



**WYOMING PUBLIC SCHOOLS**



**WYOMING PUBLIC SCHOOLS  
BOARD OF EDUCATION  
AND  
WYOMING EDUCATION ASSOCIATION  
MEA/NEA**

**AGREEMENT**

This Agreement is entered into this 15<sup>th</sup> day of August 2021, by and between the Board of Education of the Wyoming Public Schools, hereinafter called the "Board", and the Wyoming Education Association, affiliated MEA/NEA, hereinafter called the "Association" or "WEA," as the sole representative for the employees of the Wyoming Public Schools in the bargaining unit recognized in Article I.

**PREAMBLE**

WHEREAS the Board and Association recognize and declare that providing a quality education for the students of the Wyoming Public Schools is their mutual aim and that the character of such education depends predominantly upon the quality and morale of the teaching service, and

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

WHEREAS the Board has a statutory obligation, pursuant to the Michigan Public Employment Relations Act, as amended, to bargain with the 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 which they desire to memorize as follows:

**ARTICLE I  
Recognition**

**A. Employer Recognizes Association**

**1. Included and Excluded**

The Board hereby recognizes the Association as the exclusive and sole bargaining agent for the appropriate bargaining unit, described and defined as:

All professional personnel certified by the Michigan State Department of Education on tenure or probation, including teachers, guidance counselors, media specialists, social workers, speech and hearing therapists, teachers of the home/bound or hospitalized, school nurses, occupational therapists, but excluding administrative and supervisory employees whose function is to evaluate the performance of professional personnel.

**2. Term "Teacher"**

The term "teacher", singular or plural, when used hereinafter in this Agreement, shall refer to all personnel represented by the Association in the bargaining unit as defined above, who are subject to the Teacher Tenure Act.

**3. Term "Ancillary Staff Member"**

An employee covered under this agreement who is not subject to the Teacher Tenure Act

**4. Term "Unit Employee"**

Any employee covered under this agreement whether or not subject to the Teacher Tenure Act.

**B. New Position**

The board agrees to post all new positions via e-mail sent to all unit employees.

**C. Exclusive and Sole Bargaining Agent**

The Board agrees not to negotiate with any unit employees' organization other than the Association, with regard to the unit employees covered by this contract, for the duration of this Agreement.

**D. Annexation**

In the event that this District shall annex one or more districts, the Board will continue recognition of the Association and the employment of its members consistent with the terms of this Agreement to the extent not prohibited by law.

In the event the Board annexes another District, the parties recognize that the Master Agreement shall continue in full force and effect, to the extent not prohibited by law, unless otherwise mutually agreed to by the parties.

**ARTICLE II  
Board Rights**

**A. Retain Powers**

The Board, on its own behalf and on behalf of the electors of the school district, hereby retains and reserves unto itself 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, but without limiting the generality of the foregoing, the right:

To the executive management and administrative control of the school system and its employees, properties and facilities.

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

**B. Limit Employer of Rights**

The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Michigan and the constitution and laws of the United States.

**ARTICLE III  
Association Rights**

**A. Non-Discrimination**

Pursuant to Michigan Statutes, the Board hereby agrees that every unit employee shall have the right to organize, join and support the Association as long as the unit employee's activities do not infringe upon the unit employee's assignment. The Board agrees that it will not discourage, deprive or coerce any unit employee in the enjoyment of any rights conferred by the laws of Michigan or the Constitutions of Michigan and the United States that it will not discriminate against any unit employee with respect to hours, wages or any terms and conditions of employment by reason of the unit employee's membership or non-membership in the Association; participation or non-participation in any activities of the Association or collective professional negotiations with the Board, or the institution of any grievance, complaint or proceeding under this Agreement with respect to any terms or conditions of employment.

**B. Notification of Contract Changes**

The Board shall notify the President of the Association of a pending change or adjustment in an individual unit employee's contract, if said change or adjustment results from the establishment of a new position, or the reassignment of a unit employee, or an extension of the same services previously contracted, or other changes which would represent a departure from the usual procedures which would produce contract change. During the summer recess, the President of the Association shall advise the Superintendent or his/her designee as to which officer of the Association reports are to be made if the President is not immediately available to furnish a prompt reply.

**C. Board Providing Information**

The Board agrees to furnish the Association with the agenda and the Minutes of all Board Meetings. Upon written request, the Board agrees to furnish all information which concerns the financial resources of the district, tentative budgetary requirements and allocation and such other information as will assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the unit employees and their students. (The Board agrees to furnish information, which may be necessary for the Association to process any grievance or complaint). Personnel policies and changes to policies shall be made available on the district's website as soon as practicable.

The Board shall notify the WEA President and Membership Chair of all new hires and changes in unit employee status.

**D. Millage or Bond Issues**

The Board agrees to advise the Association before any announcement is made concerning any millage or bond issue to be presented to the voters of the school district.

**E. Construction**

The Board agrees to report to the Association information on all proposed construction including location, size, tentative floor plan, etc. Such information shall be reported before the finalization of plans.

**F. Student Fundraising**

All sales within the district by student groups that involve a house-to-house canvass must first have the approval of the Superintendent or his/her designee. Only those unit employees within a building that have given their prior written approval shall be involved in a sale.

**G. Association Use of Buildings**

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property at times that a building is available and there is a custodian on duty.

**H. Association Use of School Equipment**

The Association has the privilege, with permission by the persons responsible, to use meeting facilities and office equipment of the schools for school related business, including computers, typewriters, duplicating equipment, calculating machines, and all type of audio equipment at reasonable times, when such equipment is not otherwise in use, provided those operating the equipment are skilled and knowledgeable in its operation and the material is not detrimental to the Employer and Association. The Association shall be responsible for any and all damages to the school facilities and equipment due to the misuse by the Association. Work performed in no way directly or indirectly may assist a profit-making enterprise.

**I. Advisement of Issues by Board**

The Association shall be duly advised by the Board of fiscal, budgetary and tax programs affecting the District.

**J. Designated Bulletin Board**

The Association and its members shall have the right to use the school building facilities for official Association Business at all reasonable hours outside the school day upon prior written request submitted to and approved by the Superintendent or his/her designee. A designated bulletin board in an established unit employee rest area (or lounge) shall be made available to the Association and its members. Other established media for communication in the school district will be made available to the Association, including the email system for communication to members relating to official Association business. The Board and Administration agree to allow for the email system to be used without risk to confidentiality between the Association and its members, to the degree permitted by law.

**K. Financial Information**

The Board agrees to make available to the Association, through the Superintendent or his/ her designee in response to written requests, all available financial information in the form maintained by the Board and available to the constituents of the school district.

**L. Communication between Board and Association**

Any communications from the Association to the Board shall be forwarded by its duly authorized officers, or its designated representative, to the Superintendent or his/her designee. Conversely, any communications from

the Board will be transmitted by the Superintendent or designated representative to the President of the Association.

**M. Released Time**

A unit employee engaged during the school day in any professional grievance negotiation on behalf of the Association with any representative of the Board shall be released from regular duties without loss of salary for any negotiations or arbitration requested by the Board which will involve the unit employee during the school day, and the unit employee will be released from regular duties without loss of pay.

Association officers or representatives of the Association shall, providing a qualified substitute is available, be released from regular duties without loss of salary for official union business purposes. The Association is entitled to use twenty (20) days per year. In the event of urgent association business, a maximum of ten (10) additional days may be granted. Unit employees released under this provision shall not be charged with leave days against their individual accumulations. No unit employee shall be absent from the classroom for more than four (4) work days per year for the purpose of conducting WEA business.

The Association President shall be granted leave time of up to .50 FTE with full salary and benefits, provided the Association shall reimburse the board \$15,500 for .40 leave and \$17,000 for .50 leave. This time will be used for, but not limited to, shared common interests such as school business, district leadership, and employee advocacy. Upon completion of the said time, the unit employee shall be returned to the position previously held if it still exists. If a position does not exist, the employee will be given a comparable FTE that is otherwise consistent with the assignment.

**ARTICLE IV  
Unit Employee Rights and Protection**

**A. Rights Under Michigan Law**

Nothing contained herein shall be construed to deny or restrict to any employee rights guaranteed under the Michigan General School Laws and PERA. The rights granted to the unit employee hereunder shall be deemed to be in addition to those provided by law.

**B. Wearing Identification of Membership**

No unit employee shall be prevented from or required to wear insignia, pins, or other identification of membership in the Association either on or off school premises.

**C. Rights of Citizenship**

Notwithstanding their employment, unit employees shall be entitled to full rights of citizenship, and no religious or political activities of any unit employee or the lack thereof shall be grounds for any discrimination with the respect to the professional employment of such unit employee. The private and personal life of any unit employee is not within the appropriate concern or attention of the Board.

**D. Board Support for Students with Special Needs**

The Board recognizes its responsibility to give all reasonable support and assistance to the unit employee with respect to the maintenance of control and discipline in the classroom. When it appears that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians or other

professional persons, the Board will take reasonable steps to provide appropriate services as determined by IDEA 97, State mandates and Section 504. The unit employee remains responsible for implementing the students' IEP or 504 plan where applicable.

**E. Unit Employee Assault by Student**

Any case of assault upon a unit employee (physical, verbal, or digital--such as, but not limited to Twitter, Facebook, Instagram, other social media platforms, email, etc.), while in the performance of duties, or as an outgrowth of duties, shall be promptly reported to the Superintendent, or designated representative. The accused student shall immediately be removed from that staff member's classroom (i.e., classroom teacher/instructional paraprofessional) and/or caseload (e.g., social worker, psychologist, counselor), if requested by the staff member or required by statute and/or policy. The Board shall provide the staff member with paid time off without charge to any compensable leave bank needed for the handling of the incident by law enforcement and judicial authorities. The Board shall provide legal counsel to advise the unit employee of legal rights and obligations with respect to such assault and shall render all reasonable assistance to the unit employee in connection with the handling of the incident by law enforcement and judicial authorities.

**F. Legal Assistance to Unit Employee for Injury to Person or Damage to Property**

In the event civil action is sought as a remedy as the result of an assault or credible threat upon the unit employee, while in the performance of assigned duties, or as an outgrowth of teaching duties, the Board of Education shall render all reasonable legal assistance to the unit employee in seeking a judgment for injury to person or damage to property.

**G. Assistance to Unit Employee in Complaints or Suits**

If any unit employee is complained against or sued by reason of appropriate disciplinary action taken by the unit employee against the student, in performance of the assigned duties, the Board shall provide legal counsel. The Board shall render necessary assistance to the unit employee in the unit employee's defense, provided the unit employee is not in violation of Article VII, Section N.

**H. Reasonable Legal Assistance**

Reasonable legal assistance shall be interpreted as providing legal consultation to protect the unit employee's rights. Said consultation shall not mean the actual filing, processing, or a Board-provided lawyer's presence at a suit or trial. It shall mean the right to discuss with said Board provided lawyer all facets of the situation and be provided with legal recommendation.

**I. Payment for Time Lost**

The Board reserves the right to pay the unit employee for time lost on a case-by-case basis in connection with any incident in this Article.

**J. Complaints**

Any written complaint directed toward a unit employee shall be promptly called to the unit employee's attention through appropriate channels.

**K. Reasonable Care**

Unit employees shall be expected to exercise reasonable care with respect to the safety of pupils and property, but shall not be held responsible by the Board, except in the case of gross negligence or gross neglect of duty, for any damage or loss to person or property.

**L. Unit Employee Files**

Unit employees should review and sign all materials adverse to the unit employee that are to be included in their personnel file. Such signing does not necessarily indicate agreement. The unit employee may submit a written statement in regard to such materials for inclusion in the personnel file. The unit employee may request removal of any written reprimand, or record of oral reprimand, which is more than three (3) years old. The removal of such records is conditional upon the approval of the Superintendent or designee, upon there having been no further problems in a similar area, and provided the record is not a record of unprofessional conduct as defined in MCL380.1230b.

**M. Freedom of Information Act Request (FOIA)**

If a FOIA request is made for any information on any unit employee in the district, the Board of Education or administrator representing the Board shall:

1. Notify immediately the affected employee(s) orally and then in writing who are subject to a FOIA request.
2. Release to the employee(s) names of all those requesting the FOIA documents.
3. Allow the employee(s) and the Association to review said documents or files before releasing any information or documents.
4. Exclude from the FOIA request response all materials not timely or inappropriate and information excluded under federal and state laws.

**N. Tobacco/Drug Free Environment**

1. The Board of Education shall maintain a tobacco/drug free environment in accordance with State law and Board Policies.
2. Resources may be available through the Wellness Program.

**O. Hazardous or Unsafe Working Conditions**

In the event administration becomes aware of a situation that poses a health or safety threat to staff or students, unit employees will be notified as soon as possible and be provided appropriate guidance.

**P. Video Surveillance and Electronic Monitoring**

Board Policy 7440.01 will be followed regarding Video Surveillance. Should changes to this policy be under review by the Board, the Union and Administration will meet to reevaluate and agree to the language for this section of the contract.

**ARTICLE V**

**Qualifications, Vacancies, Transfers and Reduction of Staff**

**A. Definition of Highly Qualified and Fully Certified**

Fully qualified and certified shall mean that Unit employees demonstrate certification requirements in compliance with the Michigan Department of Education, as well as highly qualified requirements set forth by the State and/or Federal Government.



