MASTER AGREEMENT

BETWEEN

ASHLEY EDUCATION ASSOCIATION

MEA/NEA

AND

ASHLEY COMMUNITY SCHOOLS

BOARD OF EDUCATION

2026-2027

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PREAMBLE

WHEREAS the Board of Education of Ashley Community Schools ("Board" or "District") has statutory obligations pursuant to Act 379 of the Michigan Public Acts of 1965, as amended, to bargain with the Ashley Education Association, MEA/NEA ("Association") as the representative of its teaching personnel with respect to hours, wages, terms and conditions of employment, and

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

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

ARTICLE I - RECOGNITION

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined by Section 11 of Act 379, Public Acts of 1965, as amended for professional personnel, including personnel on tenure or probation, classroom teachers and guidance counselors employed by the Board but excluding supervisory and executive personnel, substitutes, office and clerical employees, paraprofessionals, bus drivers, custodial/maintenance, third-party contractors, and all other employees. The term "bargaining unit members", when used hereafter in this agreement, shall refer to all employees in the bargaining or negotiating unit as above defined, except substitute teachers. If the District librarian is not a certified teacher, then the librarian will be excluded from the bargaining unit.

B. Nothing contained herein shall be construed to prevent any individual bargaining unit member 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 the opportunity to be present at such an adjustment. Individuals may not arbitrate grievances.

ARTICLE II - MANAGEMENT RIGHTS

A. It is expressly agreed that all rights which ordinarily vest in and have been exercised by the Board, except those which are clearly and expressly relinquished herein by the Board, shall continue to vest exclusively in and be exercised exclusively by the Board without prior negotiations with the Association, either as to the taking of actions under such rights, or with respect to the consequences of such actions during the term of this agreement. Such rights shall include, by way of illustration and not by way of limitation, the right to:

1. the executive management and administrative control of the school system and its properties, facilities, equipment, and the activities of its bargaining unit members during working hours;

2. hire all bargaining unit members and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, their placement or their dismissal, suspension or demotion, and to promote and transfer all such bargaining unit members;

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

4. approve all instruction and materials;

5. determine the services, supplies and equipment necessary to continue its operation;

6. adopt rules and regulations;

7. determine reasonable provisions for health, safety, and first aid of employees during hours of employment

8. determine the policy affecting the selection, testing or training of bargaining unit members, providing that such selection shall be based upon lawful criteria.

B. Nothing in this Master Agreement shall be construed to limit the powers and responsibilities conferred upon the Board or the Superintendent under the laws or Constitution of the State of Michigan. Specifically, the rights and responsibilities as conferred under the Revised School Code and the Tenure Act are preserved.

C. The Board and Association will attempt to prevent children from involvement in Association/Board controversies.

ARTICLE III - BARGAINING UNIT MEMBER RIGHTS

A. Bargaining unit members shall have the right to use a school room, which shall be scheduled through the Superintendent's office, at all reasonable hours outside the bargaining unit member work day for meetings.

B. No bargaining unit member shall be prevented from, or required to wear, insignia, pins, or other identification of membership in the Association either on or off school premises. Bulletin boards in the bargaining unit members' lounge shall be available to the Association and its members. The Association shall be responsible for all materials placed on such boards and the wearing of insignia, pins or other identification of membership in the Association.

ARTICLE IV - COMPENSATION

A. The salaries of the bargaining unit members covered by this Agreement are set forth in Schedules A and B, which are attached.

B. Substituting for another bargaining unit member's classes shall be utilized only when properly authorized by the administration. The administration will attempt to secure outside substitutes when necessary. In cases where the services of a substitute cannot be procured, a teacher may be asked but is not required to substitute for another teacher's classroom during his/her planning period. Substitute hours accumulated during the year will be compensated at the rate of $30.00 per hour at the end of the school year.

C. The Work Year -The number of student instruction days per work year shall not exceed the level set forth below unless the Board shall determine such increase to be necessary in order for the District to receive full state aid funding:

1. 180 Student Instruction Days
2. Professional development time will follow current state law.
3. 186 Bargaining Unit Member Work Days (184 days + 2 days for P-T Conferences) When P-T Conferences fall on a day when school is scheduled, that day is counted as two.

The specific dates of all relevant activities during each school year shall be as established in the negotiated calendar by the Board and Association bargaining unit member(s) (subject to any additional days added by the Board pursuant to state law or the state aid act). Any increase in the number of student instruction days added to the bargaining unit member work year shall be no more than the minimum number of days necessary for the school district to receive full state aid. In the event the Board and Association bargaining unit member(s) are unable to agree upon the calendar for the upcoming contract year by August 1 of that same year, the Board shall establish the days of student instruction and teacher days as required by law.

D. The following holidays shall be observed and school closed: New Year's Day, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day.

ARTICLE V - BARGAINING UNIT MEMBER HOURS

A. The Board shall have the right to establish the work day for bargaining unit members and the daily schedule for student instruction (including length of, and the daily starting and ending times for, both the bargaining unit member work day and the student instruction day), and may in its discretion from time to time modify same as deemed necessary by the Board to best serve the educational interests of students. Provided, however, that the length of the work day for bargaining unit members

and the student instruction day shall not exceed the levels set forth below unless the Board shall determine such increase to be necessary in order for the school District to meet legal criteria required to receive full state aid funding:

1. Bargaining unit member work day = student day + 20 minutes before and 10 minutes after

2. On Friday or days prior to vacations, bargaining unit members may leave after the buses, unless permission to leave earlier has been granted by the principal or the superintendent.

B. All bargaining unit members shall be entitled to a duty-free continuous lunch period of thirty (30) minutes.

C. All bargaining unit members will be required to attend staff or other meetings called by the administration of the school, not to exceed two meetings per month, except as provided below. Bargaining unit members may not be required to remain after school for longer than one hour to attend staff meetings or other meetings. Meetings shall begin 10 minutes after the school day ends and members may be excused 60 minutes after the meeting begins. Staff meetings will be tentatively scheduled at the beginning of the year and posted by the first day of school for students. Additionally, meetings may be scheduled in case of emergencies or a cancellation of a previous meeting caused by a school closing.

D. Bargaining unit members are encouraged to take an active part in PTO meetings, (Pre-K-8), graduation (secondary bargaining unit members only) Open House (Pre-K-12) and reasonable participation in other related school functions.

