievance #_____ _____School District

Distribution of Form
1. Superintendent
2. Principal
3. Association
4. Teacher

Grievance Report

Submit to Principal in Duplicate

Building Assignment Name of Grievant Date Filed

Step I

A. Date Cause of Grievance Occurred_____

B. Statement of Grievance_____

Relief Sought_____

_____

_____ _____
Signature Date

C. Disposition by Principal_____

_____ _____
Signature Date

D. Position of Grievant and/or Association_____

_____

_____ _____
Signature Date

Step II (2 of 2)

A. Date Received by Superintendent or Designee_____

B. Disposition of Superintendent or Designee_____

_____

_____ _____
Signature Date

C. Position of Grievant and/or Association_____

_____

_____ _____
Signature Date

Step III

A. Date Received by Board of Education or Designee _____

B. Disposition by Board _____

_____

_____ _____
Signature Date

C. Position of Grievant and/or Association _____

_____ _____
Signature Date

Step IV

A. Date Submitted to Arbitration_____

B. Disposition & Award of Arbitrator _____

_____ _____
Signature Date