**B. Ability to Work**

Unit employees shall possess and maintain sufficient good health (physical and mental) to satisfactorily perform the essential functions of their assigned position. In cases where the Administrator believes a unit employee's physical or mental condition has caused inadequate performance in the classroom, the unit employee may be requested by the Superintendent, or designated representative, to submit to a physical or psychiatric examination. Expenses for such examination shall be paid by the Board. Failure to acknowledge the request may be adequate cause for discipline.

**C. Notification and Posting of Vacancies and New Positions**

In years when staff reduction is not required, the Superintendent's designee will notify all unit employees of pending staff vacancies. This will be implemented by posting notice of vacancies on the Wyoming Public Schools website, as well as transmission via District email to each employee. This information will be forthcoming for each building, and interested persons have seven (7) working days to apply. The job posting shall indicate that the assignment posted is specific in its description, i.e. multi-age classroom.

**D. Written Application**

Any unit employee may submit in writing a request to fill any posted vacancies or positions. Said request shall be placed on file with the Human Resources Office.

**E. Change in Work Location**

In the event that a unit employee is required to move to another position requiring a change in work location after the year has begun, the district will provide two (2) work days to allow the transferred unit employee to pack and move. District custodial/maintenance personnel will move the unit employee's materials. The unit employee shall be given access to the new work location as soon as it is available.

**F. Seniority**

**1. Seniority Defined**

Seniority is defined as length of continuous service in the Wyoming Public Schools in a bargaining unit position from the last date of hire by the Board. (The date used for last date of hire shall be the first compensated day in the position or the date on which employment was acted upon by the Board, whichever comes first.)

**2. Leaves of Absence**

Leaves of absence granted in accordance with the provisions of the Master Contract shall not constitute an interruption in continuous service. However, seniority shall be frozen and shall not accrue during any unpaid leaves of absence greater than one (1) school year granted for reasons other than health or military leave.

**3. Outside Credit**

Credit given for outside experience in school districts shall not be considered for the purpose of accumulating seniority.

**4. Administrative Experience**

Unit Employees who return to the bargaining unit after having served in an administrative capacity shall retain all previously accumulated seniority as a member in the bargaining unit. With the exception of existing administrators as of August 30, 1993, this right shall be limited to two (2) years from the date any unit employee becomes an administrator.

5. **Half-time Service**  
Half-time members who also have had half-time administrative duties shall be granted a half-year's seniority credit for every year employed under said circumstances.
6. **Seniority List/Accrual**  
K-12 Accrual. All unit employees in the K-12 program shall accumulate seniority on a full-time basis regardless of hours worked.
7. **Ties in Seniority**  
Ties shall be broken by ranking the tied unit employees in order of the highest four digits determined by the last four digits of their social security numbers. The seniority list should be printed with ties ranked by social security four-digit numbers (9999 beats 0000).

**G. Furnishing a Seniority List**

**1. List Requirements**

The Board shall make available to the Association a complete and updated personnel list (including itinerant employees) enumerating the seniority, certification, current assignment, and FTE of all unit employees. Such list shall be made available to all staff via the WPS/IN intranet. Additionally, at the start of the school year WEA President and Membership Chair will be given, electronically, a complete listing of bargaining unit staff that includes the following:

- a. First and Last Name
- b. Start date of employment
- c. Position assigned/place of work
- d. Classification and Step
- e. School email address and Personal email address (if collected)
- f. Mailing address and phone number

WEA President and Membership Chair shall be given, electronically, the same information above within five (5) business days of any new hires of bargaining unit members that occur throughout the year.

Termination of employment by any bargaining unit member shall be reported to the Designated Association Representatives, including the termination date, via e-mail no later than five (5) business days after the member's last day of employment.

Notification of any bargaining unit member placed on layoff or leave of absence (paid or unpaid) shall be reported to the WEA President and Membership Chair via e-mail no later than five (5) business days after the first day of leave.

**2. List Corrections**

Errors in the list should be brought to the attention of the Director of Human Resources.

**H. Reporting Changes in Qualifications or Certification**

Unit employees will provide all credit hours, majors and minors, and certification changes to the Human Resources Office.

**I. Teaching Certificate Renewal**

Unit employees are responsible to maintain proper certification. Failure to maintain a current teaching certificate may result in termination of employment.

**ARTICLE VI**  
**Teaching Assignments and Hours**

**A. Term "Normal Teaching Day"**

**1. K-12 Hours**

The normal teaching day will consist of a 7 hour and 30-minute day, of which a maximum of 6 hours and 15 will be spent in scheduled class periods. Unit employees are required to report 20 minutes prior to the start of scheduled class periods and remain until 25 minutes after scheduled class periods have ended.

**2. Secondary Schedule and Planning Time**

A normal secondary teaching load where the class periods are 55 to 60 minutes duration will consist of an assignment of any combination of classes for six periods. The normal or basic assignment assumes the secondary teacher will have daily one (1) period of 55 to 60 minutes or its equivalent for planning (five periods of teaching, one of planning time). Planning time will not include any assigned duties and will be used solely at the professional discretion of the classroom teacher. Every attempt will be made to assign no secondary teacher more than three preps.

**3. Elementary Schedule and Planning Time**

In order to build collaboration and maximize quality instructional time in our elementary classrooms, administration will seek input from elementary classroom teachers on the elementary instruction schedules.

Each elementary Specials' teacher shall receive the equivalent of 100 minutes per week of planning time during the student instructional day. No block shall be less than 25 minutes. Administrators reserve the right to buy back up to 50 minutes from a Specials' teacher's schedule at schedule A rate, if necessary. In addition, the 20 minutes immediately before and the 25 minutes immediately after the student instructional day will be considered planning time.

Other elementary teachers shall receive weekly planning time as detailed below. As needed, a floating sub shall be provided during annual IEP reviews. Any additional parent meeting, requested by a parent, shall be scheduled by the teacher at the teacher's convenience. Planning time will not include any assigned duties and will be used solely at the professional discretion of the classroom teacher.

Elementary planning time (Grades K-6) will be provided as one 50-minute block per day. Elementary planning time K-6 will be provided by Specials' teachers in the areas of Art, Music, PE, Media/Technology. While it is the goal to provide students with as many enrichment opportunities as possible during Specials' time each week, it may not always be possible that every classroom receives each of these subjects every week as we strive to minimize travel for Specials' teachers.

**4. Travel/Passing Time**

It is agreed that there is no less than a four (4) minute travel/passing period between classes of Art, Music and Physical Education, Media and Technology. Said travel/passing time will not be considered part of the teacher's planning time.

**5. Meetings**

Up to two (2) building meetings per month (one (1) staff and one (1) grade level/department) may be held in each building during either the before or after school unit employee report time, dependent

on district-established building report times. The principal in each building, in conjunction with the school improvement team, will develop the schedule for the content of one monthly staff meeting. Meetings will be on Tuesdays and of a duration of no longer than forty-five (45) minutes per meeting. Meetings must end more than 15 minutes prior to the start of the instructional day or begin no earlier than 15 minutes after the end of the instructional day.

No required meetings or required activities (as outlined in Article VI.H) will be scheduled on Election Day. This does not preclude voluntary meetings or activities and also does not apply to sporting events or other Schedule B job responsibilities.

**6. State/Federal Mandated Assessments**

Teachers supporting the administration of (i.e. administering or supervising non-testing students) State or Federal mandated assessments in lieu of teaching may not be afforded planning time. Loss of planning time as a result of supporting the administration of [as defined above] State/Federal mandated assessments will not be compensated.

**7. K-12 Part Time Assignments**

Part-time Unit Employees shall not be required to split their day for more than the time equivalent to one (1) class period (excluding lunch). For example, a .60 FTE teacher will not be required to teach first, second, and sixth hour.

**B. Departures from Normal Teaching Day**

The following situations are to be considered departures from the normal teaching load and therefore subject to additional remuneration:

**1. Extra Class**

Teachers electing to fill an offered six (6) period teaching assignment with the loss of the planning period, shall receive an additional one-sixth (1/6<sup>th</sup>) of the teacher's base pay.

**2. Special Area Teaching Time**

a. When teachers of the special areas take over an elementary classroom, it is understood that the regular classroom teacher will be free to use this time for planning. The classroom teacher shall, if requested by the special teacher, assist the teacher of special areas on the day of the performance or activity. Whenever the teachers of these areas are absent and the classroom teacher must forfeit this planning and conference time, the teacher shall be compensated at the hourly rate specified in Schedule D. Teachers of special areas shall receive shared, pro rata, excess membership compensation with the elementary classroom teacher when applicable, with the pro rata amount determined at the beginning of the school year. Fractional parts of an hour shall be prorated.

b. The classroom teacher and special area teacher will split responsibility for delivery of students between rooms.

**C. Covering a Class for an Absent Teacher**

In the event a substitute teacher is not available, at the option of the teacher and with prior supervisor's permission, covering a class for another instructor will receive in addition to regular compensation, the Schedule D hourly rate. If the teacher is asked and agrees to cover a class for another instructor while simultaneously teaching, the teacher will receive two (2) times the Schedule D hourly rate.

**D. Assignments beyond the Normal Teaching Schedule**

Any assignment in addition to the normal teaching schedule during the regular school year, Federal Programs, extra duties enumerated in Schedule B and Summer School courses, shall not be obligatory, but shall be made with the consent of the teacher. Preference in making such non-teaching assignments will be given to unit employees regularly employed in the district.

**E. School Day**

The school day shall not start before 7:00 a.m., (with the exception of zero and seventh hour) or extend beyond 4:00 p.m., without professional compensation as specified in Schedule D.

**F. Duty-Free Lunch**

All teachers shall be entitled to a thirty (30) minute duty-free lunch period during the normal teaching day.

**G. Teacher Conferences**

The schedule for Fall and Spring Parent-Teacher conferences have been mutually agreed upon by the Administration and the Association. Conferences are incorporated into the school calendar with evening conferences scheduled for two nights in the fall and two nights in the Spring. All unit members must participate in Parent-Teacher Conferences with exception to Elementary Specials teachers who will schedule conferences upon parental request, or as deemed necessary by the Specials teacher and building administrator. Staff members who miss conferences for any reason must reschedule conferences, providing building administration with the rescheduled conference date/time.

**1. Secondary Conferences**

Eight hours of evening conferences in the fall and six hours of evening conferences in the spring will be paid at the Schedule C rate. To receive compensation under this section, a teacher must submit a district-provided time sheet to their building principal for verification of conference attendance. The principal must sign off on the hours and the teacher must email the signed form to the business office for payment.

**2. Elementary Conferences**

Seven hours of evening conferences in the fall and seven hours of evening conferences in the spring will be paid at the Schedule C rate. Conferences shall be 15 minutes in length. To receive compensation under this section, a teacher must submit a district-provided time sheet to their building principal for verification of conference attendance. The principal must sign off on the hours and the teacher must email the signed form to the business office for payment. Teachers will accrue 15 minutes of compensation at the Schedule D rate for each parent-teacher conference scheduled over 28.

**H. Attendance at School Functions**

The attendance of unit employees at meetings and functions shall be optional. Unit Employees are expected to attend four (4) functions outside of the contractual school hours within the contracted calendar year. No more than two (2) of such functions shall be assigned. The attendance of unit employees at community programs and/or activities is desirable.

**I. Deviations**

In the event of any disagreement between the representatives of the Board and the Association as to the need and desirability of any deviation, the matter may be processed through Negotiation Procedure as set forth in Article XIV.

**J. Virtual Learning**

Virtual Learning shall refer to teaching and learning experiences where students do not attend school in-person other than for specific required and limited in-person learning experiences. Online Learning shall refer to teaching and learning experiences where students are in-person but working through an online program (such as, but not limited to Edgenuity, Apex, etc.). Virtual and Online Learning in WPS shall be taught by certified WPS unit employees. A teacher will not be required to teach traditional in-person students, virtual students, and/or online students simultaneously, but may have a blend of sections of the aforementioned throughout their daily schedule.

It is the intent of WPS and WEA when offering virtual learning to provide the best possible learning experience for students. To achieve these ends, WPS and WEA will mutually agree upon Virtual Learning structure, curriculum, and expectations based upon student enrollment.

## **ARTICLE VII Working Conditions**

**A. Break Room and Lavatory Facilities**

The Board shall make available in each school, restroom and lavatory facilities exclusively for staff use and one (1) room appropriately furnished which shall be preserved for staff use as a lunchroom and lounge.

**B. Telephone and Computer**

Telephone facilities shall be made available to unit employees for their reasonable use. This shall not be construed to include toll calls. All unit employees shall have access to a computer and printer during their planning period in an area not occupied by students or non-staff individuals.

**C. Adequate Parking Facilities**

Adequate parking facilities with appropriate lighting shall be made available to unit employees for their own use.

**D. Equipment and Maintenance of School by Board**

The Board agrees to keep the schools reasonably and properly equipped and maintained.

**E. Office Equipment**

The Board agrees to make available in each school office, equipment to aid teachers in the preparation of instructional material.

**F. Self-Defense**

In cases of self-defense, unit employees have a right to defend themselves. For further clarification see Board Policy #4630.

**G. Access/Privileges to Buildings**

All unit employees shall be issued card/key access for gaining admittance into the assigned building at times other than the normal school day for work purposes. A unit employee abusing their access and using school facilities in an inappropriate manner shall immediately forfeit access privileges.