ARTICLE VI - BARGAINING UNIT MEMBER LOADS AND ASSIGNMENTS

A. The normal weekly bargaining unit member's load in the middle/secondary school will be thirty (30) teaching periods and five (5) unassigned preparation periods. Each full-time elementary bargaining unit member will be provided with five (5) unassigned preparation periods for a normal five (5) day week they are employed. Part-time regular bargaining unit members will be given preparation time according to the percent of the normal five (5) day week they are employed. Elementary bargaining unit members may use all time during which their classes are receiving instruction from various bargaining unit member specialists for unassigned preparation duties. Unassigned preparation periods shall be defined as a period when a staff member may work on lesson plans, substitute plans, required reports, grading, and hold meetings with administrators, teachers, other staff, parents, professional enrichment, and similar pursuits. Administrators will be cognizant of the number of meetings called during preparation time.

B. Bargaining unit members who will be affected in the following school year by change in

grade assignments in the elementary school grades and by changes in subject assignments in the secondary school grades will be notified by the principal on or before the Monday before Memorial Day of the current school year. Administration reserves the right to make changes when necessary. It is understood that the master schedule may not be available until a later date at which time some assignments could change. Once schedule changes have been finalized, bargaining unit members impacted will be notified within one week.

C. Decisions about placement, layoff/recall, and evaluation of a "teacher" under Revised School Code (Classroom Teacher) will be made as stated below. The parties agree that the procedures established in this Section constitute clear and transparent procedures as required under Revised School Code Sections.

1. ***Placement of Classroom Teachers.*** The Superintendent or designee decides when a vacancy exists, and when a posting is made. Consistent with Revised School Code Section 1248, classroom teacher placement decisions shall be based on the following clear and transparent factors:

a. Staffing the curriculum with the most effective, certified, and qualified teachers to instruct the applicable courses, grades, and school schedule.

b. Appropriate certification, approval, or authorization for all aspects of the assignment. The certification, approval, or authorization, as applicable, will be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and other applicable statutes and regulations.

c. Teacher placement decisions must be made based on teacher effectiveness criteria established in Revised School Code Section 1249.

d. In addition, teachers must be fully qualified for all aspects of their assignments, as determined by the Board, based on documentation on file with the Superintendent's office, including:

i. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;

ii. Credentials needed for District, school, or program accreditation;

iii. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the teacher's effectiveness in that assignment and is integrated into instruction;

iv. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;

v. Disciplinary record, if any

vi. Length of service in a grade level(s) or subject area(s);

vii. Recency of relevant and comparable teaching assignments;

viii. Previous effectiveness ratings;

ix. Attendance and punctuality;

x. Rapport with colleagues, parents, and students;

xi. Ability to withstand the strain of teaching;

xii. Compliance with state and federal law; or

xiii. Other non-arbitrary or capricious reasons.

e. Length of service may be considered as a tiebreaker if a teacher placement decision involves 2 or more teachers and all other factors distinguishing those teachers from each other are equal.

f. If a teacher petitions for nullification of the teaching certificate or any endorsement, the teacher must promptly provide written notice of that petition to the Superintendent's office.

g. The Superintendent or designee has discretion to involuntarily transfer a teacher into a position for which they are certified or qualified for non-arbitrary or capricious reasons.

ARTICLE VII - WORKING CONDITIONS

The parties recognize that the availability of District facilities for both students and bargaining unit members is desirable to ensure the high quality of education that is the goal of both bargaining unit members and the Board. It is also acknowledged that the primary duty and responsibility of the bargaining unit member is to ensure a learning atmosphere, toward which goal the energy of the bargaining unit member and organization of the District and school day shall be directed.

A. Because the pupil-bargaining unit member ratio is an important aspect of an effective education program, the parties agree that class size should be lowered whenever possible. As a goal, the Board will try to limit the number of students in a class to an average of twenty-five (25) in grades K-3 and

twenty-eight (28) per class in grades 4-12 except for music, art, and physical education/health. The Board agrees to keep class size at acceptable levels as dictated by the financial limitations of the District.

B. When bargaining unit members are assigned students in excess of the Board stated goals, they shall receive additional compensation at the rate of fifteen dollars ($15.00) per month for each student in excess of the above stated maximum. To determine if a bargaining unit member qualifies for this compensation, the average number of students a bargaining unit member has throughout the day will be calculated. In the middle school and high school, this will be done by taking the total number of students the bargaining unit member has during the day and dividing it by the number of teaching periods. The bargaining unit member will not receive this compensation If the bargaining unit member is on long term leave (this means more than half of the working days in the month). Where the District determines, after consultation with the Association, that maximum standards within a particular building or grade level must be exceeded, students will be distributed as equally as possible among the bargaining unit members of that level. Compensation will be made at the end of the given school year but no later than June 30th.

C. The Board recognizes that appropriate texts, library reference materials, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires and similar materials are the tools of the teaching profession. The parties will confer from time to time for the purpose of improving the selection and use of such educational tools with final decision of purchasing resting with the Board.

D. The Board agrees to relieve bargaining unit members of cafeteria, patrol, and playground duty, without mutual consent to the contrary. Teachers shall monitor hallways when students are traveling to/from classes except when they have other obligations.

E. The Board shall make available restroom and lavatory facilities for bargaining unit member use and at least one room appropriately furnished, which shall be reserved for use as a faculty lounge.

F. Present telephone facilities shall be made available to bargaining unit members for school related business or with permission of school administration.

ARTICLE VIII - YEARS OF SERVICE

A. Seniority shall be defined as the length of continuous service within the bargaining unit of the bargaining unit member to the Board. The member's seniority shall be computed from the bargaining unit member's first day of paid employment within the bargaining unit.

B. All bargaining unit members shall be ranked on the list in the order of their first day of paid employment, as defined above. In the circumstance of more than one individual having the same first day of employment, all individuals affected will participate in a drawing to determine placement on the seniority list. The Association and bargaining unit member 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 the superintendent or designee, bargaining unit members and an Association Representative to be in attendance.

C. The seniority list shall be published and delivered to the Association President by November 1 of each school year. Challenges or revisions to the list must be filed by December 1 of that same year; otherwise the seniority list will be considered final for that school year. Should there be a disagreement by December 1 of that school year, the Superintendent and an Association Representative shall meet to attempt to resolve the issue within 10 school days. If this meeting does not resolve the disagreement, the grievance process shall be followed.