**H. Leaving Building During Normal School Day**

**1. Permission**

The Board hereby recognizes the desirability and right of an Administrator to grant permission to an individual unit employee to leave the assigned building during the unit employee's normal school day subject to the following guidelines:

**2. Guidelines**

- a. Permission may be given only during time in which the unit employee is not responsible for students.
- b. Permission may be given so that unit employees may keep doctor or dental appointments after the unit employee's last class.
- c. Permission may be given so that unit employees may attend class or professional meetings.
- d. Permission may be given in case of personal emergency.

**I. Health Safety**

No unit employee shall be required to perform a medical procedure for a student without a proper "delegation" as defined in the Michigan Public Health Code and without prior consent from said teacher.

**J. Professional Collaboration**

Teachers who voluntarily miss their planning period to participate in Learning Labs and/or Instructional Rounds will be paid at the Schedule D rate.

**ARTICLE VIII  
Class Size**

**A. Standards**

Recognizing that the size of the class to be taught by the teacher is an important component in establishing a classroom environment that is conducive for teaching and learning, at no time shall a class exceed the reasonable physical limits of the classroom, lab facility or number of workstations available and equipped for students, the parties agree to abide by the standards hereinafter set forth:

**1. Elementary**

**a. Elementary Standards**

<b>Grade Level</b>	<b>Class Size</b>
DK/K1	17/20 students
Grades K-1	25 students
Grades 2-3	26 students
Grade 4	27 students
Grades 5-6	28 students

Elementary Specials      30 students

**b. Multi-age (any combination of not less than 3 grades)**

Grade Level	Class Size
K-3	22 students
1-3	23 students
3-5	24 students

**c. Excess Membership Compensation Grades K-4**

- 1) Excess membership will begin at the standard number. The teacher of the class shall be compensated for each additional student assigned over the class size standard at the rate of 12.5 percent of the hourly rate per student on the teacher's class list as of the official student count day per semester times the number of student days per semester up to two (2) additional students. Thereafter, should additional excess student membership be assigned, the teacher of the class shall be compensated at the rate of 18.75 percent of hourly rate per student assigned on the official student day for each additional student beyond the initial two (2).
- 2) Instead of paying the teacher additional compensation for excess student membership, at the discretion of the Board and with the input from the WEA, the teacher may be assigned teacher paraeducator assistance (excluding health care paraeducators) of at least ¼ time for each two (2) excess students otherwise requiring additional compensation. When a teacher is assigned excess student membership, which requires additional compensation, the teacher upon request shall be consulted to discuss the classroom conditions and possible alternatives to relieve the excess condition. The final decision on assignment of students is retained by the Board.
- 3) Split-grade classes may be organized by scheduling students from two consecutive grades in grades 1-4. First/second split-grade classes are not to exceed twenty (20) students. Second/third split-grade classes are not to exceed twenty-one (21) students. Third/fourth split-grade classes are not to exceed twenty-two (22).
- 4) Class size standard forms will be provided in appendix C for all contract years for which a calendar has been settled.

**d. Excess Membership Compensation Grades 5-6**

- 1) Excess membership will begin the standard number. Excess membership for grades 5 and 6 will be based on students in each rotation, not based on the number in homeroom. The excess rate for each rotation shall be 1/5 of the rate for the whole-day K-4 rates.

**2. Secondary**

**a. Secondary Standards**

Subject	Class Size
Language Arts	27
Composition Classes	26
Social Studies	28
Mathematics	28
Science	28
Foreign Language	28
Business	28
Life Skills	28



Art	28
Physical Education	35
Health	28
General Education	26
Video Production	28
Vocal Music	Unlimited
Instrumental Music	Unlimited
Online learning environments (e.g. e2020)	Unlimited providing each student has a computer workstation (it is not the intent to have auditorium style learning in an online environment)

**b. Online Learning**  
 Online learning shall be defined as any class available through a program to enroll students in which instruction of any kind is exchanged or provided electronically via the internet, intranet, email, interactive television, virtual high school, virtual university or through other electronic media.

**c. Excess Membership Compensation**  
 Excess membership will begin at the standard number. The teacher shall be compensated for each additional student assigned over the class size standard at the rate of 2.5 percent of the hourly rate per additional student per class period as of the official student count day per semester up to three (3) additional students. Thereafter, should additional excess membership be assigned, the teacher shall be compensated at the rate of 3.75 percent of the hourly rate per student assigned per class period for each additional student beyond the initial three (3).

**3. Special Education Standards/Students Services**

**a. Elementary**

<u>Classification</u>	<u>Standard</u>	<u>Caseload Number</u>
ECSE (PPI)	12	24
E.I.	10	15
MiCI	15	15
MoCI	15	15
Resource Room	15	20

**b. Middle School and High School**

<u>Classification</u>	<u>Standard</u>	<u>Caseload Number</u>
E.I.	10	15
MiCI.	15	18
Resource Room	12	25

**c. Student Services**

Speech Pathologist	60
Teacher Consultants	25

**d. Excess Membership Compensation**

- 1) Overloads do not apply if the paraeducator is present in the special education classroom during that period/hour except for ECSE and elementary MiCI and MoCI.

- 2) Count dates for the purpose of overload shall be the same as general education.
- 3) The hourly rate for overload pay shall be in accordance with paragraph d. below.
- 4) Overloads for special education students will be at the rate of 3.75 percent of the hourly rate for each student assigned per class period. When students are assigned all day, the rate shall be 18.75 percent of the hourly rate (5 x 3.75). Overload that exceeds the caseload number shall be paid at the rate of \$50 per student per semester.

**4. Co-teaching - Elementary and Secondary**

The established class size standards in Article VIII will not be exceeded for general education students. The number of special education students shall not exceed the State rules and regulations. Every effort will be made to keep the class size below the stated numbers.

- a. Should an excess membership situation occur (sum of established general education standard and special education standards, State mandated), the excess membership compensation shall be determined by Article VIII and paid to the general education teacher.
- b. Both the general education teacher and the special education teacher will be responsible for classroom management, i.e. lesson plans, discipline, class instruction, etc.

**B. Unit employee Input**

A building administrator shall annually consult with building faculty members and the School Improvement Teams in order to reach consensus about student grouping plans and individual student placements. If consensus cannot be reached, the building administrator and/or Superintendent or Superintendent's designee has the final right of assignment.

**C. Reimbursement**

Excess membership forms will be provided electronically each semester. Reimbursement for excess membership under the terms of this article shall be made no later than the second pay period after the end of each semester. The excess membership count shall be confirmed on the official student count day each semester.

**ARTICLE IX**

**Contracts and Compensation**

**A. Contracts**

**1. Continuing Contract**

All tenure teachers will be considered to be on a continuing contract in this school system, to the extent not prohibited by law.

**2. Individual Contracts**

**a. Probationary Unit Employees**

Individual contracts will be issued only to probationary unit employees and for extra duties, irrespective of the probationary or tenure status of the unit employee.

**b. Extra Duties**

- 1) Individual contracts that stipulate duties assigned and the stipend for those duties shall be offered as soon as practicable. The Board will make available a list of extra duty assignments upon request.
- 2) Individual contracts issued for extra duties shall provide the failure to indicate acceptance of the contract by signing and returning within ten (10) days of the issuance of said contract shall be interpreted as a rejection of the extra duty assignment.
- 3) The use of riders as contract amendments for probationary or extra duties is forbidden. Any revision required in any contract, shall result in the issuance of a new contract, which shall indicate that the latest contract supersedes an earlier instrument. The latest contract shall also recite the date of the preceding agreement.

**3. Teaching Year**

**a. Length**

The teaching year shall be consistent with the calendar. The Association shall be granted two (2) hours out of the one (1) in-service day with first-year probationary unit employees prior to the beginning of the school year, to conduct an Association in-service with said unit employees. A minimum of 1,098 hours and 180 days shall be scheduled for instruction including professional development time where the law allows.

**b. Days and Hours**

Should the minimum required number of hours and/or days be changed by the State of Michigan, the Board and the Association shall meet to mutually agree on a solution.

**c. Snow Days**

Should scheduled student instruction days be canceled due to inclement weather or other conditions which make it impractical to hold classes, the scheduled student instruction days, including the timelines for marking periods, shall be advanced one weekday date on the calendar around designated holidays, break periods and parent teacher conferences to provide for make up of the canceled day. All make up days shall be without additional compensation. The Employer and the Association shall meet to discuss alternative ways to schedule makeup of the canceled instruction days, and may agree to vary from the method stated herein above by mutual agreement.

- 1) If the cancellation of school is within the legislated number of hours allowed for "Act of God" hours whereby the school district is not subject to a loss of state aid, and an employee has requested any type of paid leave (i.e. Association day, sick leave, bereavement leave, personal day, etc.), the employee's request for leave shall be voided, and the employee shall suffer no loss of time or hours to his/her respective leave bank nor any loss of pay.
- 2) If the cancellation of school is outside of the legislated number of hours allowed for "Act of God" hours whereby the school district would either have to make up said hour(s) or otherwise suffer a loss of state aid, and an employee has requested any type of paid leave (i.e. Association day, sick leave, bereavement leave, personal day, etc.), the request for leave shall be voided and without loss of time to the employee's respective leave bank. Any such hours that fall outside of the "allowed" Act of God hours shall be rescheduled for a later date mutually agreed upon by the parties.

3) If an employee attends a work-related conference or meeting on a date when school has been cancelled due to unforeseen circumstances, attendance shall be optional to the employee. The employee shall not be additionally compensated for these hours.

**d. Copies of Calendar**

Copies of the school calendar, mutually acceptable to the Board and the Association, will accompany the contract posted on the district's website.

**B. Compensation**

**1. 26 Pays**

All unit employees shall receive their pay in 26 equal installments. New employees contracted after the beginning of the school year will be paid on a prorated pay schedule based on start date.

**2. Computerized Payroll**

The use of the computerized payroll system occasionally presents a problem. The problem arises from the process of dividing the contractual salary by the number of pay periods, which results in a quotient, which is the amount of the biweekly salary. On the final payroll, the biweekly salary amount may be different from the preceding amounts since the salary is not always evenly divisible. In such instances, it is understood that the Board of Education will have no liability for annual contractual salary balances in amounts of twenty-five cents (25¢), or less.

**3. Extra Duty Pay**

Unit employees having extra duties that are seasonal in character shall receive their remuneration for that activity at the conclusion of the season or activity concerned. Unit employees having extra duties that are continuous throughout the school year shall have the option of receiving the remuneration for the activity or activities in a lump sum at the end of the school year, or may receive the amount of their entitlement in biweekly installments corresponding to their choice of pay option. Any staff member wishing to have an extra duty spread across 26 pays must submit a written request prior to the second day of school.

**4. Payroll Changes**

The last date for changes in payroll will be two (2) weeks prior to the payroll in which the net changes will be reflected.

**5. Copies of Contracts**

Copies of the contracts will be made available to all unit employees electronically.

**6. Salaries**

The salaries of unit employees in the K-12 program covered by this Agreement are set forth in Schedule A, which is attached to, and incorporated into this agreement. The salary schedule for extra duties is set forth in Schedule B. Unit employees who work less than full-time shall have their salaries prorated.

**7. Retirement**

The Board shall pay on behalf of each unit employee, the contribution to the Michigan Public Schools Employees' Retirement System based on each unit employee's specific retirement elections

**8. Compensation for Time Beyond the Normal School Day**

- a. **Time beyond 7-hour 30-minute day**  
Unit employees shall be compensated for any time spent beyond the seven hour and thirty-minute day for any school activity assigned to the unit employee by the principal on any school day unless such activities are provided for in the Extra Duty Pay Schedule of this contract. Compensation shall be paid at the Schedule D rate.
  - b. **Paid Activities**  
These rates shall apply for substituting, curriculum writing, summer school, after school tutoring and homebound K-12.
  - c. **Additional Professional Development Compensation**
    - 1) Unit employees shall be paid for time in attendance at any jointly approved additional professional development beyond the 30 District provided PD hours, at the Schedule C rate.
    - 2) The District will include unit employees in identifying professional learning opportunities for new hires such as but not limited to New Teacher Academy, Restorative Justice, Capturing Kids Hearts, Adaptive Schools.
- 9. Duty Limits**  
Unit employees shall not be required to perform school duties on Saturday, Sunday or holidays, unless such duties are covered by Extra Duty Contracts.
- 10. Pre- and Post-Student Attendance Days**  
Returning teachers shall not be required to report more than three (3) scheduled working days-prior to the beginning of classes. Any functions occurring outside of the contractual calendar year will be voluntary (with the exception of those that may be required within the three-day window). Hours scheduled will be paid at the Schedule D rate for hours scheduled and worked. Dates for functions occurring within the three-day window will be provided as part of the contractual calendar and are identified below:
- Kindergarten Smart Start
  - 1st - 6th grade Open House
  - Instructional Coaches facilitating learning
- 11. Credit for Outside Experience/Degrees**  
Unit employees joining Wyoming Public Schools after August 15, 2019, may be placed on the salary schedule in their proper classification up to five steps for teaching experience in the public school system.
- 12. Automobile Use/Travel**
- a. **Travel Not Part of Regular Job Assignment**  
All unit employees will be offered the use of a District vehicle for approved travel. Reimbursement for use of a personal vehicle shall be subject to pre-approval by the business office. If approved, mileage will be paid at the applicable IRS rate.
  - b. **Travel Between Buildings for Regular Job Assignment**  
Upon request, a unit employee whose regular assignment involves travel between two (2) or more buildings in a single day will receive a stipend of \$150.00 annually at the end of the school year.
  - c. **Home Visits**  
A unit employee whose regular assignment involves home visits will receive a stipend of \$150 annually at the end of the school year.

**13. Payroll Deductions**

The Board agrees to make payroll deductions as executed in written agreement with the employee.

**14. Part-Time Teachers**

Part-time teacher contracts shall be equated as follows:

1 (one) class	.20
2 (two) classes	.40
3 (three) classes	.60
4 (four) classes	.80
5 or more classes	100% contract

Part-time teachers will be responsible for a prorated planning period.

A part-time teacher desiring a vacant full-time position will receive consideration including an interview prior to hiring outside. Part-time teachers recognize there is no contractual guarantee for full-time employment.

**15. Event Passes**

The Board shall provide athletic tickets to all Wyoming Public School unit employees and a guest. The unit employee understands that there is a responsibility to ensure the safety and security of all participants, and may be asked to assist in crowd control. The Board may also withhold tickets for specific misuse or inappropriate behavior. The Board will consult with the Association regarding the denial of tickets.

**Article X  
Benefits**

**A. Insurance**

**1. Contributions and Caps**

The employer shall contribute the maximum payment permitted by Section 3 of the Publicly Funded Health Insurance Contribution Act toward the premium cost of the MESSA medical plans available to Unit Employees. This amount shall be adjusted on January 1 of each year according to the maximum single, double and family rates posted annually by the Michigan Department of Treasury. These cap rates will be subtracted from MESSA plan rates for the corresponding calendar year, and the balance will be divided evenly over all pays during the period of January 1 to December 31.

Should the premium be below the hard cap for any chosen plan, the employee is entitled to compensation equal to the difference between the employer's maximum contribution and the premium of the plan they elected. The difference in pay will be paid in bi-weekly amounts (26 pays) back to the employee as cash in lieu of insurance.

All employee contributions for health premiums will be paid through a qualified Section 125 Plan and not be subject to income tax and FICA withholding.

Employees may contribute, through payroll deduction and electronic transfer, additional money towards their HEQ HSA up to the maximum amounts allowed by the IRS. Such contributions will also be made through a qualified Section 125 Plan and not be subject to income and FICA taxation.

**2. Choice of Benefits**

**a. Health Benefits**

Unit employees shall have the following MESSA medical plans available in MESSA PAKS:

- 1) MESSA Choices, \$500/1,000 annual deductible, 20 OV/25 UC/50 ER Saver Rx,
- 2) MESSA ABC Plan 1, \$1350/\$2,700 annual deductible, ABC Rx, with HEQ
- 3) MESSA \$300/\$600 annual deductible 20 OV/25UC/\$50ER, Saver Rx
- 4) Essentials by MESSA , \$375/750 annual deductible, 20% Co Insurance, 10 online, 25 OC, 50 Spec/50 UC/ 200 ER, EbM Rx,

The parties understand that in the event the minimum deductible necessary for a medical plan to comply with HSA eligibility is increased beyond the current deductible level in MESSA ABC Plan 1, the deductible will automatically adjust to meet the federal minimum requirement.

All employees enrolled in health care plans described above shall receive the following non-medical/ancillary PAK benefits:

- 1) MESSA Life Insurance (\$45,000/AD and D)
- 2) MESSA LTD (90 CDMF 66 2/3% Max 4,500 primary)
- 3) MESSA/Delta Dental Plan (100/100/90 \$2,500 annual max; 50% ortho; AO)
- 4) MESSA/Vision Service Plan (VSP 2 Silver) The District will move from VSP 2 S to MESSA VISION PREFERRED effective January 2022. The employer cap on ancillary lines increases at 4% per calendar year. See chart below for rates:

For 21/22, 22/23, and 23/23, the employer shall cover up to 100% of the cost of dental, vision, life, AD&D, and LTD, subject to the following caps:

21/22 Single Monthly Cap (all lines)	\$96.63
21/22 Double Monthly Cap (all lines)	\$158.13
21/22 Family Monthly Cap (all lines)	\$270.25
22/23 Single Monthly Cap (all lines)	\$100.50
22/23 Double Monthly Cap (all lines)	\$164.46
22/23 Family Monthly Cap (all lines)	\$281.06
23/24 Single Monthly Cap (all lines)	\$104.52
23/24 Double Monthly Cap (all lines)	\$171.04
23/24 Family Monthly Cap (all lines)	\$292.30

**b. Cash-In-Lieu/PAK B**

Those employees not electing health benefits shall receive cash in lieu equal to \$4,850 annually (\$404.17 per month without medical coverage) to be paid in equal installments over 26 pays). This amount will be prorated according to employee FTE.

For all non-medical/ancillary MESSA PAK benefits described below, the employer shall cover up to 100% of the cost at the single subscriber rate subject to the above caps. Members electing coverage beyond single subscriber rate will be responsible for the difference above the single subscriber rate.

Non-medical/ancillary PAK benefits:

- 1) MESSA Life Insurance (\$45,000/AD and D)
- 2) MESSA LTD (90 CDMF 66 2/3% Max 4,500 primary)
- 3) MESSA/Delta Dental Plan (100/100/90 \$2,500 annual max; 50% ortho; )
- 4) MESSA/Vision Service Plan (VSP 2 Silver) The District will move from VSP 2 S to MESSA VISION PREFERRED effective January 2022 as referenced above.

3. **General Insurance Information**

The benefits delineated herein above shall be according to the coverage provided for the option selected by the unit employee. The Board shall supply insurance information for coverage including applications and claim materials. Insurance coverage for unit employees shall be on a twelve (12) month basis from January to December.

4. **Part-Time Unit Employees**

a. **Health Insurance**

Current part-time unit employees selecting health insurance will receive a prorated district contribution toward the cap relative to their FTE. (For a .6fte schedule, the board will pay 60% of the cap amounts as listed under Article X.A.)

b. **Cash-In-Lieu/PAK B**

Current part-time unit employees selecting cash-in-lieu/PAK B will receive non-medical/ancillary benefits and proration of cash in lieu.

**B. Loss or Damage to Personal Property**

The Board shall reimburse a teacher for loss, damage or destruction of their own personal property used in the course of provided instruction while on duty for the school. This obligation shall extend to loss, damage or destruction of a teacher's personal property while left unattended in any automobile parked in the designated parking area on the school premises, provided such automobile is equipped with a fully enclosed body, the property was left in a locked enclosure out of view unless prior approval is obtained otherwise, and the loss is a direct result of forcible entry into the fully enclosed body, the doors and window of which shall have been securely locked. Damage to a teacher's automobile due to vandalism or malicious acts related to employment while the automobile is parked in a designated parking area on the school premises, shall be covered under the limits of this provision. This obligation shall not encompass wear, tear or gradual deterioration of property or loss of money. The Board shall be obligated to pay for such loss, damage or destruction in an amount greater than twenty-five dollars (\$25.00) but not to exceed two hundred fifty dollars (\$250.00) This obligation shall extend only to (that portion of) any such loss not covered by insurance taken out by the teacher and shall be payable only after the teacher has first exhausted all possibility of collecting for such loss either under the teacher's own insurance, or from the person involved, if any. Written report of the loss shall be submitted to the building principal within forty-eight (48) hours of the time sustaining such loss, weekends and holiday excepted. The written report shall provide sufficient evidence to support the proof of loss. In cases of damage, theft or vandalism a police report must be filed and the teacher must cooperate with the authorities and the Board in any investigation, prosecution or action to determine the person responsible and obtain recovery. No reimbursement for items under \$25.00 will occur. Vehicle must be repaired and proof of completion (i.e. invoice) provided to the district prior to compensation.

**C. Injury in the Line of Duty**

If a unit employee is injured while in the line of duty, the balance of medical or hospital care not covered by Worker's Compensation or hospitalization insurance will be furnished by the Board, at a designated hospital. In the event that an employee is eligible for worker's compensation, the time lost, if any, will not be charged



against the employee's sick leave and the employee shall continue to be paid. Any wage differential between Worker's Compensation and salary will be reimbursed by the Board for the contractual year in which said injury occurs following depletion of leave time.

**D. Reimbursement for Conference Expenses**

**1. Request For Reimbursement**

Request for reimbursement of conference expenses shall be submitted at least two (2) weeks prior to the date of the conference. All receipted bills for expenses incurred must be filed with the claim for reimbursement. This clause is not to be construed to refer to M.E.A. Regional Conference days or area regional meetings of the Michigan Education Association.

**2. Reimbursable Expenses**

Properly documented costs at a pre-approved conference shall be reimbursable through payroll upon submission of receipts and a signed request form. A detailed procedure will be documented within the Business Office.

**E. Documentation for Classification Change**

Proof of classification (official transcripts) must be submitted to the Personnel Office prior to August 15<sup>th</sup> for a full-year credit, and January 15<sup>th</sup> for a half-year credit.

**F. National Board Certification**

Each teacher attaining National Board Certification shall be compensated \$1,000 annually in addition to the compensation for his/her step placement per Schedule A.

**G. Tuition Reimbursement**

The Board of Education will pay up to \$35,000.00 annually to be allocated for tuition reimbursement according to details outlined in the Tuition Reimbursement Request Form. Any remaining or unused funds remain with WPS. Teaching personnel with a valid teaching certificate are to be reimbursed the actual costs of tuition (minus any scholarships, fees, or taxes), for the successful completion of academic courses completed during the period from May 1 to April 30 each year subject to availability and not to exceed \$5,250 per person per calendar year. Tuition reimbursement is subject to all provisions provided in the Tuition Reimbursement Request Form which will be mutually agreed upon by WEA and WPS. This form will be made available to unit employees on WPSIN and included in an Appendix of the current CBA.

**ARTICLE XI  
Leave Provisions**

**A. Sick Leave Use**

At the beginning of each school year, unit employees will be granted paid sick leave time to be used during the employee's regular work year as necessary because of the personal illness or accidental injury of the employee or the employee's immediate family or household members. Up to fifteen (15) paid leave days shall be granted for partner/paternity leave upon written request. All paid and unpaid leaves will run concurrently with Family Medical Leave Act leaves, where applicable. Immediate family member is defined as spouse, parents and those who stand in their stead, grandparents, brothers, sisters, children and grandchildren. Household member is

defined as a person established and living on a continuing basis with the employee as a resident in their household.

**B. Number of Days and Accumulations**

Each unit employee will be granted fourteen (14) days of accumulated leave time each year. The paid leave time is available for use when the employee begins the scheduled assignment as authorized. The paid leave time granted at the beginning of each school year will be prorated for employees working less than full time or less than a full work year. For purposes of severance, paid leave time shall be deemed to be earned on a prorated basis at 1 and 1/3 days per month. No adjustment will be made for employees who exhaust all accumulated leave days and are subsequently forced to take a medical leave of absence. The unused paid leave time from the amount granted at the beginning of the school year shall be accumulated by the employee without limitation. Unit employees must be actively employed at the start of the school year to receive allocation of days.

1. All absences, absent an emergency, must be posted in AESOP by the unit employee at least two hours prior to report time.
2. Leave must be taken in ½ day increments.

In the case of bereavement, Unit Employees will be given (3) days that do not count against personal or sick leave. Additional bereavement days may be taken, with approval from the Superintendent or Superintendent's designee, and will be deducted from sick leave. Bereavement shall apply to any member of the employee's immediate family or household (as defined in Article XI.A).

**C. Personal Leave**

A unit employee may use up to three (3) days of paid leave time as personal leave, without loss of pay, each school year.

Personal leave cannot be used on the first or last day of school, during parent-teacher conference days, staff development days, or immediately preceding or following a break in the school calendar (including Memorial Day Weekend). Application shall be made at least five (5) days prior to the leave day (September through March) and ten (10) days prior to the leave day (April through June) but no more than sixty (60) days prior to the leave day. Administrators reserve the right to deny a day if it would result in more than 15 percent of the building's full-time unit employees being absent from September through March. April through June will limit personal leave days to a maximum of 20 personal leave days on any given day district-wide and no more than 15 percent of the building's unit employees being absent. Denials and approvals will be based on the order of application (last to apply would be first denied) and communicated to unit employees in a timely manner. Employees will be notified of denial or approval at least 48 hours in advance of the leave day and, if not, may treat the day as approved.

**D. Special Leave**

1. Unit employees who have an accumulation of seventy (70) or more leave days at the time of the request for leave may take one (1) day of paid leave absence each year as a special leave day. Employees who have an accumulation of one hundred seventy (170) or more leave days at the time of the request for leave may take two (2) days of paid leave absence each year as special leave days. For each special leave day taken, two (2) paid leave days shall be deducted from the unit employee's accumulated leave days. Special leave days may be combined with Personal Leave except in the event of extending a school break (XI.E.3)

2. Application for special leave must be made at least fourteen (14) days prior to the leave day. The number of special leave days available for use by the employee shall not exceed 2 each school year. No more than eight (8) unit employees shall be granted special leave days on any given day and no more than 15 percent of the building's unit employees shall be absent on any given day.
3. Extending a school break in a school calendar using special leave will be allowed for no more than one day every three years and shall not be used in conjunction with any other paid or unpaid leave immediately prior to or following a break in the school calendar. To be eligible, a unit member must have an accumulation of seventy (70) leave days at the time of the request. Special leave extending a school break will be limited to a maximum of fifteen (15) district-wide and will not exceed 10 percent of unit employees from a single building.