D. All seniority is lost when employment is severed by resignation, retirement, Discharge, failure to report for work upon recall from layoff, absence from work for a period of three (3) consecutive scheduled workdays without notification to the supervisor during such a period of the reason for the absence, being laid off for eighteen (18) consecutive months, or being on an unapproved leave of absence. A bargaining unit member who transfers to a non-bargaining unit position will retain seniority for up to one (1) year. Bargaining unit members separated due to layoff shall retain seniority until recall rights expire or are otherwise terminated by the employee. Seniority shall be frozen if severance of employment is due to layoff.

E. Leaves of absence granted under this agreement shall not constitute an interruption in continuous service. Seniority shall continue to accumulate when bargaining unit members are on a leave of absence due to Military Duty Leave. Seniority shall be frozen for approved unpaid leaves of absence of one (1) year or less for any other reasons. Credit given for outside teaching experience in school districts other than Ashley Community Schools shall not be considered for the purpose of accumulating seniority.

F. The Board shall consult the seniority list from previous year (inclusive of any new hires that year), to determine any layoffs or recalls prior to each school year as prescribed in the Board's reduction and recall policies.

ARTICLE IX-LEAVE POLICIES

A. Leave Policies

1. All full-time bargaining unit members shall receive sick leave credit at the rate of ten (10) days per year. The full allowance for bargaining unit members shall be credited at the beginning of the year.

2. The Board agrees at all times to maintain an adequate list of substitute teachers. Bargaining unit members shall inform WillSub as soon as possible but not later than 6:30 a.m. to report unavailability for work.

3. Unused sick leave shall be cumulative to one hundred days (100).

4. A maximum of five (5) sick days per occurrence may be used in the event a serious illness or accident shall befall a member of the bargaining unit member's personal family (spouse and children). The bargaining unit member must produce, upon request, evidence that the illness or injury was of such serious nature as to require immediate attention.

A maximum of two (2) days per school year may be used in the event a serious illness or accident shall befall a bargaining unit member's mother or father. The bargaining unit member must produce, upon request, evidence from the attending physician that the illness was of such a serious nature as to require immediate attention at an emergency room or doctor's office.

5. Bargaining members will have full rights and protection as provided by Michigan Worker's Compensation Law.

6. Notwithstanding any contrary Agreement language, if the Michigan Earned Sick Time Act ("ESTA") is in effect, the first 72 hours of paid sick leave may be used for any ESTA purpose each ESTA year (i.e. each school year), within those 72 leave hours subject to the ESTA conditions.

B. The Board, upon written request of a bargaining unit member, may grant leave of absence for a period not to exceed one (1) year, subject to renewal at the will of the Board. An involuntary leave of absence due to physical or mental disability may be implemented by any controlling Board for a period not exceed one (1) year. The imposition of an unpaid leave of absence will be supported by an opinion from an appropriate licensed professional selected by the Board, and any cost not covered by the individual's medical coverage will be assumed by the Board. Any bargaining unit member placed on leave of absence shall have the right to a hearing on such unrequested leave of absence, in accordance with the provisions for a hearing in Article 5, section 2(1) of the Tenure Act.

No leave of absence shall serve to terminate continuing tenure previously acquired under this Act. Failure to return from leave is considered as voluntary resignation.

C. A total of four (4) days will be granted for any reason when requested for personal or business reasons which cannot be conducted outside of the work day. Four (4) days are not deductible from the sick leave credit and are not cumulative as personal or business days.

The following restrictions apply:

1. Personal business leave shall not be granted immediately before or after a holiday, vacation period, or other school recess, excluding Saturday and Sunday, except for good cause. Unused days under this Section are to be credited to the accumulated sick days at the end of the year.

2. Personal business days are granted in full day or half day segments only. In the case no personal days are available, the bargaining unit member's salary daily rate will be used. ,

3. No more than two (2) bargaining unit members may use this leave on the same day unless approved by an administrator.

4. Days are not cumulative.

D. Compensated leave shall be granted in one-half (1/2) day units for jury duty. Compensation shall be for the difference in the individual bargaining unit member's pay and pay for the performance of such obligations. If the employee is released early from jury duty the employee shall contact his/her supervisor about whether to return to work.

E. A leave of absence with pay, not to exceed two (2) days per year per bargaining unit member, may be approved for the following reasons:

1. Court appearance as a witness in any case connected with the bargaining unit member's employment related to school matters, provided the employee is not a party adverse to the District.

2. The following pre-approved reasons:

a. Visitations to other schools;
b. Attendance at educational conferences or conventions.

F. Bargaining unit members requesting attendance at above such meetings shall make application with the Superintendent a minimum of two (2) weeks in advance of requested times they wish to be absent. Final approval of the request shall rest solely with the Superintendent.

G. Bereavement Leave:

Death in the immediate Family- The teacher may take a maximum of the following number of days per death:

1. Spouse, Parent/Guardians, Step-parent, grandparent, siblings, children, step-children, grandchildren or other family members listed in 2 or 3 below who reside in the bargaining unit member's household - not to exceed five (5) days not to be deducted from sick leave. Upon written request by the teacher, additional days may be requested from the superintendent which will be deducted from sick days.

2. Father-in-law, mother-in-law, brother-in-law, sister-in-law and spouse's grandparent—Three (3) days not to be deducted from sick leave. Upon written request by the teacher, additional days may be requested from the superintendent which will be deducted from sick days.

3. Aunt, Uncle, niece, nephew, cousin or great-grandparent up to 3 days per occurrence may be granted. These days will be deducted from sick days.

4. The superintendent, designee or building principal may allow 1 day leave for funerals of persons other than immediate family. This leave time will be deducted from sick leave.

H. One bargaining unit member may be released for the funeral of a current student or the current student's parents, at the discretion of the Superintendent.

I. Leave of absence without pay may be granted by the Board upon written application at least sixty (60) days before the closing of the school year for the following purposes:

1. Study related to the bargaining unit member's license field.

2. Study, research or special teaching assignments involving advantage to the school system.

The regular salary increment occurring during such period shall be provided.

K. Child Care Leave

1. Child care leave granted under this Article shall be without pay and may be granted up to a maximum of twelve (12) calendar weeks, renewable at the discretion of the Board.

2. Bargaining unit members requesting a child care leave shall make an application thirty (30) days prior to commencement of that leave. The application shall state the date of commencement of leave, the number of school days to be included, and the date of expiration. Should leave extend over the summer months, the

bargaining unit member shall give sixty (60) calendar days' notice of intent to return.

Exceptions to notice may be made by the Board. The Board reserves the right in their sole discretion to approve accelerated termination of the child care leave on the basis of each individual case.

3. Failure to return from child care leave on the date specified in said leave or application or filing of notice of intent to return by the above mentioned date shall constitute termination of employment.

L. Accrued paid leave days must be exhausted prior to the granting of unpaid leave.

M. Applicable leaves of absence shall run concurrently with ADA leave.

N. Four (4) Association days shall be made available for the handling of Association business. Forty-eight (48) hours' notice shall be given prior to use of such days. No more than two (2) people shall be absent for this purpose on any given day. The Association shall reimburse the District for the cost of substitutes and those sums paid to the Office of Retirement Services for Association release time within fifteen (15) days of the use of an Association day.

O. If a bargaining unit member is on an authorized leave of absence, then no other leave for other reasons will be allowed within that leave.

P. Bargaining unit members who use four (4) or less sick days, sit-in and personal business days (combined) per school year (all reasons except school-related business) shall receive $600.00.

ARTICLE X – LIABILITY INSURANCE PROTECTION

A. The Board agrees to furnish all bargaining unit members the following insurance protection:

1. The Board will provide without cost to the bargaining unit member liability insurance coverage in the amount of not less than $100,000 for each bargaining unit member, through the district's general liability insurance.

ARTICLE XI - MENTOR AND PERSONNEL FILE

A. A mentor shall be assigned by the principal to every probationary bargaining unit member upon entrance of the bargaining unit member into the system. or a tenured bargaining unit member who was rated less than effective on their most recent year-end evaluation The mentor, insofar as

possible, shall be a tenured bargaining unit member with a minimum of four (4) teaching years experience and shall be engaged in teaching within the same grade, building, or discipline as the probationary bargaining unit member. It shall be the duty of the mentor to assist and counsel the bargaining unit member in acclimating to the teaching professional and the school system. Conversations and communications between mentors and mentees will be treated as professional and confidential unless there is suspicion of criminal wrongdoings or concerns for student safety.

B. Each bargaining unit member shall have the right, upon request, to review the contents of his/her own personnel file as provided by law. A representative of the Association may, at the bargaining unit member's request, accompany the bargaining unit member in this review.

No material may be placed therein without allowing the bargaining unit member an opportunity to file a response thereto, and said response shall become part of said file.

ARTICLE XII - PROTECTION OF BARGAINING UNIT MEMBERS

A. Any case of assault upon a bargaining unit member, while acting within the scope of their duties, shall be promptly reported to the Board of its designated representatives. The Board may provide legal counsel if it is determined that the bargaining unit member has acted within the scope of Board policy and may render all reasonable assistance including financial, to the bargaining unit member in connection with handling of the incident by law enforcement and judicial authorities, unless prohibited by law.

B. Bargaining unit members shall be expected to exercise reasonable care with respect to the safety of pupils and property, but shall not be individually liable, except in the case of negligence of duty for any damage or loss to person or property, or when acting outside the scope of their assigned job duties and Board policy.

C. The Board recognizes its responsibility to give support and assistance to bargaining unit members with respect to the maintenance and control and discipline in the classroom. Bargaining unit members also recognize their responsibility to give support and assistance to the administration in the maintenance of control and discipline.

ARTICLE XIII-NEGOTIATION PROCEDURES

A. At least sixty (60) days prior to the expiration of this agreement, the parties will begin negotiations for a new agreement covering wages, hours, terms, and conditions of employment of bargaining unit members employed by the Board.

ARTICLE XIV - PROFESSIONAL GRIEVANCE PROCEDURE

A. A grievance shall be an alleged violation, misinterpretation, or misapplication of the expressed terms of this agreement,-written board policy, rule, order, policy, or regulation affecting bargaining unit employees.

a. A grievance may be filed by a bargaining unit employee or a group of bargaining unit employees, as an Association level grievance.

b. The following matters shall not be the basis of any grievance filed under the procedure outlined in this Article:

i. The termination of services, failure to re-employ or discipline any bargaining unit member.

ii. The term of service or failure to re-employ any bargaining unit member to a position on Schedule B.

iii. Layoff, Recall, Assignment, or Placement

iv. Matters which are prohibited subjects of bargaining.

c. It is expressly understood that the grievance procedure shall not apply to those areas in which the Tenure Act prescribes a procedure or authorizes a remedy (discharge and/or demotion).

d. An alleged violation of the placement, layoff/recall, and evaluation is not subject to arbitration in the grievance process. An Arbitrator, however, has jurisdiction to consider a grievance filed under such Article XIV grievance process by a tenured teacher with two (2) consecutive ratings of "Needing Support."

B. The Association shall designate one K-4, one 5-8 and one 9-12 representative to handle grievances when requested by the grievant(s). These names shall be filed with the Superintendent prior to September 30. The Board hereby designates the principal to act as its representative at Level One as hereinafter described and the Superintendent or his/her/their designated representative to act at Level Two as hereinafter described.

C. The term "days" as used herein shall mean school business days. In the summer, "days" shall mean when the District central office is open.

D. Written grievances as required herein shall contain the following and be filed on Form B. (Grievance Report Form):

a. It shall be signed by the grievant or grievants;

b. It shall be specific

c. It shall contain a synopsis of the facts giving rise to the alleged violation;

d. It shall cite the section and/or subsections of this contract (or the written board policy) alleged to have been violated;
e. It shall contain the date of the alleged violation;
f. It shall specify the relief requested.

E. LEVEL ONE – When a bargaining unit employee(s) of the Association believes a grievable incident has occurred, the affected bargaining unit employee(s) or the Association shall request an informal meeting with the immediate supervisor in an effort to resolve the complaint within ten (10) days of the occurrence of the alleged violation. The grievant may notify the Union and a representative thereof may be present with the bargaining unit employee at such meeting. If the bargaining unit employee is not satisfied with the result(s) of the verbal meeting, he/she may formalize the complaint.