**E. Retirement/Severance Pay**

1. Employees will receive compensation into a 403(B) plan of the employee's choice from the District's approved vendor list, for unused accumulated leave time at the time of separation or retirement, provided they have been employed a minimum of fifteen (15) years, are separating at the end of the school year, and have provided notice to district administration by April 1. (The notice requirement may be waived due to circumstances beyond the employee's control.) Employees separating due to a disciplinary action resulting in termination shall not be eligible for separation pay under this section.

Years of Service	Retirement/Separation
15 and over	\$80 per day for all accumulated leave days for a maximum of 300 days (\$24,000 max payment)

2. The following insurance benefits are available from the Board upon retirement:
  - a. **Plan A options:**
    - 1) Continue receiving health and ancillary benefits as provided in Article X.A until the end of the contractual year.
    - 2) For each month up to three (3) months (June, July, August), that the retiring unit employee opts out of Plan A, the employee shall receive \$200.
  - b. **Plan B**  
Will remain the same until August 31 – will keep on receiving cash in lieu of benefits until August 31.
3. Upon the death of an employee, the severance compensation will be paid to the employee's beneficiary.

**F. Leaves Not Chargeable**

Leaves for the following purposes shall not be chargeable to accumulated leave time:

1. When an employee is summoned for jury service, except that the combination of the remuneration for jury duty and the employee's salary shall not exceed the employee's normal salary.
2. Court appearances as a witness in any case connected with the employee's employment or the school.

3. Visitation at other schools authorized by the Superintendent or Superintendent's designee.
4. Attendance at dedications, or other ceremonies as a representative of the school
5. Conference attendance.
6. Requests for leave under this Article shall be submitted to the Principal, or immediate supervisor for transmittal and approval of the Superintendent or the Superintendent's designee.
7. The first five (5) days of absence due to a job-related injury.

**G. Unpaid Leaves Available**

Upon the submission of a request by a unit employee, the Board shall grant a leave of absence for the reasons and under the conditions as follows:

1. **Disability Leave:** Any unit employee who has exhausted available paid leave days, upon written request, shall be granted a leave of absence without pay for up to one (1) full school year. Leave may be extended for an additional year upon approval from the Board of Education.
2. **Military Leave:** Military Leave of absence shall be granted to any unit employee who shall be called or inducted to active service for military duty to any branch of the Armed Forces of the United States. Unit employees on military leave shall be given the benefit of any increments which would have been credited to them had they remained in active service in the school system. Volunteers shall not receive benefits beyond their first (1<sup>st</sup>) enlistment. No provisions of this Agreement shall be applied to a person separated from the military service for other than honorable reasons.
3. **Association Officer's Leave:** Teachers who are officers of the Association shall be eligible for a leave of absence of up to one (1) year to perform the duties of their office.
4. **Childcare Leave –** provided that the child is a legal dependent of the unit employee requesting such leave shall be granted for up to one school year.
5. All other unpaid leaves of absence are subject to approval by the Board of Education.

Seniority shall be frozen and not accrue during unpaid leaves of more than one (1) school year.

**H. Unpaid Leave Conditions**

All leaves in Article XI, F. and Article XI, G. shall be subject to the following conditions:

1. Except in emergencies, which preclude such notice, the Assistant Superintendent for Human Resources or designee shall be provided notice of request for leave sixty (60) calendar days in advance.
2. All leaves shall be for the remainder of a semester of the school year, or full semester or school year at the option of the unit employee, unless otherwise arranged with, and approved by, the Assistant Superintendent for Human Resources or designee.
3. Prior to returning from leave, the Assistant Superintendent for Human Resources or designee may require a physician's statement regarding the unit employee's fitness to perform the essential functions of his/her assigned position when the leave is related to a disabling condition.

4. Upon return from leave, unit employees shall be placed on the same position on the salary schedule to which the unit employee was entitled at the effective date of the leave.
5. Upon return from leave, unit employees shall be placed in a position subject to the provisions of Article V.
6. All leaves of absence may be extended or shortened upon request by the unit employee and approval by the Board of Education.

**I. Leave Conditions**

1. Approved leaves without pay shall be deducted from the employee's salary at the daily rate of the employee on the day of absence.
2. An employee who misrepresents or misuses accumulated leave time will have said salary reduced by the employee's daily rate for each day misrepresented or misused and be subject to appropriate disciplinary action.
3. Employees under suspension or subject to dismissal proceedings forfeit claim to compensation under Article XI,C (retirement pay).
4. In cases subject to Workers' Compensation Law, such leave may be used to supplement the compensation benefit received so that the total amount paid an employee will equal but not exceed the regular salary for the period of absence from the employee's assignment.

**J. Application for Leave**

Written application for leave of absence without pay is to be made to the Assistant Superintendent of Human Resources, or his/her designee with confirming approval by the Board of Education. Action of the Board of Education is required within a reasonable period subsequent to the receipt of the application. There is to be no reimbursement for any portion of the unit employee's salary while on such leave. Any unit employee on a leave of absence shall not forfeit his/her accumulated leave days.

**K. Sabbatical Leave**

Sabbatical leave of absence may be granted to any unit employee employed by the Board of Education, upon the recommendation of the Superintendent or his/her designee and subject to the approval of the Board of Education, when the professional competence of the unit employee and the general welfare of the public schools will be so benefited. Any unit employee shall be eligible to apply for sabbatical leave subject to the following conditions and requirements:

1. The applicant must hold a life, permanent or continuing certificate.
2. The applicant must have seven (7) consecutive years of satisfactory service as a full-time employee in the district. Absence from service in the district for two (2) years under a leave of absence without pay, granted by the Board of Education, shall not be deemed a break in the continuity of service required by this Section and shall be included as one (1) year of service in computing the seven (7) consecutive years.
3. Subsequent sabbatical leaves may be authorized after eligibility has been re-established by service of an additional seven (7) consecutive years of satisfactory service as a full-time employee.

4. As a condition to receiving final approval for a sabbatical leave, a unit employee shall file with the Secretary of the Board of Education, a written agreement that he/she will remain in the service of the district for a period of two (2) years after the expiration of said leave. (See following Sections for conditions governing default of this Agreement.)

**L. The Following Additional Conditions Shall Prevail with Reference to Application for Sabbatical Leave:**

1. Approval of a sabbatical leave by the Board of Education shall be contingent upon securing a unit employee qualified to assume the applicants' duties.
2. A sabbatical leave once granted may not be terminated before the date of expiration, except as otherwise agreed upon by the Superintendent or his/her designee, the Board of Education and the applicant for sabbatical leave.
3. Approval for an application for sabbatical leave shall be made by a committee comprised of the following: (a) the applicant's principal, (b) one (1) administrator, (c) one (1) board member, (d) one (1) member of the WEA appointed by the Association President, and (e) one (1) fellow unit employee chosen by the applicant.

**M. Requirements and Status While on Sabbatical Leave are Defined as Follows:**

1. During said sabbatical leave, the unit employee shall be considered to be in the employ of said Board, shall have a contract, and shall be paid one-half his/her full salary and full insurance benefits; provided, however, the Board shall not be held liable for death or injuries sustained by any unit employee while on sabbatical leave.
2. Payment to a unit employee on sabbatical leave shall be made in accordance with the provisions of the Board of Education for payment of salary to other members of the professional staff, except that upon the unit employee's request, the payroll department shall mail the employee's check to any designated bank for deposit therein in the unit employee's account.
3. A term of sabbatical leave shall entitle a unit employee to an automatic salary schedule increment at the beginning of the next full year of school following his/her return to service in the system.
4. Any unit employee on sabbatical leave shall not forfeit his/her accumulated leave days. Any unit employee not returning to the system at the end of his/her sabbatical leave shall forfeit all accumulated days.
5. A sabbatical leave granted to a unit employee shall also operate as a leave of absence without pay from all other school activities.
6. Any unit employee granted a leave of absence pursuant to this policy may be required to perform such services and to engage in such activities during the leave as the Superintendent or his/her designee, with the approval of the Board of education, and the unit employee shall agree upon in writing.

**N. Status Upon Returning from Sabbatical Leave:**

1. At the expiration of a sabbatical leave, the unit employee shall be restored to their position or to a position acceptable to the returnee subject to the provisions of Article V. Seniority shall accrue during sabbatical leave. Upon return from sabbatical leave, the unit employee shall be placed at the position on the salary schedule to which he/she was entitled at the effective date of the leave.

2. When an employee completes the planned program of the leave, but does not return to service in the Wyoming Public Schools, he/she shall within two (2) years repay the Board of Education the amount received by him/her during the sabbatical leave.
3. If the employee does not remain in the Wyoming Public School District of the City of Wyoming for two (2) years immediately following his/her sabbatical leave, he/she shall within two (2) years repay the Board of Education an amount of money which will bear the same relation to the amount granted as the expired period of service bears to two (2) years. This rate does not apply in cases wherein the person becomes incapacitated to work, or in cases where the rule is waived by the Board of Education.

**O. Service Credit Upon Returning from Leave**

All qualified employees having previously accumulated years of service in the Wyoming Public Schools shall be given full credit for that service, upon return from approved leave

**ARTICLE XIII  
Professional Grievance Negotiation Procedure**

- A. Any unit employee, group of unit employees, or the Association, believing that there has been a violation, misinterpretation or misapplication of any provisions of this Agreement or any existing rule, order of regulation of the Board, and any other provisions of law (except a statute specifically establishing a procedure for redress) relating to wages, hours, terms or conditions of employment, may file a written grievance with the Board or its designated representative.
- B. The procedure governing grievances shall be as follows:

**Definitions:**

1. A "complaint" is an alleged violation, misinterpretation, or misapplication of the expressed provisions of this Agreement.
2. A "grievance" is a complaint which has not been resolved and which has been reduced to writing.
3. The "aggrieved party" is the person or persons, or Association making the claim.

**General Principles:**

1. The primary purpose of this procedure is to secure, at the lowest level possible, solutions to the problems of the parties. Both parties agree that these proceedings shall be kept as confidential as may be appropriate at each level of the procedure.
2. Employees have the right to review their own file. Nothing contained herein shall be construed as limiting the right of any unit employee with a complaint to discuss the matter informally with any appropriate member of the Administration. Nothing contained herein shall be construed to prevent any individual unit employee from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that the Association has been given the opportunity to be present at such adjustment.

3. Both the administration and the aggrieved party want a timely and expedient resolution to the problem. An agreement to extend timelines, or suspend timelines is always possible if the two sides agree. If, however, no suspension of timelines is agreed upon, and if timelines are violated the grievance proceeds to the next level immediately. (If two timeline constraints are violated by the administration, the administration's response is seen as to grant the grievant's position).
4. Demotion or suspension of unit employees not covered by the tenure act will be subject to the grievance procedure.

**Procedure:**

**1. Level One**

An employee or group of employees or the Association shall, within 15 work days of its alleged occurrence or 15 work days from the date the employee learned of the violation, orally discuss the complaint with the building supervisor and the Representative of the Association in an attempt to resolve the matter. If no resolution is obtained within five (5) workdays following the discussion, the grievant may express a grievance in writing and process in accordance with Level Two, on the Grievance Form as shown in the Appendix B.

**2. Level Two**

Any grievance filed by an employee, group of employees, or the Association must be filed within five (5) workdays from the end of Level One. The Board hereby designates for its representatives for such purposes the Principal/Supervisor in each school building and the Superintendent or his/her designee, when the particular grievance arises in more than one building. The Association hereby designates the President of the Wyoming Education Association or designated representative, as the local agent for processing grievances. Within five (5) workdays of the receipt of the grievance, the designated representative of the Board shall meet with the designated representative of the Association in an effort to resolve the grievance. The affected grievant(s) may or may not be present at such meeting.

**3. Level Three**

If the meeting with the principal/supervisor and the parties cannot agree, the grievance shall be promptly transmitted within five (5) work days to the Superintendent, or the designated representative, who shall have five (5) work days thereafter to approve or disapprove the grievance. If the grievance is transmitted directly to the Superintendent or the designated representative, that person will have ten (10) workdays from receipt to approve or disapprove it. If the grievance is denied by the Superintendent or the designated representative either in review of the action of the principal/supervisor, or as the initial responses, the Superintendent or the designated representative shall answer the grievance in writing and the grievance with the answer shall be transmitted to the Association. The Association shall have twenty (20) workdays to file a demand for arbitration with the American Arbitration Association.

**4. Level Four**

Upon the filing of a demand for arbitration, an arbitrator will be appointed under the rules of the American Arbitration Association, which shall likewise govern the hearing. The arbitrator so selected will confer with the parties and hold hearings promptly and shall issue a decision not later than thirty (30) days from the date of the close of the hearing. The costs of the arbitrator shall be shared equally by the Board and the Association. The Board and Association shall not be permitted to assert in such arbitration proceeding any ground, or to rely on any evidence not previously disclosed to the Board and to the Association. The arbitrator's decision shall be in writing and will set forth the findings of facts, reasons, and conclusions on the issues submitted, and shall be final and binding upon all parties concerned. The arbitrator shall have no power to alter, modify, add to or subtract from the provisions of this Agreement. The arbitrator's authority shall be limited to deciding whether a specific Article



and Section of this Agreement has been violated and shall be subject in all cases to the rights and responsibilities and authority of parties under the Michigan General School Law, or any other National, State, County, District or local laws. The following matters shall not be the basis of any grievance filed under the procedure outlined in this Article:

- a. Failure to re-employ any teacher on a probationary contract through the first five (5) years.
- b. Except as otherwise noted herein, any claim or complaint for which there is another remedial procedure or forum established by law including any matter subject to the procedure specified in the Teacher Tenure Act.
- c. Any subject that is prohibited under Section 15(3) of PERA.
- d. The content of any performance evaluation.