LEVEL TWO – When a bargaining unit employee or employees believe a grievable violation has occurred., that has not been resolved at Level One, the affected bargaining unit employee or employees or the Association shall request a meeting in writing, using the form contained in Appendix B, with the immediate supervisor in an effort to resolve the complaint within five (5) school business days after the Level One meeting occurs. The grievant shall notify the Association and a representative thereof present with the bargaining unit employee at such meeting. If the bargaining unit employee or employees is not satisfied with the result(s) of the Level Two meeting, he/she may escalate the complaint in writing within five (5) school business days and proceed to Level Three.

LEVEL THREE- If a complaint is not resolved in a conference between the affected bargaining unit employee(s) and his/her immediate supervisor, a copy of the written grievance shall be sent to the Association and the Superintendent. The superintendent shall, within five (5) school business days of receipt of the Grievance, arrange a meeting with the grievant(s) and/or, if the grievant desires, designated Association representative to discuss the grievance. The Superintendent or his/her designated agent shall render a written decision within ten (10) school business days of the discussion and transmit a copy of the same to the grievant(s), the Association President, the principal, and place a copy of the same in a permanent file in his/her office.

If no decision is rendered within ten(10) school business days of the discussion, or the decision is unsatisfactory to the grievant or the Association, the grievant(s) may appeal same to the Board ~~of Education~~ by filing a written grievance along with the decision of the Superintendent with the person in charge of drawing up the agenda for the Board's meeting within five (5) school business days following the receipt of the Superintendent's Level Three written decision or within five (5) school business days of when the Superintendent's Level Three written decision was due.

LEVEL FOUR- Upon proper application as specified in Level Three, the Board shall allow the grievant(s) or his/her Association representative an opportunity to be heard at the meeting for which the grievance was scheduled. The Board shall render its written decision at the next regularly scheduled Board of Education meeting.

A copy of the written decision of the Board shall be forwarded to the Superintendent for permanent filing, the principal, the grievant(s), and the president of the Association.

LEVEL FIVE -If the Association is not satisfied with the disposition of the grievance at Level 4, with in ten (10) school business days after the decision of the Board, the Association may submit the grievance in writing for arbitration. If the parties cannot agree as to the arbitrator, then the arbitrator shall be selected by the American Arbitration Association (AAA) in accordance with its rules which shall likewise govern the arbitration proceeding.

i. Both parties agree to be bound by the decision of the arbitrator, and that judgment thereon may be entered in a court of competent jurisdiction.

ii.. Each party shall have the right to strike out arbitrators from the list as set forth in the American Arbitration Association Guidelines.

iii. The fees and expenses of the arbitrator shall be shared equally by the Association and the Employer.

iv. The arbitrator shall utilize a "not arbitrary and capricious" standard of review when issuing any findings and any remedies.

v. The arbitrator shall not have the power to add to, modify, alter or amend, or subtract from the terms of this agreement. He/She shall not hear any grievance previously barred from the scope of the grievance procedure, nor shall he/she interpret or rule on issues involving Board Policy nor review non-renewal nor new assignments of extra duties for extra pay as outlined in Schedule B.

F. Should a bargaining unit member or Association fail to institute or appeal a decision within the time limits specified, or leave the employ of the Board, all further proceedings on a previously instituted grievance shall be barred. If the Board violates the time limits specified herein, the grievance shall be considered granted.

G. The Association shall have no right to initiate a monetary grievance involving the right of a bargaining unit member or group of bargaining unit members without his/her or their express approval in writing thereon. Should a bargaining unit member fail to institute an appeal, all previously instituted grievances shall be barred.

H. All preparation, filing, presentation or consideration of grievances shall be held at times other than when a bargaining unit member or a participating Association Representative are to be at their assigned duty stations. A bargaining unit employee or Association Representative who must be involved, at the request of administration, in the grievance level procedure, during the workday shall be excused with pay for that purpose.

I. Neither party may raise a new defense or ground at Level Four not previously raised or disclosed at other written levels. Each party shall submit to the other party not less than three

(3) days prior to the hearing a pre-hearing statement alleging facts, grounds and defense which will be proven at the hearing and hold a conference at that time in an attempt to settle the grievance.

J. If any grievance award shall include back pay, his/her award shall not extend more than thirty(30) days prior to the date of the Level One conference

K. For the purposes of assisting a bargaining unit employee or the Association in the prosecution or defense of any contractual, administrative, or legal proceeding, including but not limited to grievances, the Board shall permit an Association representative, with permission from the member, access to and the right to inspect and acquire copies of personnel files. Confidential letters of reference secured from sources outside the school system shall be excluded from inspection.

L. For Levels 1 thru 4, if any bargaining unit employee for whom grievance is sustained and thus be found to have been unjustly discharged, he/she shall be reinstated with full reimbursement of all compensation lost. If any bargaining unit employee shall have been found improperly deprived of any compensation or advantaged, the same or its equivalent in money shall be paid to him/her.

ARTICLE XV- EVALUATION

A. The Teacher performance evaluation system shall comply with the District Policy and the MCL Sections 1249 and 1249a of the Revised School Code and the Teachers' Tenure Act. The evaluation system will utilize a tool that incorporates locally agreed upon student growth and assessment data, outlined in the staff handbook, as well as the Teacher's individual performance.
B. Ratings for year-end performance shall be "effective", "developing" or "needing support."
C. The evaluation process will include classroom observation of a minimum of 15 minutes each, a review of the teacher's lesson plan, the state curriculum standards, and pupil engagement and appropriate written feedback and a post-observation meeting between the teacher and school administrator conducting the observation to discuss those items.
D. A mid-year progress report, if required by law, which aligns with the teacher's individualized development plan (IDP), includes specific performance goals developed by the evaluator, and any recommended training, coaching, professional development, or resources identified by the evaluator.
E. Tenured teachers rated as "highly effective" or "effective" on the 3 most recent consecutive evaluations may be evaluated biennially at the District's discretion.
F. A tenured teacher rated as "needing support" or "ineffective" for three consecutive years shall be subject to discharge consistent with due process. The District is not precluded from discharging a teacher at other times as provided by the Teachers' Tenure Act.
G. Tenured teachers rated as "highly effective" or "effective" on the 3 most recent consecutive year-end evaluations, the teacher may be evaluated biennially, but if the

teacher is not rated as effective on one of the biennial year-end evaluations, the teacher must receive year end evaluations. If a teacher on the biennial track is placed on an IDP or transfers to a new position, the Superintendent may choose to move the teacher to an annual evaluation.

H. If a teacher receives an unevaluated rating, the teacher's rating from the school year immediately before the designation must be used.