**C. MISCELLANEOUS**

1. A complaint or grievance may be withdrawn at any level without prejudice of interpretation of the Agreement.
2. The complaint discussed and the decision rendered at Level One shall be placed in writing upon request of either party. Decisions rendered at other levels shall be in writing and shall promptly be transmitted to the aggrieved parties.
3. No reprisals of any kind shall be taken by or against any aggrieved party or any participation in the grievance procedure by reason of such participation.
4. Access shall be made available to all parties, places and records for all information necessary to the determination and processing of the grievance.
5. It is understood that the time limits are maximum and can be extended with the written mutual consent of both parties. Both parties should be encouraged to process a grievance as rapidly as possible and within the limits and procedure as set forth herein.
6. In the event a grievance is filed after May 1<sup>st</sup> of any year and strict adherence to the time limits may result in hardship of any aggrieved party, the Superintendent or the designated representative shall use every effort to process such grievance prior to the end of the school term or as soon thereafter as possible. If the grievance is processed to arbitration, the Association may submit the grievance to expedited arbitration under the rules of the American Arbitration Association.

Notwithstanding the expiration of this Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution.

**ARTICLE XIV  
Negotiation Procedure**

- 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 request by either party to the other. The parties undertake to cooperate in arranging

meetings, selecting representatives for such discussions, furnishing necessary information and otherwise constructively considering and resolving any such matter.

- B. In the event the Master Agreement is reopened by mutual consent for negotiations, the parties will promptly negotiate for the purpose of reaching an agreement.
- 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 membership of the Association and a majority of the Board, 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. During the term of this Agreement, neither the Association nor any person acting in its behalf, nor any individual unit employee will cause, authorize or support, nor will any Association members take part in any strikes (i.e., the concerted failure to report for duty, or willful absence of unit employees from their positions, or stoppage of work or abstinence, in whole or in part from the full faithful and proper performance of the unit employees' duties of employment) for any purpose whatsoever.

## **ARTICLE XV MISCELLANEOUS**

### **A. Use of Internet/Intranet by WEA Members**

- 1. The parties recognize that the Internet/Intranet is a vast resource capable of providing enhanced information gathering and communication skills to assist in educational, employment-related, Board of Education and Association endeavors.
- 2. Employee use of the Internet/Intranet is appropriate under all of the following circumstances:
  - a. Support of the academic program;
  - b. Telecommunications;
  - c. Association activities; and
  - d. Reasonable personal and recreational usage to the extent that such use does not violate the Master Agreement and does not interfere with the members' assigned duties and responsibilities.
- 3. The employees may not use the district's Internet/Intranet for commercial for-profit purposes.
- 4. The parties recognize that there is no legitimate expectation of privacy in electronic mail communications.
- 5. The Employer agrees to provide insurance coverage for any unintentional damage that may result to the Employer's computer system while on school property or at a school sponsored activity. The employee will assume responsibility for damage to the computer system at all other times.

**B. Privacy Issues**

The Employer will provide each employee with a password for accessing the Internet/Intranet and electronic mail. The employees agree to maintain confidentiality with regard to their passwords; however, it is understood that the Employer will have access to all such passwords, which will be kept in a safe and confidential location.

**C. Objectionable Materials**

The parties agree that employees shall not intentionally access inappropriate websites.

**D. Unemployment Compensation Repayment**

Unit employees who are notified of layoff and are subsequently recalled on or before the beginning of the school semester immediately following notice of layoff, shall return 100% of any unemployment compensation received. Such reimbursement shall be deducted from the unit employee's salary throughout the school year in 26 equal payments, unless the employee reimburses the district in whole via personal check before the first pay period following recall.

**ARTICLE XVI  
DURATION OF CONTRACT**

**A. Effective Dates**

This Agreement shall be effective as of August 15, 2021, and continue until the 15- day of August, 2024, with an agreed upon opener in May of 2023, for discussion of benefits and two language items (from a section of an article) with a committee of two from both administration and WEA. This Agreement shall not be extended orally, and it is understood that it shall expire on the date indicated.

**B. Contrary to Law**

If any provision of this Agreement or any application of the Agreement to any unit employee or group of unit employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law but all other provisions or applications shall continue in full force and effect.

**C. Copies of Agreement**

Electronic copies of this agreement will be available on the District Website and Intranet.

**EDUCATION ASSOCIATION**

By Jeremy Schnetzler  
WEA President

By Kimberly Swig  
WEA Vice President

By Moureen McCallister  
Uniserv Director

**BOARD OF EDUCATION**

By Laura Muncy  
President

By [Signature]  
Vice President

By [Signature]  
Superintendent

**APPENDIX A**

**SCHEDULE A  
2021-22**

The following shall be the schedule of basic employee salaries for services as described in Article VI. Classification under the MA+30 lane requires a unit employee to have a total of thirty (30) semester/credit hours beyond the MA degree. Employees who completed a master's program requiring sixty (60) semester/credit hours beyond the BA will also qualify for the MA+30 lane.

*A step will be advanced from 2020-21. An employee on step 5 in 2020-21 will be on step 6 in 2021-22. Schedule increase is 2.75% from prior year*

	<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>MA+30</b>
	1	\$40,477	\$44,526	\$46,955
	2	\$41,694	\$45,739	\$48,169
	3	\$43,311	\$46,848	\$49,588
	4	\$45,738	\$48,216	\$50,995
	5	\$48,574	\$49,910	\$52,351
	6	\$48,821	\$52,080	\$54,249
	7	\$49,930	\$53,436	\$56,419
	8	\$53,258	\$55,335	\$58,590
Employees reaching BA step 9 prior to 2013-14 are grandfathered at 67038.21	9	\$57,697	\$58,048	\$61,845
	10	\$60,470	\$60,821	\$65,643
	11	\$60,470	\$62,387	\$68,354
	12	\$60,470	\$65,914	\$72,153
Employees reaching BA step 9 during to 2013-14 are grandfathered at 63224.13	13	\$60,470	\$69,983	\$75,949
	14	\$60,470	\$73,779	\$81,103
	15	\$60,470	\$76,221	\$83,274
	16	\$60,470	\$78,662	\$84,629
Employees reaching BA step 9 prior to 2013-14 who were eligible for the \$1,000 stipend are grandfathered at 68088.315	17	\$60,470	\$79,747	\$85,715
	18	\$60,470	\$80,018	\$86,799
	19	\$60,470	\$80,289	\$87,070
	20	\$60,470	\$81,103	\$87,342
	21	\$60,470	\$82,459	\$87,884
	22	\$60,470	\$83,002	\$88,155
	23	\$60,470	\$83,274	\$89,241
	24	\$60,470	\$83,545	\$89,783
	25	\$60,470	\$83,816	\$90,054
	26	\$60,470	\$84,086	\$90,681
	27	\$60,470	\$84,629	\$90,984
	28	\$60,470	\$84,901	\$91,503
	29	\$60,470	\$85,173	\$92,216
	30	\$60,470	\$85,444	\$93,147
	31	\$60,470	\$85,990	\$93,758

**APPENDIX A**

**SCHEDULE A  
2022-23**

The following shall be the schedule of basic employee salaries for services as described in Article VI. Classification under the MA+30 lane requires a unit employee to have a total of thirty (30) semester/credit hours beyond the MA degree. Employees who completed a master's program requiring sixty (60) semester/credit hours beyond the BA will also qualify for the MA+30 lane.

*A step will be advanced from 2021-22. An employee on step 5 in 2021-22 will be on step 6 in 2022-23. Schedule increase is 2.5% from prior year.*

	<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>MA+30</b>
	1	\$41,489	\$45,639	\$48,129
	2	\$42,736	\$46,883	\$49,373
	3	\$44,394	\$48,019	\$50,828
	4	\$46,882	\$49,422	\$52,270
	5	\$49,788	\$51,158	\$53,660
	6	\$50,041	\$53,382	\$55,605
	7	\$51,179	\$54,772	\$57,829
	8	\$54,590	\$56,718	\$60,055
Employees reaching BA step 9 prior to 2013-14 are grandfathered at 68714.16525	9	\$59,140	\$59,499	\$63,391
	10	\$61,982	\$62,341	\$67,284
	11	\$61,982	\$63,946	\$70,063
	12	\$61,982	\$67,562	\$73,957
Employees reaching BA step 9 during to 2013-14 are grandfathered at 64804.73325	13	\$61,982	\$71,733	\$77,847
	14	\$61,982	\$75,623	\$83,130
	15	\$61,982	\$78,127	\$85,356
	16	\$61,982	\$80,629	\$86,745
Employees reaching BA step 9 prior to 2013-14 who were eligible for the \$1,000 stipend are grandfathered at 69790.52288	17	\$61,982	\$81,741	\$87,858
	18	\$61,982	\$82,018	\$88,969
	19	\$61,982	\$82,296	\$89,247
	20	\$61,982	\$83,130	\$89,525
	21	\$61,982	\$84,520	\$90,081
	22	\$61,982	\$85,078	\$90,359
	23	\$61,982	\$85,356	\$91,472
	24	\$61,982	\$85,634	\$92,028
	25	\$61,982	\$85,912	\$92,306
	26	\$61,982	\$86,189	\$92,948
	27	\$61,982	\$86,745	\$93,259
	28	\$61,982	\$87,024	\$93,791
	29	\$61,982	\$87,302	\$94,521
	30	\$61,982	\$87,580	\$95,476
	31	\$61,982	\$88,140	\$96,102

**APPENDIX A**

**SCHEDULE A  
2023-24**

The following shall be the schedule of basic employee salaries for services as described in Article VI. Classification under the MA+30 lane requires a unit employee to have a total of thirty (30) semester/credit hours beyond the MA degree. Employees who completed a master's program requiring sixty (60) semester/credit hours beyond the BA will also qualify for the MA+30 lane.

***A step will be advanced from 2022-23. An employee on step 5 in 2022-23 will be on step 6 in 2023-24. Schedule increase is 2.5% from prior year.***

	<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>MA+30</b>
	1	\$42,527	\$46,780	\$49,332
	2	\$43,805	\$48,055	\$50,608
	3	\$45,504	\$49,220	\$52,099
	4	\$48,054	\$50,657	\$53,576
	5	\$51,033	\$52,436	\$55,001
	6	\$51,292	\$54,716	\$56,995
	7	\$52,458	\$56,141	\$59,275
	8	\$55,955	\$58,136	\$61,556
Employees reaching BA step 9 prior to 2013-14 are grandfathered at 70432.01938	9	\$60,618	\$60,986	\$64,976
	10	\$63,532	\$63,900	\$68,966
	11	\$63,532	\$65,545	\$71,815
	12	\$63,532	\$69,251	\$75,806
Employees reaching BA step 9 during to 2013-14 are grandfathered at 66424.85158	13	\$63,532	\$73,526	\$79,794
	14	\$63,532	\$77,514	\$85,208
	15	\$63,532	\$80,080	\$87,489
	16	\$63,532	\$82,645	\$88,913
Employees reaching BA step 9 prior to 2013-14 who were eligible for the \$1,000 stipend are grandfathered at 71535.28595	17	\$63,532	\$83,785	\$90,054
	18	\$63,532	\$84,068	\$91,193
	19	\$63,532	\$84,353	\$91,478
	20	\$63,532	\$85,208	\$91,763
	21	\$63,532	\$86,633	\$92,333
	22	\$63,532	\$87,204	\$92,618
	23	\$63,532	\$87,489	\$93,759
	24	\$63,532	\$87,774	\$94,328
	25	\$63,532	\$88,059	\$94,613
	26	\$63,532	\$88,343	\$95,272
	27	\$63,532	\$88,913	\$95,590
	28	\$63,532	\$89,199	\$96,135
	29	\$63,532	\$89,484	\$96,885
	30	\$63,532	\$89,769	\$97,863
	31	\$63,532	\$90,344	\$98,505