I. A probationary classroom teacher cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating.

J. A mentor for teachers rated "developing" or "needing support", or for teachers as required by law.

K. An individualized development plan (IDP) with performance goals developed by the evaluator in consultation with the teacher and recommended training, coaching, professional development or resources designed to improve the teacher's effectiveness for:

1. All probationary teachers;
2. Teachers rated developing, needs support; or
3. At the evaluator's discretion when performance deficiencies are noted.

L. Merit compensation shall be awarded in the amount of $100.00 if the teacher attains an effective rating and exceeds individualized growth goals on his/her evaluation.

ARTICLE XVI - MISCELLANEOUS PROVISIONS

A. This agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with terms contained in any individual bargaining unit member contracts heretofore in effect. All future individual bargaining unit member contracts shall be made expressly subject to terms of this agreement. The provisions of the agreement shall be incorporated into and considered a part of the established policies of the Board.

B. If any provision of this agreement or any application of the agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall be deemed null and void.

C. Individual employee contracts for coaching will be distributed within ten (10) working days of the start of the semester in which the sport begins or from the date hired by the Board and must be signed and returned within ten (10) calendar days of receiving it.

ARTICLE XVII -EMERGENCY FINANCIAL MANAGER

If an emergency financial manager is appointed by the State under Local Financial Stability and Choice Act, the emergency manager may reject, modify, or terminate the collective bargaining agreement in his/her sole discretion. This authority is a prohibited subject of bargaining under the Public Employment Relations Act (PERA).

ARTICLE XVIII- DISCHARGE AND DISCIPLINE

Discipline

Probationary Professional Staff discipline or demotion may occur for lawful reasons. Tenured teacher discipline or demotion will occur only for a reason(s) that is not arbitrary or capricious. Under the arbitrary or capricious standard, a disciplinary decision must be supported by a preponderance of the evidence and the discipline must have a rational relationship to the established misconduct or inappropriate behavior.

Before imposing discipline, the Superintendent or designee will investigate whether a Professional Staff member engaged in conduct that may justify discipline. The investigation should include discussions with witnesses determined by the Superintendent or designee to have relevant information and a review of tangible evidence (e.g., documents, video, electronic communications). The Professional Staff member will be provided an opportunity to respond to the allegation(s).

If an investigation concludes that a preponderance of evidence establishes that the Professional Staff member engaged in conduct warranting discipline, the appropriate level of discipline will be guided by the following:

1. The seriousness of the offense;
2. The Professional Staff member's prior disciplinary and employment record;
3. Whether other Professional Staff members have engaged in similar or like past conduct known to the District's administration and the discipline imposed for those infractions;
4. The existence of aggravating or mitigating factors, as determined by the Superintendent or designee;
5. Applicable federal and state law;
6. The Professional Staff member's acceptance of responsibility;
7. The likelihood of recurrence; and
8. Any other factors the Superintendent or designee determine are relevant

9. Disciplinary measures may include:
    a. Warning;
    b. Reprimand;
    c. Unpaid suspension;
    d. Financial penalty; or
    e. Discharge.

Disciplinary measures need not be applied progressively or sequentially. The District may consider additional preventative measures to address the misconduct, including training, coaching, and other remedial measures.

ARTICLE XIX - ACT OF GOD DAYS

A. Scheduled days of student instruction which are not held because of conditions not within the control of school authorities such as inclement weather, fires, epidemics, mechanical breakdowns, or health conditions as defined by the city, county, or state health authorities shall be rescheduled to ensure that there is a minimum of one hundred eighty (180) days of actual student instruction. Bargaining unit members will receive their regular pay for days that are cancelled but shall work on any rescheduled days with no additional compensation.

B. The Board of Education shall not be required to cancel a "work day" (a day when bargaining unit members report but students are not in session such as an end of semester, grading or records day, parent-teacher conference day or an in-service day) or that portion of any day which is scheduled to be a partial "work day" even though students do not report. However, the Board may do so in its discretion.

C. Total annual salary is based upon one hundred eighty-six (186) days of work during the entire school year regardless of whether the days actually worked are the same as originally scheduled or are different for those originally scheduled due to rescheduling.

D. If within the duration of this agreement the law is modified to allow a number of "Act of God Days" to be excused without the loss of state aid to change, the parties will adopt the allowable number of days into this agreement.

E. Bargaining unit members will not be required to report for work when school is closed because of inclement weather but are required to report for work on the days that such are rescheduled to receive full State Aid payments. After discussion with the AEA president, the superintendent will determine if conditions are safe enough for parent-teacher conferences and/or professional development to take place as scheduled.

ARTICLE XX - COMPLETION OF AGREEMENT

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this agreement. Therefore, the Employer and the Association, for the life of this Agreement, each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject matter not

specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

ARTICLE XXI - DURATION OF AGREEMENT

This agreement shall be effective from July 1, 2026 or ratification, whichever is later, and shall continue in effect until the 30th of June,.2027. This agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated. The Ashley Education Association agrees not to strike for the duration of this agreement.

BOARD OF EDUCATION

President

Secretary

ASSOCIATION

President

Secretary

ARTICLE XXII-SALARY SCHEDULE IMPLEMENTATION

A. The Board will pay amounts set forth below for all of the unused sick leave accumulated, up to a maximum of one hundred (120) days, to any bargaining unit member who, after having completed ten (10) years of service, separates employment through retirement, or because of illness or death while under contract. The amounts will be paid into a 403b plan of the employees' choice that is available through the business office within 30 days of the separation of services.

Less than 60 days	$20 per day
61 or more days but less than 105 days	$30 per day
106 or more days up to a maximum of 120 days	$40 per day

B. Outside teaching experience in the U.S. may be allowed, up to a limit of five (5) years.

The Board reserves the right to grant years of service beyond the above referenced five (5) year limit for teaching experience in the U.S. Such determinations are made on a case-by-case basis and are not precedent setting or subject to review through the grievance procedure. If more than five (5) years are granted and accepted by the candidate, the AEA President will be notified within five (5) business days.

C. INSURANCE:

1. Annual Review: The District and the Association agree to review and discuss Plan A on an annual basis, upon receipt of renewal rates, to ensure it continues to meet the needs of both employees and the District. The parties agree to collaborate in good faith to ensure that employee needs and cost-efficiency are both considered in the selection of plans. The District retains the right to establish at least one insurance Plan A package. All plan A packages will be available to the Association.

2. The coverages listed in this article are subject to the rules and regulations of the insurance carriers.

3. The Board will provide health insurance coverage for full-time employees until separation, termination, or retirement. Cobra rates are applied after separation from employment.

4. The board shall provide a cash option in lieu of health benefits. The cash amount is described in Plan B. The Board shall formally adopt a qualified plan document that complies with the requirements of a health savings account under the

Internal Revenue Code. All costs relating to the implementation and administration of benefits under this program shall be borne by the employer.

5. Board provided contribution rates are as follows:

PLAN A for employees needing health insurance: The parties agree that Plan A participants will make the following contributions for health care:

Ashley Community Schools Health Care Contribution Rates:

	2026-27
Single	$8,180
2-Person	17,107
Family	22,310

D. It is understood the Health Care provider may change and/or eliminate healthcare plan titles and/or benefits. Employees will be responsible for premiums in excess of these amounts through payroll deductions.

For the purpose of paying premium contributions, the employer shall provide a qualified plan that complies with Section 125 of the Internal Revenue Code. This plan will permit premium contributions to be paid through payroll deduction with pretax dollars. All costs relating to the implementation and administration of benefits under the plan shall be borne by the employer.

The plans described in Plan A and Plan B are general descriptions.

Health	
Long Term Disability	
Term Life Insurance Dismemberment	$30,000 with Accidental Death and Disability waiver will apply
Vision	VSP3
Dental	80/80/80: $1,000.00 annual maximum 80%: $1,500.00 lifetime maximum (Class IV) Two cleanings per year No adult orthodontics

HEALTH INSURANCE PLAN B-For employees not needing health insurance: Those bargaining unit members who do not elect to take health insurance shall

be entitled to fully-paid insurance Plan B and a cash option through a qualified Section 125 Plan of the Internal Revenue Code in the amount of $395/month. The cash can be retained as such or used by the employee for options available through the business office. Cash in lieu will be provided on the condition that the employee voluntarily and in writing opts out of the available medical health care plan.

Long Term Disability	70% of maximum eligible salary $2,700 monthly maximum 90 calendar days - straight wait elimination period COLA - no
Term Life Insurance Dismemberment	$30,000 with Accidental Death and Disability waiver will apply
Vision	VSP 3
Dental	80/80/80: $1,000.00 annual maximum 80%: $1,500.00 lifetime maximum (Class IV) Two cleanings per year No adult orthodontics

Bargaining unit members shall declare their intentions for coverage during the enrollment period and shall be filed on forms supplied through the business office.

E. Part-time bargaining unit members who are half time or more shall receive insurance benefit premium in ratio to the amount of work time. Less than half time shall not be paid benefits. Example: a half-time bargaining unit member receives half benefit premiums.

F. The Board of Education will pay to the Michigan Public School Employees Retirement System, on the part of each bargaining unit member, whatever percentage the State requires of wages earned under this contract.

G. Bargaining unit members will be paid an additional per diem rate for days and/or hours and/or minutes which they are required to work as part of the regular school year beyond one hundred eighty-six (186) days and/or the time outside the time frame in Article V(A)(1) and required meetings and activities.

H. The following regulations pertain to the placement of bargaining unit members on the salary schedule:

1. All bargaining unit members who have a Master's Degree in Education earned after receipt of teaching certificate shall be placed on the Masters schedule.

2. The BA+20 rail will apply to those bargaining unit members who have completed twenty (20) semester hours of credit on a Masters program, or thirty (30) or more graduate hours on a non-Masters degree program earned after receipt of teaching certificate.

3. Employees' anniversary date of pay will revert to the first day of the semester hire.

I. Salaries shall be paid in twenty-six (26) equal pays (twenty-seven (27) pays required in certain years), and all bargaining unit members will be paid using direct deposit. Administration will notify the Association at least twelve (12) months in advance of the first day of school for any school year that will have twenty-seven (27) pays.

J. Retirement Incentive

1. The Board reserves the right to provide Incentive for Retirement from time to time. In the event the Board elects to provide a Retirement Incentive, those bargaining unit members with fifteen (15) years or more of service in the District, that are eligible for full retirement through the Michigan Public Schools Retirement System, will be notified by April 15th of each year. Said Retirement Incentive shall be valued at $10,000.

A bargaining unit member who receives compensation through the early retirement program cannot draw unemployment compensation.

The amounts will be paid into a 403b plan of the employee's choice that is available through the business office within 30 days of the separation of services.

2. Unit members who declare by December 1st that they will be retiring at the end of the school year shall receive an additional 3% to their salary schedule beginning in January of that school year. If a teacher changes their mind concerning retirement after receiving this money, the money will be revoked. If a teacher revokes their retirement decision, then the 3% already received shall be deducted from payroll prior to June 30th of the same year. To be eligible, the teacher must be qualified to receive benefits under the Michigan Public School Employees Retirement System.

Ashley Community Schools Salary Schedule A 2026 - 2027			
Step	**BA**	**BA+20**	**MA**
1	40,455	41,669	42,919
2	41,243	42,480	43,755
3	42,031	43,292	44,591
4	42,819	44,104	45,427
5	43,607	44,916	46,263
6	44,395	45,727	47,099
7	45,183	46,539	47,935
8	45,972	47,351	48,771
9	46,760	48,162	49,607
10	47,548	48,974	50,443
11	48,336	49,786	51,279
12	49,124	50,598	52,116
13	49,912	51,409	52,952
14	50,700	52,221	53,788
15	51,751	53,303	54,902
16	52,802	54,386	56,017
17	53,852	55,468	57,132
18	55,429	57,091	58,804
19	57,005	58,715	60,476
20	58,581	60,338	62,148
21	60,157	61,962	63,821

27I(2) included in contract financial package

1% increase to Salary Schedule A

From 2025 - 2026 Schedule A

One Step

LONGEVITY:

Longevity payments will begin after completion of 10 years of continuous service to the District The payment will be issued as a single lump sum in the paycheck immediately following the anniversary date.

Continuous Years of Service	Annual Lump Sum Payment
10-15 years	$500
16-19 years	$750
20-25 years	$1250
26-28 years	$1750
29-30 years	$2250
30+ years	$3250

The AEA Salary Schedule for the 2026-2027 is listed below. However, to recognize the increased workload and professional contribution of members toward achieving the DistrictStrategic Plan's objective of expanding in-person student enrollment.
Enrollment shall be defined specifically as **In-Person** students (excluding virtual-only or correspondence students).