**APPENDIX A**

<b>2021-22 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Non-Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Annual & Camera Club (High School)/with class	3%	\$ 1,250.82	3.5%	\$ 1,459.29	4%	\$ 1,667.76	4.5%	\$ 1,876.23
Annual (Junior High) (Yearbook)	2%	\$ 833.88	2.5%	\$ 1,042.35	3%	\$ 1,250.82	3.5%	\$ 1,459.29
Business Professionals of America	2.5%	\$ 1,042.35	3%	\$ 1,250.82	3.5%	\$ 1,459.29	4%	\$ 1,667.76
School Newspaper (High School)	3.5%	\$ 1,459.29	4%	\$ 1,667.76	4.5%	\$ 1,876.23	5%	\$ 2,084.70
Student Council (Junior)	1.5%	\$ 625.41	2%	\$ 833.88	2.5%	\$ 1,042.35	3%	\$ 1,250.82
Student Council ( High School)	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Senior Class Advisor	2.5%	\$ 1,042.35	2.75%	\$ 1,146.59	3%	\$ 1,250.82	3.25%	\$ 1,355.06
Junior Class Advisor	2.5%	\$ 1,042.35	2.75%	\$ 1,146.59	3%	\$ 1,250.82	3.25%	\$ 1,355.06
Sophomore Class Advisor	1%	\$ 416.94	1.25%	\$ 521.18	1.5%	\$ 625.41	1.75%	\$ 729.65
Freshman Class Advisor	1%	\$ 416.94	1.25%	\$ 521.18	1.5%	\$ 625.41	1.75%	\$ 729.65
Drama (per play, one per year)	5%	\$ 2,084.70	5.5%	\$ 2,293.17	6%	\$ 2,501.64	6.5%	\$ 2,710.11
Drama Assistant (one paid per year)	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88
Musical (one per year)	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46
Musical Assistant (one per year)	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88
Variety Show (Elementary & Secondary)	1%	\$ 416.94	1%	\$ 416.94	1%	\$ 416.94	1%	\$ 416.94
Honor Society	1%	\$ 416.94	1.5%	\$ 625.41	2%	\$ 833.88	2.5%	\$ 1,042.35
Elementary/Junior High Vocal Music	1%	\$ 416.94	1.25%	\$ 521.18	1.5%	\$ 625.41	1.75%	\$ 729.65
Senior High Vocal Music	2%	\$ 833.88	2.25%	\$ 938.12	2.5%	\$ 1,042.35	2.75%	\$ 1,146.59
Band (High School)	9%	\$ 3,752.46	10.5%	\$ 4,377.87	12%	\$ 5,003.28	13.5%	\$ 5,628.69
Band (Junior High School)	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Summer Bands	2%	\$ 833.88	2.5%	\$ 1,042.35	3%	\$ 1,250.82	3.5%	\$ 1,459.29
Orchestra	2.5%	\$ 1,042.35	3.5%	\$ 1,459.29	4%	\$ 1,667.76	5%	\$ 2,084.70
Drumline	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88
Safety Patrol	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
New Teaching Mentor (3 year commitment)	1%	\$ 416.94	2%	\$ 833.88	3%	\$ 1,250.82	-	
Smart Start (Junior High only)	1%	\$ 416.94	1%	\$ 416.94	1%	\$ 416.94	1%	\$ 416.94
Science Olympiad	4%	\$ 1,667.76	4.5%	\$ 1,876.23	5%	\$ 2,084.70	5.5%	\$ 2,293.17
Technology Liaison	2.5%	\$ 1,042.35	3%	\$ 1,250.82	3.5%	\$ 1,459.29	4%	\$ 1,667.76

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Secondary SI Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Elementary Non-Core Area SI Rep (special ed or specials)	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76
Elementary SI Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
English Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Math Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Science Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Social Studies Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Special Education Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Robotics Advisor	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76
Robotics Advisor (Junior High)	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76
Key Club	2.5%	\$ 1,042.35	2.5%	\$ 1,042.35	2.5%	\$ 1,042.35	2.5%	\$ 1,042.35
Secondary State Test Coordinator	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88	2%	\$ 833.88
Elective Department Chair	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76	4%	\$ 1,667.76
Elementary Math Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Elementary Science Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Elementary Social Studies Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70
Elementary Language Arts Department Chair	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70	5%	\$ 2,084.70

<b>2021-2022 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>High School Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Football - Varsity Head Coach	13%	\$ 5,420.22	14%	\$ 5,837.16	15%	\$ 6,254.10	16%	\$ 6,671.04
Football - Varsity Assistant Coach (4 jobs)	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Football - JV Head Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Football - JV Assistant Coach (2 jobs)	5%	\$ 2,084.70	6.5%	\$ 2,710.11	8%	\$ 3,335.52	9.5%	\$ 3,960.93
Football - Freshman Head Coach	5%	\$ 2,084.70	6.5%	\$ 2,710.11	8%	\$ 3,335.52	9.5%	\$ 3,960.93
Football - Freshman Assistant Coach	4.5%	\$ 1,876.23	6%	\$ 2,501.64	7.5%	\$ 3,127.05	9%	\$ 3,752.46
Basketball - Boys Varsity Head Coach	13%	\$ 5,420.22	14%	\$ 5,837.16	15%	\$ 6,254.10	16%	\$ 6,671.04
Basketball - Boys Varsity Assistant Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Basketball - Boys JV Head Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Basketball - Boys Freshman Head Coach	5%	\$ 2,084.70	6.5%	\$ 2,710.11	8%	\$ 3,335.52	9.5%	\$ 3,960.93
Basketball - Girls Varsity Head Coach	13%	\$ 5,420.22	14%	\$ 5,837.16	15%	\$ 6,254.10	16%	\$ 6,671.04



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Basketball - Girls Varsity Assistant Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Basketball - Girls JV Head Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Basketball - Girls Freshman Head Coach	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46
Track - Boys Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Track - Boys Varsity Assistant Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Track - Girls Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Track - Girls Varsity Assistant Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Baseball - Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Baseball - JV Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Baseball - Freshman Head Coach	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58
Wrestling - Head Coach	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34	12%	\$ 5,003.28
Wrestling - Assistant Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Cross Country - Head Coach	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46
Soccer - Boys Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Soccer - Boys JV Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Soccer - Girls Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Soccer - Girls JV Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Tennis - Boys Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Tennis - JV Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Tennis Girls - Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Golf - Boys Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Golf - Boys JV Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Golf - Girls Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Golf - Girls JV Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Bowling Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Volleyball - Head Coach	7%	\$ 2,918.58	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40
Volleyball - JV Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Volleyball - Freshman Coach	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58
Softball - Varsity Head Coach	8%	\$ 3,335.52	9%	\$ 3,752.46	10%	\$ 4,169.40	11%	\$ 4,586.34
Softball - JV Head Coach	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58	8%	\$ 3,335.52
Dance - Varsity Head Coach	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64	7%	\$ 2,918.58
Cheerleading - Varsity Sideline	6%	\$ 2,501.64	6.5%	\$ 2,710.11	7%	\$ 2,918.58	7.5%	\$ 3,127.05

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Cheerleading - Varsity Competitive	6%	\$ 2,501.64	6.5%	\$ 2,710.11	7%	\$ 2,918.58	7.5%	\$ 3,127.05
Cheerleading - JV Sideline	4%	\$ 1,667.76	4.5%	\$ 1,876.23	5%	\$ 2,084.70	5.5%	\$ 2,293.17
Cheerleading - JV Competitive	4%	\$ 1,667.76	4.5%	\$ 1,876.23	5%	\$ 2,084.70	5.5%	\$ 2,293.17
<b>2021-2022 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Junior High Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Track - 7th & 8th Grade Boys Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Track - 7th & 8th Grade Girls Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Basketball - 7th Grade Boys Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Basketball - 7th Grade Girls Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Basketball - 8th Grade Boys Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Basketball - 8th Grade Girls Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Wrestling - Junior High	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Baseball	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Softball	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Volleyball - 7th Grade Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Volleyball - 8th Grade Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Cross Country - Junior High Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Competitive Cheerleading Coach	3%	\$ 1,250.82	3.5%	\$ 1,459.29	4%	\$ 1,667.76	4.5%	\$ 1,876.23
Soccer Boys Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64
Soccer Girls Head Coach	3%	\$ 1,250.82	4%	\$ 1,667.76	5%	\$ 2,084.70	6%	\$ 2,501.64

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<b>2022-23 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Non-Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Annual & Camera Club (High School)/with class	3%	\$ 1,282.08	3.5%	\$ 1,495.76	4%	\$ 1,709.44	4.5%	\$ 1,923.12
Annual (Junior High) (Yearbook)	2%	\$ 854.72	2.5%	\$ 1,068.40	3%	\$ 1,282.08	3.5%	\$ 1,495.76
Business Professionals of America	2.5%	\$ 1,068.40	3%	\$ 1,282.08	3.5%	\$ 1,495.76	4%	\$ 1,709.44
School Newspaper (High School)	3.5%	\$ 1,495.76	4%	\$ 1,709.44	4.5%	\$ 1,923.12	5%	\$ 2,136.80
Student Council (Junior)	1.5%	\$ 641.04	2%	\$ 854.72	2.5%	\$ 1,068.40	3%	\$ 1,282.08
Student Council ( High School)	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Senior Class Advisor	2.5%	\$ 1,068.40	2.75%	\$ 1,175.24	3%	\$ 1,282.08	3.25%	\$ 1,388.92
Junior Class Advisor	2.5%	\$ 1,068.40	2.75%	\$ 1,175.24	3%	\$ 1,282.08	3.25%	\$ 1,388.92
Sophomore Class Advisor	1%	\$ 427.36	1.25%	\$ 534.20	1.5%	\$ 641.04	1.75%	\$ 747.88
Freshman Class Advisor	1%	\$ 427.36	1.25%	\$ 534.20	1.5%	\$ 641.04	1.75%	\$ 747.88
Drama (per play, one per year)	5%	\$ 2,136.80	5.5%	\$ 2,350.48	6%	\$ 2,564.16	6.5%	\$ 2,777.84
Drama Assistant (one paid per year)	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72
Musical (one per year)	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24
Musical Assistant (one per year)	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72
Variety Show (Elementary & Secondary)	1%	\$ 427.36	1%	\$ 427.36	1%	\$ 427.36	1%	\$ 427.36
Honor Society	1%	\$ 427.36	1.5%	\$ 641.04	2%	\$ 854.72	2.5%	\$ 1,068.40
Elementary/Junior High Vocal Music	1%	\$ 427.36	1.25%	\$ 534.20	1.5%	\$ 641.04	1.75%	\$ 747.88
Senior High Vocal Music	2%	\$ 854.72	2.25%	\$ 961.56	2.5%	\$ 1,068.40	2.75%	\$ 1,175.24
Band (High School)	9%	\$ 3,846.24	10.5%	\$ 4,487.28	12%	\$ 5,128.32	13.5%	\$ 5,769.36
Band (Junior High School)	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Summer Bands	2%	\$ 854.72	2.5%	\$ 1,068.40	3%	\$ 1,282.08	3.5%	\$ 1,495.76
Orchestra	2.5%	\$ 1,068.40	3.5%	\$ 1,495.76	4%	\$ 1,709.44	5%	\$ 2,136.80
Drumline	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72
Safety Patrol	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
New Teaching Mentor (3 year commitment)	1%	\$ 427.36	2%	\$ 854.72	3%	\$ 1,282.08	-	
Smart Start (Junior High only)	1%	\$ 427.36	1%	\$ 427.36	1%	\$ 427.36	1%	\$ 427.36
Science Olympiad	4%	\$ 1,709.44	4.5%	\$ 1,923.12	5%	\$ 2,136.80	5.5%	\$ 2,350.48
Technology Liaison	2.5%	\$ 1,068.40	3%	\$ 1,282.08	3.5%	\$ 1,495.76	4%	\$ 1,709.44
Secondary SI Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80

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Elementary Non-Core Area SI Rep (special ed or specials)	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44
Elementary SI Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
English Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Math Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Science Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Social Studies Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Special Education Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Robotics Advisor	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44
Robotics Advisor (Junior High)	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44
Key Club	2.5%	\$ 1,068.40	2.5%	\$ 1,068.40	2.5%	\$ 1,068.40	2.5%	\$ 1,068.40
Secondary State Test Coordinator	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72	2%	\$ 854.72
Elective Department Chair	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44	4%	\$ 1,709.44
Elementary Math Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Elementary Science Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Elementary Social Studies Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
Elementary Language Arts Department Chair	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80	5%	\$ 2,136.80
<b>2022-2023 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>High School Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Football - Varsity Head Coach	13%	\$ 5,555.68	14%	\$ 5,983.04	15%	\$ 6,410.40	16%	\$ 6,837.76
Football - Varsity Assistant Coach (4 jobs)	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Football - JV Head Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Football - JV Assistant Coach (2 jobs)	5%	\$ 2,136.80	6.5%	\$ 2,777.84	8%	\$ 3,418.88	9.5%	\$ 4,059.92
Football - Freshman Head Coach	5%	\$ 2,136.80	6.5%	\$ 2,777.84	8%	\$ 3,418.88	9.5%	\$ 4,059.92
Football - Freshman Assistant Coach	4.5%	\$ 1,923.12	6%	\$ 2,564.16	7.5%	\$ 3,205.20	9%	\$ 3,846.24
Basketball - Boys Varsity Head Coach	13%	\$ 5,555.68	14%	\$ 5,983.04	15%	\$ 6,410.40	16%	\$ 6,837.76
Basketball - Boys Varsity Assistant Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Basketball - Boys JV Head Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Basketball - Boys Freshman Head Coach	5%	\$ 2,136.80	6.5%	\$ 2,777.84	8%	\$ 3,418.88	9.5%	\$ 4,059.92
Basketball - Girls Varsity Head Coach	13%	\$ 5,555.68	14%	\$ 5,983.04	15%	\$ 6,410.40	16%	\$ 6,837.76
Basketball - Girls Varsity Assistant Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60

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Basketball - Girls JV Head Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Basketball - Girls Freshman Head Coach	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24
Track - Boys Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Track - Boys Varsity Assistant Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Track - Girls Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Track - Girls Varsity Assistant Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Baseball - Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Baseball - JV Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Baseball - Freshman Head Coach	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52
Wrestling - Head Coach	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96	12%	\$ 5,128.32
Wrestling - Assistant Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Cross Country - Head Coach	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24
Soccer - Boys Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Soccer - Boys JV Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Soccer - Girls Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Soccer - Girls JV Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Tennis - Boys Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Tennis - JV Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Tennis Girls - Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Golf - Boys Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Golf - Boys JV Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Golf - Girls Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Golf - Girls JV Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Bowling Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Volleyball - Head Coach	7%	\$ 2,991.52	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60
Volleyball - JV Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Volleyball - Freshman Coach	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52
Softball - Varsity Head Coach	8%	\$ 3,418.88	9%	\$ 3,846.24	10%	\$ 4,273.60	11%	\$ 4,700.96
Softball - JV Head Coach	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52	8%	\$ 3,418.88
Dance - Varsity Head Coach	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16	7%	\$ 2,991.52
Cheerleading - Varsity Sideline	6%	\$ 2,564.16	6.5%	\$ 2,777.84	7%	\$ 2,991.52	7.5%	\$ 3,205.20
Cheerleading - Varsity Competitive	6%	\$ 2,564.16	6.5%	\$ 2,777.84	7%	\$ 2,991.52	7.5%	\$ 3,205.20

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Cheerleading - JV Sideline	4%	\$ 1,709.44	4.5%	\$ 1,923.12	5%	\$ 2,136.80	5.5%	\$ 2,350.48
Cheerleading - JV Competitive	4%	\$ 1,709.44	4.5%	\$ 1,923.12	5%	\$ 2,136.80	5.5%	\$ 2,350.48
<b>2022-2023 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Junior High Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Track - 7th & 8th Grade Boys Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Track - 7th & 8th Grade Girls Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Basketball - 7th Grade Boys Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Basketball - 7th Grade Girls Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Basketball - 8th Grade Boys Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Basketball - 8th Grade Girls Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Wrestling - Junior High	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Baseball	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Softball	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Volleyball - 7th Grade Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Volleyball - 8th Grade Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Cross Country - Junior High Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Competitive Cheerleading Coach	3%	\$ 1,282.08	3.5%	\$ 1,495.76	4%	\$ 1,709.44	4.5%	\$ 1,923.12
Soccer Boys Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16
Soccer Girls Head Coach	3%	\$ 1,282.08	4%	\$ 1,709.44	5%	\$ 2,136.80	6%	\$ 2,564.16

**APPENDIX A**

<b>2023-24 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Non-Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Annual & Camera Club (High School)/with class	3%	\$ 1,314.15	3.5%	\$ 1,533.18	4%	\$ 1,752.20	4.5%	\$ 1,971.23
Annual (Junior High) (Yearbook)	2%	\$ 876.10	2.5%	\$ 1,095.13	3%	\$ 1,314.15	3.5%	\$ 1,533.18
Business Professionals of America	2.5%	\$ 1,095.13	3%	\$ 1,314.15	3.5%	\$ 1,533.18	4%	\$ 1,752.20
School Newspaper (High School)	3.5%	\$ 1,533.18	4%	\$ 1,752.20	4.5%	\$ 1,971.23	5%	\$ 2,190.25
Student Council (Junior)	1.5%	\$ 657.08	2%	\$ 876.10	2.5%	\$ 1,095.13	3%	\$ 1,314.15
Student Council (High School)	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Senior Class Advisor	2.5%	\$ 1,095.13	2.75%	\$ 1,204.64	3%	\$ 1,314.15	3.25%	\$ 1,423.66
Junior Class Advisor	2.5%	\$ 1,095.13	2.75%	\$ 1,204.64	3%	\$ 1,314.15	3.25%	\$ 1,423.66
Sophomore Class Advisor	1%	\$ 438.05	1.25%	\$ 547.56	1.5%	\$ 657.08	1.75%	\$ 766.59
Freshman Class Advisor	1%	\$ 438.05	1.25%	\$ 547.56	1.5%	\$ 657.08	1.75%	\$ 766.59
Drama (per play, one per year)	5%	\$ 2,190.25	5.5%	\$ 2,409.28	6%	\$ 2,628.30	6.5%	\$ 2,847.33
Drama Assistant (one paid per year)	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10
Musical (one per year)	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45
Musical Assistant (one per year)	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10
Variety Show (Elementary & Secondary)	1%	\$ 438.05	1%	\$ 438.05	1%	\$ 438.05	1%	\$ 438.05
Honor Society	1%	\$ 438.05	1.5%	\$ 657.08	2%	\$ 876.10	2.5%	\$ 1,095.13
Elementary/Junior High Vocal Music	1%	\$ 438.05	1.25%	\$ 547.56	1.5%	\$ 657.08	1.75%	\$ 766.59
Senior High Vocal Music	2%	\$ 876.10	2.25%	\$ 985.61	2.5%	\$ 1,095.13	2.75%	\$ 1,204.64
Band (High School)	9%	\$ 3,942.45	10.5%	\$ 4,599.53	12%	\$ 5,256.60	13.5%	\$ 5,913.68
Band (Junior High School)	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Summer Bands	2%	\$ 876.10	2.5%	\$ 1,095.13	3%	\$ 1,314.15	3.5%	\$ 1,533.18
Orchestra	2.5%	\$ 1,095.13	3.5%	\$ 1,533.18	4%	\$ 1,752.20	5%	\$ 2,190.25
Drumline	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10
Safety Patrol	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
New Teaching Mentor (3 year commitment)	1%	\$ 438.05	2%	\$ 876.10	3%	\$ 1,314.15	-	
Smart Start (Junior High only)	1%	\$ 438.05	1%	\$ 438.05	1%	\$ 438.05	1%	\$ 438.05
Science Olympiad	4%	\$ 1,752.20	4.5%	\$ 1,971.23	5%	\$ 2,190.25	5.5%	\$ 2,409.28
Technology Liaison	2.5%	\$ 1,095.13	3%	\$ 1,314.15	3.5%	\$ 1,533.18	4%	\$ 1,752.20

**APPENDIX A**

Secondary SI Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Elementary Non-Core Area SI Rep (special ed or specials)	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20
Elementary SI Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
English Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Math Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Science Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Social Studies Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Special Education Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Robotics Advisor	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20
Robotics Advisor (Junior High)	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20
Key Club	2.5%	\$ 1,095.13	2.5%	\$ 1,095.13	2.5%	\$ 1,095.13	2.5%	\$ 1,095.13
Secondary State Test Coordinator	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10	2%	\$ 876.10
Elective Department Chair	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20	4%	\$ 1,752.20
Elementary Math Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Elementary Science Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Elementary Social Studies Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
Elementary Language Arts Department Chair	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25	5%	\$ 2,190.25
<b>2023-2024 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>High School Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Football - Varsity Head Coach	13%	\$ 5,694.65	14%	\$ 6,132.70	15%	\$ 6,570.75	16%	\$ 7,008.80
Football - Varsity Assistant Coach (4 jobs)	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Football - JV Head Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Football - JV Assistant Coach (2 jobs)	5%	\$ 2,190.25	6.5%	\$ 2,847.33	8%	\$ 3,504.40	9.5%	\$ 4,161.48
Football - Freshman Head Coach	5%	\$ 2,190.25	6.5%	\$ 2,847.33	8%	\$ 3,504.40	9.5%	\$ 4,161.48
Football - Freshman Assistant Coach	4.5%	\$ 1,971.23	6%	\$ 2,628.30	7.5%	\$ 3,285.38	9%	\$ 3,942.45
Basketball - Boys Varsity Head Coach	13%	\$ 5,694.65	14%	\$ 6,132.70	15%	\$ 6,570.75	16%	\$ 7,008.80
Basketball - Boys Varsity Assistant Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Basketball - Boys JV Head Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Basketball - Boys Freshman Head Coach	5%	\$ 2,190.25	6.5%	\$ 2,847.33	8%	\$ 3,504.40	9.5%	\$ 4,161.48
Basketball - Girls Varsity Head Coach	13%	\$ 5,694.65	14%	\$ 6,132.70	15%	\$ 6,570.75	16%	\$ 7,008.80



## APPENDIX A

Basketball - Girls Varsity Assistant Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Basketball - Girls JV Head Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Basketball - Girls Freshman Head Coach	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45
Track - Boys Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Track - Boys Varsity Assistant Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Track - Girls Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Track - Girls Varsity Assistant Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Baseball - Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Baseball - JV Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Baseball - Freshman Head Coach	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35
Wrestling - Head Coach	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55	12%	\$ 5,256.60
Wrestling - Assistant Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Cross Country - Head Coach	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45
Soccer - Boys Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Soccer - Boys JV Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Soccer - Girls Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Soccer - Girls JV Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Tennis - Boys Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Tennis - JV Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Tennis Girls - Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Golf - Boys Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Golf - Boys JV Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Golf - Girls Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Golf - Girls JV Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Bowling Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Volleyball - Head Coach	7%	\$ 3,066.35	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50
Volleyball - JV Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Volleyball - Freshman Coach	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35
Softball - Varsity Head Coach	8%	\$ 3,504.40	9%	\$ 3,942.45	10%	\$ 4,380.50	11%	\$ 4,818.55
Softball - JV Head Coach	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35	8%	\$ 3,504.40
Dance - Varsity Head Coach	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30	7%	\$ 3,066.35
Cheerleading - Varsity Sideline	6%	\$ 2,628.30	6.5%	\$ 2,847.33	7%	\$ 3,066.35	7.5%	\$ 3,285.38

**APPENDIX A**

Cheerleading - Varsity Competitive	6%	\$ 2,628.30	6.5%	\$ 2,847.33	7%	\$ 3,066.35	7.5%	\$ 3,285.38
Cheerleading - JV Sideline	4%	\$ 1,752.20	4.5%	\$ 1,971.23	5%	\$ 2,190.25	5.5%	\$ 2,409.28
Cheerleading - JV Competitive	4%	\$ 1,752.20	4.5%	\$ 1,971.23	5%	\$ 2,190.25	5.5%	\$ 2,409.28
<b>2023-2024 Schedule B</b>	<b>Step 1</b>		<b>Step 2</b>		<b>Step 3</b>		<b>Year 8</b>	
<b>Junior High Athletic Duty</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>	<b>%</b>	<b>Contract Amount</b>
Track - 7th & 8th Grade Boys Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Track - 7th & 8th Grade Girls Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Basketball - 7th Grade Boys Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Basketball - 7th Grade Girls Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Basketball - 8th Grade Boys Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Basketball - 8th Grade Girls Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Wrestling - Junior High	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Baseball	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Softball	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Volleyball - 7th Grade Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Volleyball - 8th Grade Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Cross Country - Junior High Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Competitive Cheerleading Coach	3%	\$ 1,314.15	3.5%	\$ 1,533.18	4%	\$ 1,752.20	4.5%	\$ 1,971.23
Soccer Boys Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30
Soccer Girls Head Coach	3%	\$ 1,314.15	4%	\$ 1,752.20	5%	\$ 2,190.25	6%	\$ 2,628.30

**SCHEDULE C**

2021-22            \$22.05 (.67 x Schedule D Rate)  
 2022-23            \$22.60 (.67 x Schedule D Rate)  
 2023-24            \$23.16 (.67 x Schedule D Rate)

**SCHEDULE D**

Schedule D base hourly rate: (=BA2 / Work Days / Daily Work Hours

2021-22    \$32.91 (\$41,694 / 181 / 7)  
 2022-23    \$33.73 (\$42,736 / 181 / 7)  
 2023-24    \$34.57 (\$43,805 / 181 / 7)

**APPENDIX B**

Grievance #:

**GRIEVANCE REPORT FORM**

**Wyoming Public Schools/Wyoming Education Association**

<b>Name of Grievant</b>	<b>Building</b>	<b>Assignment</b>	<b>Date Filed</b>

**Level I**

<b>A. Date cause of grievance occurred:</b>
<b>B. Specific article/law/rule/regulation violated:</b>
<b>C. Statement of grievance:</b>
<b>D. Remedy requested:</b>

Signature of Grievant	Date
Signature of Association Representative	Date

<b>E. Date of meeting with supervisor:</b>
<b>F. Disposition (Supervisor)</b>

Signature of Association Representative	Date
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<b>G. Disposition of Grievant:</b>
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Signature of Grievant	Date
Signature of Association Representative	Date

**APPENDIX B**

**Level II**

<b>A. Date of second meeting with supervisor:</b>
<b>B. Disposition (management):</b>

Signature of Representative from Human Resources	Date
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<b>C. Disposition of Grievant and/or Association:</b>
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Signature of Grievant	Date
Signature of Association Representative	Date

**APPENDIX B**

**Level III**

<b>A. Date received by Superintendent:</b>
<b>B. Date of meeting with Superintendent:</b>
<b>C. Disposition (management):</b>

Signature of Superintendent	Date
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<b>D. Disposition of Grievant:</b>
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Signature of Grievant	Date
Signature of Association Representative	Date

<b>E. Date received by Association Grievance Committee:</b>
<b>F. Disposition of Association Grievance Committee:</b>

**APPENDIX C**

**WYOMING PUBLIC SCHOOLS  
WYOMING EDUCATION ASSOCIATION  
REQUEST FOR MASTER CONTRACT VARIATION**

Building \_\_\_\_\_

Today's Date \_\_\_\_\_

Contact Person \_\_\_\_\_

Building A.R. \_\_\_\_\_

Staff Members Involved in Planning

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Process Used for Decision-making

Vote	_____
Majority	_____
2/3	_____
Consensus	_____
Quorum	_____
Secret Ballot	_____
Other	_____

Description of Proposed Program

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Anticipated Contract Implications

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Impact on other Staff (List Staff and Impact)

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Clearly Identify Goals and Objectives of Program

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Describe Process for Evaluation

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Timeline

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Evaluation Date \_\_\_\_\_

*Distribution: Principal, Superintendent, WEA Office*