- For the 2026-2027 school year, any increase in student enrollment will be measured by comparing the Fall 2026 student enrollment audit to the Fall 2025 student enrollment audit.
- If a 10% student enrollment increase threshold is met or exceeded, all bargaining unit members employed at the time of the trigger shall receive a one-time off-schedule stipend.
- The stipend shall be calculated as 2% of the member's **annualized base salary** in effect at the time of the enrollment audit. This calculation excludes any existing stipends, overtime, or athletic differentials.
- For part-time members, the 2% payment shall be prorated based on their Full-Time Equivalency (FTE).

SCHEDULE B

ASHLEY COMMUNITY SCHOOLS
EXTRA CURRICULAR SCHEDULE

Coaches/advisors will be paid on the following schedule. Coaching/advising experience shall be defined as experience at the particular level in that particular sport/activity at the District

Assignment	Experience		
Sports Coaches	**1-2 Years**	**3-4 Years**	**5 or More Years**
Varsity Football, Basketball, Volleyball	3636	3999	4400
Varsity Baseball, Softball	2182	2400	2640
JV FB, Basketball, VB, and Asst. Varsity FB	2182	2400	2640
JV Softball, Baseball and Competitive Cheerleading	1455	1600	1761
HS/~~MS~~ Cheer/Pom/Dance	1455	1600	1761
Varsity Cross Country	1455	1600	1761
Varsity Track	1455	1600	1761
Varsity Wrestling	2182	2400	2640
HS Boys/Girls Golf	1455	1600	1761
Middle School Volleyball	500	550	600
Middle School Wrestling	500	550	600
Middle School Football	500	550	600
Middle School Basketball	500	550	600
Club Sponsors			
National Honor Society	632	697	765
HS Student Council	632	697	765
MS Student Council	385	449	518
Play Director	632	822	904
High School Quiz Team	632	822	904
First Robotics (if the school receives a grant for the program)	Pay per grant		
First Tech Challenge (if the school receives a grant for the program)	Pay per grant		
First LEGO League (if the school receives a grant for the program)	Pay per grant		
Academic Extra Duties			
Marching, Concert Bands	$ 1265 flat fee		
Summer Band, Band Camp	$ 126 per day up to 5 days		
AG Science/FFA	$ 1328 flat rate		
Class Sponsors			
Grades 9-10	$412		
Grades 11-12	$917		
Academic Coaching			
Honors Music	$ 126		
Science Olympiad, Fine Arts	253		
E Sports	379		
Computers, Language Arts	379		
Talent Revue, Model UN, Forensics	506		

SCHEDULE B continued

ASHLEY COMMUNITY SCHOOLS
EXTRA CURRICULAR SCHEDULE

Other

Homebound Teaching (when approved)	$ 30 per hour
Summer School	$ 30 per hour (rate could change dependent on grant funding)

Mentoring (working with one or more teachers) $500
See teacher's handbook for details regarding this position

Any coaches/advisors that are not bargaining unit members will be paid a flat rate that will be established by the Board..

All coaches will be paid at the end of their season after all equipment, evaluations, etc. are completed to the satisfaction of the Athletic Director.

Definition of "successful completion" for coaches:

1. Coaching self-evaluation completed;
2. Conference with A.O. or supervisor of A.O. for administrative evaluation of coach;
3. Completed inventory of equipment and uniforms;
4. Completed request of items needed for the next school year/budget;
5. District employee contracts for coaching will be distributed within ten (10) working days of the start of school or from the date hired by the Board and must be signed and returned within ten (10) days of receiving it.
6. Only school District employees will receive a contract from the-District

Ashley Community Schools

2026-2027

Academic Year Calendar

Student Days: 180
Teacher Days: 186

July 26

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

August 26

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

September 26

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

October 26

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

November 26

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

December 26

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

January 27

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

February 27

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

March 27

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

April 27

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

May 27

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

June 27

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

July 27

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

August 27

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

Events

Aug 11	Staff PD
Aug 12	Staff PD/
Aug 13	Staff PD/ 1/2 work day/Open house
Aug 17	First day of School
Sept4-7	No School
Oct 1	PT conferences
Oct 7	Count day
Oct 16	End of MP 1
Nov 3	Regional PD/No students
Nov.25-27	Thanksgiving Break
Dec 17	Exams, Students dismissed @ 11:30
Dec 18	Exams, Students dismissed @ 11:30
Dec 18	End of Semester 1
Dec21-Jan 1	Winter Break
Jan 13	Delayed Start Class @ 11
Jan 18	No School
Feb 3	Delayed Start Class @ 11
Feb 10	Count Day
Feb 15	No School
Mar 4	PT Conferences
Mar 12	End of MP 3
Mar 17	Delayed Start Class @ 11
Mar26-Apr2	Spring Break
Apr 21	Delayed Start Class @ 11
May 19	Graduation @7 pm.
May 26	Exams, Student dismissed @ 11:30
May 27	Exams, Student dismissed @ 11:30
May 27	End of Semester 2
May 27	Last day of School

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GRIEVANCE REPORT FORM B

Grievance #:_____

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

GRIEVANCE REPORT

Submit to Principal Four (4) Copies

Name of Grievant	Assignment	Building	Date Filed

STEP I

A. Date cause of grievance occurred_____

B. 1. Statement of grievance _____

_____

2. Relief sought _____

_____

C. Date of oral discussion with Principal_____

D. Disposition by Principal_____

_____

_____

_____
Signature of Principal Date

E. Position of grievant and/or association _____

_____

Intentions to carry to Step II: YES NO

_____

Signature Date

STEP II

A. Date received by Superintendent or designee_____

B. Disposition of Superintendent or designee_____

_____

_____

_____

C. Position of grievant and/or association_____

_____

_____

Signature Date

STEP III

A. Date received by Board of Education or designee_____

B. Disposition of Board_____

_____

_____

_____

Signature Date

C. Position of grievant and/or association_____

_____

_____

_____

Signature Date

STEP IV

A. Date submitted to arbitration_____

B. Disposition of Arbitrator_____

_____

_____

_____

Signature of Arbitrator Date

If additional space is needed, attach an additional sheet.

NOTE: All provisions of Grievance Article of the Master Agreement will be strictly observed
in the settlement of grievances.